

## Nazaneen Healy

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**From:** Sagar Mehta <mehta.sagarv@gmail.com>  
**Sent:** Monday, October 23, 2023 10:00 AM  
**To:** Nazaneen Healy  
**Cc:** Chris Kummerer; Namitha Kumar  
**Subject:** 241 Sunkist Ln: Neighbor Outreach  
**Attachments:** 241 Sunkist Ln- Correspondence with 218 N Avalon Dr.pdf

Hi Nazaneen,

Thanks for all your feedback on our submission thus far. We wanted to provide an overview of the extensive neighbor outreach that was done as part of our design review submission over the last few months. We visited over 10 neighbors in the immediate vicinity in person and carefully took into consideration any concerns they might have with our proposed plans.

Attached is a neighbor outreach packet that outlines this effort. It contains:

1. Neighbor Correspondence Log
2. Letter Shared with Neighbors
3. Signature sheet with acknowledgements from neighbors on said outreach.
4. Email exchanges with the neighbors at 218 N Avalon Dr., Los Altos.

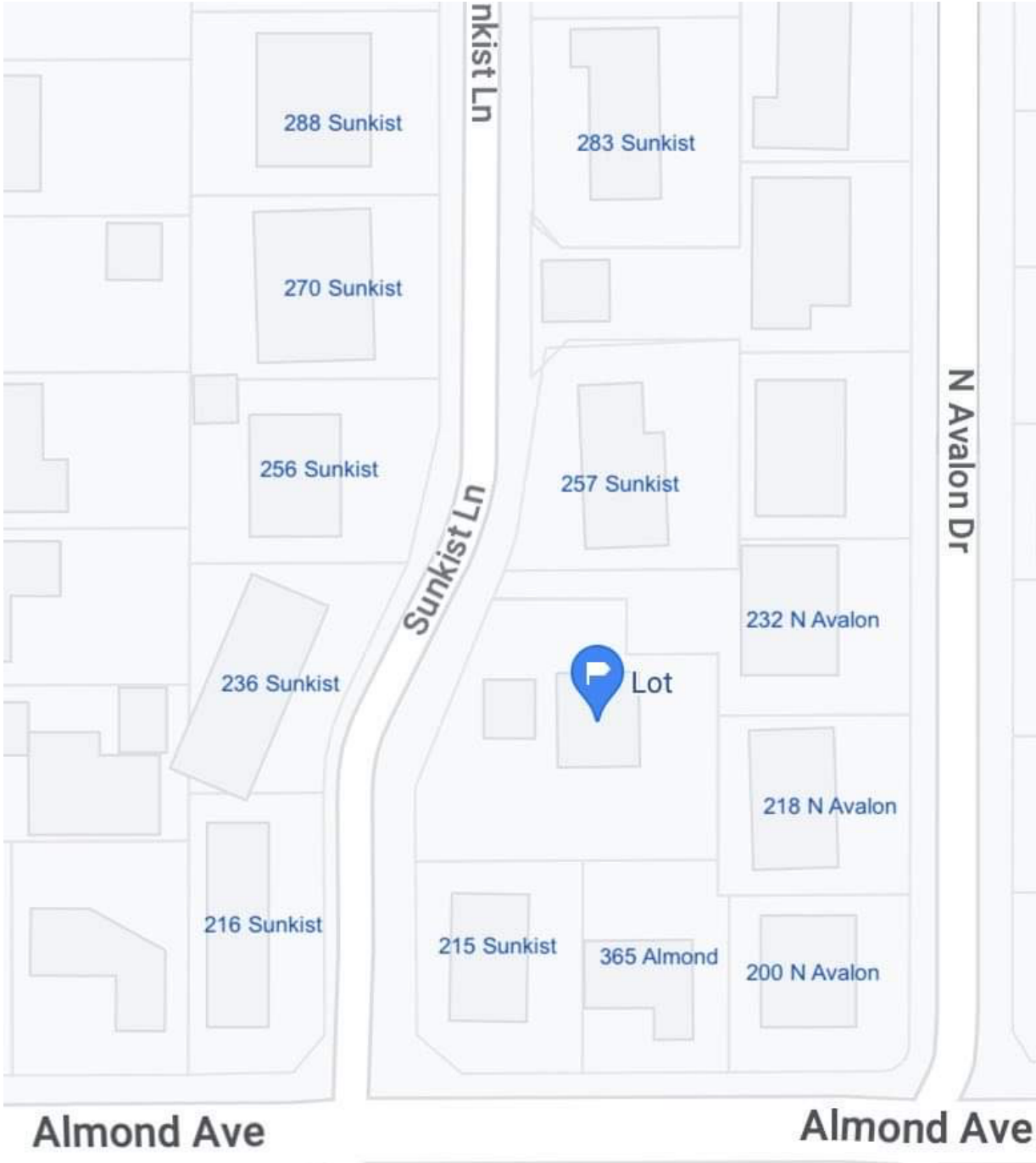
We also wanted to provide a brief summary of our meetings and emails with the neighbors at 218 N Avalon Dr. The plans (relevant pages attached) were first shared with them on June 11th, 2023, after which they brought up concerns about privacy. They sent an email to us and copied you on October 6, 2023, re-iterating concerns we have already resolved using the city's design guidelines.

1. The existing home at 241 Sunkist Ln is a 2-story home and has balconies and windows that face their backyard. The existing balcony (50' from fence line) and windows (30' from fence line) are significantly closer to our shared fence compared to the new plan and existing foliage already mitigates all privacy impacts. We are currently unable to see anything in their backyard, despite it being closer than the proposed new home. To verify this, we shared images (attached) and took them up to the existing second floor balcony on July 7, 2023.
2. The new house was brought as far towards the front as possible (keeping required setbacks in mind) with a majority of the second floor footprint facing Sunkist Ln and the portion of the new home closest to our shared fence with them being 1-story. The closest balcony/windows in the proposed plan with a view into their backyard is 71' from the fence line. The city's required setback for the second story is just ~25' and most 2-story homes in Los Altos are built much closer to the property line as lots are typically smaller than ours.
3. We are proposing several evergreen Magnolia ("Little Gem") and Podocarpus trees for additional screening. We also decided to preserve existing mature Pittosporum trees until the new Magnolia trees are established, so that existing privacy is not impacted.
4. Both balconies are small at 4' and screened with solid walls on both sides. All other second story windows facing the backyard are transom windows.

We believe the proposed design addresses the privacy concerns the neighbors at 218 N Avalon Dr. raised. Please let us know if you have any other questions.

Thanks,  
Namitha and Sagar

# NEIGHBOR CORRESPONDENCE LOG



- June 9<sup>th</sup> 2023 - Met with Bonnie and Pete at 257 Sunkist Ln and walked them through the front elevation, location of house relative to their property, and floor plan. They appreciated the aesthetic of the home and signed a statement indicating their support. We left our contact information with them in case they have additional questions or concerns.
- June 9<sup>th</sup> 2023 - Met with Chris Kolstad and wife at 270 Sunkist. We walked them through the front elevation and floor plan. They recently completed a 2-story addition as well. They

appreciated the aesthetic of the home and signed a statement indicating their support. We left our contact information with them in case they have additional questions or concerns.

- June 9<sup>th</sup> 2023 -Met with Zach Little at 215 Sunkist Ln and walked him through floor plan / side elevation details. He had no objection with the balcony over the garage or windows along the side house. He noted that these windows face his side yard which he doesn't use often and only has a bathroom with frosted glass. He is not concerned with privacy. He appreciated the aesthetic of the home and signed a statement indicating his support. We left our contact information with him in case they have additional questions or concerns.

- June 9<sup>th</sup> - Left a letter in the mailbox at 200 N Avalon avenue on June 9th. The property doesn't appear to have anyone living there.

- June 9<sup>th</sup> - Left a letter in the mailbox at 283 Sunkist. The property doesn't appear to have anyone living there.

- Jun 10<sup>th</sup> 2023- Met with Carol Hartland at 365 Almond Avenue. Walked her through plans. She was concerned about the location of the pool and asked about windows on the side yard. We showed her that most windows were transom other than one bedroom and that it didn't have a direct view of her back (was adjacent to Zach's property). She appreciated the aesthetic of the home and signed a statement indicating his support. We left our contact information with them in case they have additional questions or concerns.

- On the same day, she followed up over email and asked where the outdoor kitchen would be in relation to the house and was satisfied with our response.
- Met again with Carol Hartland on Jul 8th as she heard there were balconies and she hadn't recalled seeing any. Left a set of plans / elevations with her and explained that there were no balconies facing her property. We walked through the side elevation adjacent to her house and showed her that only high / transom windows were present there and that we would place screening hedges along the side yard for privacy.

- June 10<sup>th</sup>, 2023 - Met briefly with Bruce at 256 Sunkist and talked about the project + shared images of the front facade. His wife wasn't home at the time and he told us he'd let us know if he wanted to go through it in more detail. We left our contact information with them in case they have additional questions or concerns.

- June 10<sup>th</sup> - Met with Fara and Mahmoud at 288 Sunkist Ln. They loved the aesthetic of the house and signed a statement indicating their support for the project. We left our contact information with them in case they have additional questions or concerns.

- June 11<sup>th</sup>, 2023 - Met with Hao Tang and Xiang Xu at 218 N Avalon Dr and walked through the plan with them. They asked about the balcony / windows from the master. We noted that the current 2-story structure with a balcony is much closer to their property than the new plan which has been pushed to the front. We offered to take them onto the balcony of the current house to show them that not much is visible today even with the house much closer. We noted we'd also be putting or screening trees along the back fence. She asked to see the plans for the second floor with distances to her fence line included which we said we would share over email. We left our contact information with them in case they have additional questions or concerns.

- They emailed us on Thursday, June 11th asking for copies of the floor plan. We responded with them and mentioned that it took a couple of days to put together distances they requested.

- They sent us an email on July 5<sup>th</sup> saying they were concerned about the balcony and windows 70' from their property. We said we understood their privacy concerns and would place screening trees to address. We also shared pictures in response to show there's no view of their backyard or house from the current windows / balcony which were at 30' and 50' respectively. We offered to take them to the 2nd floor of the current house to validate the views.
  - On July 7th Sagar met with them so they could see the views from the 2nd floor of the existing home. He talked through the plan to place screening trees along their fence line and also noted that the current fence lacked a 2' lattice which was possible to add.
  - We are keeping a fully grown pittosporum tree along their fence to ensure their privacy as our screening trees grow.
- June 11<sup>th</sup> - Met with Steve Chen at 216 Sunkist. He appreciated the house's aesthetic. He's recently been through a similar process to do his 2 story house. He asked whether we would plant trees in the front so his view from the corner of his kitchen / side yard would be nice. We indicated we intended to have several trees out front as part of the landscape plan. He declined to sign a statement of support but wished us luck on the project. We left our contact information with him in case they have additional questions or concerns.
- June 11<sup>th</sup> - Met with Joanna and Russ Dewey at 236 Sunkist Ln and shared plans / visuals. They asked about whether we'd back out of the driveway and I explained that we'd have a side facing garage with a turnaround which mitigated their concern. They expressed some concern about the front balcony over the garage and potential for someone to look at their front yard. They acknowledged the same view is visible from someone standing on the street, but were still concerned about it. We said we'd share the feedback with our architect / landscape designer. We left our contact information with them in case they have additional questions or concerns.
- June 19<sup>th</sup> - Met with Yumi and John Clark at 232 N Avalon. Shared floor plans, rear elevation, side elevation, and distances for new house to their yard vs existing 2 story structure. Talked to them about the general landscape plan to ensure any views from our master bedroom deck are screened. Also noted that we were pushing the house further away from their property. They indicated they would contact us via email if they had any questions. They mentioned their master bedroom is facing the backyard where there are two fully grown pittosporum plants currently providing screening. We decided to keep those trees intact as our screening trees grow in order to respect their privacy.

# LETTER SHARED WITH NEIGHBORS

Namitha Kumar and Sagar Mehta  
241 Sunkist Ln,  
Los Altos, CA 94024

June 9, 2023

Dear Neighbor,

We are writing to let you know that we're planning a new construction at 241 Sunkist Ln. As part of the planning process, we would like to share the proposed plans with you and welcome any questions or comments you may have.

We currently reside in Los Altos and our kids (4 year old Maya and 1 year old Nikhil) attend local schools. We love the sense of community here and can't wait to call 241 Sunkist home.

We stopped by this afternoon (June 9, 2023) and wanted to leave our contact information with you.

**Namitha Kumar**

Phone: 408-507-5497

E-mail: [njc510@gmail.com](mailto:njk510@gmail.com)

**Sagar Mehta**

Phone: 516-312-2246

E-mail: [mehta.sagarv@gmail.com](mailto:mehta.sagarv@gmail.com)

If you'd like to learn more about the proposed plans, kindly contact us via text, call or email.

Thank you,  
Namitha and Sagar



# SIGNATURES OF NEIGHBORS

**Mehta- Kumar Residence**  
241 Sunkist Ln, Los Altos, CA 94024





I/we have reviewed the plans for the proposed project of the above address with the property owner and have no objections at this time.

Address	Name(s)	Signature	Date
215 Sunkist Ln, Los Altos, CA 94024	Zachary Little		6-1-23
216 Sunkist Ln, Los Altos, CA 94024	Please see notes		
236 Sunkist Ln, Los Altos, CA 94024	Please see notes		
256 Sunkist Ln, Los Altos, CA 94024	Please see notes		
257 Sunkist Ln, Los Altos, CA 94024	PETER SORENSON		6/09/23
270 Sunkist Ln, Los Altos, CA 94024	Chris Kolstad Kristen Kolstad		6/9/23 6/9/23

**Mehta- Kumar Residence**  
241 Sunkist Ln, Los Altos, CA 94024



I/we have reviewed the plans for the proposed project of the above address with the property owner and have no objections at this time.

Address	Name(s)	Signature	Date
283 Sunkist Ln, Los Altos, CA 94024	<b>Unoccupied, please see notes</b>		
288 Sunkist Ln, Los Altos, CA 94024	MANMUND Santkhami		6/10/23
365 Almond Ave, Los Altos, CA 94024	CAROL HARTLAND		6/10/23
200 N Avalon Ave, Los Altos, CA 94024	<b>Unoccupied, please see notes</b>		
218 N Avalon Ave, Los Altos, CA 94024	<b>Please see notes</b>		
232 N Avalon Ave, Los Altos, CA 94024	<b>Please see notes</b>		

**EMAIL EXCHANGE WITH NEIGHBORS AT 218 N AVALON**

Namitha Kumar &lt;njk510@gmail.com&gt;

**Request for the proposed plans for new construction at 241 Sunkist Ln****Sagar Mehta** <mehta.sagarv@gmail.com>

Tue, Oct 3, 2023 at 4:41 PM

To: Xiang Xu &lt;xiang.xu.xxu@gmail.com&gt;

Cc: Namitha Kumar &lt;njk510@gmail.com&gt;, "HAO.TANG.9711@GMAIL.COM" &lt;hao.tang.9711@gmail.com&gt;

Hi Xiang,

The sign goes up as soon as we submit the first draft to the city. We will share final plans once we have a complete set from our architect.

Best,  
Sagar

On Mon, Oct 2, 2023 at 12:39 PM Xiang Xu &lt;xiang.xu.xxu@gmail.com&gt; wrote:

Hi Namitha and Sagar,

It's a good idea to keep the existing pittosporum trees. Thank you for preserving these trees.

We can't comment on other points until we have a chance to see the whole construction plan. We saw the public notice of the new construction posted outside your fence, it would be greatly appreciated if you could share the current design plan (as of today, 10/02/2023) with us. The balconies and large windows facing the Avalon side homes are still a significant privacy concern for us.

Thanks,  
Hao and Xiang

On Wed, Sep 27, 2023 at 7:59 PM Namitha Kumar &lt;njk510@gmail.com&gt; wrote:

Hi Hao and Xiang,

As mentioned in my previous email our architect is still waiting to hear back from the city, so there may be more changes. In response to your concerns:

1. We significantly decreased the sizes of balconies. Additionally, the balconies have side walls for screening.
2. We are planting a row of Magnolia Grandiflora "little gem" evergreen trees for screening and also preserving many existing pittosporum trees along the fence to provide screening as the new trees get established.
3. We lowered the ceiling height of the recreation room to minimize bulkiness.

It can take the city several weeks between each round of comments to provide feedback, so it's going to take some time before our architect has detailed plans ready to share.

Thanks,  
Namitha

On Mon, Sep 25, 2023 at 8:05 AM Xiang Xu &lt;xiang.xu.xxu@gmail.com&gt; wrote:

Hi Namitha,

Thanks for the update. Could you let us know whether the submission to the city addressed the feedback and concerns (especially about potential privacy implications) in our previous email sent to you two and a half months ago? We were hoping that you and your architect could take the feedback into consideration.

Thanks,  
Hao and Xiang

On Sun, Sep 24, 2023 at 8:38 PM Namitha Kumar &lt;njk510@gmail.com&gt; wrote:



Hi Hao and Xiang,

Nice to hear from you. Our architect is waiting to hear back from the city on a second round of comments as they asked him to make some changes after the initial submission. We will send you the final plans once we hear from the city as it could change again based on their feedback and cause confusion.

Hope you had a good summer and all is well with you!

-Namitha

On Thu, Sep 21, 2023 at 6:53 PM Xiang Xu <[xiang.xu.xxu@gmail.com](mailto:xiang.xu.xxu@gmail.com)> wrote:

Hi Sagar and Namitha,

Hope this email finds you well!

We are wondering if you can share with us the whole plan of the new construction? We are especially interested in learning more about the landscape plan.

Thanks,  
Hao and Xiang

On Tue, Jul 11, 2023 at 8:59 PM Xiang Xu <[xiang.xu.xxu@gmail.com](mailto:xiang.xu.xxu@gmail.com)> wrote:

Thank you, Sagar and Namitha!

On Tue, Jul 11, 2023 at 6:53 PM Sagar Mehta <[mehta.sagarv@gmail.com](mailto:mehta.sagarv@gmail.com)> wrote:

Hi Shawn and Howard,

Nice meeting you last Friday. We will relay your concerns to our architecture team.

Best,  
Sagar

On Mon, Jul 10, 2023 at 8:26 AM Xiang Xu <[xiang.xu.xxu@gmail.com](mailto:xiang.xu.xxu@gmail.com)> wrote:

Hi Sagar,

It was a pleasure meeting you on Friday. Thanks for hearing us out about the concerns we have.

Once again, we would like to reiterate the key points we discussed, and we kindly request that you and Namitha relay them to your architect for further consideration:

1. Regarding the second-floor windows and balcony, we remain concerned about the visibility of our bedroom window and part of our yard, especially if the existing trees are removed. While we acknowledge that the landscape plan may not solve all the issues, we believe it is crucial to address this concern. One suggestion is to plant 25-gallon English Laurel and/or Cheesewood (Pittosporum), and we have witnessed the rapid growth potential of Pittosporum in our own backyard.
2. Currently, our kitchen window and patio provide a view of the hills. Unfortunately, the proposed structure, even on the first floor, will obstruct this view and hinder airflow with the existing setback. To preserve both the view and the airflow, we kindly request that the structure be moved 2 feet towards the north, as this adjustment would make a significant difference.
3. The current distance between the existing house and our fence is approximately 35 feet. Upon reviewing the plans for the proposed new construction, we noticed that it appears quite massive and significantly obstructs our view horizontally. Additionally, the height of the first floor is around 16.5 feet, adding to its imposing presence. Therefore, we kindly request that you consider moving the setback of the recreation room further west, ideally not exceeding the border of the east side of the existing house, which is approximately 35 feet from the east fence. By doing so, we hope to minimize the overwhelming bulkiness of the new construction as seen from our backyard.
4. Upon reviewing the concept pictures, we noticed that there are numerous large windows facing east, directly towards our house. We have concerns about potential light reflection and light pollution caused by the morning sun. It would be greatly appreciated if this aspect could be taken into account during the design process.

Once again, thank you for keeping the lines of communication open regarding the project!

Shawn and Howard

On Fri, Jul 7, 2023 at 2:31 PM Xiang Xu <[xiang.xu.xxu@gmail.com](mailto:xiang.xu.xxu@gmail.com)> wrote:  
Sounds great. See you then.

Thanks,  
Shawn and Howard

On Fri, Jul 7, 2023 at 1:01 PM Sagar Mehta <[mehta.sagarv@gmail.com](mailto:mehta.sagarv@gmail.com)> wrote:  
Yes I can meet you there at 5 PM today — I'll wait for you out front

Best,  
Sagar

On Fri, Jul 7, 2023 at 12:18 PM Xiang Xu <[xiang.xu.xxu@gmail.com](mailto:xiang.xu.xxu@gmail.com)> wrote:  
Hi Sagar,

Thank you for providing the pictures. The current window on the second story is relatively small, which means it might not offer an accurate representation of how the new proposed windows/balcony would look. It would be really helpful if we could get a glimpse of the second story from inside the existing house. Would either this afternoon (Friday) or tomorrow afternoon (Saturday) around 5pm work for you? If not, we can explore alternative times next week.

We've heard that the new plan would incorporate a swimming pool, but we were unable to locate any mention of it in the pages you shared with us. Additionally, we have some feedback on a few other matters, but we understand the plan is still developing, so we'll wait for the final plans to provide more detailed comments.

Thanks,  
Shawn and Howard

On Thu, Jul 6, 2023 at 6:11 PM Sagar Mehta <[mehta.sagarv@gmail.com](mailto:mehta.sagarv@gmail.com)> wrote:  
Hi Shawn and Howard,

Privacy is definitely an important factor -- for both you and for us!

Attached are a couple pictures from the 2nd story balcony and bedroom window of the current house. The good news is we aren't actually able to see into your backyard or any windows despite being at a closer distance due to the existing trees and hedges already present. We are happy to take you up to the second story of the existing home if you'd like to confirm yourself.

The existing 2 story home's balcony is 50' from the fence line and has 2nd story windows ~30' away. The closest balcony / windows with a view to your backyard in the new structure is 71' from the fence line. The city's required setback is just 25' and most 2 story homes in Los Altos are built much closer to the property line as lots are smaller than ours.

The landscape plans are still a work in progress, but in talking to our architect he shared it will be straightforward to create appropriate privacy screening given the proposed distances. At a high level, we are planning to plant several evergreen screening trees along our mutual fence which can grow to at least 30' in height. On fencing, the allowable height is actually 6' + 2' lattice to obstruct views. If the existing fence isn't at this height already, we can certainly upgrade it.

We'll share the final plans when they are ready for submission. Feel free to reach out with other questions.

Best,  
Sagar

On Wed, Jul 5, 2023 at 10:29AM Xiang Xu <xiang.xu.xxu@gmail.com> wrote:

Hi Namitha and Sagar,

Hope you and your family have had a relaxing July 4th weekend! Congratulations again for setting out to build your new home! Thank you for sharing the preliminary plans with us. Your description of individual pages is very helpful.

As we discussed last time, our primary concern is about our privacy (or the potential loss of it) after the new construction. With the proposed distance, and based on fairly straightforward calculations/visual modeling using the distance and potential height of second-floor viewpoints, we realize that a large part of our master bedroom window (west-facing), living room windows, kitchen windows, entertainment room window, and part of our backyard will be visible from the second floor windows and balconies in the proposed plan with the standard 6-foot fence. We are especially concerned about the exposure of our master bedroom window. The privacy concern is exacerbated by the proposed large windows and balconies.

We appreciate your careful consideration of our concerns. We would also appreciate reviewing the detailed foliage plan if it's available. If the updated comprehensive plan is now available, we would greatly appreciate it if you could kindly share it with us.

Thanks,  
Shawn and Howard

On Thu, Jun 15, 2023 at 12:06 PM Namitha Kumar <njk510@gmail.com> wrote:

Hi Shawn and Hao,

Nice to hear from you. It was a pleasure meeting you both this past weekend.

We have definitely not forgotten about your request. During our conversation, you expressed interest in learning more about the second story deck/window facing your backyard so we requested our architect to provide a more detailed layout indicating distances to your fence and backyard. It took a couple of days for them to put these together. These layout diagrams also outline the existing second story which is actually closer to your property than what we are proposing for the new construction and it has windows/decks that currently face your backyard.

Attached are the plans we went over on Sunday.

**Page 1:** Cover Page

**Page 2:** First floor layout. Please note a majority of the square footage is on the first story.

**Page 3:** Existing second story structure with distances from fence and your home.

**Page 4:** Second story of new construction with distances from fence and your home

**Page 5:** 3D view of front

**Page 6:** Elevations (2D drawing that show no depth but gives an idea of appearance by depicting heights, widths and materials) of backyard and side yard (view from 257 Sunkist side).

We are still a few weeks away from submitting to the city and our landscape architect is currently working on landscaping plans and renderings. It will include screening trees in

addition to what is already present on your side of the fence. The good news is that even with existing tree cover it's not possible to see anything.

Our offer to take you up to the existing second floor still stands. Happy to meet again if you'd like to review everything in more detail.

Warmly,  
Namitha and Sagar

On Wed, Jun 14, 2023 at 10:39 PM Xiang Xu <[xiang.xu.xxu@gmail.com](mailto:xiang.xu.xxu@gmail.com)> wrote:  
Hi Namitha and Sagar,

We had the pleasure of meeting you last Sunday on June 11th. Welcome to the neighborhood!

During our conversation on June 11th, we inquired about the possibility of you sharing the proposed plans for the upcoming construction project at 241 Sunkist Ln. You mentioned that you would send us these plans via email. However, we have not yet received them, and we would like to double check with you on this. Would you kindly send us the proposed plans? Without them, we are unable to provide any feedback or comments on the project.

Thank you!

Shawn & Hao  
[218 North Avalon Dr,](#)  
[Los Altos, CA 94022](#)

# DIAGRAMS SHARED WITH NEIGHBORS AT 218 N AVALON ON 6/15/2023 (3 PAGES)

**COVERAGE:**

18,771 SF LOT X 35% = 6,569.85 SF MAX COVERAGE WHERE 1 STORY IS LESS THAN 20' TALL  
 18,771 SF LOT X 30% = 5,631.3 SF MAX F.A.R. COVERAGE 2 STORY

**F.A.R.:**

3850SF + 10% (18,771 SF LOT - 11,000)  
 3850 + 0.10(7,771)  
 3850 + 777.1 = **4,627.10 SF MAX F.A.R.**

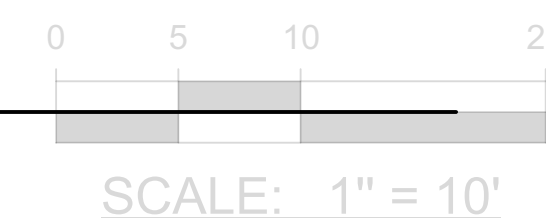
**HEIGHT LIMIT:**

TWO STORIES AND 27 FEET FROM THE NATURAL GRADE. (BASEMENTS SHALL NOT BE CONSIDERED A STORY.)

WHEN THE LOT COVERAGE EXCEEDS OR IS PROPOSED TO EXCEED THIRTY (30) PERCENT, THE MAXIMUM HEIGHT OF STRUCTURES SHALL BE TWENTY (20) FEET.

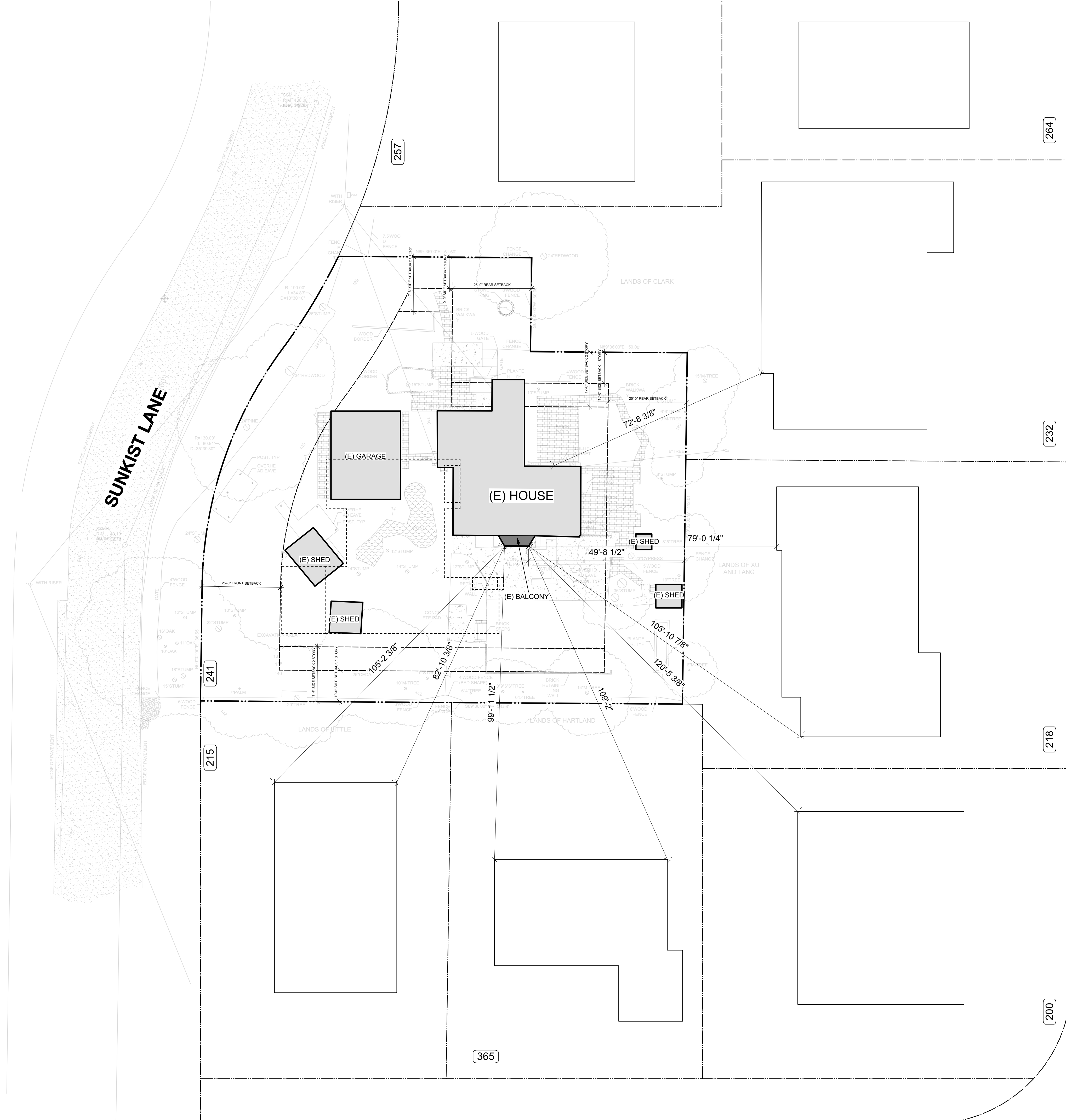
MEHTA-KUMAR RESIDENCE  
 JUNE 6, 2023  
 SITE PLAN  
 1/16" = 1'-0"

1 SITE PLAN  
 Scale: 1/16" = 1'-0"

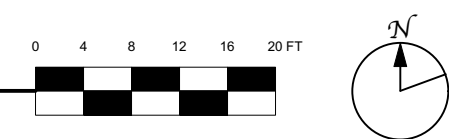


Line too short to contain Break

NOT FOR CONSTRUCTION

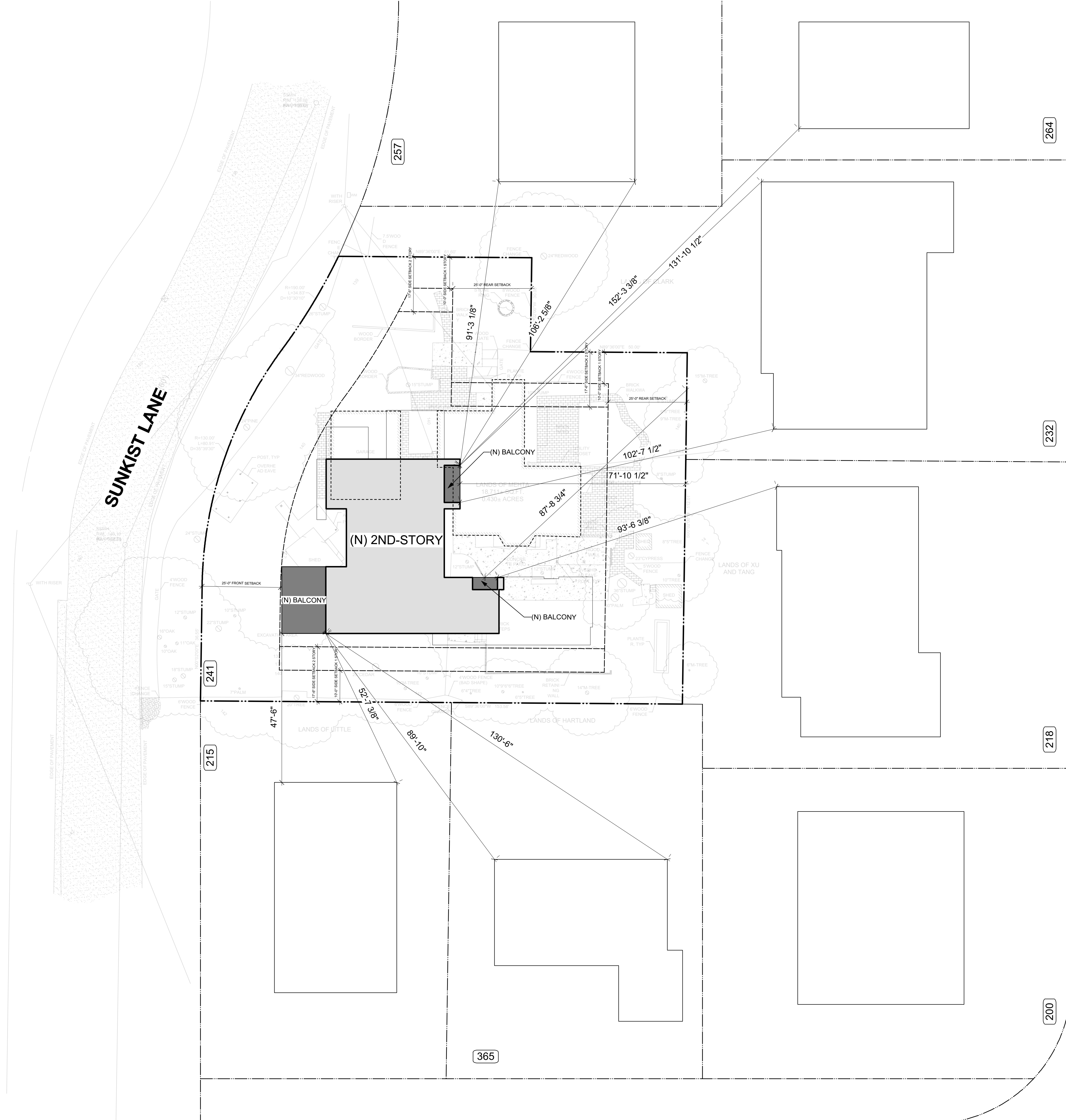


1 EXISTING SITE PLAN  
Scale: 1/16" = 1'-0"



# A1.0

EXISTING SITE PLAN

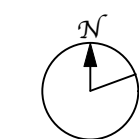
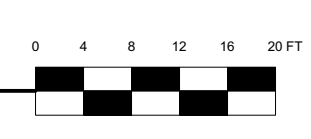


**SUNKIST LANE**

**N AVALON DRIVE**

**ALMOND AVE**

**1 NEW SITE PLAN**  
Scale: 1/16" = 1'-0"



**A1.1**

NEW SITE PLAN

**PICTURES SHARED WITH NEIGHBORS AT 218 N AVALON**  
View from existing 2nd story balcony 50' away  
looking into 218 N Avalon





**PICTURES SHARED WITH NEIGHBORS AT 218 N AVALON**  
View from existing 2nd story window 30' away  
looking into 218 N Avalon

