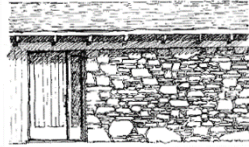


ATTACHMENT D

TOPOS



ARCHITECTS

July 15, 2022

Thomas-Kozak Residence
530 Valencia Dr
Los Altos CA

To Whom It May Concern:

TOPOS mailed 50 notices via USPS to all surrounding neighbors to notify them of an in person neighborhood outreach at the project site on **Friday, April 29th 2022 at 3-5pm**. 6 neighbors had stopped by to discuss any questions of concerns that they had (see attached sign in sheet with names, signature, and address of neighbor). We were met with support and excitement for the project.

In addition to the neighbors that we met in person, a neighbor at the rear of the lot also reached out via email (see attached email). All their questions were addressed with their support for the project.

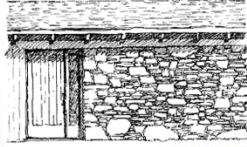
Please feel free to reach out with any questions.

Thank you,

Francis Pham

TOPOS Architects, Inc
P: (650) 327-7573
francis@toposarchitects.com

TOPOS



ARCHITECTS

April 22, 2022

Thomas-Kozak Residence
530 Valencia Dr
Los Altos CA

Dear Neighbor,

On behalf of the current owners of 530 Valencia Dr., Esteban Kozak and Shobita Thomas, we would like to provide the neighbors with notification of their proposed upcoming project. The general scope of work would include a new two-story house. This design will allow them a beautiful family home while also integrating aesthetically into the surrounding neighborhood.

We understand that new construction can be disruptive, so we want to express our sensitivity to the neighbors and their concerns. If you have any questions about the proposed design, please contact us at 650-327-7573.

We have attached an image of the site to help explain the project.

Thank you,

Francis Pham

TOPOS Architects, Inc
P: (650) 327-7573
francis@toposarchitects.com

654 Gilman Street ♦ Palo Alto, CA 94301
Phone: 650.327.7573 ♦ Fax: 650.327.4950
www.toposarchitects.com

From: Francis Pham francis@toposarchitects.com

Subject: Re: Could you please email me the basic layout on the lot and any two story elevation drawings of the new house on the property at 530 Valencia?

Date: May 10, 2022 at 11:58 AM

To: Dana B danabowman@hotmail.com



Our pleasure.

On May 7, 2022, at 4:30 PM, Dana B <danabowman@hotmail.com> wrote:

Dear Francis,

Thank you so much for your thorough response.

It all looks fine! Please wish your clients a smooth building process and a wonderful finished home. Thank you for considering the privacy of the nearby homes with planting.

Best,
Dana

From: Francis Pham <francis@toposarchitects.com>

Sent: Saturday, May 7, 2022 8:11 PM

To: Dana B <danabowman@hotmail.com>

Subject: Re: Could you please email me the basic layout on the lot and any two story elevation drawings of the new house on the property at 530 Valencia?

Hi Dana,

Please see below for response and attached images with site plan.

On May 3, 2022, at 9:57 AM, Dana B <danabowman@hotmail.com> wrote:

Hi Francis,

Thank you so much for getting back so quickly.

We are interested in a few things regarding a second story being built nearby as you might find understandable.

1. Do you have any low-resolution images? Just of the back view including the second story and the placement on the lot. Basically, how the planned house looks from

-Please see attached.

2. Regarding the back facade, what rear window placement, 2nd story decks or porches, or other 2nd story features does the new house have? (That might affect privacy)

-There are windows and a rear porch at the rear of the home on the second floor. The porch will have planting as well as a metal panel screen to provide privacy screening. Windows are also very far away from neighboring residences.

3. Are there plans to plant tall hedges or trees at the fence lines so nearby homes still feel a sense of privacy from the new two-story home?

-There is intent to plant trees as privacy screening.

4. Will second story windows have obscured glass so they don't have a view of neighboring backyards?

-No obscured glass is currently shown. As we do not anticipate privacy concerns.

5. What is the footprint placement on the lot, so we could see how close the house is to the back fence?

-The home is approx 60' at the top end of the site and 96' at the bottom end of the site.

6. Does the house height exceed any standard building design rules?

-It does not.

7. Does the home have any special exceptions or zoning exceptions from the standard design rules for Los Altos?

-Not currently.

8. When will teardown begin and new construction begin?

-We would like to begin at the end of summer

9. What is the project's final completion date?

-Complete would be 1 year from start

I understand how much time and effort the owners have probably put into designing their dream home. It is just helpful to know that nearby single story homes still can enjoy

-We want nothing more than to design a home that fit within the neighborhood. We strive to ensure all neighbors happiness. Please let us know if you have any further questions.

Thanks,

<530 Valencia-Neighbor request 05 May 22.jpg>

Best,
Dana

From: Francis Pham <francis@toposarchitects.com>

Sent: Tuesday, May 3, 2022 4:05 PM

To: Dana B <danabowman@hotmail.com>

Subject: RE: Could you please email me the basic layout on the lot and any two story elevation drawings of the new house on the property at 530 Valencia?

Hi Dana,

Sorry for the late response. Unfortunately, we do not have high resolution images at this moment. We would gladly go over any some plans and images with you in our office if you'd

Let us know if you'd would like to set up a time to come into the office.

Thanks,

Francis Pham
Associate
TOPOS Architects, Inc
P: (650) 327-7573
M: (510) 387-7371
Website | Facebook

From: Dana B <danabowman@hotmail.com>

Sent: Thursday, April 28, 2022 8:30 PM

To: Francis Pham <francis@toposarchitects.com>

Subject: Could you please email me the basic layout on the lot and any two story elevation drawings of the new house on the property at 530 Valencia?

Dear Francis Pham,

Could you please email me the basic layout and placement of the new two-story house on the lot and any two-story elevation drawings of the new house on the property a

I am out of town tomorrow and cannot make it to the neighborhood outreach meeting 4/29 at 3-5 at the residence.

Many thanks

SIGN-IN SHEET
NEIGHBORHOOD OUTREACH

Friday, 4/29/2022

PROPERTY ADDRESS:
530 Valencia Dr., Los Altos

NAME ADDRESS COMMENTS

Grace Guo 519 Valencia Dr

Susan Michel 144 Arbuelo Way

Nora Miller 507 Valencia Dr

John Sell 520 Valencia

Piyush Tank 224.715.7213

Jane Saltman 650-947-6711

Francis Pham

From: Shobita Thomas <shobita.thomas@gmail.com>
Sent: Tuesday, July 19, 2022 6:47 AM
To: Francis Pham; Peter Baltay
Cc: Esteban Kozak; Lisa Hmelar
Subject: Fwd: Letter of Support for 530 Valencia Dr

What a lovely letter! Hopefully this will make for a great call with Sean today. Looking forward to hearing how that goes.

----- Forwarded message -----

From: **Carolyn Miller** <ckpmiller502@gmail.com>
Date: Mon, Jul 18, 2022 at 11:25 PM
Subject: Letter of Support for 530 Valencia Dr
To: sgallegos@losaltosca.gov <sgallegos@losaltosca.gov>
CC: Shobita Thomas <shobita.thomas@gmail.com>

Hello Sean,

My husband Don and I met Shobita Thomas on Sunday, July 17 and invited her to show us the plans she and her husband have submitted for their remodel at 530 Valencia. We have owned our home at 502 Valencia Drive since 1973, and seen many changes to our neighborhood and town. But in all those years no home owner has ever cared enough to reach out to us neighbors to ascertain their remodel plans were agreeable like Shobita and Esteban have done. Previously they and their architect had hosted a neighbor invite to review their original plans. I think their home will look very nice in our neighborhood and its uniqueness should continue to enhance our street with diversity and good taste.

I appreciate the Thomas/Kozak desire to landscape for privacy and their concern that the neighbors will be buffered from their active family life.

Like our next door neighbors the Wangs who plan to return to Los Altos in 2024 so their son can attend our excellent LAHS, we hope 530 Valencia construction can be completed by then so their daughter might also begin high school here.

Thank you for helping to expedite their plans, for our community needs people like this caring, involved family. And we look forward to have them move in!

Carolyn Miller

[502 Valencia Dr., Los Altos](#)

(650) 941-2181 h

Sent from [Mail](#) for Windows

Francis Pham

From: Shobita Thomas <shobita.thomas@gmail.com>
Sent: Friday, July 22, 2022 6:36 AM
To: Peter Baltay
Cc: Esteban Kozak; Francis Pham; Lisa Hmelar
Subject: Fwd: Support for 530 Valencia Dr, Los Altos

Email from neighbor on the right, the two story home.

----- Forwarded message -----

From: Jenny Lee <jenny_tai@yahoo.com>
Date: Fri, Jul 22, 2022 at 2:12 AM
Subject: Support for 530 Valencia Dr, Los Altos
To: <sgallegos@losaltosca.gov>
CC: Shobita Thomas <shobita.thomas@gmail.com>

To the City of Los Altos,

We reviewed the plans with the owner, Shobita Thomas, and are overall pleased with their home. We like the contemporary look and feel of their home and think it will be a great addition to our neighborhood.

We also discussed the landscaping that will be planted along our side of the fence and we think it will provide sufficient privacy for both our homes. The privacy screens/lattice that will be placed on their balcony and outdoor shower will shield us both and serve as robust privacy measures.

In light of their daughter trying to make it to Los Altos High by Aug 2024, we urge you to expedite the approval process. We look forward to having them as our neighbors.

Best,
Jenny
[540 Valencia Dr, Los Altos](#)