

ATTACHMENT B



DATE: February 16, 2022
AGENDA ITEM #5

TO: Design Review Commission
FROM: Steve Golden, Interim Planning Services Manager
SUBJECT: SC21-0024 – 1260 Payne Dr

RECOMMENDATION:

Approve design review application SC21-0024 subject to the listed findings and conditions

PROJECT DESCRIPTION

This is a design review application for an addition to an existing one-story residence. This project includes adding 248 square feet of living space and a new 454 square-foot attached garage at the first story and a new 1,015 square-foot second story. This project should be considered categorically exempt from environmental review under Section 15301 of the California Environmental Quality Act since it involves the addition to an existing single-family residence in an area zoned for residential uses. The following table summarizes the project’s technical details:

GENERAL PLAN DESIGNATION: Single-Family, Medium Lot
ZONING: R1-10
PARCEL SIZE: 8,690 square feet
MATERIALS: Composite barrel roof tile; stucco exterior siding; PVC trim; and vinyl windows

	Existing	Proposed	Allowed/Required
COVERAGE:	1,927 square feet	2,088 square feet	2,607 square feet
FLOOR AREA:	1,865 square feet	3,039 square feet	3,042 square feet
SETBACKS:			
Front	30.25 feet	26.75 feet	25 feet
Rear	81.6 feet	72 feet	25 feet
Right side(1 st /2 nd)	5.4 feet	5.4 feet/12.5 feet	5.25 feet/12.75 feet
Left side (1 st /2 nd)	9.9 feet	9.9 feet/12.5 feet	5.25 feet/12.75 feet
HEIGHT:	14.5 feet	23.1 feet	27 feet

BACKGROUND

Neighborhood Context

The subject property is located on the north side of Payne Drive, east of Oakhurst Avenue. The neighborhood is best defined as a Transitional Character Neighborhood, according to the City's Residential Design Guidelines. Many of the lots on Payne Drive are narrow deep lots that have retained their original, smaller sized residences. Many of these residences are single-story residences having low scale horizontal roof eaves and simple gable or hipped roofs and building forms. Some have detached garages in the rear and others have attached garages. However, there are also some larger lots and either modified or new residences that are larger and depart from the aesthetics and styles of the original residences. The properties to the left and rear have been replaced with two story residences that have a slightly bulkier appearance. There is a variety of building materials used throughout the neighborhood including stucco, horizontal ship lap, vertical batten board, and a variety of stone veneers and brick siding materials. Roof materials are also diverse with ceramic barrel tile, composition tile, cement tile, standing metal seam, and flat roofs.

Most of the properties along Payne Drive have large trees with wide canopies in the front yard with diverse mature front yard landscaping and side yard landscaping visible from the street.

Narrow Lot

Pursuant to Section 14.06.080, for lots that are less than 80 feet in width (referred to as "narrow" lots) the side yard setback shall be ten percent of the lot width, with seven and one-half feet added for any portion of the structure which is two stories in height. The lot as shown on Sheet A1.1 of the design plans (Attachment E) is 52.5 feet in width; therefore, the first story side yard setback is 5.25 feet and the second story side yard setback is 12.75 feet.

DISCUSSION

Design Review

According to the Design Guidelines, in a Transitional Character Neighborhood, a 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. Significant deviations could be cause for mitigation.

The applicant proposes to demolish the detached garage structure to the rear of the existing residence, add a new 454 square-foot attached garage at the front of the dwelling and an additional 248 square feet of living space at the first story while maintaining a majority of the existing structure. In addition, a new 1,015 square-foot second story is being proposed. A new driveway is proposed along the east portion of the front yard area and the existing driveway is proposed to be removed. Since the majority of the residence is being maintained, the first story side yard setbacks are also being maintained, and there is a slight reduction to the front and rear setbacks, but all of the proposed setbacks meet or exceed the required setbacks for the R1-10 zoning district. Please refer to the table above for more specific setbacks proposed and as required pursuant to the R1-10 Zoning District standards. It should be noted that the rear yard setback at 72 feet is nearly triple the required setback.

The roof forms of the proposed modified residence are a mix of 4:12 pitch hipped roofs with front and rear facing gables at both the first and second stories. The massing of the second story is centered over the first story. The front elevation has articulated building forms at the first and second story, which includes a box/bay window and a recessed building entry with a covered porch at the first story and three separate wall plane surfaces at the second story. The massing is further broken down with the different roof forms including the front facing gable over the front entry and a second story front facing gable roof. There is uniform stucco exterior siding proposed which could be further differentiated at the first story with a different siding material such as a stone veneer water table, stone accents, or brick which might further break the vertical mass of the house as recommended by the Design Review Guidelines.

The overall height of the structure is 23.1 feet which conforms to the maximum height of 27 feet in the R1-10 zoning district. The wall plate heights are proposed to be 9 feet at the first story and eight feet at the second story. The proposed wall plate heights and the overall height of the structure is in keeping with the existing lower scale residences within the neighborhood. Since the property is less than 70 feet in height, there is an alternative daylight plane standard per Section 14.06.100, however, the alternative daylight plane is not shown correctly on the elevation plan. The plane should start at a height of 19 feet at each second story setback line and proceeds inward at an angle of twenty-five (25) degrees, not at the property line as shown on the plans. The proposed design should conform to this standard and staff recommends the incorporation of a condition to correct this in the building permit plan set (See Condition #2).

The Project is using stucco for exterior siding and vinyl windows. The windows show exterior casing with “vinyl” (assumed to be PVC) which gives the appearance of wood, but is a more durable material. Architectural accents also include: barrel tile roof, corbels under the garage roof eaves and at the bay/box window; decorative shutters; accent feature at the gable end of the front porch; rake detail at the second story gable eaves; and arched windows. The project’s materials and details are included in Sheet A1.10 in Attachment E.

Overall, the project appears to be an appropriate design within this Transitional Character Neighborhood and conforms to the Residential Design Guidelines and Design Review findings.

Privacy

As discussed above, the proposed side yard setbacks meet or exceed the minimum required and can be found in the table above. The proposed right side second story elevation includes six smaller windows with 4.75-foot windowsill heights. The proposed left side second story elevation also includes six windows with 4.75-foot windowsill heights. In general, the Design Review Commission has previously considered 4.5-foot windowsill heights acceptable in eliminating direct views into neighboring properties when a person is standing in the middle of the interior space. A larger window is placed at the second story of the rear elevation with a lower windowsill height, but the residence exceeds the rear yard setback by almost three times the standard setback. Furthermore, evergreen landscape screening is proposed along the side and rear property lines, further discussed below, that will provide further screening of direct views into the abutting

properties. Given the taller windowsill heights and increased setback of the rear window perceived privacy impacts resulting from second story windows to neighboring properties are minimized.

Landscaping and Trees

The existing property has a total of 12 trees that have been detailed in an arborist report submitted by the Applicant (Attachment B). The report contains the tree types, sizes and condition of the trees. None of the trees are protected because they are all under 48 inches in circumference. It is difficult to determine from the site and landscape plans which trees are to be protected, but it appears that the Crape myrtle in the front yard and three trees in the left side yard of different species types will be preserved (i.e. removal of the other eight trees). The landscape plan proposes planting of seven new trees in the front and side yard areas to the rear of the residence. Most of the trees are more ornamental sizes at maturity. To be more conforming with the streetscape and characteristics of this neighborhood and to help buffer the residence as recommended by the Residential Design Guidelines, staff recommends planting at least one Category II sized tree in the front yard which can replace some of the proposed trees (Condition #2). Groundcover and shrubs are proposed, but the rear yard area has a large portion with hardscape or no planting at all. In addition, landscape screening is not proposed along the entire length of the side property lines as suggested by the Residential Design Guidelines to help mitigate potential privacy concerns (see Sheet L-3 of Attachment E). Staff recommends a condition of approval that requires additional landscaping in the rear be provided and more privacy screening along the side property lines (Condition #2). The new or rebuilt landscaping would need to satisfy the Water Efficient Landscape Ordinance requirements since it exceeds the 500 square-foot landscaping threshold for new residences.

ENVIRONMENTAL REVIEW

This project should be considered categorically exempt from environmental review under Section 15301 of the California Environmental Quality Act since it involves the addition to an existing single-family residence in an area zoned for residential uses.

PUBLIC NOTIFICATION AND CORRESPONDENCE

A public meeting notice was posted on the property and mailed to 12 property owners in the immediate vicinity on Payne Drive, Oakhurst Ave, and Eureka Avenue. The applicant also posted the public notice sign (24" x 36") in conformance with the Planning Division posting requirements (Attachment C).

The applicant reached out to their surrounding neighbors to communicate their proposed design plans and address any concerns neighbors might have (Attachment D). Some neighbors responded with written correspondences. No direct public correspondence was received by city staff.

Cc: Shweta Singh, OpenRemodel, Applicant
Bhargav Natarajan, Property Owner

Attachments:

- A. Public Notification Map
- B. Arborist Report
- C. Public Notice Billboard Sign
- D. Applicant Submitted Correspondence with Neighbors
- E. ~~Design Plans~~

FINDINGS

SC21-0024 – 1260 Payne Dr

With regard to the second story addition to an existing one-story house, the Design Review Commission finds the following in accordance with Section 14.76.060 of the Municipal Code:

- a. The proposed residence complies with all provision of this chapter;
- b. The height, elevations, and placement on the site of the new residence, when considered with reference to the nature and location of residential structures on adjacent lots, will avoid unreasonable interference with views and privacy and will consider the topographic and geologic constraints imposed by particular building site conditions;
- c. The natural landscape will be preserved insofar as practicable by minimizing tree and soil removal; grade changes shall be minimized and will be in keeping with the general appearance of neighboring developed areas;
- d. The orientation of the proposed new residence 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 residence has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.

CONDITIONS OF APPROVAL

SC21-0024 – 1260 Payne Dr

GENERAL

1. Expiration

The Design Review Approval will expire on February 16, 2024 unless prior to the date of expiration, a building permit is issued, or an extension is granted pursuant to Section 14.76.090 of the Zoning Code.

2. Approved Plans

The approval is based on the plans and materials received on February 6, 2022, except as may be modified by these conditions and as specified below:

- a. The building permit plans shall show the daylight plane for a narrow lot pursuant to Section 14.06.100.B.
- b. Additional landscaping to the rear of the residence shall be provided and additional privacy screening along the side property lines shall be provided at a rate similar to the proposed planting along the rear property line or as recommended by the landscape architect depending upon the plant species.
- c. A Category II sized tree, minimum 15 gallon or 24 inch shall be planted in the front yard. The Category II sized tree can replace some or all of the proposed trees in the front yard but the existing Crape myrtle should be preserved.

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. Protected Trees

The Crape myrtle in the front yard and three trees in the side yard shown on Sheet A1.1 shall be protected under this application and cannot be removed without a tree removal permit from the Community Development Director.

5. New Fireplaces

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

6. Landscaping

The project shall be subject to the City's Water Efficient Landscape Ordinance (WELO) pursuant to Chapter 12.36 of the Municipal Code if over 500 square feet or more of new landscape area, including irrigated planting areas, turf areas, and water features is proposed.

7. Underground Utility and Fire Sprinkler Requirements

Additions exceeding fifty (50) percent of the existing living area (existing square footage calculations shall not include existing basements) and/or additions of 750 square feet or more shall trigger the undergrounding of utilities and new fire sprinklers. Additional square footage

calculations shall include existing removed exterior footings and foundations being replaced and rebuilt. Any new utility service drops are pursuant to Chapter 12.68 of the Municipal Code.

8. Indemnity and Hold Harmless

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

INCLUDED WITH THE BUILDING PERMIT SUBMITTAL

9. Conditions of Approval

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

10. Water Efficient Landscape Plan

Provide a landscape documentation package prepared by a licensed landscape professional showing how the project complies with the City's Water Efficient Landscape Regulations and include signed statements from the project's landscape professional and property owner.

11. Tree Protection Note

On the grading plan and/or the site plan, show all tree/landscape 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."

12. Reach Codes

Building Permit Applications submitted on or after January 14, 2021 shall comply with specific amendments to the 2019 California Green Building Standards for Electric Vehicle Infrastructure and the 2019 California Energy Code as provided in Ordinances Nos. 2020-470A, 2020-470B, 2020-470C, and 2020-471 which amended Chapter 12.22 Energy Code and Chapter 12.26 California Green Building Standards Code of the Los Altos Municipal Code. The building design plans shall comply with the standards and the applicant shall submit supplemental application materials as required by the Building Division to demonstrate compliance.

13. Green Building Standards

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

14. Air Conditioner Sound Rating

The plans shall show the location of any air conditioning unit(s) on the site plan including the model number of the unit(s) and nominal size of the unit. The Applicant shall provide the manufacturer's specifications showing the sound rating for each unit. The air conditioning units must be located to comply with the City's Noise Control Ordinance (Chapter 6.16) and in compliance with the Planning Division setback provisions. The units shall be screened from view of the street.

15. Storm Water Management

The Plans shall 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.).

16. California Water Service Upgrades

The Applicant is responsible for contacting and coordinating with the California Water Service Company any water service improvements including but not limited to relocation of water meters, increasing water meter sizing or the installation of fire hydrants. The City recommends consulting with California Water Service Company as early as possible to avoid construction or inspection delays.

17. Underground Utility Location

The Plans shall show the location of underground utilities pursuant to Chapter 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.

PRIOR TO ISSUANCE OF BUILDING OR DEMOLITION PERMIT

18. Tree Protection

Tree protection shall be installed around the dripline(s) of the trees as shown on the site plan approved with the building permit plans. 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.

19. School Fee Payment

In accordance with Section 65995 of the California Government Code, and as authorized under Section 17620 of the Education Code, the property owner shall pay the established school fee for each school district the property is located in and provide receipts to the Building Division. The City of Los Altos shall provide the property owner the resulting increase in assessable space on a form approved by the school district. Payments shall be made directly to the school districts.

PRIOR TO FINAL INSPECTION

20. Landscaping Installation and Verification

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

21. Landscape Privacy Screening

The landscape intended to provide privacy screening shall be inspected by the Planning Division and shall be supplemented by additional screening material as required to adequately mitigate potential privacy impacts to surrounding properties.

22. Green Building Verification

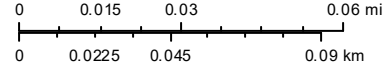
Submit verification that the house was built in compliance with the City’s Green Building Ordinance (Chapter 12.26 of the Municipal Code).





Notification Map



Print Date: December 2, 2021

1:2,257



-  Schools
-  Park and Recreation Areas
-  City Limit
- Road Names
- Waterways
- Situs Label
-  TaxParcel

The information on this map was derived from the City of Los Altos' GIS. The City of Los Altos does not guarantee data provided is free of errors, omissions, or the positional accuracy, and it should be verified.

Kiely Arborist Services LLC

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650- 515-9783

April 26th, 2021

Bhargan Natarajan
Bhargavnat@gmail.com

Site: 1260 Payne, Los Altos CA

Dear Mr. Natarajan,

As requested on Tuesday, March 23rd, 2021, I visited the above site for the purpose of inspecting and commenting on the trees. A home addition and remodel is proposed for this site, and as required by the City of Los Altos, a survey of the trees and a tree protection plan will be provided within this report. Site plan A1.2 dated 8/23/19 was reviewed for writing this report. All work within the dripline of a protected tree on site will need to be reviewed by the Project Arborist. This report will go over the existing health of the protected trees and will give recommendations for construction as needed followed by a tree protection plan.

Method:

The significant trees on this site were located on a map provided by you. Each tree was given an identification number. This number was inscribed on a metal foil tag and nailed to the trees at eye level. The trees were then measured for diameter at 48 inches above ground level (DBH or diameter at breast height). 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 each tree was estimated and the spread was paced off. Lastly, a comments section is provided.

Survey Key:

DBH-Diameter at breast height (54" above grade)

CON- Condition rating (1-100)

HT/SP- Tree height/ canopy spread

*indicates neighbor's trees

P-Indicates protected tree by city ordinance

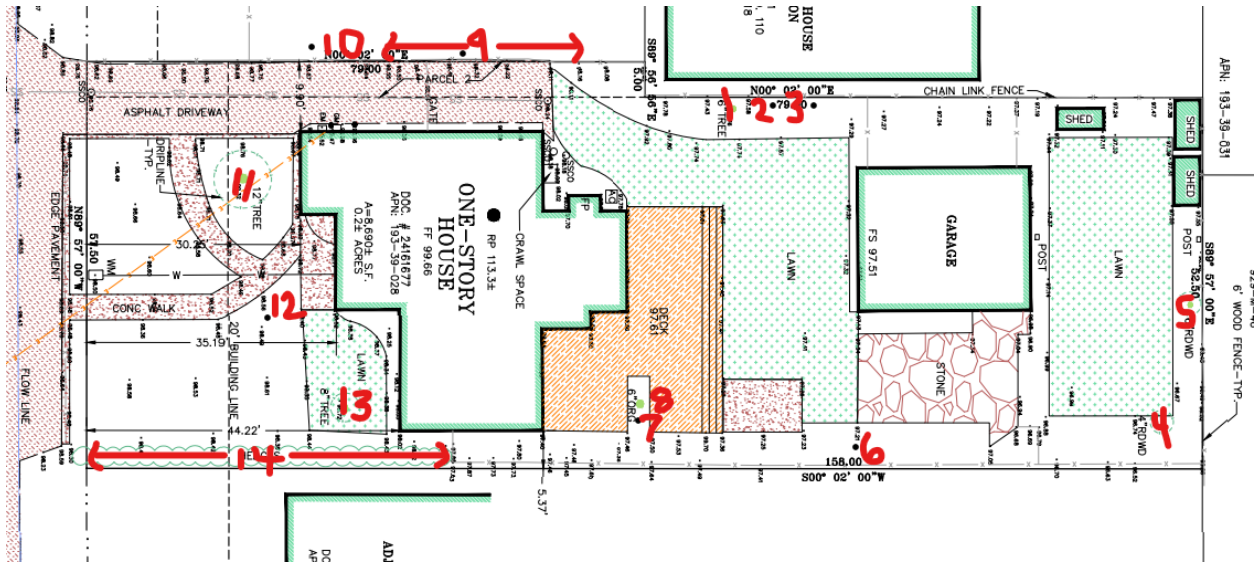
1260 Payne

(2)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	Strawberry tree (<i>Arbutus unedo</i>)	4.7	C	14/12	Fair to poor vigor, fair form, thin canopy, abundance of dead wood in tree, vine in tree.
2	Hop seed bush (<i>Dodonaea viscosa</i>)	3.1	C	12/10	Fair vigor, fair form, suppressed by #3.
3	Privet (<i>Ligustrum japonicum</i>)	4.2	C	15/10	Fair vigor, fair form, poor species.
4	Redwood (<i>Sequoia sempervirens</i>)	2.1	A	8/6	Good vigor, good form, young.
5	Apple (<i>Malus sp.</i>)	4.7	B	12/8	Fair vigor, poor form, topped for fruit reach.
6	Mandarin (<i>Citrus sp.</i>)	4.0	C	6/5	Fair vigor, fair form, topped.
7R	Orange (<i>Citrus sp.</i>)	4.8	A	10/8	Good vigor, good form.
8R	Lemon (<i>Citrus sp.</i>)	3-3	C	10/6	Fair to poor vigor, fair form, codominant at grade.
9*	Pittosporum (hedge) (<i>Pittosporum eugenioides</i>)	6.0	C	10/30	Fair vigor, poor form, topped.
10*	Arborvitae (<i>Thuja occidentalis</i>)	9.0est	B	20/12	Good vigor, fair form.
11	Crape myrtle (<i>Lagerstroemia sp.</i>)	11.0	A	30/25	Good vigor, good form, aesthetically pleasing.
12R	Japanese maple (<i>Acer palmatum</i>)	3-3	A	10/8	Good vigor, good form, codominant at grade.
13R	Japanese maple (<i>Acer palmatum</i>)	7.0	A	12/10	Good vigor, good form, codominant at grade.
14	Pittosporum hedge (<i>Pittosporum tobira</i>)	6.0	B	8/25	Good vigor, fair form, hedge pruned.

NO PROTECTED TREES ON SITE



Showing tree locations

Site observations:

The existing landscape is in fair condition. No protected trees were observed on site. None of the trees are in poor condition.



Summary:

Trees #1-3 consist of a strawberry tree, a hop seed brush tree, and a privet tree. These trees are in fair condition. The mix of small trees makes a fair screen at the property line. Removing and replacing these trees with a uniform hedge may be a valid option for aesthetic reasons. These trees require regular irrigation every 2 weeks during the dry season if they are to be retained.

Showing trees #1-3

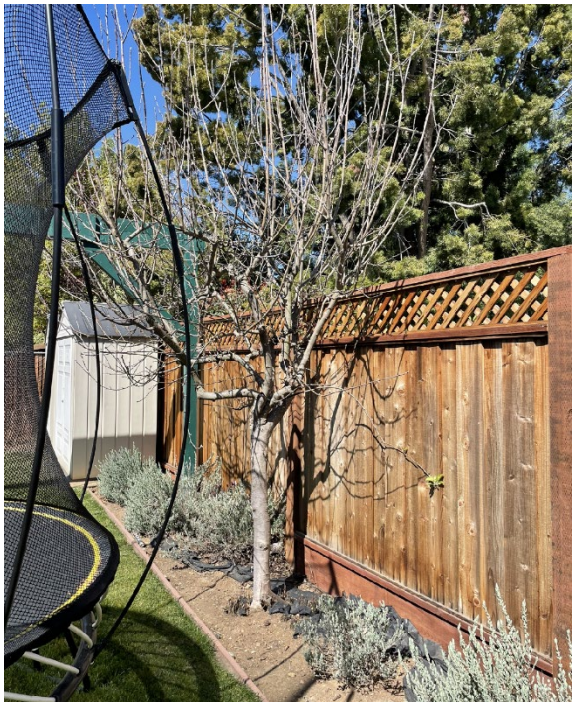
1260 Payne

(4)



Redwood tree #4 has been recently planted. The tree is in excellent condition. If needed the tree is of a movable size. Redwood trees require frequent weekly irrigation.

Showing redwood tree #4



Apple tree #5 is in good condition. The tree has been topped in the past to be able to access the fruit.

Showing apple tree #5

1260 Payne

(5)



Mandarin tree #6 is in fair condition. This tree has also been topped in the past for fruit production.

Showing mandarin #6

Neighboring pittosporum hedge #9 and neighboring arborvitae tree #10 are in fair condition. These trees provide some screening for the site.

Crape myrtle tree #11 is in good condition. The tree is aesthetically pleasing and is a focal point for the property. Irrigation every 2 weeks will help to keep the tree in good health.



Pittosporum hedge #14 is in good condition. These trees offer screening for the property. Minor irrigation every 2 weeks during the dry season is recommended.

Showing pittosporum hedge #14



Trees proposed for removal:

Citrus trees #7 & 8 are proposed for removal to facilitate the proposed addition to the back of the property. The proposed addition would likely lead to tree death or decline; therefore, tree removal is recommended. These trees are not protected in the city of Los Altos.

Showing citrus trees #7 and #8



Japanese maple trees #12 and #13 are proposed for removal to facilitate the proposed construction of a garage. These trees are in good condition and not protected in the city of Los Altos.

Showing Japanese maple tree #13



Impacts/Recommendations:

A new porch is proposed for the site near crape myrtle tree #11. Any excavation needed for the porch is recommended to be done manually by hand.

Encountered roots are recommended to be cut by hand using loppers or a hand saw. Tree protection fencing for this tree is recommended at the dripline of the tree where possible. Every 2 weeks during the dry season the crape myrtle tree is recommended to be irrigated with 20 gallons of clean water. Impacts are expected to be minor.

Tree Protection Plan:

Tree Protection Zones

Tree protection zones should be installed and maintained throughout the entire length of the project. Prior to the commencement of any Development Project, a chain link fence shall be installed at the drip line (canopy spread) of any protected tree which will or will not be affected by the construction. Non-protected trees are recommended to also be protected in the same way. The drip line shall not be altered in any way so as to increase the encroachment of the construction. When work is to take place underneath a tree's dripline, fencing must be placed as close as possible to the tree proposed work. If an area of access is needed underneath a tree's canopy, the area shall be protected by a landscape barrier. Fencing for the protection zones should be 6-foot-tall metal chain link type supported by 2 inch metal poles pounded into the ground by no less than 2 feet. The support poles should be spaced no more than 10 feet apart on center. Signs should be placed on fencing signifying "Tree Protection Zone - Keep Out". No materials or equipment should be stored or cleaned inside the tree protection zones. Excavation, grading, soil deposits, drainage and leveling is prohibited within the tree protection zones without the project arborist consent. No wires, signs or ropes shall be attached to the protected trees on site. Utility services and irrigation lines shall all be placed outside of the tree protection zones when possible. When access is needed and tree protection fencing restricts access a landscape barrier shall be installed to protect the non-protected root zone.

Landscape Barrier zone

If for any reason 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 tree protection fencing is required. The landscape buffer will help to reduce compaction to the unprotected root zone.

Inspections

The site arborist will need to verify that tree protection fencing has been installed before the start of construction. The site arborist must inspect the site anytime excavation work is to take place underneath a protected trees dripline. It is the contractor's responsibility to contact the site arborist if excavation work is to take place underneath the protected trees on site. Kielty Arborist Services can be reached at kkarbor0476@yahoo.com or by phone at (650) 515-9783 (Kevin), or (650) 532-4418 (David).

Root Cutting and Grading

If for any reason roots are to be cut, they 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. The site arborist must first give consent if roots over 2 inches in diameter are to be cut.

Trenching and Excavation

Trenching for foundation, 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 and if 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

Normal irrigation shall be maintained on this site at all times. The imported trees will require normal irrigation. 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.

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

Sincerely, Kevin R. 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
Kevin R. Kielty

Date: April 26th, 2021

ATTACHMENT C



ATTACHMENT D

To: Our neighbors at <>

Hi Neighbor!

We are writing to you from 1260 Payne Dr to notify you that we are planning a home remodel. We are attaching the floor plans, elevations and landscape plan for your review.

We are submitting the plans for the initial design review this week. We expect that construction might begin in December 2021 or January 2022.

All construction activities will conform to regulations and guidelines set forth by the city. We greatly appreciate your understanding while the construction is going on.

If you have any questions, please feel free to contact us.

Thanks!

Lakshmi Thyagarajan & Bhargav Natarajan
1260 Payne Drive
Los Altos CA 94024
bhargavnat@gmail.com
(650) 318-8367

To:

Lakshmi Thyagarajan & Bhargav Natarajan
1260 Payne Dr

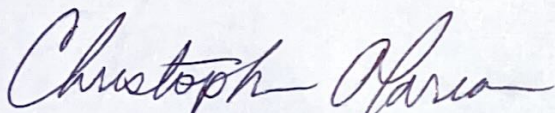
Hi Lakshmi & Bhargav,

We are writing to you indicating that we reviewed the design documents of the addition/remodel you are planning for your home at 1260 Payne Dr.

Based on our review, we do not have any concerns with your project and are supportive of your plans.

We appreciate that your construction activities will conform to regulations and guidelines set forth by the city.

Thanks!


Christopher Afarian

1250 Payne Dr
Los Altos, CA 94024
650 - 279 - 3267

To:

Lakshmi Thyagarajan & Bhargav Natarajan
1260 Payne Dr

Hi Lakshmi & Bhargav,

We are writing to you indicating that we reviewed the design documents of the addition/remodel you are planning for your home at 1260 Payne Dr.

Based on our review, we do not have any concerns with your project and are supportive of your plans.

We appreciate that your construction activities will conform to regulations and guidelines set forth by the city.

Thanks!

I approve

Mary Jane Byroad

1385 Oakhurst Ave.

To:
Lakshmi Thyagarajan & Bhargav Natarajan
1260 Payne Dr

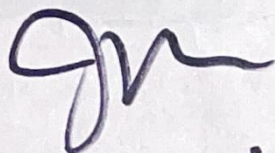
Hi Lakshmi & Bhargav,

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We appreciate that your construction activities will conform to regulations and guidelines set forth by the city.

Thanks!



Jennifer Pastran

1259 Payne Dr.

Los Altos CA 94024