



DATE: July 17, 2019

AGENDA ITEM # 3

**TO:** Design Review Commission  
**FROM:** Eliana Hassan, Assistant Planner  
**SUBJECT:** SC19-0002 – 1229 Woodview Terrace

**RECOMMENDATION:**

Approve design review application SC19-0002 subject to the listed findings and conditions

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**PROJECT DESCRIPTION**

This is a design review for a first and second story addition to an existing two-story house. The project includes additions of 592 square feet on the first story and 87 square feet on the second story, with changes to the exterior materials and placement of the some second-story windows. The project was continued from the May 15, 2019 Design Review Commission meeting. The following table summarizes the project’s technical details:

**GENERAL PLAN DESIGNATION:** Single-Family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 11,694 square feet  
**MATERIALS:** Standing seam metal roof, stucco and vertical wood siding, metal clad windows and doors, painted wood garage door, painted wood fascia (to match roof color)

	<b>Existing</b>	<b>Proposed</b>	<b>Allowed/Required</b>
<b>COVERAGE:</b>	2,466 square feet	2,861 square feet	3,508 square feet
<b>FLOOR AREA:</b>			
First floor	2,235 square feet	2,813 square feet	
Second floor	1,076 square feet	1,041 square feet	
Total	3,311 square feet	3,854 square feet	3,919 square feet
<b>SETBACKS:</b>			
Front	29 feet	25 feet	25 feet
Rear	42.2 feet	25 feet	25 feet
Exterior side	25.6 feet	20.1 feet	20 feet
Interior side (1 <sup>st</sup> /2 <sup>nd</sup> )	10.7 feet/25 feet	10.7 feet/24.4 feet	10 feet/17.5 feet
<b>HEIGHT:</b>	24 feet	24 feet	27 feet

## **BACKGROUND**

### **First Public Meeting**

On May 15, 2019, the Design Review Commission held a public meeting to consider the proposed project. The project was initially posted on the consent calendar but was removed for discussion after neighbors expressed concerns. Following a presentation from the architect and property owner, two neighbors provided public feedback, with concerns being raised about the exterior material changes, compatibility with the surrounding neighborhood and potential privacy impacts with the proposed window changes. Following public comment, the Commission discussed the proposed project. After deliberating, they voted unanimously (4-0) to continue the project with direction to provide an updated landscape plan with additional evergreen screening along the rear and side property lines, refine the color and textures of the material board with sample materials, and conduct additional neighborhood outreach. The May 15, 2019 Design Review Commission agenda report and meeting minutes are attached for reference (Attachments A and B).

## **DISCUSSION**

### **Design Review**

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

- The materials board has been updated with revised colors and material choices, including a painted wood garage door and a lighter standing seam metal roof color;
- A materials board with physical samples has been included to illustrate colors and textures of proposed materials;
- The bathroom window in the guest bedroom addition was changed to obscure glass;
- The trash enclosure has been redesigned to be more integrated with the exterior side addition;
- A new ornamental tree (Japanese Maple, tree #26) and an evergreen shrub planting area were added to Sheet L1.1 near the guest bedroom addition on the first-floor exterior side; and
- Applicants conducted additional outreach to neighbors as requested by the Commission.

A cover letter detailing the applicant's neighborhood outreach efforts can be found in Attachment C, and the updated materials board and with enhanced color/texture is included as Attachment D. Overall, with the design revisions and the recommended conditions, the project appears to have addressed the Commission's direction and staff is recommending approval.

### **Trees and Landscaping**

The Commission requested an updated Landscape Plan with additional evergreen landscape screening. In order to address this, the Landscape Plan on Sheet L1.1 has been updated to include an additional tree (tree #26, a Japanese Maple) and evergreen screening near the proposed exterior side addition. There were also concerns brought up regarding the potential lack of landscape screening along the rear and interior side property lines. Per the letter from the applicant (Attachment C), the property owners have spoken with the rear-facing neighbors at 1237 and 1205 Woodview Terrace, as well as the northern neighbor at 1205 Woodview Terrace, and there were no concerns raised about the rear or interior side yard landscape screening. The existing screening, per the included site photos of Attachment C, indicates an adequate level of screening relative to the scope of work. The scope of work on the interior side includes two second-story windows, one of which is a clerestory window on

the stairwell. The existing landscape screening in the rear and interior side yard, coupled with the minor 87 square foot second story addition, do not pose any concerns to privacy or appear to require the need for additional landscape screening along the rear property line.

**Environmental Review**

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

**Public Notification**

A public meeting notice was posted on the property and mailed to 15 nearby property owners on Woodview Terrace and St. Matthew Way. The Notification Map is included in Attachment B.

Cc: Ana Williamson and Pearl Renaker, Applicants and Architect  
Ashrafa and Shabbir Anik, Property Owners

Attachments:

- A. Design Review Commission Agenda Report, May 15, 2019
- B. Design Review Commission Meeting Minutes, May 15, 2019
- C. Supplemental Applicant Letters
- D. Updated Material Board and Color Elevation

## FINDINGS

SC19-0002 – 1229 Woodview Terrace

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

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



## CONDITIONS

SC19-0002 – 1229 Woodview Terrace

### **GENERAL**

#### **1. Approved Plans**

This approval is based on the plans received on June 7, 2019 and the materials provided by the applicant, except as may be modified by these conditions.

- a. The Landscape Plan shall include specific numbers and placement of proposed grasses, groundcover, and evergreen shrubs.
- b. Provide color photos of all proposed trees and evergreen screening species, along with the following information: common name, anticipated height and spread at maturity, and the average rate of growth. This information can be shown on the Landscape Plan or in a supplemental letter.

#### **2. Protected Trees**

Trees nos. 5-7, 11-14, 17-21, and proposed street trees shall be protected under this application and cannot be removed without a tree removal permit from the Community Development Director.

#### **3. Encroachment Permit**

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

#### **4. Underground Utilities**

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

#### **5. Indemnity and Hold Harmless**

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

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

#### **6. Conditions of Approval**

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

#### **7. Tree Protection Note**

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

#### **8. Green Building Standards**

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

**9. Underground Utility Location**

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

**10. Air Conditioner Sound Rating**

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

**11. Storm Water Management**

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

**PRIOR TO FINAL INSPECTION**

**12. Landscaping Installation**

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

**13. 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).



DATE: May 15, 2019

AGENDA ITEM # 2

**TO:** Design Review Commission  
**FROM:** Eliana Hassan, Assistant Planner  
**SUBJECT:** SC19-0002 – 1229 Woodview Terrace

## RECOMMENDATION:

Approve design review application SC19-0002 subject to the listed findings and conditions

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## PROJECT DESCRIPTION

This is a design review for a first and second story addition to an existing two-story house. The project includes additions of 572 square feet on the first-story and 86 square feet on the second-story, with changes to the exterior materials and second-story window modifications. 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>	11,694 square feet
<b>MATERIALS:</b>	Standing seam metal roof, stucco and vertical wood siding, metal clad windows and doors, painted metal garage door, painted wood fascia (to match roof color)

	Existing	Proposed	Allowed/Required
<b>COVERAGE:</b>	2,466 square feet	2,842 square feet	3,508 square feet
<b>FLOOR AREA:</b>			
First floor	2,235 square feet	2,794 square feet	
Second floor	1,076 square feet	1,040 square feet	
Total	3,311 square feet	3,834 square feet	3,919 square feet
<b>SETBACKS:</b>			
Front	29 feet	25 feet	25 feet
Rear	42.2 feet	29.7 feet	25 feet
Exterior side	25.6 feet	20.1 feet	20 feet
Interior side (1 <sup>st</sup> /2 <sup>nd</sup> )	10.7 feet/25 feet	10.7 feet/24.4 feet	10 feet/17.5 feet
<b>HEIGHT:</b>	24 feet	24 feet	27 feet

## **BACKGROUND**

### **Neighborhood Context**

The subject property is corner lot on Woodview Terrace, which is a short L-shaped street that connects to St. Matthew Way. The neighborhood along Woodview Terrace is considered a Consistent Character Neighborhood, as defined in the City's Residential Design Guidelines. The houses in the neighborhood context along Woodview Terrace are an even mix of one- and two-story homes that all appear to have been built around the same time, with some minor alterations and updates over the years. The residences have similar horizontal eave lines with side facing gable roofs on a majority of the homes. Homes tend to have lower plate heights and have similar character through the use of stucco, traditional wood siding, and brick veneer accents. Woodview Terrace has a concrete rolled curb and landscaping to the back of the curb, consisting mostly of lawns with one or two moderately sized street trees, but no district street tree pattern. The Neighborhood Compatibility Worksheet is included as Attachment C and neighborhood photos are included in Attachment D.

### **Zoning Compliance**

The existing structure has a nonconforming element since a small portion of the second-story roof gable on the left side encroaches into the daylight plane. The project includes a new roof for the house, but the existing second story roof structure will not be rebuilt and well over 50 percent of the entire structure will be maintained as part of the addition/remodel, so the Zoning Code allows this nonconforming element to be maintained.

## **DISCUSSION**

### **Design Review**

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

The project is a minor second-story addition with a larger one-story addition and exterior material and window changes to an existing two-story house. The plate heights, roof heights, and overall height are being maintained. The proposed additions maintain the simple forms seen in the existing residence. The front elevation includes a 183 square-foot first-story addition which protrudes 3.5 feet further towards the front than the existing house and wraps around to the exterior side elevation. The exterior side elevation has a 335 square-foot first-story addition which protrudes 4.8 feet out from the existing house. The proposed garage is reduced from an existing three car garage to a two-car garage, which reduces the mass and bulk compared to the existing house. The second story rear elevation has an addition of 86 square feet to create space for a proposed bedroom expansion. The expansion protrudes 6.2 feet from the existing wall towards the rear. Although the proposed two-story expansion is a continuous mass between the first and second floor, the small scale of the addition should minimize concerns for bulk and mass. The scale of the expansions, combined with the simple forms, minimizes the impacts of bulk and mass and relates the residence to the simple forms seen in other homes in the neighborhood.

The project includes changes to the exterior materials at both the first and second story. The existing house consists of a Mediterranean inspired architecture style that includes a barrel tiled roof, stucco

siding and wood trim on the front and exterior side elevation. The proposed materials create a more Contemporary style appearance that includes a standing seam metal roof, updated stucco siding, a wood fascia entry and vertical wood siding. The vertical wood siding portions are seen on the first story addition, which helps to break up the massing of the new form through materiality changes. The stained wood accent on the front elevation between the two windows on the second story is minimal and ties into the first story addition. The wood siding, while more modern in nature than traditional wood siding, ties into the more rustic materials seen elsewhere in the neighborhood. The use of stucco as a predominant exterior material maintains a relationship with the stucco facades seen in the existing neighborhood. Overall, the changes to the exterior materials are designed to lessen abrupt changes and are compatible with materials in the surrounding neighborhood.

### **Privacy**

The project proposes numerous window modifications on both the first and second story. All proposed second story windows have a sill height of 2.5 feet. The existing front elevation contains three windows with sill heights of approximately 3 feet. The proposed front second story windows will add an additional window, which functions as a clearstory window to the first story space below. The front windows are expected to have a minimal impact to privacy compared to existing windows since they face toward the public street.

The existing exterior side elevation contains one second-story window with a sill height of around 3.2 feet. The proposed exterior side elevation will have two windows on the second story that are larger in size compared to the existing window. The second story exterior side setback is maintained at 47.9 feet and faces toward a public street, so there are not any privacy concerns with these windows.

The rear elevation will maintain relatively similar positions of windows compared to the existing elevation, with the leftmost window shifting closer to the edge of the wall. The windows are located in bedrooms and the second story has a rear setback of 42 feet at the most constrained point. Because the setback distance exceeds the minimum rear yard setback and no new windows are proposed, there are not any privacy concerns.

The interior side elevation will add two windows to the second story where no second story windows currently exist. The window closest to the front functions as a clerestory window and overlooks the first story below. The second window is part of a bedroom, and it could have views toward the left side property. However, there is a significant amount of existing evergreen screening along this side property line and the window is smaller in size, so there do not appear to be any unreasonable privacy impacts from this new window.

### **Trees and Landscaping**

There are a total of 14 trees on the project site and seven additional trees adjacent directly adjacent on neighboring properties. An arborist report that evaluates all trees on the site is included in Attachment E. The project will remove all the existing landscaping and palm trees in the front yard and planting three new Chinese Pistache trees and a new Japanese Maple, as well as installing new hardscaping and other lower landscaping. There are two large redwood trees located in the left rear (northeast) corner of the site, with one proposed for removal due to poor health and drought stress as outlined in the arborist report. The other redwood tree will be retained. A Monterey cypress and two yucca trees adjacent to the exterior side are proposed for removal due to their conflict with the proposed one-

story addition. While no new trees are proposed for the exterior side, the existing tree canopy of Chinese Tallow trees and a mature Deodar Cedar should provide adequate screening in this area.

There are concerns about the lack of evergreen screening in the rear yard and interior side yard areas, especially with the two-story addition, therefore it is recommended that additional evergreen screening species be planted along these two property lines (Conditions No. 1.a). Otherwise, the overall landscape screening and tree species on the site should provide adequate screening, and proposed landscaping in the front yard will tie the project to the neighborhood landscapes. Since the project is an addition and includes less than 2,500 square feet of new softscape area, it is not 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 an addition to an existing single-family dwelling in a residential zone.

### **Public Notification**

A public meeting notice was posted on the property and mailed to 15 nearby property owners on Woodview Terrace and St. Matthew Way. The Notification Map is included in Attachment B.

Cc: Ana Williamson and Pearl Renaker, Applicants and Architect  
Ashrafa and Shabbir Anik, Property Owners

#### Attachments:

- A. Application
- B. Area, Vicinity and Public Notification Maps
- C. Neighborhood Compatibility Worksheet
- D. Neighborhood Photos
- E. Arborist Report
- F. Material Board and Color Elevation

## FINDINGS

SC19-0002 – 1229 Woodview Terrace

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

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

## CONDITIONS

SC19-0002 – 1229 Woodview Terrace

### **GENERAL**

**1. Approved Plans**

This approval is based on the plans received on April 9, 2019 and the materials provided by the applicant, except as may be modified by these conditions.

- a) Update the landscape plan to include new evergreen screening species along the rear and interior side property lines.

**2. Protected Trees**

Trees nos. 5-7, 11-14, 17-21, and proposed street trees shall be protected under this application and cannot be removed without a tree removal permit from the Community Development Director.

**3. Encroachment Permit**

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

**4. Underground Utilities**

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

**5. Indemnity and Hold Harmless**

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

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

**6. Conditions of Approval**

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

**7. Tree Protection Note**

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

**8. Green Building Standards**

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

**9. Underground Utility Location**

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



**10. Air Conditioner Sound Rating**

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

**11. Storm Water Management**

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

**PRIOR TO FINAL INSPECTION**

**12. Landscaping Installation**

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

**13. 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 # SC19-0002

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

Project Address/Location: 1229 Woodview Terrace, Los Altos CA 94024

Project Proposal/Use: Remodel of / addition to (e) 2-story house.

Current Use of Property: Two-story single-family residence & attached garage

Assessor Parcel Number(s) 342.39.034 Site Area: 11,694 sf

New Sq. Ft.: 539 Remodeled Sq. Ft.: 3,298 Existing Sq. Ft. to Remain: \_\_\_\_\_

Total Existing Sq. Ft.: 3,298 Total Proposed Sq. Ft. (including basement): 3,837

Applicant's Name: Ana Williamson Architect

Home Telephone #: \_\_\_\_\_ Business Telephone #: 650.329.0577

Mailing Address: 885 Santa Cruz Avenue, Suite A

City/State/Zip Code: Menlo Park, CA 94025

Property Owner's Name: Ashrafa & Shabbir Anik

Home Telephone #: \_\_\_\_\_ Business Telephone #: \_\_\_\_\_

Mailing Address: 1229 Woodview Terrace

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

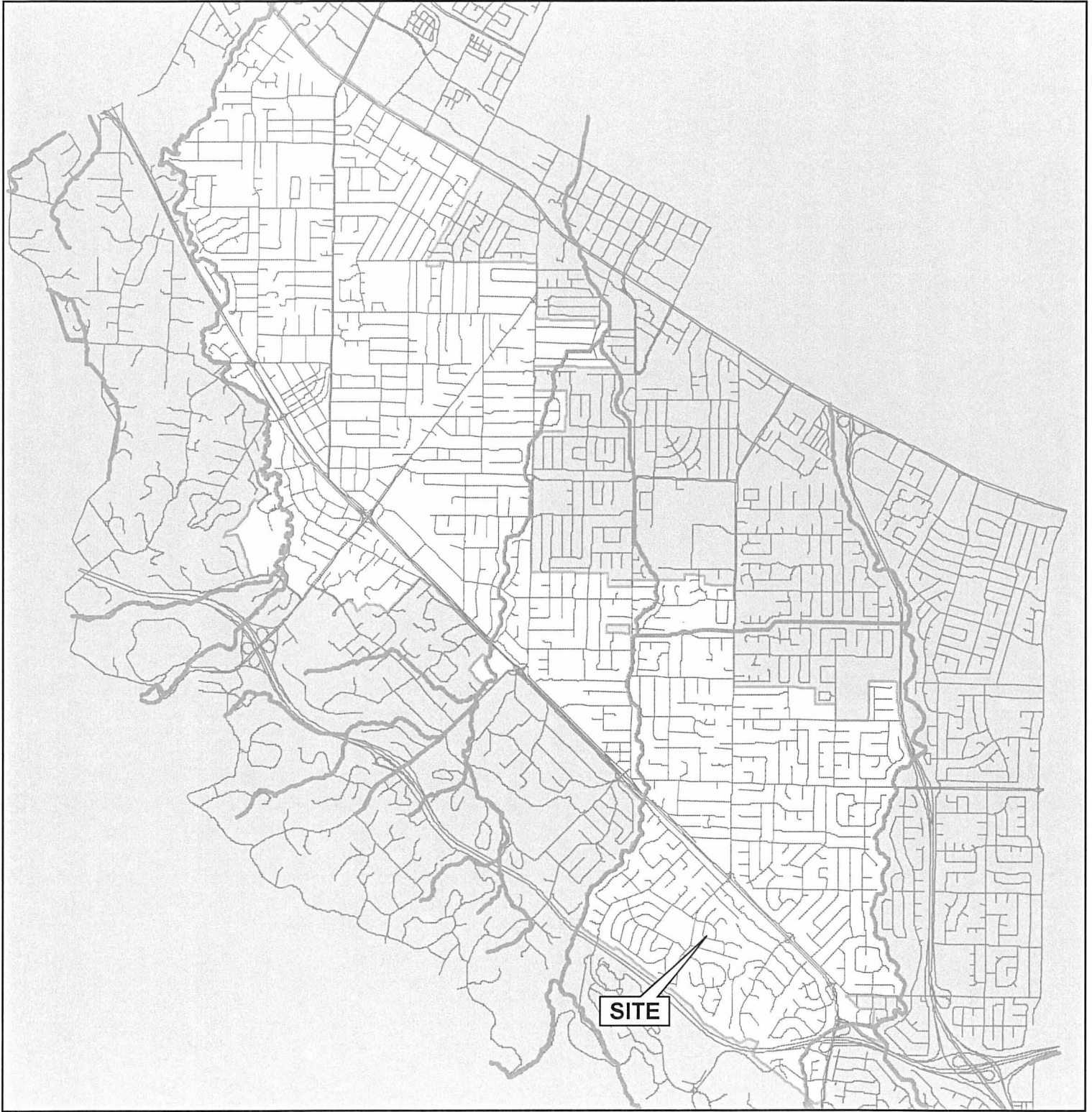
Architect/Designer's Name: Ana Williamson Architect Telephone #: 650.329.0577  
Pearl Renaker, pearl@awarchitect.com

\*\*\* 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

## AREA MAP



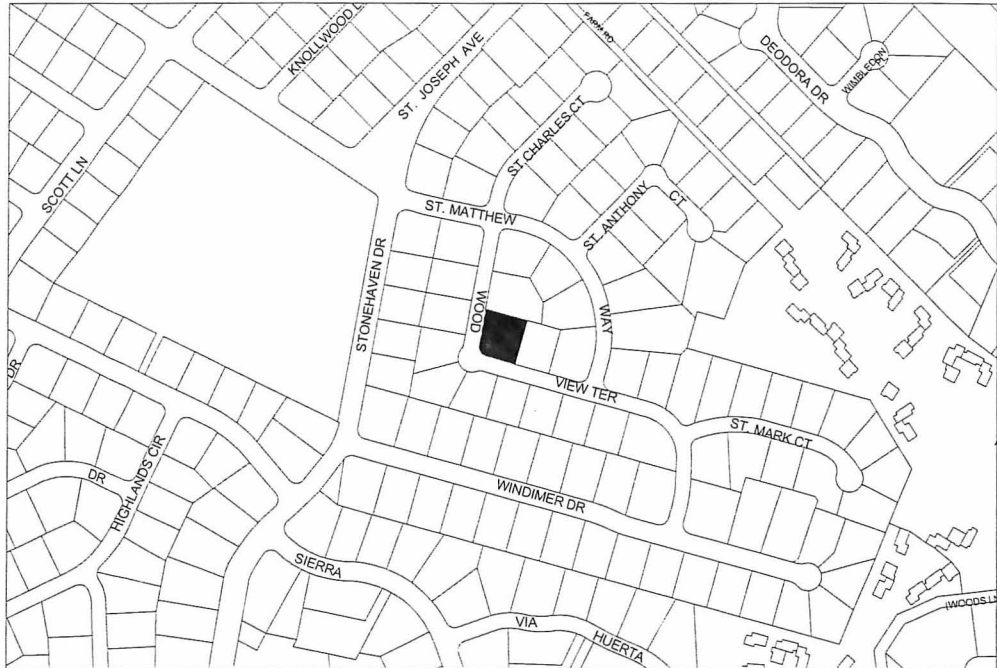
CITY OF LOS ALTOS

**APPLICATION:** SC19-0002  
**APPLICANT:** Ana Williamson Architect  
**SITE ADDRESS:** 1229 Woodview Terrace

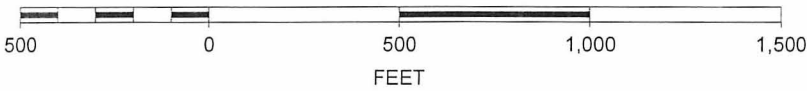


Not to Scale

# VICINITY MAP



SCALE 1 : 6,000



## CITY OF LOS ALTOS

**APPLICATION:** SC19-0002  
**APPLICANT:** Ana Williamson Architect  
**SITE ADDRESS:** 1229 Woodview Terrace





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 1229 Woodview Terrace, Los Altos, CA 94024  
Scope of Project: Addition or Remodel X or New Home \_\_\_\_\_  
Age of existing home if this project is to be an addition or remodel? 45 years  
Is the existing house listed on the City's Historic Resources Inventory? No

Address: 1229 Woodview Terrace  
Date: 2/1/19

## 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: 10,000 - 14,000 square feet  
Lot dimensions: Length 100-150 feet  
Width 90 - 110 feet

If your lot is significantly different than those in your neighborhood, then note its: area 11,694, length 113, and width 109.

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

Existing front setback if home is a remodel? 29'  
What % of the front facing walls of the neighborhood homes are at the front setback 80 %  
Existing front setback for house on left ±25' ft./on right ±25' ft.  
Do the front setbacks of adjacent houses line up? Yes

#### 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 10  
Garage facing front recessed from front of house face       
Garage in back yard       
Garage facing the side       
Number of 1-car garages     ; 2-car garages 2; 3-car garages 8



Address: 1229 Woodview Terrace

Date: 2/1/19

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

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

One-story 30%

Two-story 70%

**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 10, or other style     roofs\*?

Do the roof forms appear simple Yes 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 X stucco     board & batten X clapboard

    tile     stone X brick X combination of one or more materials

(if so, describe) horizontal siding on the front, stucco on the sides, brick accents

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

     
If no consistency then explain: often wood shakes, but also concrete / clay tile

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

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

YES  NO

Type? X Ranch     Shingle     Tudor     Mediterranean/Spanish

    Contemporary     Colonial     Bungalow     Other



Address: 1229 Woodview Terrace  
Date: 2/1/19

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

Does your property have a noticeable slope? Yes

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

Highest at the rear, sloping down towards the street.

Is your slope higher X 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.)?

There are no sidewalks. There are a mix of landscaping features - some lawns or planting areas, low fences, trees of various sizes.

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

Most of the houses are fairly visible from the street and from the neighboring properties.

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)?

There are several trees (see arborist report & site plan).

The public right-of-way is landscaped, with a rock border along one side.

**10. Width of Street:**

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

Is there a parking area on the street or in the shoulder area? No

Is the shoulder area (unimproved public right-of-way) paved, unpaved, gravel, landscaped, and/or defined with a curb/gutter? The shoulder area is landscaped up to the concrete valley gutter.

Address: 1229 Woodview Terrace

Date: 2/1/19

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.:

The gabled roof forms and similar massing of the houses make the neighborhood cohesive.

The use of a mixture of horizontal siding, stucco, and brick accent siding is also common.

The houses tend to have the minimum front yard setbacks and front-facing garages.

---

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: 1229 Woodview Terrace

Date: 2/1/19

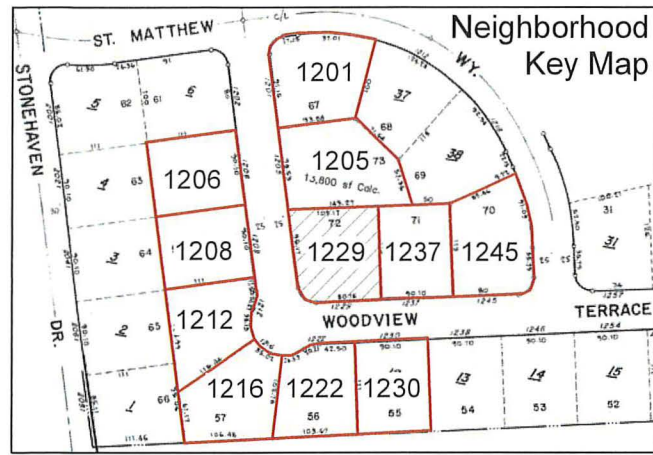
## Summary Table

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).

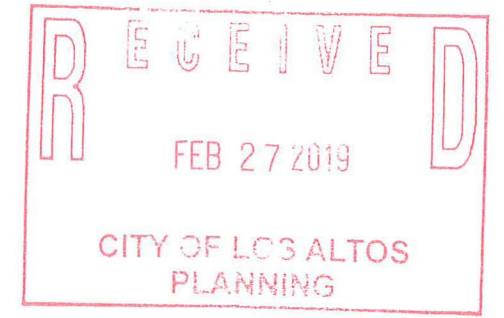
Note: All dimensions are estimates. Rear setback estimates are taken from aerial photography of the neighborhood.

Address	Front setback	Rear setback	Garage location	One or two stories	Height	Materials	Architecture (simple or complex)
1201 Woodview Terrace	± 25'	± 40'	front, 3-car	two story	± 22'	concrete tile roof, horiz. siding, brick accent	complex
1205 Woodview Terrace	± 25'	± 40'	front, 3-car	two story	± 24'	asphalt shingle roof, horiz. siding, stucco, brick	simple
1237 Woodview Terrace	± 25'	± 25'	front, 2-car	one story	± 17'	asphalt shingle roof, horizontal siding	simple
1245 Woodview Terrace	± 25'	± 35'	front, 3-car	two story	± 24'	clay tile roof, stucco siding	simple
1230 Woodview Terrace	± 25'	± 25'	front, 3-car	one story	± 17'	wood shake roof, horiz. siding, stucco	simple
1222 Woodview Terrace	± 25'	± 40'	front, 3-car	two story	± 24'	wood shake roof, horiz. siding, stucco, brick	simple
1216 Woodview Terrace	± 30'	± 30'	front, 3-car	two story	± 24'	wood shake roof, stucco siding	simple
1212 Woodview Terrace	± 30'	± 25'	front, 3-car	two story	± 24'	wood shake roof, horiz. siding, stucco, brick	simple
1208 Woodview Terrace	± 25'	± 25'	front, 2-car	one story	± 17'	wood shake roof, stucco siding, brick accent	simple
1206 Woodview Terrace	± 25'	± 30'	front, 3-car	two story	± 24'	concrete tile roof, horiz. siding, stucco	simple





# 1229 WOODVIEW TERRACE NEIGHBORHOOD PHOTOS



1229 Woodview - front



1229 Woodview - side



1201 Woodview



1205 Woodview



1237 Woodview



1245 Woodview



1230 Woodview



1222 Woodview



1216 Woodview



1212 Woodview



1208 Woodview



1206 Woodview

ATTACHMENT D



## Kielty Arborist Services

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650-515-9783

January 28, 2019

Ashrafa & Shabbir Anik  
1229 Woodview Terrace  
Los Altos, CA 94022

To: City of Los Altos, Planning Department  
1 N San Antonio Road  
Los Altos, CA 94022

Site: 1229 Woodview Terrace, Los Altos CA

Dear Ashrafa & Shabbir Anik,

As requested on Friday, December 7, 2018, I visited the above site for the purpose of inspecting and commenting on the trees. A home addition is proposed on this site, and your concern as to the future health and safety of existing trees has prompted this visit. Site plan A1.0 dated 1/25/19 was reviewed for writing this report.

### **Method:**

All inspections were made from the ground; the trees were not climbed for this inspection. The trees in question were located on an existing topography map provided by you. The trees were then measured for diameter at 54 inches above ground level (DBH or diameter at breast height). The trees were given a condition rating for form and vitality. Each tree was put into a health class using the following rating system:

- F- Very Poor
- D- Poor
- C- Fair
- B- Good
- A- Excellent

The height of the trees was measured using a Nikon Forestry 550 Hypsometer. The spread was paced off. Comments and recommendations for future maintenance are provided.

1229 Woodview Terrace 1/28/19

(2)

**Survey:**

<b>Tree#</b>	<b>Species</b>	<b>DBH</b>	<b>CON</b>	<b>HT/SP</b>	<b>Comments</b>
1R	Fan palm ( <i>Chamaerops humilis</i> )	9.3	B	10/3	Fair vigor, fair form.
2R	Fan palm ( <i>Chamaerops humilis</i> )	6.5	F	10/0	DEAD
3R	Fan palm ( <i>Chamaerops humilis</i> )	9.1	B	15/5	Fair vigor, fair form.
4R	Fan palm ( <i>Chamaerops humilis</i> )	7.2	B	8/4	Fair vigor, fair form.
5	Pink dawn chitalpa ( <i>Chitalpa tashkentensis</i> )	9.6	C	12/10	Fair vigor, poor form, sun scald on trunk has caused decay.
6P	Chinese tallow ( <i>Triadica sabifera</i> )	11.8	B	35/15	Good vigor, good form, <b>street tree</b> , lifting driveway slab.
7P	Chinese tallow ( <i>Triadica sabifera</i> )	9.9	B	25/15	Good vigor, good form, <b>street tree</b> .
8R	Yucca ( <i>Yucca gloriosa</i> )	6.0	F	10/0	DEAD.
9R	Yucca ( <i>Yucca gloriosa</i> )	3"x8	F	12/8	Poor vigor, poor form, decay, suppressed.
10P/R	Monterey cypress ( <i>Hesperocyparis macrocarpa</i> )	43.5	C	50/30	Fair vigor, poor form, multi leader at 5 feet with poor unions, suppressed by #11, leans towards home, canker in canopy.
11P	Deodar cedar ( <i>Cedrus deodara</i> )	23.0	B	60/25	Good vigor, poor form, codominant at 12 feet with large seam indicating included bark, recommended to cable and reduce one of the leaders.
12	Evergreen pear ( <i>Pyrus kawakamii</i> )	9.9	B	25/20	Fair vigor, fair form, minor fireblight.
13*	African fern pine ( <i>Afrocarpus falcatus</i> )	14est	B	35/15	Fair vigor, fair to poor form, suppressed by redwood, leans into property.

1229 Woodview Terrace 1/28/19 (3)

**Survey:**

Tree#	Species	DBH	CON	HT/SP	Comments
14P	Redwood ( <i>Sequoia sempervirens</i> )	39.5	D	80/25	Fair to poor vigor, poor form, codominant at last 20 feet of tree height, drought stressed.
15P/R	Redwood ( <i>Sequoia sempervirens</i> )	37.8	D	80/25	Fair vigor, poor form, codominant at last 10 feet, drought stressed.
16*	Loquat ( <i>Eriobotrya japonica</i> )	10est	C	12/12	Fair vigor, poor form, leans towards property, 8 feet from property line.
17*	Xylosma ( <i>Xylosma congesta</i> )	6.0est	C	15/10	Fair vigor, fair form, hedge material.
18*	Xylosma ( <i>Xylosma congesta</i> )	6.0est	C	15/10	Fair vigor, fair form, hedge material.
19*	Xylosma ( <i>Xylosma congesta</i> )	6.0est	C	15/10	Fair vigor, fair form, hedge material.
20*	Xylosma ( <i>Xylosma congesta</i> )	6.0est	C	15/10	Fair vigor, fair form, hedge material.
21*	Xylosma ( <i>Xylosma congesta</i> )	6.0est	C	15/10	Fair vigor, fair form, hedge material.

**P**-Indicates protected tree by city ordinance

**R**-Indicates proposed tree removal

**\***-Indicated tree on neighboring property

**Site observations:**

The landscape at 1229 Woodview Terrace has been fairly well maintained in the past. The site and surrounding properties are heavily planted with 21 trees being surveyed. No native trees to this area of Los Altos were observed. 6 heritage trees were observed on site. 2 out of the 6 heritage trees are street trees #6-7.





Showing poor unions at 5'

**Trees proposed for removal:**

Protected trees #10 and #15 are proposed for removal. Tree #10 is a Monterey cypress tree with a diameter measurement of 43.5". The tree has fair vigor and poor form. The tree is heavily suppressed by cedar tree #11, and as a result leans heavily into the property. Coryneum canker disease(fungal) was observed within the tree's canopy and has caused minor die back. Dieback can also often indicate root rot diseases. Coryneum canker attacks the bark and cambium of tree limbs, and can cause large sections of dieback in a tree and even death of trees in severe cases. Coryneum canker is often seen on Monterey cypress trees growing out of their native range. Drought stressed Monterey cypress tree are more prone to Coryneum canker as the tree is already stressed. The disease easily spreads by spore dispersal. It is highly recommended to prune out all disease infected tissue from the tree to reduce the spread of the disease. Pruning out the dead areas also reduces branch failure hazards. Often the disease can become unmanageable and tree removal

is needed. This tree has fair to poor form as the tree is codominant at 5 feet with poor unions observed. This species is prone to limb failure due to poorly formed unions(included bark). The proposed addition is located at 9 feet from the tree. At 9 feet the tree's critical root zone would be impacted. Roots within the tree's critical root zone are needed not only for health but most importantly structural stability. Tree critical root zones are generally defined as 3 times the diameter. Los Altos Municipal Code 11.08.090-Determination on permit, states the following about tree removal criteria:

*1-The condition of the tree with respect to **disease**, imminent danger of falling, **proximity to existing or proposed structures** and interference with utility services:*

Coryneum canker disease was observed in the tree's canopy, and the tree is too close to the existing and proposed structure. The tree's lean towards the home could also be considered hazardous.

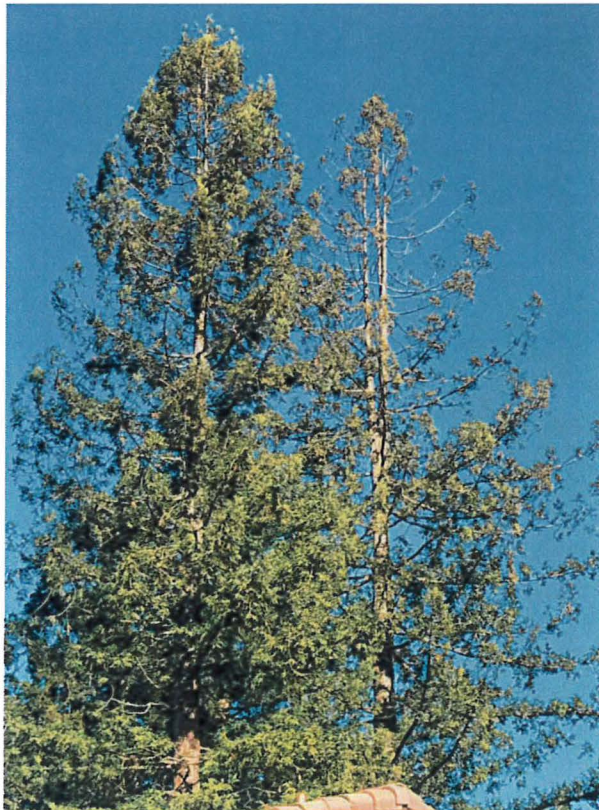
*2-The necessity to remove the tree for economic or other enjoyment of the property.*

The client would like to remove the tree for economic reasons and enjoyment of the property(addition area).

Monterey cypress tree #1 is proposed for removal as it is not expected to survive impacts from the proposed construction. The tree is not a good tree to be preserved as it is heavy towards the home due to growing in suppressed conditions. Coryneum canker disease also has an impact on the tree's lifespan. Lost screening would be minimal due to retained cedar tree #11.



Redwood tree # 15 is proposed for removal. This tree is drought stressed, as the top of the canopy looks to be in poor health. The tree's top has died and re-sprouted. The tree now has at least 2 codominant tops at the last 10 feet of the tree's height. The codominant growth is prone to failure as it is not the natural form of the tree. Codominant unions tend to develop included bark and raise risk of failure, especially as the codominant limbs begin to grow in diameter and push against each other. This tree is out of its native range. Redwood trees require significant supplemental irrigation in an oak wood land habitat(Los Altos) to maintain a healthy canopy. Due to the existing hardscapes, home, and the slope the tree is located on, it would be impossible to provide the needed irrigation for the tree to maintain a healthy canopy. Redwood trees also have large surface roots than can generate a lot of force. Their insatiable appetite for water, particularly from fog drip, has resulted in redwoods developing a shallow and very extensive lateral root system which can extend 100 feet from the trunk of a mature specimen. The root system often causes problems with foundations of nearby building and underground utilities. For this reason redwood trees are generally recommended to be planted at least 50 feet from any existing structure, where their roots will eventually cause problems. The Soil Science and Management book by Edward J. Plaster states that roots can exert up to 150 pounds per square inch of pressure when growing into a crack in rock. In this same fashion roots can exert their pressure into home foundations and surrounding hardscapes causing significant damage to any home or hardscape in close proximity to large tree roots. This tree is hazardous and recommended for removal.



**Showing redwoods with codominant leaders at top of canopy**

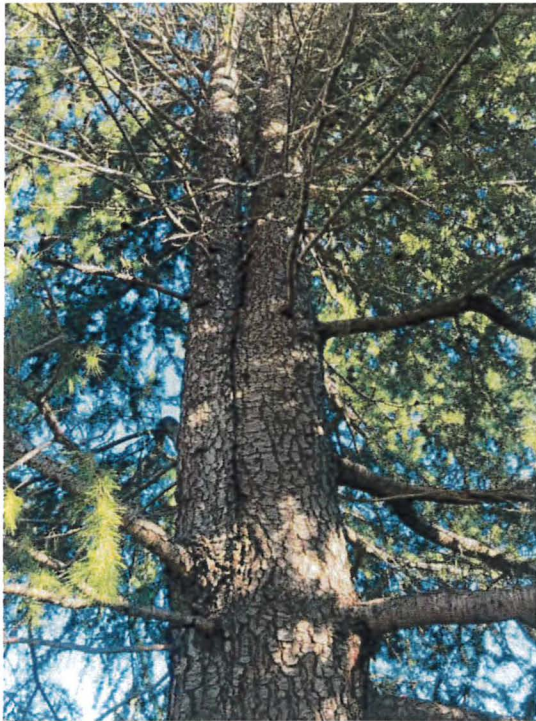
**Summary/ tree health recommendations:**

Fan palm trees #1-4 are located in front of the home on both sides of the existing walkway. These trees will need to be removed to facilitate the construction of a new walkway. None of these trees are of a protected size in the city of Los Altos. Fan palm tree #2 is dead, and should be removed regardless of the proposed construction.

Pink dawn chitalpa tree #5 is in fair condition. This tree is a small non protected tree. A large scar is visible on the tree trunk from a sun scald burn. The new driveway will encroach towards this tree. Impacts are expected to be minor. Roots should be cleanly cut when close to the tree. Significant irrigation should be provided for one year following root cutting. Every 2 weeks the tree should receive heavy flood type irrigation, until the top 6 to 12" of soil is saturated.

Chinese tallow trees #6 and #7 are protected street trees. The proposed driveway is moved further away from the tree than the existing. No impacts from driveway construction are expected. It is recommended to irrigate both street trees every 2 weeks during construction using flood type irrigation (hose).

Yucca trees #8 and #9 are not of a protected size. These trees are in decline due to an abundance of decay observed on the trunks. Both trees are recommended for removal as they are not expected to improve.



Deodar cedar tree #11 is in fair condition. The trees form is poor due being codominant at 12feet with a poor union. A seam is visible in the union and may indicate included bark. It is recommended to significantly reduce the smaller of the 2 codominant leaders as well as to cable the 2 leaders together. This will help to reduce risk of a codominant leader failure due to the tree's poor form. The tree is recommended to be assessed every 5 years following the pruning and cabling.

**Showing poor union**

Evergreen pear tree #12 is in good condition. The tree is far from any proposed construction and no impacts are expected. It is recommended to prune out all disease infected tissue(fire blight normal for species). African fern pine tree #13 is located on the neighbor's property to the east. No impacts are expected for this tree.



Redwood tree #14 is in poor condition. This tree is drought stressed and has lost apical dominance at the top of its canopy. Multiple new tops were observed. This can raise risk of a branch failure at the top of the canopy. The top of the tree can be removed to reduce risk, but will require more frequent than necessary future pruning to remove new codominant leader growth. The vigor of the tree may be improved through heavy frequent irrigation.

Trees #16-21 are located on the neighbor's property to the north. These trees are all in fair condition and create a good screen between the property and neighboring property. No construction is proposed near these trees, therefore no impacts are expected.

### **Impacts**

No impacts are expected on this site as the only trees in close proximity to the proposed construction are proposed for removal (#15 & #10). The following tree protection plan will help to protect the retained trees on site from any potential impacts such as compaction from heavy foot traffic or heavy machinery driving over root zones.

### **Tree Protection Plan:**

#### *Tree Protection Zones*

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. Tree protection zones should be installed and maintained throughout the entire length of the project. Fencing for tree protection zones should be 6' tall, metal chain link material supported by metal 2" diameter poles, pounded into the ground to a depth of no less than 2'. Tree protection fencing shall be placed just outside of the canopy spread for the retained trees. The location of the tree protection fencing may be modified by the planning director. When it is not possible to place tree protection fencing at the recommended tree protection zones because of the proposed work or existing hardscapes, the tree protection fencing shall be placed at the edge of the proposed work or existing hardscapes. No equipment or materials shall be stored or cleaned inside the protection zones. Areas where tree protection fencing needs to be reduced for access(if needed), should be mulched with 6" of coarse wood chips with ½ inch plywood laid on top. The plywood boards should be attached together in order to minimize movement. The spreading of chips will help to reduce compaction and improve soil structure. All tree protection measures must be installed prior to any demolition or construction activity at the site. No signs, wires, or any other object shall be attached to the trees.

#### *Landscape Buffer*

Where tree protection does not cover the entire root zone of the trees, or when a smaller tree protection zone is needed for access, a landscape buffer consisting of wood chips spread to a depth of six inches with plywood or steel plates placed on top will be placed where foot traffic is expected to be heavy. The landscape buffer will help to reduce compaction to the unprotected root zone.

*Root Cutting*

Any roots to be cut shall be monitored and documented. Large roots (over 2" diameter) or large masses of roots to be cut must be inspected by the site arborist. The site arborist, at this time, may recommend irrigation or fertilization of the root zone. All roots needing to be cut should be cut clean with a saw or lopper. Roots to be left exposed for a period of time should be covered with layers of burlap and kept moist.

*Grading*

The existing grade level around the trees shall be maintained out to the dripline of the trees when possible. Anytime existing grades are to be changed underneath the dripline of a protected tree more than 3" special mitigation measures will need to be put into action to reduce impacts to the trees. Aeration will need to be provided to root zones of trees that are to experience fill soil being placed within the tree root zones. Grades shall not be lowered when within 3 times the diameter of a protected tree on site. Lowering grades will result in roots needing to be cut and is highly discouraged.

*Trenching and Excavation*

Trenching for irrigation, drainage, electrical or any other reason shall be done by hand when inside the dripline of a protected tree. Hand digging and the careful placement of pipes below or besides protected roots will significantly reduce root loss, thus reducing trauma to the tree. All trenches shall be backfilled with native materials and compacted to near its original level, as soon as possible. Trenches to be left open for a period of time, will require the covering of all exposed roots with burlap and be kept moist. The trenches will also need to be covered with plywood to help protect the exposed roots.

*Irrigation*

Imported trees- On a construction site, I recommend irrigation during winter months, 1 time per month. Seasonal rainfall may reduce the need for additional irrigation. During the warm season, April – November, my recommendation is to use heavy irrigation, 2 times per month. This type of irrigation should be started prior to any excavation. The irrigation will improve the vigor and water content of the trees. The on-site arborist may make adjustments to the irrigation recommendations as needed. The foliage of the trees may need cleaning if dust levels are extreme. Removing dust from the foliage will help to reduce mite and insect infestation.

*Inspections*

It is the contractor's responsibility to contact the site arborist when work is to take place underneath the canopy or dripline of a protected tree on site. Kielty Arborist Services can be reached by email at [kkarbor0476@yahoo.com](mailto:kkarbor0476@yahoo.com) or by phone at (650) 515-9783 (Kevin).

The information included in this report is believed to be true and based on sound arboricultural principles and practices.

Sincerely,

Kevin Kielty Certified Arborist WE#0476A

## Kielty Arborist Services

P.O. Box 6187  
San Mateo, CA 94403  
650-515-9783

### ARBORIST DISCLOSURE STATEMENT

Arborists are tree specialists who use their education, knowledge, training and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like a medicine, cannot be guaranteed.

Treatment, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, landlord-tenant matters, etc. Arborists cannot take such issues into account unless complete and accurate information is given to the arborist. The person hiring the arborist accepts full responsibility for authorizing the recommended treatment or remedial measures.

*Trees can be managed, but they cannot be controlled. To live near a tree is to accept some degree of risk. The only way to eliminate all risks is to eliminate all trees.*

Arborist:

\_\_\_\_\_  
Kevin R. Kielty

Date:

January 28, 2019





STUCCO COLOR:  
BENJAMIN MOORE  
LIGHT PEWTER 1464



WOOD SIDING COLOR:  
BENJAMIN MOORE  
BEAR CREEK 1470



WINDOW AND DOOR  
MARVIN MTL. CLAD  
OIL RUBBED BRONZE COLOR



STANDING SEAM METAL ROOF  
AESPAN  
COOL MIDNIGHT BRONZE



PAINTED MTL. AND GLASS  
GARAGE DOOR COLOR:  
OIL RUBBED BRONZE



STAINED WOOD ENTRY DOOR



STAINED WOOD BETWEEN WINDOWS



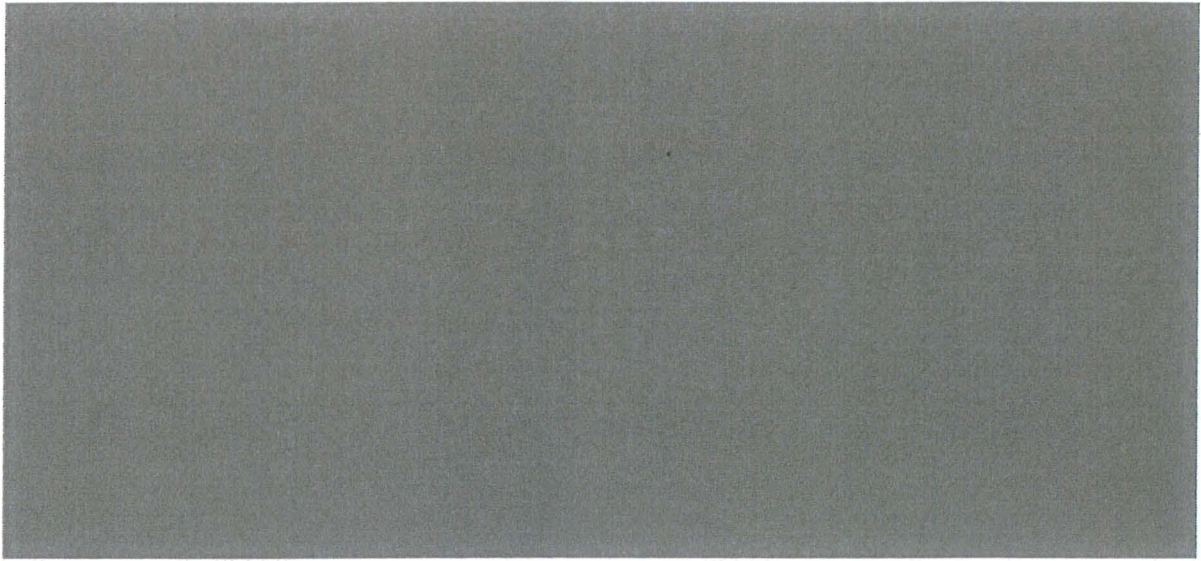
PAINTED FASCIA TO MATCH ROOF COLOR



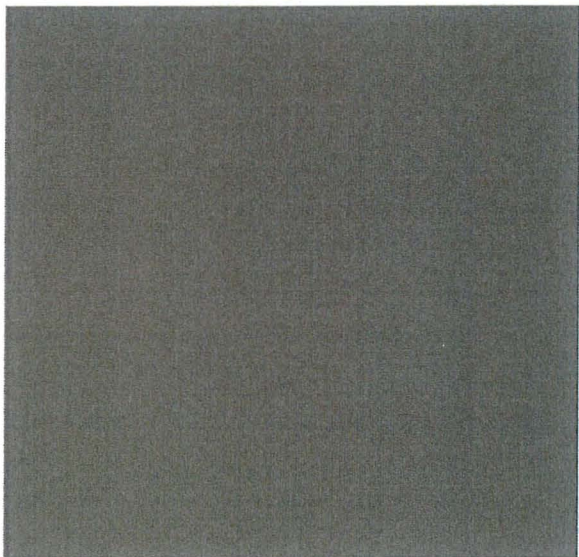
FRONT ELEVATION

ATTACHMENT F

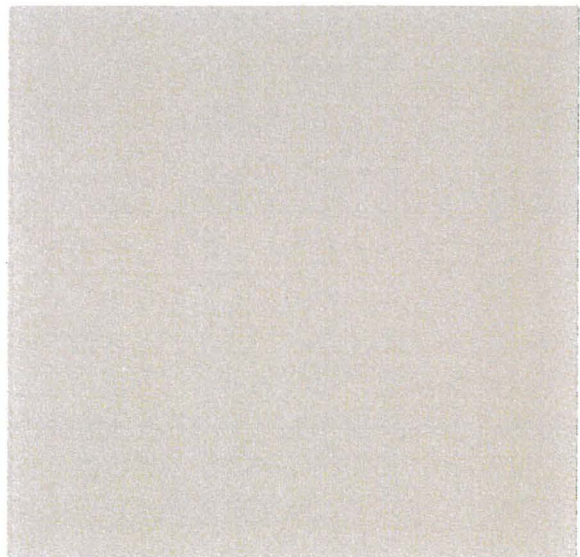




Standing seam metal roof - Old Zinc Gray



Painted Boral vertical siding -  
Benjamin Moore "Bear Creek" 1470



Painted stucco -  
Benjamin Moore "Light Pewter" 1464



Clad windows & doors - dark bronze



Stain grade wood accent siding

**1229 Woodview Terrace**  
**Color & Materials Board**



RECEIVED  
FEB 27 2019  
CITY OF LOS ALTOS  
PLANNING



PROPOSED ELEVATION

SCALE: 1/8" = 1'-0"  
DATE: 2/11/2019

ANIK RESIDENCE  
OPTION D : BEAR CREEK WOOD SIDING, LIGHT PEWTER STUCCO

ANA WILLIAMSON ARCHITECT  
885 SANTA CRUZ AVE A MENLO PARK CA 94025  
1 (650) 329-0577 F (650) 325-4781





## Eliana Hassan

---

**From:** Stefanie Singer <stefaniesinger@comcast.net>  
**Sent:** Monday, May 13, 2019 2:50 PM  
**To:** Eliana Hassan  
**Subject:** Proposed Project at 1229 Woodview Terrace

Hi Eliana,

Your colleague Sean was nice enough to pull the project file for me this morning to go over some concerns I had after reading through the Design Review documents made available on the City website last Thursday. My family and I reside at 1222 Woodview Terrace – directly across from the garage and side yard of the proposed project. Sean suggested I put my concerns in writing in order for you to possibly circle back with me before the Design Review meeting on Wednesday.

I would have loved the opportunity to interact with the property owner regarding the project proposal but they have been absentee landlords over the past decade and have kept the home vacant for the past year.

Our subdivision, Los Altos Foothills, was developed by Dividend Homes in 1974. These homes can be seen on Stonehaven, Saint Matthew, St. Anthony, St. Charles, St. Mark and Woodview. A small handful of floor plans are copied and pasted throughout the development. Cedar shake was the primary roofing material and clay tile roofing was featured less frequently. Some of the cedar shake roofing has been replaced with asphalt shingles which continues to offer the topography and visual interest of the previous roofing. The project proposed at 1229 Woodview plans for removal of clay tile roofing and subsequent re-roofing in standing-seam dark metal. As my property's primary view of this project is the single-story garage roof, which is elevated because the subject property is built at a higher elevation, I am opposed to this increase in visual bulk. Adding a dark metal garage door to this elevation further exasperates the situation. The primary street-facing "front" elevation showcases accents of natural wood yet the side of the project my property faces puts dark, flat, metallic surfaces on the forefront. I would appreciate the same level of care and detail taken in materials selection to all neighborhood-facing elevations.

The proposed first floor addition to the side of the garage will further not only the visual bulk my property is subjected to, but also the increase in physical bulk. I am encouraged by the document's plan to protect and retain the two Chinese tallow trees (#6 & #7) and would like additional large-scale plantings to help soften the severe visual impact the predominance of dark metal the side elevation proposes. In addition, I find the proposed refuse "corral" un-neighborly. Certainly the property owner's project plan could be more creative than a wooden "bathroom stall" tacked onto the side elevation. Please remember that the homeowner will not be visually experiencing the harsh dark metal elements of their proposal, nor the unsightly refuse disposal. My property, and the other sight-line neighbors, will be continually bombarded with these out-of-character elements.

While the homeowner felt it necessary to specify obscure glass elements at the top of their garage door, I would like the replacement master bathroom window and any other bathroom windows in the proposed addition to also specify obscure glass. For the last decade the second floor master water closet has had a shabby café curtain for privacy. Obscure glass would ensure continued privacy for the homeowner while providing improved natural light. The project's master bathroom water closet window looks directly onto my upstairs hall bathroom toilet and shower.

Thank you for your attention to these matters and I look forward to hearing from you.

Stefanie Singer  
408.966.6354

**MINUTES OF THE REGULAR MEETING OF THE DESIGN REVIEW  
COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,  
MAY 15, 2019 BEGINNING AT 7:00 P.M. AT HILLVIEW SOCIAL HALL,  
97 HILLVIEW AVENUE, LOS ALTOS, CALIFORNIA**

## **ESTABLISH QUORUM**

PRESENT: Vice-Chair Bishop, Commissioners Glew, Harding and Ma  
ABSENT: Chair Kirik  
STAFF: Senior Planner Golden, Associate Planner Gallegos and Assistant Planners Hassan and Niday

## **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 May 1, 2019.

Agenda item #2 was removed from the Consent Calendar for discussion.

Action: Upon a motion by Commissioner Harding, seconded by Commissioner Glew, the Commission approved the minutes from the May 1, 2019 regular meeting as written.

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

AYES: Bishop, Glew, Harding and Ma

NOES: None

ABSENT: Kirik

### **PUBLIC HEARING**

**2. V19-0001 – Thanh Vess – 1798 Wenrick Court**

Variance to allow a reduced rear setback along the north property line for a new one-story house. The proposed project is seeking a rear yard setback of 20 feet where 25 feet is required. *Project Planner: Niday*

Assistant Planner Niday presented the staff report, recommending approval of variance application V19-0001 subject to the listed findings and conditions.

Public Comment

Neighbor Thadd Vargas expressed concerns about potential privacy impacts and the need for landscape screening.

Neighbor Tony Vecchiet expressed concerns about potential privacy impacts to his pool area because of lack of landscaping screening and trees, the fence height, and grading impacts to the pool area.

Action: Upon a motion by Commissioner Ma, seconded by Commissioner Harding, the Commission approved variance application V19-0001 per the staff report findings and conditions, with the following additional conditions:

- Add a fence with six feet of solid and one-foot of lattice that is contiguous with other properties; and
- Add evergreen screening along the property lines in consultation with the neighbors.

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

AYES: Bishop, Glew, Harding and Ma

NOES: None

ABSENT: Kirik

## DISCUSSION

### 3. SC19-0002 – Ana Williamson Architect – 1229 Woodview Terrace

Design review for a first and second story addition to an existing two-story house. The project includes additions of 572 square feet on the first-story and 86 square feet on the second-story, with changes to the exterior materials and second-story window modifications. *Project Planner: Hassan* This item was removed from the Consent Calendar for discussion.

Assistant Planner Hassan presented the staff report, recommending approval of design review application SC19-0002 subject to the listed findings and conditions.

Project architect Ana Williamson presented the project, noting that the project is primarily an interior remodel with only minor exterior changes. Property owners Ashrafa and Shabbir Anik provided general comments in support of the project.

#### Public Comment

Neighbor Stephanie Singer expressed concerns about the addition, noting that the owners did not share the plans with them prior to the public meeting.

Neighbor Carla Bjork expressed concerned about the exterior changes and difference in design/style to the surrounding neighborhood.

Action: Upon a motion by Commissioner Harding, seconded by Commissioner Ma, the Commission continued design review application SC19-0002 with the following direction:

- Update the landscape plan with additional evergreen landscape screening;
- Refine the colors and textures of exterior materials used;
- Do some neighborhood outreach before the next meeting; and
- Provide material board samples.

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

AYES: Bishop, Glew, Harding and Ma

NOES: None

ABSENT: Kirik

**4. 18-SC-29 – Kyle Chan Architect Inc./Bei Wu – 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. This project was continued from the April 3, 2019 DRC meeting. *Project Planner: Niday*

Assistant Planner Niday presented the staff report, recommending approval of design review application 18-SC-29 subject to the listed findings and conditions.

Project architect Kyle Chan and landscape designer Amy Mears presented the project and outlined the design changes in response to the Commission's direction.

**Public Comment**

Neighbor Francesca Layton expressed concerns about second story window placement and the stairwell window.

Neighbor Kate Disney noted that the changes to the design are good; has concerns about the exterior lighting; is concerned about the stairwell window on the side; and stated the new street tree should be larger.

Neighbor Robert Poling noted that the landscape screening at the rear is insufficient.

**Action:** Upon a motion by Commissioner Ma, seconded by Commissioner Glew, the Commission approved design review application 18-SC-29 per the staff report findings and conditions, with the following additional conditions:

- The front exterior light fixture shall be shrouded and/or downward facing; and
- Reduce the size and/or opacity of the stairwell window on the right side.

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

AYES: Bishop, Glew, Harding and Ma

NOES: None

ABSENT: Kirik

**5. 18-SC-26 – Gordon K. Wong – 835 Orchid Place**

Design review for a two-story addition to an existing one-story house. The project includes an addition of 86 square feet on the first story and 637 square feet on the second story. *Project Planner: Gallegos*

Associate Planner Gallegos presented the staff report, recommending approval of modifications to an approved design review application 18-SC-26 subject to the listed findings and conditions.

Project architect Gordon Wong presented the project, noting that it was designed to blend in with the neighborhood.

**Public Comment**

Neighbor David Scheibner expressed concerns about visual impacts since it will be the only two-story house on the street.

Neighbor Malini Visayamohan expressed concerns about privacy and noted that it does not conform to the one-story pattern that exists in the neighborhood.

Neighbor Scott Sullinger noted the project does not conform to the one-story pattern in the neighborhood and that Orchid Place slopes down, making the property more visible.

Action: Upon a motion by Commissioner Ma, seconded by Commissioner Harding, the Commission continued design review application 18-SC-26, with the following direction:

- Provide a complete landscape plan and provide landscaping in a rendering drawing;
- Modify the window sizes and placement to minimize views toward neighboring properties; and
- Better integrate the second story into the existing structure and make it more centered/balanced.

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

AYES: Bishop, Glew, Harding and Ma

NOES: None

ABSENT: Kirik

### **COMMISSIONERS' REPORTS AND COMMENTS**

The Commissioner requested an update from staff on how to adopt guidelines that are not otherwise documented in the Single-Family Design Review Guidelines or codified elsewhere regarding requirements for exterior lighting, second story windows, etc.

The Commissioner requested an update on the enforcement actions for the play structure variance that was denied at 714 Arroyo Road.

### **POTENTIAL FUTURE AGENDA ITEMS**

None.

### **ADJOURNMENT**

Vice-Chair Bishop adjourned the meeting at 9:20 PM.

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Steve Golden  
Senior Planner



June 6, 2019

City of Los Altos  
Community Development Department  
1 N. San Antonio Road  
Los Altos, CA 94022

Attn: Eliana Hassan, Assistant Planner

**Plan Review: SC19-0002**  
**1229 Woodview Terrace**  
**Addition / Remodel**

Please find attached the updated drawings which we have revised in response to the feedback received at the Design Review Commission hearing.

**DESIGN CHANGES:**

- Changed standing seam metal roof color to "Mistique Plus", which is a medium toned gray color, lighter than the previous selection
- Changed wood siding color to Benjamin Moore "Graystone" 1475, which is a lighter gray color than the previous selection
- The garage door will be painted wood (not metal) to match the wood siding color
- The bathroom window in the guest bedroom addition will be obscured glass.
- The refuse can enclosure is now an integrated part of the addition, thus increasing the overall square footage of the project by 46 sf.
- A new ornamental tree and evergreen shrubs have been added on L1.1 to soften the lines of the new guest bedroom addition.

**NEIGHBOR OUTREACH:**

- 1222 Woodview - emailed the changes and updated drawings / material board to Stefanie Singer, who had previously raised concerns about the project
- 1205 Woodview – spoke with Gil & Miri Kwak, supportive
- 1208 Woodview – spoke with Carla & Larry Bjork, supportive
- 1212 Woodview – spoke with Wendy Morikawa, supportive
- 1216 Woodview – left note for Jerry, no response
- 1230 Woodview – left note for Linda & Barry Brummer, no response
- 1237 Woodview – emailed Monica Canales, supportive

Please contact me if you have any questions at [ana@awarchitect.com](mailto:ana@awarchitect.com) or 650-329-0577x1.

Sincerely,

Ana Williamson  
**Ana Williamson Architect**



June 24, 2019

City of Los Altos  
Community Development Department  
1 N. San Antonio Road  
Los Altos, CA 94022

Attn: Eliana Hassan, Assistant Planner

**Plan Review: SC19-0002**  
**1229 Woodview Terrace**  
**Addition / Remodel**

This supplemental letter addresses the issue of privacy concerns with the proposed second story addition. The portion of the project that is a second story addition is a small bump-out at the rear of an existing 2<sup>nd</sup> story bedroom; the overall 2<sup>nd</sup> story massing remains largely unchanged. The bedroom windows at the rear of the house are in very similar locations to the existing windows. The owners have spoken with the neighbors at the rear (1237 Woodview, Monica Canales) and side (1205 Woodview, Gil & Miri Kwak), who were both supportive of the project and have not raised any concerns.

Two photos showing the rear yard vegetation are attached below. While the owners are proposing to remove two trees at the rear, those are not the trees closest to the property lines. The owners are focusing new plantings at the front and street sides of the house to enhance the neighborhood visual appeal of the project.

Please contact me if you have any questions at [ana@awarchitect.com](mailto:ana@awarchitect.com) or 650-329-0577x1.

Sincerely,

Ana Williamson  
**Ana Williamson Architect**









July 3, 2019

City of Los Altos  
Community Development Department  
1 N. San Antonio Road  
Los Altos, CA 94022

Attn: Eliana Hassan, Assistant Planner

**Plan Review: SC19-0002**  
**1229 Woodview Terrace**  
**Addition / Remodel**

This supplemental letter addresses the issue of landscape screening in the interior side yard. The project is adding two small corner windows on the north side of the second story. The 2<sup>nd</sup> story side window at the front of the house is high up in the stairwell; it is not possible to stand next to the window and look out. The 2<sup>nd</sup> story side window at the rear of the house is in a small bedroom, where the primary view window faces the rear. The owners have spoken with the adjacent neighbors on the north side (1205 Woodview, Gil & Miri Kwak), who were supportive of the project and have not raised any concerns.

Two photos showing the side yard vegetation are attached below. There are extensive plantings along that property line, primarily on the neighbor's side of the fence, which already screen the views between the two houses.

Please contact me if you have any questions at [ana@awarchitect.com](mailto:ana@awarchitect.com) or 650-329-0577x1.

Sincerely,

Ana Williamson  
**Ana Williamson Architect**





# ATTACHMENT D



STUCCO COLOR:  
BENJAMIN MOORE  
LIGHT PEWTER 1464



PAINTED WOOD & GLASS  
GARAGE DOOR COLOR:  
BENJAMIN MOORE  
GRAYSTONE 1475



PAINTED WOOD BETWEEN WINDOWS



WOOD SIDING COLOR:  
BENJAMIN MOORE  
GRAYSTONE 1475



WINDOW AND DOOR  
MARVIN MTL. CLAD  
EBONY COLOR



STAINED WOOD ENTRY DOOR



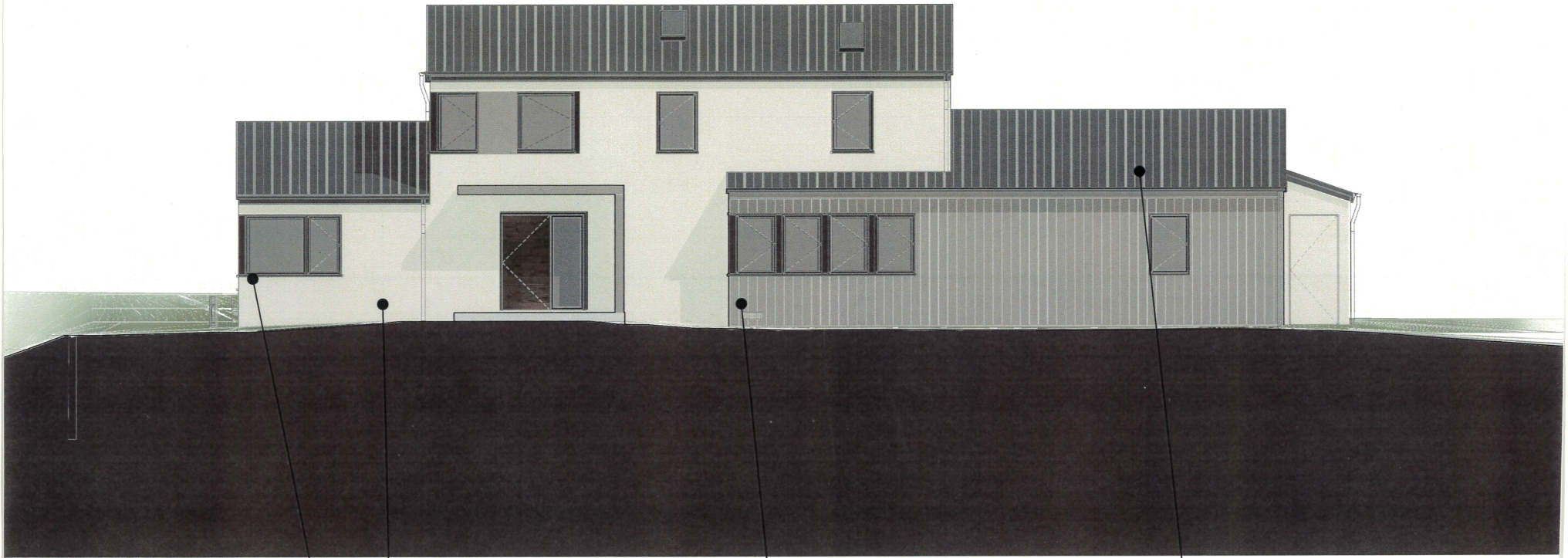
STANDING SEAM METAL ROOF  
MISTIQUE PLUS COLOR



FRONT ELEVATION

# ANIK RESIDENCE - MATERIAL BOARD

ANA WILLIAMSON ARCHITECT



WINDOW MARVIN MTL. CLAD  
EBONY

EXT. WALL STUCCO  
BENJAMIN MOORE LIGHT PEWTER 1464

EXT. WALL WOOD SIDING  
BENJAMIN MOORE GRAYSTONE 1475

STANDING SEAM METAL ROOF  
MISTIQUE PLUS

