

**From:** Mark De Mattei <markd@demattei.com>  
**Sent:** Monday, December 7, 2020 2:42 PM  
**To:** Sean Mullin <SMullin@losgatosca.gov>  
**Cc:** Joel Paulson <jpaulson@losgatosca.gov>; Sally Zarnowitz <SZarnowitz@losgatosca.gov>; Jay Plett <jay@plett-arc.com>  
**Subject:** FW: todays meeting summary

Dear Sean,

Jay and I reached out to Karen last week asking for a meeting with her prior to planning hearing to review the as submitted plans, answer any question and make sure she had a clear understanding of the revised design submitted to the town which resulted in a meeting today. I believe the outcome was positive.

At today's meeting We also agreed to a couple of additional concessions in addition to the planning commission revisions that have been submitted to you already. which are: reducing the sizes of the windows on the west side. We also reviewed and explained the size of the windows on the south side which you will see in the below summary. Please see below summary sent to attendees.

Kind Regards  
Mark

Mark De Mattei  
President

**De Mattei**  
Construction Inc.

**GENERAL CONTRACTOR**  
*Building Relationships*

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**From:** Mark De Mattei <[markd@demattei.com](mailto:markd@demattei.com)>  
**Sent:** Monday, December 7, 2020 12:01 PM  
**To:** 'John Domingue' <[john@rdlaw.net](mailto:john@rdlaw.net)>; 'Karen Kurtz' <[kurtzk@comcast.net](mailto:kurtzk@comcast.net)>; 'Jay Plett' <[jay@plett-arc.com](mailto:jay@plett-arc.com)>  
**Subject:** todays meeting summary

Dear Karen and John ,

Thank you for your time today and agreeing to allowing us the opportunity to review our revised project proposal as submitted to town for upcoming planning hearing .

John per your request I have taken attached photos of the work product changes made and discussed as a result of today's meeting. We will hard line these changes and submit them to the planning commission for the upcoming meeting.

Items discussed and attendees

Mark De Mattei , Jay Plett Architect along with Karen Kurtz and her representative John Dominique

We explained the changes made with our new design that were submitted to planning department in preparation for hearing to address Karen's view concerns : changes discussed were : reducing the size of the second story by approximately 14' 6 inches and lowering of the ridge height 2 feet to make sure Karen had a clear understanding of the modifications as submitted and answer any questions and concerns.

Additional changes as a result of today's meeting agreed to as follows

WEST ELEVATION (Karen's side).

3 upper level windows at the laundry room and bathroom will be cut by down in size by approximately 50 percent. . The new measurements will be 2' 6" x 2' 6" inches each .

SOUTH ELEVATION

Upper level master bathroom windows facing our rear yard (south elevation ) will be 2'6 " X 2'6 ". These windows are over the shower and toilet room.. the window over the tub will be 4'6" x 4'6"

Karen has mentioned that her patio has been sinking over the years . John has asked for a referral to an engineer to make recommendations so she can address options for repair. I will send references.

Please let me know if I left anything out or I have forgotten to include anything in this communication. Feel free to contact me any time. My cell number is 408-639-3337

Thank you again for meeting with us,

Kind Regards

Mark

Mark De Mattei

President

**De Mattei**  
Construction Inc.

**GENERAL CONTRACTOR**

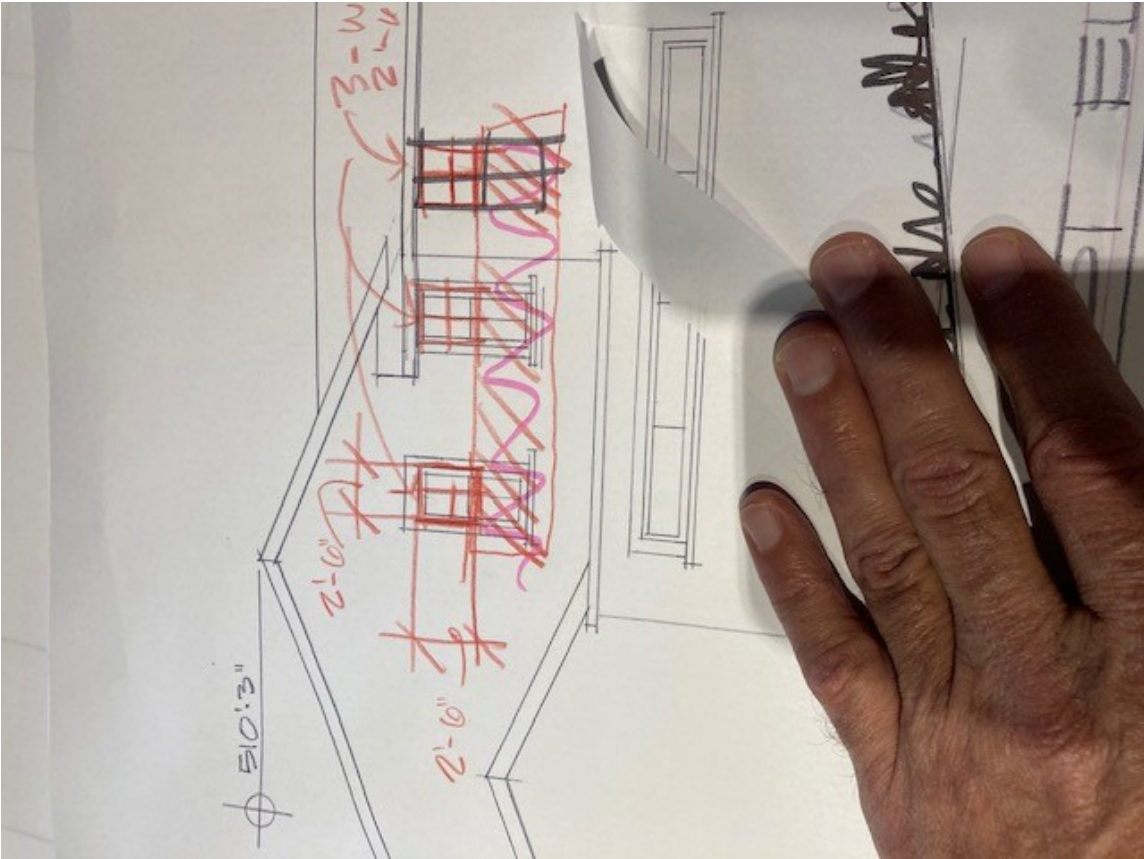
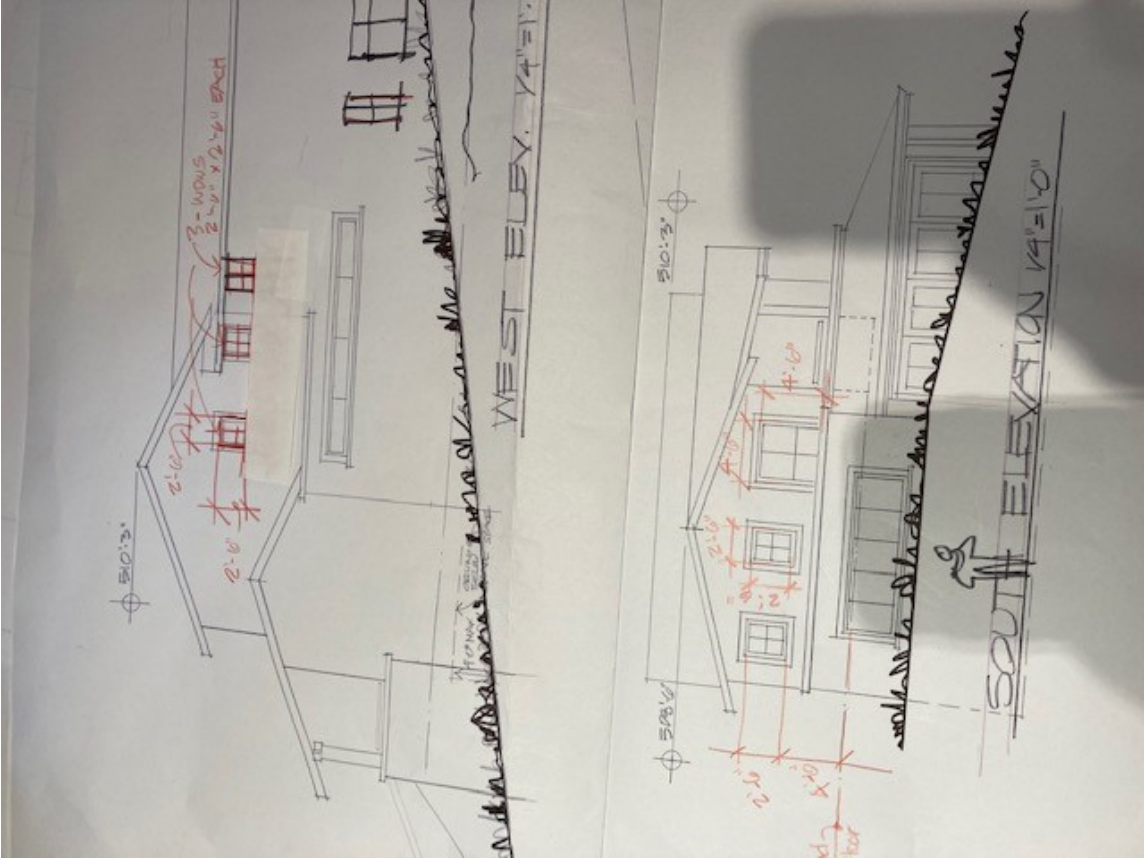
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