

ZONING ADMINISTRATOR MEETING AGENDA

4:00 PM - Wednesday, September 03, 2025

***Community Meeting Chambers, Los Altos City Hall
1 North San Antonio Road, Los Altos, CA***

PARTICIPATION: Members of the public may participate by being present at the Los Altos Community Meeting Chambers at Los Altos City Hall located at 1 N. San Antonio Rd, Los Altos, CA during the meeting. Public comment is accepted in person at the physical meeting location, or via email to ZAPublicComment@losaltosca.gov.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

<https://tinyurl.com/35h8efv3>

Telephone: 1-253-215-8782 / Webinar ID: 932 2975 6815 / Passcode: 701956

SUBMIT WRITTEN COMMENTS: Verbal comments can be made in-person at the public hearing or submitted in writing prior to the meeting. Written comments can be mailed or delivered in person to the Development Services Department or emailed to ZAPublicComment@losaltosca.gov.

Correspondence must be received by 2:00 p.m. on the day of the meeting to ensure distribution prior to the meeting. Comments provided after 2:00 p.m. will be distributed the following day and included with public comment in the Zoning Administrator packet.

AGENDA

CALL MEETING TO ORDER

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Zoning Administrator's attention any item that is not on the agenda. The Zoning Administrator will announce the time speakers will be granted before comments begin. Please be advised that, by law, the Zoning Administrator is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "The Brown Act") items must first be noted on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

These items will be considered by one motion unless any member of the Commission or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Zoning Administrator.

1. Zoning Administrator Meeting Minutes

Approval of the DRAFT minutes of the regular meeting of August 20, 2025.

PUBLIC HEARING**2. SC25-0010 – Aditi Mukherjee – 524 Distel Drive**

Request for Design Review to construct a new 3,557 square-foot, two-story house. The project site is located on the west side of Distel Drive, between Jardin Drive and Alvarado Avenue. The project is categorically exempt from environmental review pursuant to Section 15303 (New Construction or Conversion of Existing Structures) of the California Environmental Quality Act (CEQA). *Project Planner: Gallegos*

ADJOURNMENT**SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Agendas, Staff Reports and some associated documents for the Zoning Administrator items may be viewed on the Internet at <https://www.losaltosca.gov/642/Agendas-and-Minutes>.

Decisions of the Zoning Administrator are final unless appealed by filing an appeal with the City Clerk within 14 calendar days of the decision. No building permits shall be issued during this 14-day period.



ZONING ADMINISTRATOR MEETING MINUTES

4:00 PM – Wednesday, August 20, 2025

***Community Meeting Chambers, Los Altos City Hall
1 North San Antonio Road, Los Altos, CA***

CALL MEETING TO ORDER

At 4:00 p.m. the Zoning Administrator called the meeting to order.

ESTABLISH QUORUM

PRESENT: Zoning Administrator Zornes and Development Services Deputy Director Williams

STAFF: Senior Planner Whitehill

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR.

1. Zoning Administrator Meeting Minutes

Approval of the DRAFT minutes of the regular meeting of June 4, 2025.

Action: Zoning Administrator Zornes approved the meeting minutes for the regular meeting of June 4, 2025.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

PUBLIC HEARING

2. SC25-0007 – Sumit Verma – 2050 Longden Circle

Request for Design Review to construct a new 4,209 square-foot two-story residence subject to the listed findings and conditions of approval; and find the project categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Section 15303 (New Construction or Conversion of Small Structures). *Project Planner: Whitehill*

STAFF PRESENTATION

Senior Planner Whitehill presented the staff report recommending approval of design review application SC25-0007 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application SC25-0007 per the staff report findings and conditions of approval.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

ADJOURNMENT

Zoning Administrator Zornes adjourned the meeting at 4:04 PM.

Nick Zornes

Zoning Administrator



ZONING ADMINISTRATOR AGENDA REPORT

TO: Nick Zornes, Zoning Administrator
FROM: Sean Gallegos, Senior Planner
SUBJECT: SC25-0010 – 524 Distel Drive

RECOMMENDATION

Approve design review application SC25-0010 for the construction of a new 3,557 square foot, two-story house subject to the listed findings and conditions of approval; and find the project categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Section 15303 (New Construction or Conversion of Small Structures).

BACKGROUND

Project Description

- Project Location: 524 Distel Drive, located on the west side of Distel Drive, between Jardin Drive and Alvarado Avenue.
- Lot Size: 10,164 square feet
- General Plan Designation: Single-Family, Medium Lot (SF4)
- Zoning Designation: R1-10
- Current Site Conditions: One-story house

The proposed project includes demolition of the existing single-story house and construction of a new 3,557 square foot two-story house (see Attachment 1 – Project Plans). A new driveway provides vehicle access from the front of the property to a new two car garage. The plans include an attached accessory dwelling unit (ADU) which will be reviewed ministerially with a building permit submittal.

The new residence is designed in a contemporary architectural style, featuring smooth stucco walls, vertical Ipe wood siding, and a standing seam metal roof. Additional finishes include aluminum-clad windows with a dark finish, painted wood trim and fascia, and wood clad garage door.

The arborist report identifies 13 trees on the property. Of these, two are protected trees: the Flowering Pear (No. 7) and the Japanese Cheesewood (No. 8). One protected tree, the Flowering Pear (No. 7), is proposed for removal, while one protected tree, the Japanese Cheesewood (No. 8), is proposed for retention. The remaining 11 trees are non-protected. Of these, six are proposed for removal: the Crabapple (No. 2), three Kusamaki (Nos. 9, 10, and 11), and two Holly (Nos. 12 and

13). Five non-protected trees are proposed for retention: the Crape Myrtle (No. 1) and four Bottlebrush (Nos. 3, 4, 5, and 6). Overall, the project retains one protected tree and five non-protected trees, while removing one protected tree and six non-protected trees.

ANALYSIS

Design Review

The proposed house complies with the R1-10 district development standards found in Los Altos Municipal Code (LAMC) Chapter 14.06, as demonstrated by the following table:

	Existing	Proposed	Allowed/Required
COVERAGE:	2,241 square feet	2,936 square feet	3,049.2 square feet
FLOOR AREA:	2,241 square feet		
1st Floor	-	2,086 square feet	
2nd Floor	2,241 square feet	1,471 square feet	
Total		3,557 square feet	3,557.4 square feet
SETBACKS:			
Front (Los Ninos)	23.75 feet	25 feet	25 feet
Rear	52 feet	30.33 feet	25 feet
Right side (Alvarado Ave)	9.59 feet/-	23.3 feet/20.5 feet	10 feet/17 feet
Left side (1 st /2 nd)	9.79 feet/-	11.3 feet/ 23 feet	10 feet/17.5 feet
HEIGHT:	16 feet	25.75 feet	27 feet

Pursuant to Chapter 14.76 of the Los Altos Municipal Code, two story residences are permitted in the R1-10 District when they comply with standards for setbacks, height, and daylight plane. These requirements limit development and ensure compatibility with surrounding homes, while the Single-Family Residential Design Guidelines address bulk, massing, and neighborhood character. The subject property is in a Diverse Character Neighborhood with a mix of one- and two-story houses in varied styles and sizes, and a streetscape without uniform landscaping or tree patterns. The proposed residence meets all R1-10 standards and follows the Design Guidelines through articulated massing, roof forms, and landscaping that reduce bulk and integrate the design into the neighborhood.

Along this section of Distel Drive, the architectural character is varied, with both one- and two-story homes, traditional and contemporary styles, and a range of roof forms and materials. This variety reflects the Residential Design Guidelines description of a Diverse Character neighborhood, where compatibility is achieved not through uniformity, but by respecting bulk, massing, and scale. The proposed residence blends into the neighborhood by reflecting the established mix of one- and two-story homes while addressing the Residential Design Guidelines for bulk and scale. Although its ten-foot first story and nine-foot second story are taller than nearby one-story houses, the design reduces visual impact through generous setbacks, a stepped back

second story, and articulated façades that avoid large blank walls. Varied rooflines, extended eaves, and horizontal elements provide a low profile and create human scale consistent with Guideline 2.3.1 (Scale and Massing in Diverse Character Neighborhoods), Guideline 2.3.2 (Wall Planes and Articulation), and Guideline 2.3.3 (Upper Story Design). In these ways, the project maintains its contemporary style while fitting into the neighborhood and providing a balanced transition between one story and two-story homes.

The proposed materials support both durability and neighborhood compatibility. The residence will use a standing seam metal roof, smooth painted stucco, and Ipe wood siding, with painted wood trim and fascia. Windows and doors will be aluminum clad in a dark finish with clear glass and applied muntin bars. Exterior steps, porches, and the courtyard will feature stone tiles, and gutters and downspouts will be painted sheet metal. These materials provide a contemporary but compatible appearance. Natural wood siding helps soften the design, while the landscape plan integrates the house into the streetscape consistent with Guideline 3.2.1 (Site and Landscape Design).

The landscape plan complements the house and creates an attractive setting consistent with City requirements. In the front yard, the plan includes a new lawn area, walkways with turf or gravel joints, and a replacement Crape Myrtle tree near the driveway for shade and seasonal color. Low shrubs and groundcover along the walkway and porch soften the building edges and create a welcoming transition from the street.

The landscape plan provides substantial screening along all property lines. On the left (north) side yard, three new Bay Laurel (*Laurus nobilis*) trees are proposed, supplementing five existing screening trees. On the right (south) side yard, seven Bay Laurels are proposed to provide strong buffering from neighboring homes. Along the rear property line, seven Bay Laurels will create a continuous evergreen screen. Bay Laurels can grow up to thirty feet tall with a spread of about twenty feet, and at maturity they form dense evergreen screening. Together with existing mature trees, these plantings will soften building appearance, reduce potential second-story privacy impacts, and help integrate the home into its surroundings.

Staff noted, however, that screening is incomplete in two areas: the left–rear (southwest) corner and a portion of the right (north) property line at the rear. As a result, Condition No. 6a requires additional evergreen screening, with 24-inch box evergreen trees to be installed in the southwest corner. The project also complies with the Water Efficient Landscape Ordinance, which requires water-efficient landscaping for new residences with landscaped areas over 500 square feet.

The proposed project meets the R1-10 zoning district development standards and complies with the Single-Family Residential Design Guidelines because it is compatible with the character of the neighborhood as the design maintains an appropriate relationship with adjacent structures, minimizes bulk, preserves healthy existing trees, and enhances onsite landscaping. Therefore, staff recommends the Zoning Administrator approve the Design Review application, subject to the attached findings and conditions of approval.

Housing Accountability Act

The Housing Accountability Act (HAA) (Government Code Section 65589.5), establishes the state's overarching policy that a local government may not deny, reduce the density of, or make infeasible housing development projects (projects resulting in more than two (2) housing units that are consistent with objective local development standards unless the City makes specified written findings based upon a preponderance of the evidence that a specific, adverse health or safety impact exists. Legislative intent language indicates that the conditions that would give rise to such a specific, adverse impact upon the public health and safety would occur infrequently. The proposed project is protected under the HAA) as it creates additional housing stock within the City of Los Altos. Additionally, the proposed project meets all applicable objective development and design standards.

ENVIRONMENTAL REVIEW

This project is categorically exempt from environmental review under Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA) because it involves the construction of a single-family dwelling in a residential zone.

PUBLIC NOTIFICATION AND CORRESPONDENCE

A public meeting notice was mailed to property owners within a 300-foot radius and published in the newspaper. The applicant also posted the public notice sign on the property in conformance with the Planning Division posting requirements.

The applicant's outreach materials indicate that 12 neighboring and adjacent property owners were contacted by mail on April 11, 2025. Each was sent a letter with the proposed floor plan, elevation drawings, and a 3D rendering of the new house, along with an invitation to meet in person or by Zoom.

At the time of compiling this report, staff received four written comment letters from nearby residents, all opposing the project. The letters generally raise concerns about privacy impacts from second-story windows, bulk and scale that would make the new house significantly larger than surrounding homes, and incompatibility with a neighborhood primarily composed of single-story residences (see Attachment 2 – Public Correspondence).

Attachment:

1. Project Plans
2. Public Correspondence

Cc: Aditi Mukherjee, Applicant/Architect
Tracey Hsu, Owner

FINDINGS

SC25-0010 - 524 Distel Drive

With regard to the proposed new two-story residence, the Zoning Administrator makes the following findings in accordance with Section 14.77.070 of the Los Altos Municipal Code:

- A. The proposal meets the goals, policies and objectives of the general plan and any objective design guidelines or standards and ordinance(s) adopted for the specific district or area because the project complies with all R1-10 zoning standards, including height, lot coverage, floor area, and daylight plane. The design is consistent with the Residential Design Guidelines for Diverse Character Neighborhoods by incorporating rooflines, articulation, and landscaping that respect surrounding character while maintaining its own style. The project balances neighborhood compatibility with high-quality architectural expression, consistent with General Plan policies for maintaining livability and character in residential areas.
- B. The proposed structures have been designed to follow the natural contours of the site with minimal grading, minimal impervious cover and maximum erosion protection because the site is relatively flat and requires no significant grading. Impervious areas are minimized and balanced with landscaped areas, and a drainage plan is included to manage stormwater effectively and prevent off-site erosion or runoff.
- C. Building mass has articulated architectural elements or features that relate to the human scale, both horizontally and vertically. Building elevations have variation and depth and avoid large blank wall surfaces. Residential or mixed-use residential projects incorporate elements that signal habitation, such as identifiable entrances, stairs, porches, bays and balconies because the two-story design steps back the upper story to reduce bulk and incorporates gable and hip roof forms with extended eaves that create horizontal emphasis. The front porch with columns, recessed entry, and articulated massing provide human scale and break up wall planes, consistent with the Guidelines' direction for neighborhood compatibility.
- D. Exterior materials and finishes convey high quality, integrity, permanence and durability, and materials are used effectively to define building elements such as base, body, parapets, bays, arcades and structural elements. Materials, finishes, and colors have been used in a manner that serves to reduce the perceived appearance of height, bulk and mass because the proposed materials include standing seam metal roofing, steel-trowel stucco, Ipe wood siding, painted trim, and aluminum-clad windows. These durable, high-quality materials define architectural elements clearly, while the combination of textures and finishes reduces perceived height and softens the massing.
- E. The design and layout of the proposed project will result in well-designed vehicle and pedestrian access, circulation, and parking because the site plan provides standard two-car garage parking and a functional driveway, consistent with neighborhood patterns. Pedestrian access is direct and identifiable from the street, reinforcing the residential character.

- F. The general landscape design ensures visual relief, complements structures, provides an attractive environment, and is consistent with any adopted landscape program because the front yard includes interlocking pavers, a new walkway, and a mix of drought-tolerant trees, shrubs, and groundcovers create visual variety and complement the architecture, while a replacement Crape Myrtle provides ornamental character. Along the side and rear property lines, Bay Laurel trees combined with existing mature trees form evergreen screening up to 30 feet tall to reduce privacy impacts and soften building edges. The plan complies with the Water Efficient Landscape Ordinance and establishes an attractive, water-efficient setting.
- G. Signage when proposed or required is designed to complement the building architecture in terms of style, materials, colors, proportions, and serves as identification of the building or business(es) only because there is no new signage proposed as part of this project.
- H. Mechanical equipment is fully screened from public view, and the screening is designed to be consistent with the building architecture in form, material and detailing and is in full compliance with Chapter 11.14 of the Los Altos Municipal Code because all mechanical equipment for the house will be located on the left property line behind a gate and comply with applicable setbacks.
- I. Service and trash areas are fully screened from public view or are enclosed in structure(s) that are consistent with the building architecture in materials and detailing because trash and service areas will be screened behind a side gate which is designed to complement the building architecture.
- J. Street improvements which are identified in Chapter 11.20 of the Los Altos Municipal Code because the project will install a driveway apron and construct any necessary improvements to the existing rolled curb and gutter along the property frontage. All street improvements will be required to comply with the City of Los Altos Shoulder Paving Policy and be subject to review and approval by the City Engineer.
- K. Offsite improvements associated with the subdivision of land allowed by Title 13 of the Los Altos Municipal Code, and/or the Subdivision Map Act because no subdivision is proposed; therefore, no off-site improvements are required.
- L. The approval of the design review complies with the California Environmental Quality Act (CEQA) because the project is exempt under CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures) as it involves the construction of a single-family residence in a residential zone.

CONDITIONS OF APPROVAL

SC25-0010 524 Distel Drive

PLANNING DIVISION

1. **Expiration:** The Design Review Approval will expire on September 3, 2027, unless prior to the date of expiration, a building permit is issued, or an extension is granted pursuant to the procedures and timeline for extensions in the Zoning Code.
2. **Approved Plans:** The approval is based on the plans and materials received on July 25, 2025, except as modified by these conditions as specified below.
3. **Revisions to the Approved Project:** Minor revisions to the approved plans which are found to be in substantial compliance with the approval may be approved by the Development Services Director.
4. **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.
5. **Notice of Right to Protest:** The conditions of project approval set forth herein include certain fees, dedication requirements, reservation requirements, and other exactions. Pursuant to Government Code Section 66020(d)(1), these conditions constitute written notice of a statement of the amount of such fees, and a description of the dedications, reservations, and other exactions. You are hereby further notified that the 90-day period in which you may protest these fees, dedications, reservations, and other exactions pursuant to Government Code Section 66020(a) began on the date of approval of this project. If you fail to file a protest within this 90-day period complying with all of the requirements of Section 66020, you will be legally barred from later challenging such exactions
6. **Building Design/Plan Modifications:** The following modifications shall be made to the architectural design, building materials, colors, landscaping, and/or other site or building design details and shall be shown on building permit drawings:
 - a. Landscaping shall be revised to include additional evergreen screening. At least two 24-inch box evergreen trees shall be planted in the left-rear (southwest) corner, and additional 24-inch box evergreen trees shall be added along the rear portion of the right (north) property line, as determined necessary by staff to ensure continuous

screening. The final landscape plan shall demonstrate compliance with the Water Efficient Landscape Ordinance.

7. **ADU Not Reviewed:** The proposed ADU included in the plan set is not part of this design review application. Prior to commencement of the ADU construction, a separate building permit issued by the Building Division shall be obtained.
8. **Protected Trees:** Trees Nos. 1, 3 to 6 and 8 shall be protected under this application and cannot be removed without a Tree Removal Permit from the Development Services Director.
9. **Tree Removal Approved:** Trees Nos. 7 shown to be removed on plan Sheet A1 of the approved set of plans are hereby approved for removal. Tree removal shall not occur until a building permit is submitted and shall only occur after the issuance of a demolition permit or building permit. Exceptions to this condition may be granted by the Development Services Director upon submitting written justification.
10. **Tree Protection Fencing:** The grading and tree or landscape plan of the building permit submittal shall show the required tree protection fencing which shall be installed around the dripline(s), or as required by the project arborist, of trees Nos. 1, 3 and 6 and 8. Verification of installation of the fencing shall be submitted to the City prior to building permit issuance. Tree protection 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.
11. **Landscaping:** The project shall be subject to the City's Water Efficient Landscape Ordinance (WELO) pursuant to Chapter 12.36 of the Municipal Code. 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.
12. **Landscaping Installation and Verification:** All landscaping materials, including plants or trees intended to provide privacy screening, as provided on the approved landscape plans shall be installed prior to final inspection. The applicant shall also 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 prior to final inspection.
13. **Lighting Plan:** A detailed lighting plan shall be included in building permit drawings demonstrating compliance with Chapter 14.91 (Lighting Performance Standards) of the Los Altos Municipal Code. This plan should include photometric contours, manufacturer's specifications on the fixtures, and mounting heights. The design and location of outdoor lighting fixtures shall ensure there will be no light spillover to surrounding properties, which is demonstrated with photometric contours extending beyond the project property lines. The lighting plan submitted with building permit drawings must be approved by the Development Services Director or their designee prior to building permit issuance.

14. **Mechanical Equipment:** Prior to issuance of a building permit, the applicant shall show the location of any mechanical equipment which complies with the requirements of Chapter 11.14 (Mechanical Equipment) and Chapter 6.16 (Noise Control) of the Los Altos City Code.

BUILDING DIVISION

15. **Building Permit:** A building permit is required for the project and building design plans shall comply with the latest applicable adopted standards. The applicant shall submit supplemental application materials as required by the Building Division to demonstrate compliance.
16. **Conditions of Approval:** Incorporate the conditions of approval into the building permit submittal plans and provide a letter which explains how each condition of approval has been satisfied and/or which sheet of the plans the information can found.
17. **Reach Codes:** Building permit applications submitted on or after January 1, 2023, shall comply with specific amendments to the 2022 California Green Building Standards for Electric Vehicle Infrastructure and the 2022 California Energy Code as provided in Ordinances No 2022-487 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.
18. **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. Payments shall be made directly to the school districts.
19. **Payment of Impact and Development Fees:** The applicant shall pay all applicable development and impact fees in accordance with State Law and the City of Los Altos current adopted fee schedule. All impact fees not paid prior to building permit issuance shall be required to provide a bond equal to the required amount prior to issuance of the building permit.
20. **Underground Utility and Fire Sprinkler Requirements:** New construction and 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.
21. **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.

22. **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.
23. **Green Building Verification:** Prior to final inspection, submit verification that the house was built in compliance with the City's Green Building Ordinance (Chapter 12.26 of the Municipal Code).
24. **Underground Utility Location:** Show the location of underground utilities pursuant to Chapter 12.68 of the Municipal Code. Underground utility trenches shall avoid the driplines of all protected trees unless approved by the project arborist and the Planning Division.
25. **Work Hours/Construction Site Signage:** No work shall commence on the job site prior to 7:00 a.m. nor continue later than 5:30 p.m., Monday through Friday, from 9 a.m. to 3 p.m. Saturday, and no work is permitted on Sunday or any City observed holiday. The general contractor, applicant, developer, or property owner shall erect a sign at all construction site entrances/exits to advise subcontractors and material suppliers of the working hours and contact information, including an after-hours contact.

ENGINEERING DIVISION

26. **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.
27. **Public Utilities:** The applicant shall contact electric, gas, communication, and water utility companies regarding the installation of new utility services to the site.
28. **Sewer Lateral:** Any proposed sewer lateral connection shall be approved by the City Engineer. Only one sewer lateral per lot shall be installed. All existing unused sewer laterals shall be abandoned according to the City Standards, cut and cap 12" away from the main.
29. **Transportation Permit:** A Transportation Permit, per the requirements specified in California Vehicle Code Division 15, is required before any large equipment, materials or soil is transported or hauled to or from the construction site. The applicant shall pay the applicable fees before the transportation permit can be issued by the City Engineer.
30. **Grading and Drainage Plan:** The applicant shall submit detailed plans for on-site and off-site grading and drainage plans that include drain swales, drain inlets, rough pad elevations, building envelopes, and grading elevations for review and approval by the City Engineer prior to the issuance of the building permit.

31. **Storm Water Management Plan:** The applicant shall submit a Storm Water Management Plan (SWMP) in compliance with the San Francisco Bay Region Municipal Regional Stormwater (MRP) *National Pollutant Discharge Elimination System (NPDES)* Permit No. CA S612008, Order R2-2022-0018, Provision C.3 dated May 11, 2022. All large single-family home projects that create and/or replace 10,000 sq. ft. or more of impervious surface on the project site and affected portions of the public right-of-way that are developed or redeveloped as part of the project must also complete a C.3. Data Form available on the City's Building Division website.
32. **Storm Water Filtration Systems:** Prior to the issuance of the building permit the applicant shall ensure the design of all storm water filtration systems and devices are without standing water to avoid mosquito/insect infestation. Storm water filtration measures shall be installed separately for each lot. All storm water runoff shall be treated onsite. Discharging storm water runoff to neighboring properties or public right-of-way and connections to existing underground storm water mains shall not be allowed.

FIRE DEPARTMENT

33. **Applicable Codes and Review:** The project shall comply with the California Fire (CFC) & Building (CBC) Code, 2022 edition, as adopted by the City of Los Altos Municipal Code (LAMC), California Code of Regulations (CCR) and Health & Safety Code Review of this developmental proposal is limited to acceptability of site access, water supply and may include specific additional requirements as they pertain to fire department operations, and shall not be construed as a substitute for formal plan review to determine compliance with adopted model codes. Prior to performing any work, the applicant shall make an application to, and receive from, the Building Department all applicable construction permits.
34. **Violations:** This review shall not be construed to be an approval of a violation of the provisions of the California Fire Code or of other laws or regulations of the jurisdiction. A permit presuming to give authority to violate or cancel the provisions of the fire code or other such laws or regulations shall not be valid. Any addition to or alteration of approved construction documents shall be approved in advance. [CFC, Ch.1, 105.3.6].
35. **Construction Site Fire Safety:** All construction sites must comply with applicable provisions of CFC Chapter 33 and our Standard Detail and Specification S1-7. Provide appropriate notations on subsequent plan submittals, as appropriate to the project. CFC Chapter. 33.
36. **Fire Sprinklers Required:** An automatic residential fire sprinkler system shall be installed in accordance with National Fire Protection Association's (NFPA) Standard 13D in all new one and two-family dwellings. Sprinklers noted on sheet A1.
37. **Required Fire Flow:** The minimum required fire flow for this project is 1,000 Gallons Per Minute (GPM) at 20 psi residual pressure. This fire flow assumes installation of automatic fire sprinklers per CFC [903.3.1.3]. Provide a fire flow letter from a local water purveyor confirming the required fire flow of 1,000 GPM @ 20 psi residual from a fire hydrant located

within 600' of the farthest exterior corners of the structure is required. Contact your local water purveyor (California Water) for details on how to obtain the fire flow letter.

38. **Water Supply Requirements:** Potable water supplies shall be protected from contamination caused by fire protection water supplies. It is the responsibility of the applicant and any contractors and subcontractors to contact the water purveyor supplying the site of such project, and to comply with the requirements of that purveyor. Such requirements shall be incorporated into the design of any water-based fire protection systems, and/or fire suppression water supply systems or storage containers that may be physically connected in any manner to an appliance capable of causing contamination of the potable water supply of the purveyor of record. Final approval of the system(s) under consideration will not be granted by this office until compliance with the requirements of the water purveyor of record are documented by that purveyor as having been met by the applicant(s). 2019 CFC Sec. 903.3.5 and Health and Safety Code 13114.7.
39. **Address Identification:** New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm). Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained. CFC Sec. 505.1.
40. **Construction Site Fire Safety:** All construction sites must comply with applicable provisions of CFC Chapter 33 and our Standard Detail and Specification S1-7. Provide appropriate notations on subsequent plan submittals, as appropriate to the project. CFC Chapter. 33.



FRONT VIEW FOR ILLUSTRATION PURPOSES

SHEET INDEX

A1	SITE PLAN, AREA SUMMARY	A8	BUILDING SECTIONS
C0	SURVEY	L0	DOCUMENTS
A2	NOT USED	L1	PANTING PLAN
A3	FIRST FLOOR PLAN	L2	HYDROZONE
A3.1	FLOOR AREA CALCULATIONS	C1	PRELIMINARY GRADING AND DRAINAGE PLAN
A4	SECOND FLOOR PLAN		
A4.1	FLOOR AREA CALCULATIONS		
A5	ROOF PLAN		
A5D	EXTERIOR DETAILS		
A6	PROPOSED EXTERIOR ELEVATIONS		
A6.1	EXTERIOR COLOR AND MATERIAL BOARD		
A7	PROPOSED EXTERIOR ELEVATIONS		

PROJECT SUMMARY

PROJECT ADDRESS	524 DISTEL DRIVE
APN	170-17-052
LAND USE/ GEN PLAN DESIGNATION	SINGLE FAMILY MEDIUM 4/NET ACRE
ZONING DISTRICT	R1- 10
FLOOD ZONE	X
MAX. HEIGHT	27'-0"

AREA CALCULATION	
NET LOT AREA	10164 SF
ALLOWABLE FLOOR AREA	3557.4 SF (35%)
ALLOWABLE LOT COVERAGE	3049.2 SF (30%)

FLOOR AREA SUMMARY	
FIRST FLOOR LIVING AREA	1653.6 SF
SECOND FLOOR LIVING AREA	1471.0 SF

TOTAL LIVING AREA	3124.6 SF
NEW 2 CAR GARAGE	432.4 SF

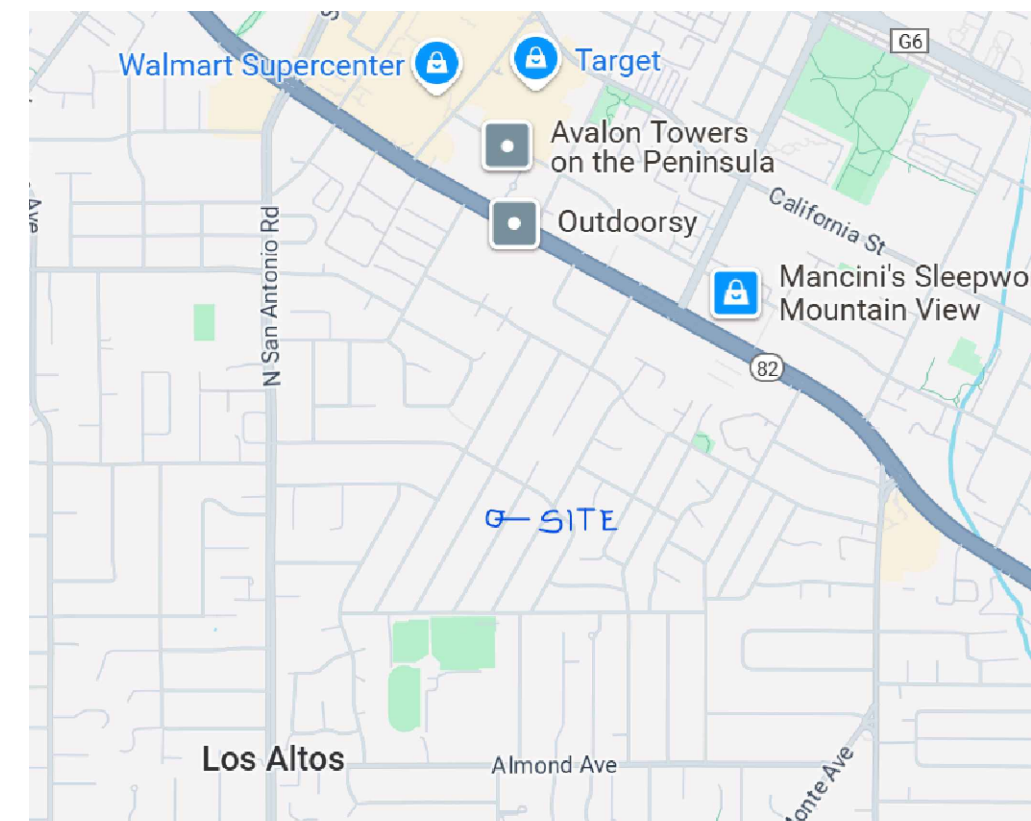
TOTAL PROPOSED FLOOR AREA	3557.0 SF (35%)
ALLOWABLE FLOOR AREA	3557.4 SF

ATTACHED ADU	1199.8 SF
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LOT COVERAGE SUMMARY	
NEW FIRST FLOOR	1653.6 SF
NEW FRONT PORCH	137.0 SF
NEW REAR PORCH	550.9 SF
BAY WINDOW	SF
SECOND FLOOR OVERHANG O/ ADU	162.5 SF
NEW GARAGE	432.4 SF
TOTAL PROPOSED COVERAGE	2936.4 SF (28.9 %)

PROPOSED BUILDING HEIGHT	25'-9"
--------------------------	--------

BUILDING OCCUPANCY GROUP	R3 & U
TYPE OF CONSTRUCTION	V - B
STORIES	1 W/O BASEMENT
AUTOMATIC SPRINKLERS	YES



VICINITY MAP

Attachment A
Project Summary Table Template

ZONING COMPLIANCE			
	Existing	Proposed	Allowed/Required
LOT COVERAGE: <i>Land area covered by all structures that are less than 10 feet in height</i>	2451 square feet (24.1 %)	2936 square feet (28.9 %)	3049.2 square feet (30 %)
FLOOR AREA: <i>Measured to the outside surface of exterior walls</i>	1st Flr: 2041 sq ft 2nd Flr: 1471 sq ft Total: 3512 sq ft (35 %)	1st Flr: 1653.6+432.4 sq ft 2nd Flr: 1471 sq ft Total: 3557.0 sq ft (35 %)	3557.4 square feet (35 %)
SETBACKS:			
Front	23.75 feet	25 feet	25 feet
Rear	52 feet	30.33 feet	25 feet
Right side (1st/2nd)	9.59 feet/20.5 feet	10 feet/17.5 feet	10 feet/17.5 feet
Left side (1st/2nd)	9.79 feet/23.08 feet	11.33 feet/20.5 feet	10 feet/17.5 feet
HEIGHT:	16 feet	25.75 feet	27 feet
SQUARE FOOTAGE BREAKDOWN			
	Existing	Change in	Total Proposed
HABITABLE LIVING AREA: <i>Include habitable basement areas</i>	1033 square feet	3124.6 square feet	3124.6 square feet
Non-HABITABLE AREA: <i>Does not include covered porches or open structures</i>	408 square feet	432.4 square feet	432.4 square feet
LOT CALCULATIONS			
NET LOT AREA:	10164 square feet		
FRONT YARD HARDSCAPE AREA: <i>Hardscape area in the front yard setback shall not exceed 50%</i>	785.6 square feet (27.4 %)		
LANDSCAPING BREAKDOWN:	Total hardscape area (existing and proposed): 8013 sq ft Existing softscape (undisturbed) area: 5013 sq ft New softscape (new or replaced landscaping) area: 4151 sq ft Sum of all three should equal the site's net lot area		

1ST. FLR. SETBACKS MAIN HOUSE	REQUIRED	PROPOSED
FRONT	25 FT	25 FT
LEFT SIDE	10 FT	11.33 FT
RIGHT SIDE	10 FT	23.33 FT
REAR	25 FT	30.33 FT
2ND. FLR. SETBACKS MAIN HOUSE	REQUIRED	PROPOSED
FRONT	25 FT	29 FT
LEFT SIDE	17.5 FT	23.08 FT
RIGHT SIDE	17.5 FT	20.5 FT
REAR	25 FT	30.33 FT

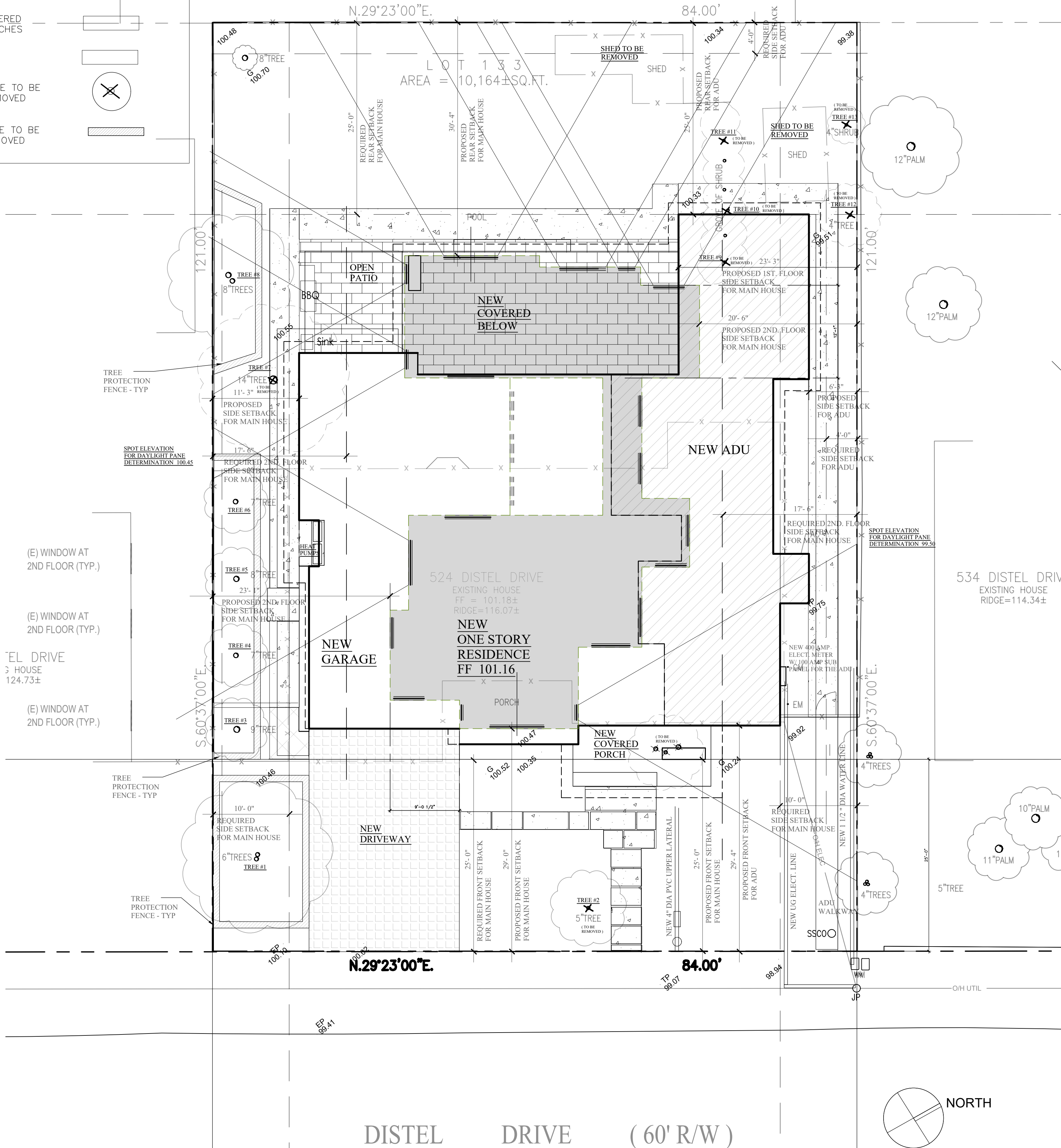
SETBACKS ADU	REQUIRED	PROPOSED
FRONT	25 FT	29.33 FT
LEFT SIDE	4 FT	60.75 FT
RIGHT SIDE	4 FT	6.25 FT
REAR	4 FT	25 FT

LEGEND

PROPERTY LINE	—
SETBACK LINE	—
(E) RESIDENCE TO BE DEMOLISHED	—
(N) RESIDENCE	—
(N) SECOND FLOOR	—
COVERED PORCHES	—
ADU	—
TREE TO BE REMOVED	⊗
TREE TO BE REMOVED	⊗

PROJECT DIRECTORY

OWNER:	TRACY HSU 22330 SANTA PAULA AVENUE CUPERTINO, CALIFORNIA PH. 408 464 5030	LANDSCAPE ARCHITECT:	GREGORY LEWIS 736 PARK WAY SANTA CRUZ, CA 95065 PH. (831) 359 0960
ARCHITECT:	ADITI MUKHERJEE 1448 S. STELLING ROAD CUPERTINO, CA 95014 PH. 408 455 3793	ARBORIST:	BUSARA FIRESTONE CERTIFIED ARBORIST #WE-8525A 2150 LACEY DR., MILPITAS, CA 95035 E: BUSARA@BOFIRESTONE.COM P: (408) 497-7158 WWW.BOFIRESTONE.COM
SURVEYOR	WEC & ASSOCIATES 2625 MIDDLEFIELD ROAD PALO ALTO, CALIFORNIA PH. 650 823 6466 FAX 650 887 1294	CIVIL ENGINEER:	PL ASSOCIATED 972 CAMARON CIRCLE, MILPITAS, CA 95035 E: PAULEUNG@YAHOO.COM PH: (408) 370- 8615



SITE PLAN & HORIZONTAL CONTROL PLAN
THE HORIZONTAL CONTROL PLAN IS PREPARED BASED ON THE BOUNDARY SURVEY PREPARED BY THE PROJECT'S LICENSED SURVEYOR.

Agenda Item 2.

REVISIONS	BY
6.6.25	
7.24.25	

LICENSED ARCHITECT
ADITI MUKHERJEE
LIC. C31611
REN. NOV. 2025
STATE OF CALIFORNIA

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408 455 3793

NEW SINGLE STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

SITE PLAN
AREA SUMMARY
VICINITY MAP

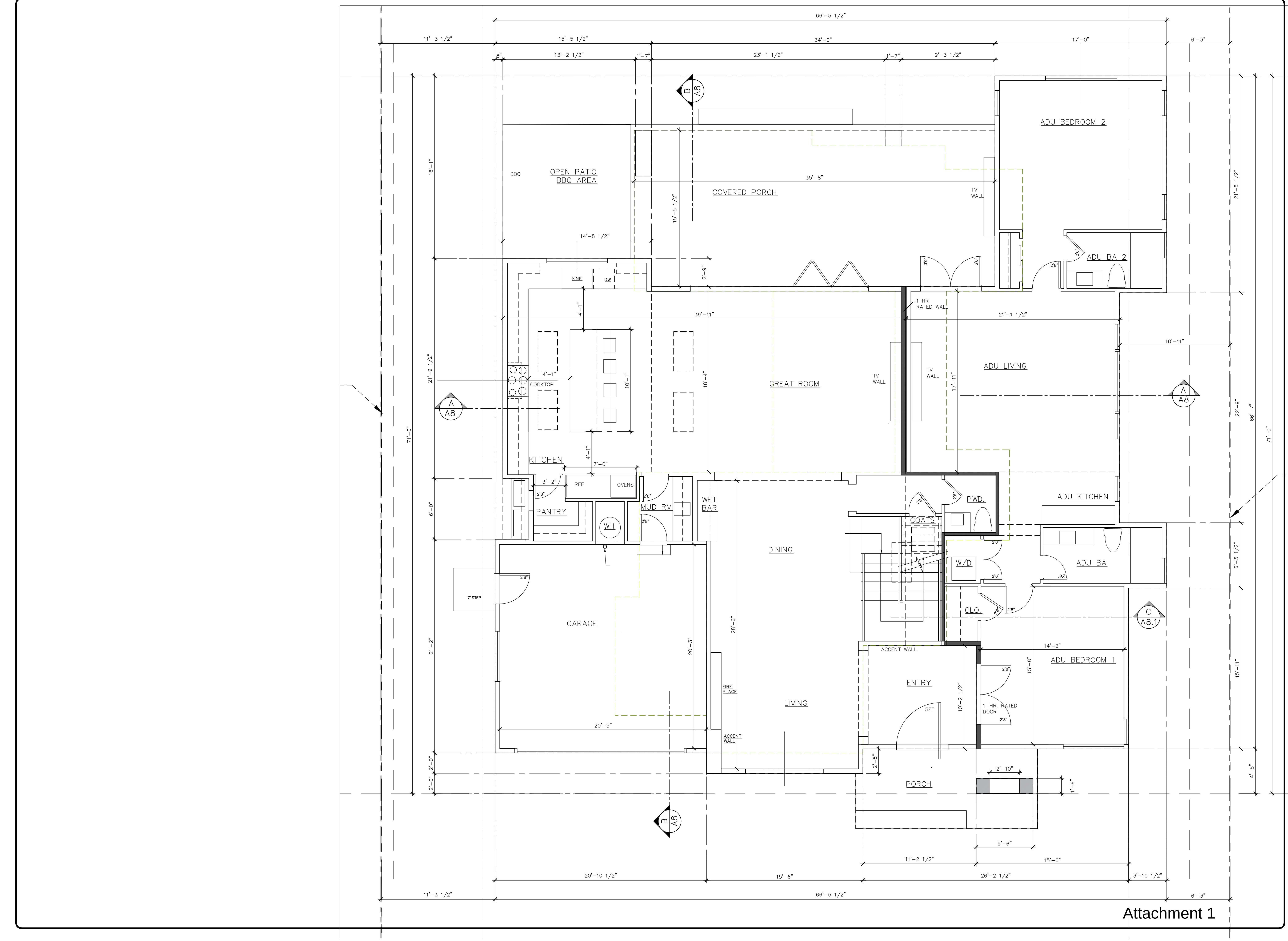
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DATE 3.15.25
SCALE 1/8" = 1'-0"
JOB NO.
SHEET A1

OF SHEETS 17

Attachment 1



1. MEASUREMENT OF BUILDING LINE IS TO THE FACE OF STUCCO OR SIDING



Attachment 1

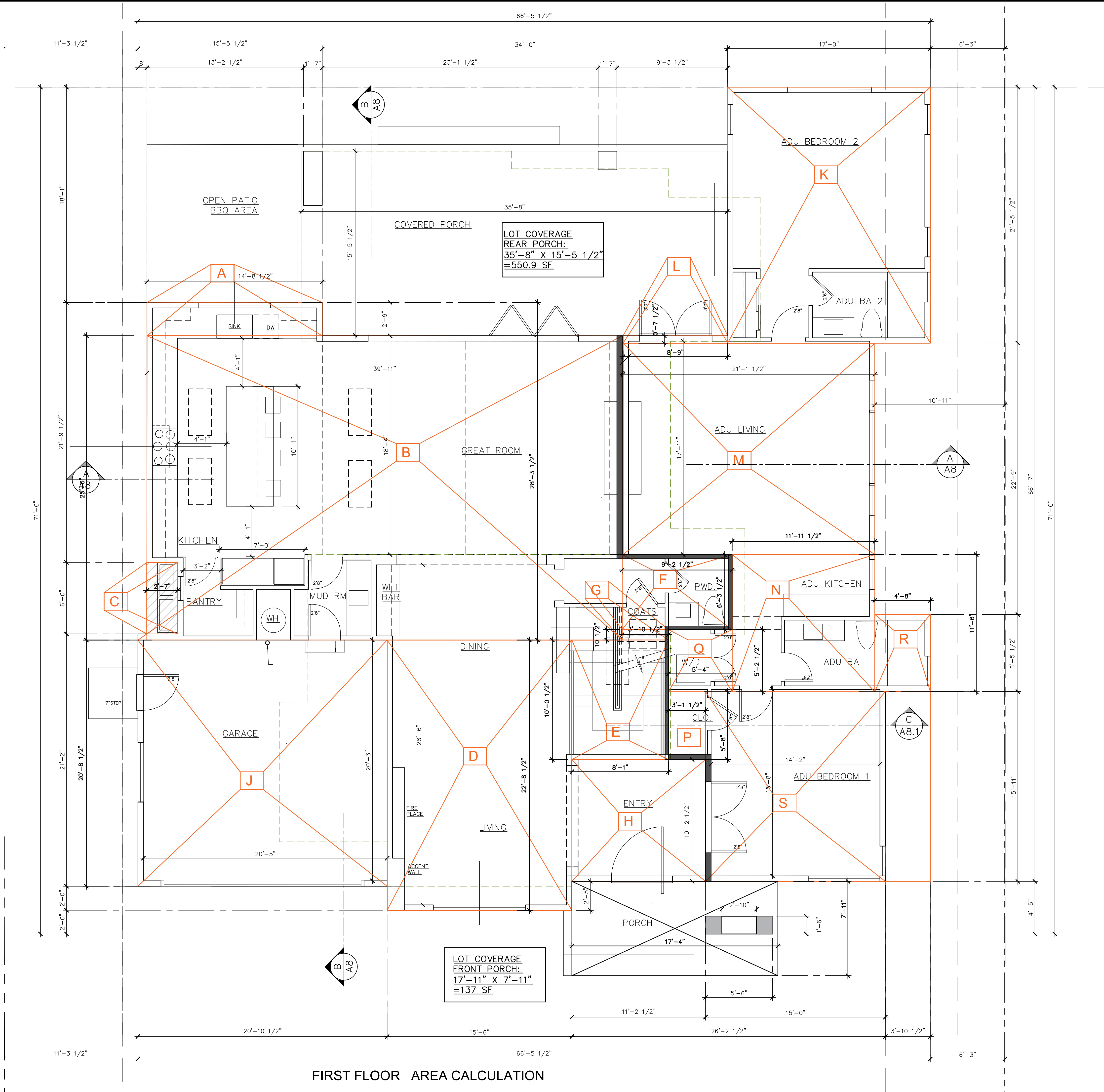
REVISIONS		BY
6.6.25		
LICENSED ARCHITECT ADITI MUKHERJEE LIC. C31611 REN: NOV. 2025 STATE OF CALIFORNIA		

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408 455 3793

NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

PROPOSED
FLOOR PLAN

DRAWN AM
CHECKED
DATE 3.15.25
SCALE 1/4" = 1'-0"
JOB NO.
SHEET
A3
OF SHEETS



FIRST FLOOR AREA CALCULATION

DISTEL DRIVE AREA CALCULATIONS			
FIRST FLOOR			
A	14.79	2.75	40.67
B	40.00	25.50	1020.00
C	2.58	6.00	-15.48
D	15.50	22.70	351.85
E	8.08	10.04	81.12
F	9.20	6.29	57.87
G	3.87	0.87	3.37
H	11.20	10.20	114.24
FIRST FLOOR TOTAL			1653.64
SECOND FLOOR			
T	38.41	15.91	611.10
T.1	13.20	1.45	-19.14
T.2	7.62	3.83	-29.18
U	5.12	17.91	91.70
V	6.20	8.95	55.49
W	32.83	27.79	912.35
X	2.41	12.37	-29.81
Y	9.04	3.70	-33.45
Z	8.29	10.62	-88.04
SECOND FLOOR TOTAL			1471.01
TOTAL HOUSE FLOOR AREA			3124.65

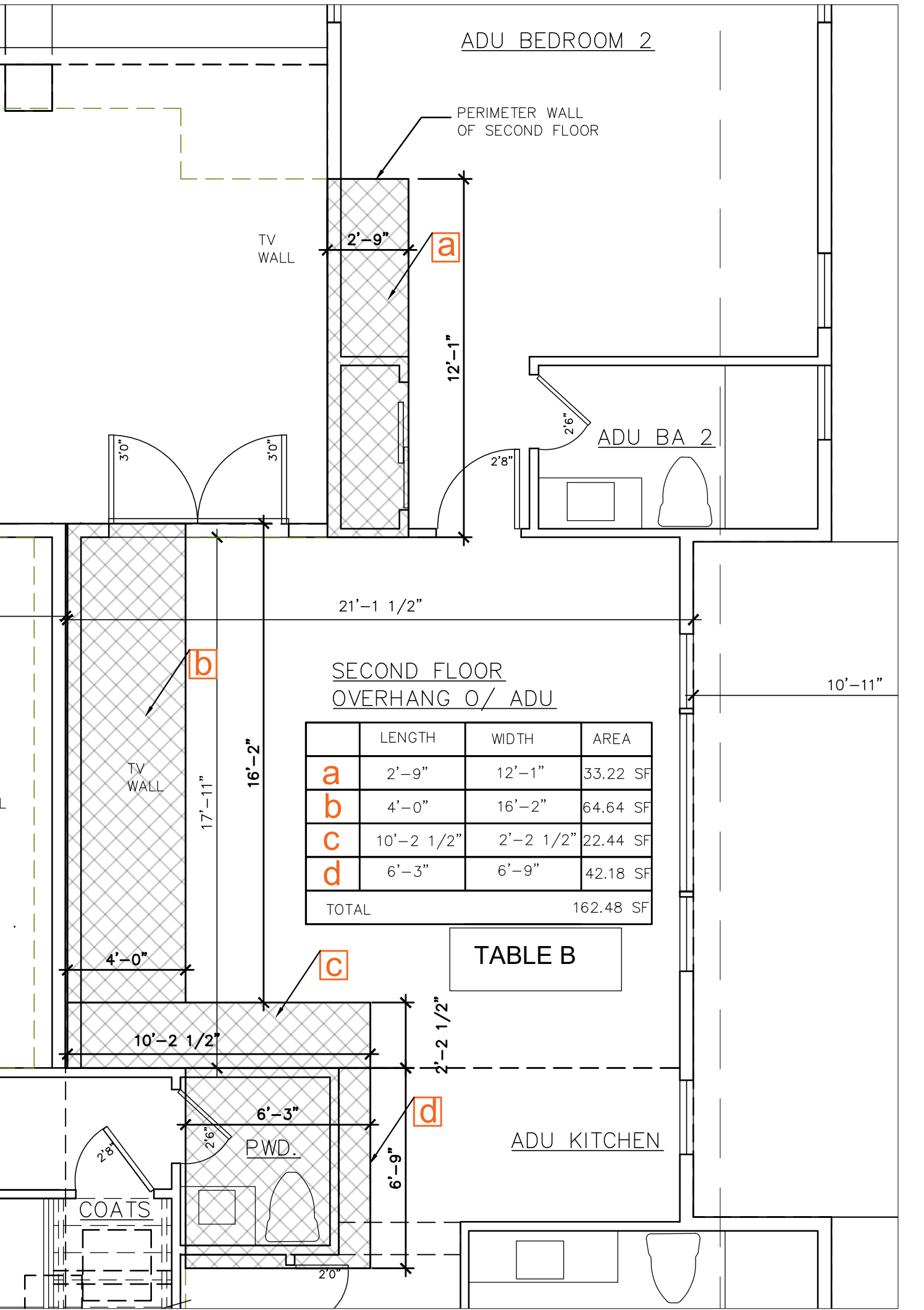
TABLE A			
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GARAGE TOTAL			
TOTAL HOUSE FLOOR AREA			432.43
ALLOWABLE FLOOR AREA			3557.40

ADU AREA CALCULATION			
K	17.00	21.45	364.65
L	8.75	0.62	5.43
M	21.12	17.91	378.26
N	11.95	11.50	137.43
P	3.12	5.66	17.66
Q	5.33	5.20	27.72
R	4.66	6.45	30.06
S	15.00	15.91	238.65
ADU TOTAL			1199.84

LOT COVERAGE SUMMARY

FROM TABLE A	NEW FIRST FLOOR	1653.6 SF
SEE PLAN	NEW FRONT PORCH	137.0 SF
SEE PLAN	NEW REAR PORCH	550.9 SF
	BAY WINDOW	0 SF
FROM TABLE B	2nd. FLR. OVERHANG O/ ADU	162.5 SF
FROM TABLE A	NEW GARAGE	432.4 SF
	TOTAL PROPOSED COVERAGE	2936.4 SF (28.9 %)



SECOND FLOOR OVERHANG O/ ADU		
	LENGTH	WIDTH
a	2'-9"	12'-1"
b	4'-0"	16'-2"
c	10'-2 1/2"	2'-2 1/2"
d	6'-3"	6'-9"
TOTAL		162.48 SF

2ND. FLOOR O/ ADU FOR LOT COVERAGE CALCULATION

Agenda Item 2.

REVISIONS	BY
6.6.25	
7.24.25	

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ADITI MUKHERJEE
LIC. C31611
REN: NOV. 2025
STATE OF CALIFORNIA

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NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

FLOOR AREA
CALCULATION

DRAWN AM
CHECKED
DATE 3.15.25
SCALE 1/4" = 1'-0"
JOB NO.
SHEET

A3.1

OF SHEETS 20

ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

SHEE

OF SHEETS



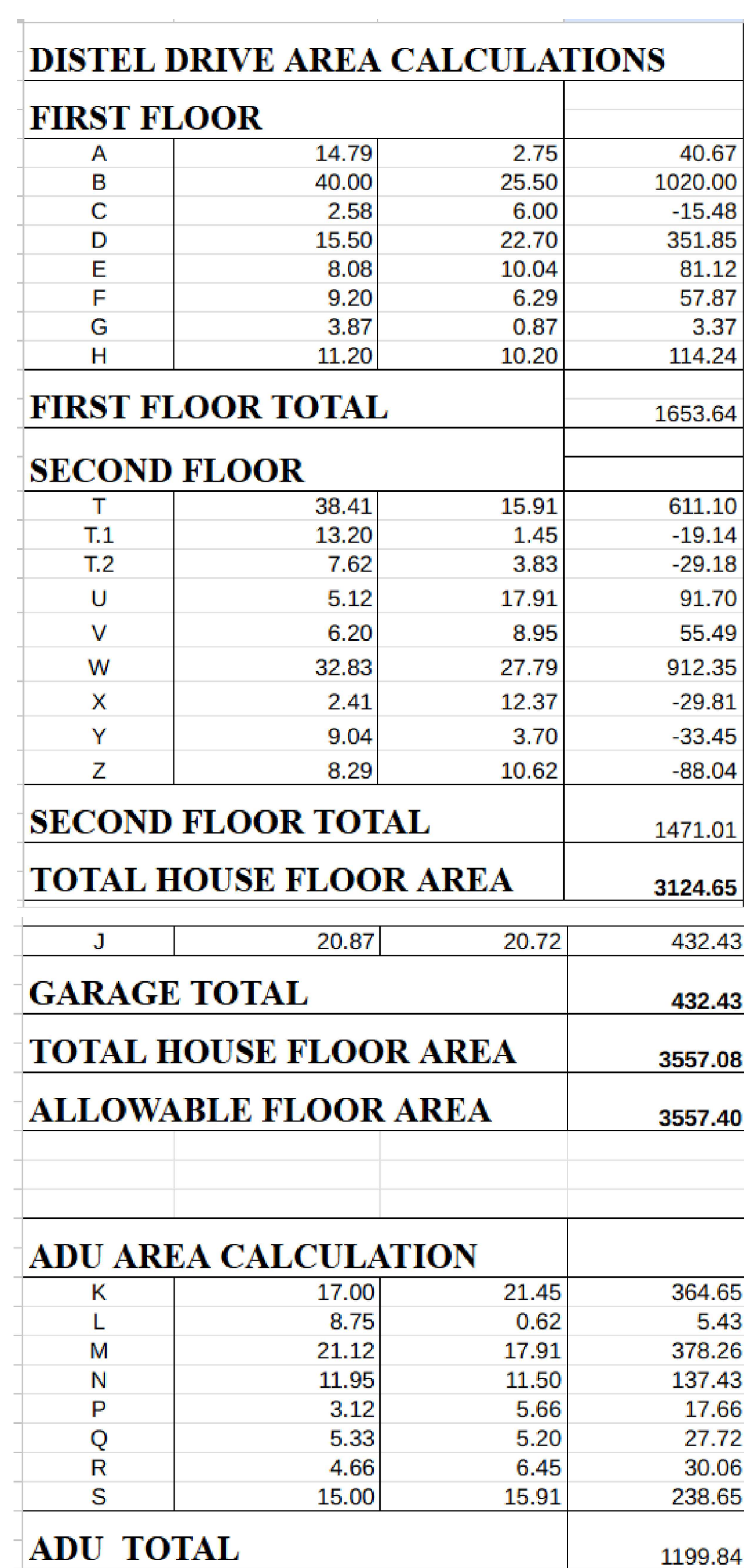
Attachment 1



NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

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DATE
3.15.25
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1/4" = 1'-(
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A4.1



COPPER METAL ROOFING, COPPER GRANULE-CONTAINING ASPHALT SHINGLES AND COPPER GUTTERS SHALL NOT BE PERMITTED FOR USE ON ANY RESIDENTIAL, COMMERCIAL OR INDUSTRIAL BUILDING FOR WHICH A BUILDING PERMIT IS REQUIRED.

THE USE OF COPPER METAL ROOFING, COPPER GRANULE CONTAINING ASPHALT SHINGLES, COPPER GUTTERS AND DOWNSPOUTS, AND/OR OTHER EXTERIOR ORNAMENTAL COPPER IS STRONGLY DISCOURAGED FOR ALL RESIDENTIAL BUILDING PROJECTS. THE AFOREMENTIONED COPPER APPLICATIONS ARE NOT PERMITTED FOR USE ON ANY COMMERCIAL OR INDUSTRIAL BUILDINGS DUE TO THE POTENTIAL FOR WATER POLLUTION FROM COPPER EXPOSED STORMWATER RUNOFF.

ALL ENVIRONMENTAL AIR DUCTS SHALL BE A MINIMUM OF 3 FEET FROM ANY OPENINGS INTO THE BUILDING (I.E., DRYERS, BATH AND UTILITY FANS, ETC.) MUST BE 3 FEET AWAY FROM DOORS, WINDOWS, OPERABLE SKYLIGHTS, OR ATTIC VENTS. CMC 502.2.1

COOLING UNITS LOCATED IN THE ATTIC SHALL HAVE AN ADDITIONAL WATERTIGHT PAN OF CORROSION-RESISTANT METAL INSTALLED BENEATH THE COOLING COIL OR UNIT TOP TO CATCH THE OVERFLOW CONDENSATE DUE TO A CLOGGED PRIMARY CONDENSATE DRAIN, OR ONE PAN WITH A STANDING OVERFLOW AND A SECONDARY DRAIN MAY BE PROVIDED IN LIEU OF THE SECONDARY DRAIN PAN. (CMC 309.2)

CLASS A ROOF ASSEMBLIES
CLASS A ROOF ASSEMBLIES ARE THOSE THAT ARE EFFECTIVE AGAINST SEVERE FIRE TEST EXPOSURE. CLASS A ROOF ASSEMBLIES AND ROOF COVERINGS SHALL BE LISTED AND IDENTIFIED AS CLASS A BY AN APPROVED TESTING AGENCY. CLASS A ROOF ASSEMBLIES SHALL BE PERMITTED FOR USE IN BUILDINGS OR STRUCTURES OF ALL TYPES OF CONSTRUCTION.

EXCEPTIONS:
CLASS A ROOF ASSEMBLIES INCLUDE THOSE WITH COVERINGS OF BRICK, MASONRY OR AN EXPOSED CONCRETE ROOF DECK.
CLASS A ROOF ASSEMBLIES ALSO INCLUDE FERROUS OR COPPER SHINGLES OR SHEETS, METAL SHEETS AND SHINGLES, CLAY OR CONCRETE ROOF TILE OR SLATE INSTALLED ON NONCOMBUSTIBLE DECKS OR FERROUS, COPPER OR METAL SHEETS INSTALLED WITHOUT A ROOF DECK ON NONCOMBUSTIBLE FRAMING.

CLASS A ROOF ASSEMBLIES INCLUDE MINIMUM 16 OUNCE PER SQUARE FOOT (0.0416 KG/M2) COPPER SHEETS INSTALLED OVER COMBUSTIBLE DECKS.

CLASS A ROOF ASSEMBLIES INCLUDE SLATE INSTALLED OVER ASTM D226, TYPE II UNDERLAYMENT OVER COMBUSTIBLE DECKS.

NOTE:
PLUMBING AND GAS FIREPLACE VENTS TO BE MINIMUM 10 FEET AWAY FROM, OR AT LEAST 3 FEET ABOVE ANY OPERABLE SKYLIGHTS. CPC 906.2

PROPOSED ROOFING SHALL HAVE A CLASS A FIRE RATING PER (CUPERTINO MUNICIPAL CODE SECTION 16.06.080).

THE INSTALLATION OF COPPER METAL ROOFING, COPPER GRANULE-CONTAINING ASPHALT SHINGLES AND COPPER GUTTERS SHALL NOT BE PERMITTED FOR USE ON ANY RESIDENTIAL, COMMERCIAL OR INDUSTRIAL BUILDINGS FOR WHICH A BUILDING PERMIT IS REQUIRED. (CUPERTINO MUNICIPAL CODE SECTION 9.18.210 (M))

NOTE:
PROVIDE CONTINUOUS WHOLE HOUSE MECHANICAL VENTILATION ACCORDING TO ASHRAE 62.2 STANDARD.

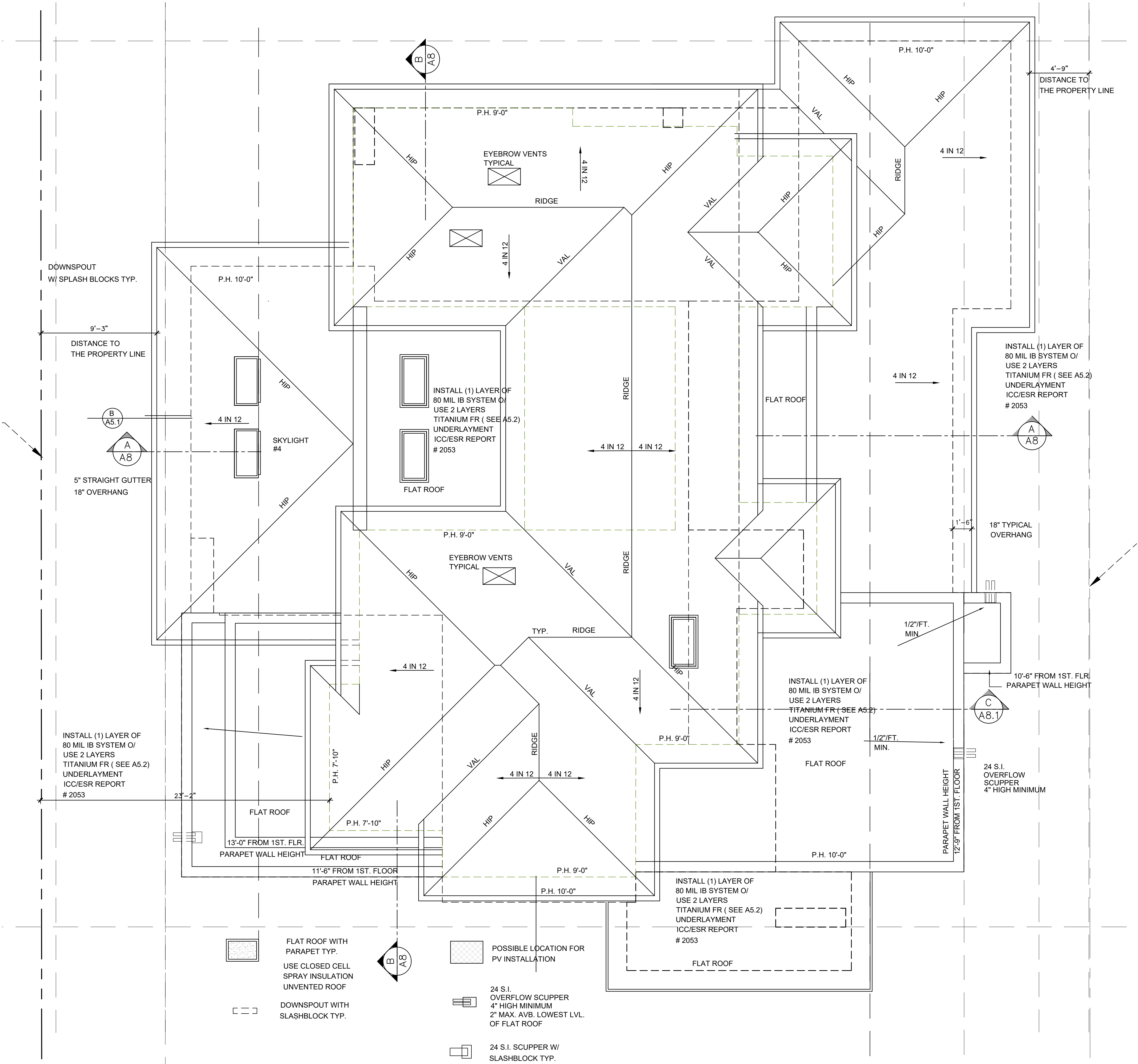
AHU IN THE ATTIC:

a) AN ACCESS THROUGH AN OPENING AND PASSAGEWAY AT LEAST AS LARGE AS THE LARGEST COMPONENT OF THE APPLIANCE AND 22-INCH X 30-INCH MINIMUM. CMC 304.4

b) PROVIDE A 20 FEET MAXIMUM PASSAGEWAY TO THE FURNACE FROM THE ACCESS POINT. THE WIDTH OF THE PASSAGEWAY SHALL NOT BE LESS THAN 24 INCHES. CMC 304.4.1 AND 304.4.2

c) PROVIDE A LEVEL WORKING PLATFORM NOT LESS THAN 30 BY 30 INCHES IN FRONT OF THE SERVICE SIDE OF THE AHU. EXCEPTION: A WORKING PLATFORM NEED NOT BE PROVIDED WHERE THE AHU IS CAPABLE OF BEING SERVICED FROM THE REQUIRED ACCESS OPENING. THE AHU SERVICE SIDE SHALL NOT EXCEED 12 INCHES FROM THE ACCESS OPENING. CMC 304.4.3

d) PROVIDE A PERMANENT 120V RECEPTACLE OUTLET AND SWITCHED LIGHT FIXTURE NEAR THE AHU. THE SWITCH SHALL BE LOCATED AT THE ENTRANCE OF THE PASSAGEWAY. CMC 304.4.4.



ROOF PLAN -
SLOPED ROOF : CONC. TILE ROOFING CLASS A - MAX WT. 10 LBS/SQ.FT.
SAXONY SLATE UES ER# 412 SLOPED ROOF

FLAT ROOF: IB SYSTEM MEMBRANE ROOFING WITH UNDERLAYMENT OF 2 LAYERS OF TITANIUM FR SEE A5.2
COORDINATE WITH FUTURE PHOTOVOLTAIC
LAYOUT ROOFING ASSEMBLY SHALL BE OF CLASS A FIRE RATING
PANEL INSTALLATION

Attachment 1

Agenda Item 2.

REVISIONS	BY
6.6.25	

LICENSED ARCHITECT
ADITI MUKHERJEE
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REN. NOV. 2025
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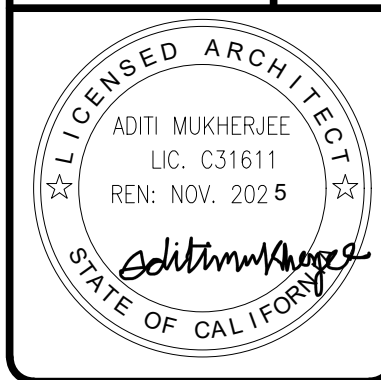
NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

ROOF PLAN

DRAWN
A.M.
CHECKED
DATE
3.15.25
SCALE
1/4" = 1'-0"
JOB NO.
SHEET
A5

OF SHEETS 23

REVISIONS	BY

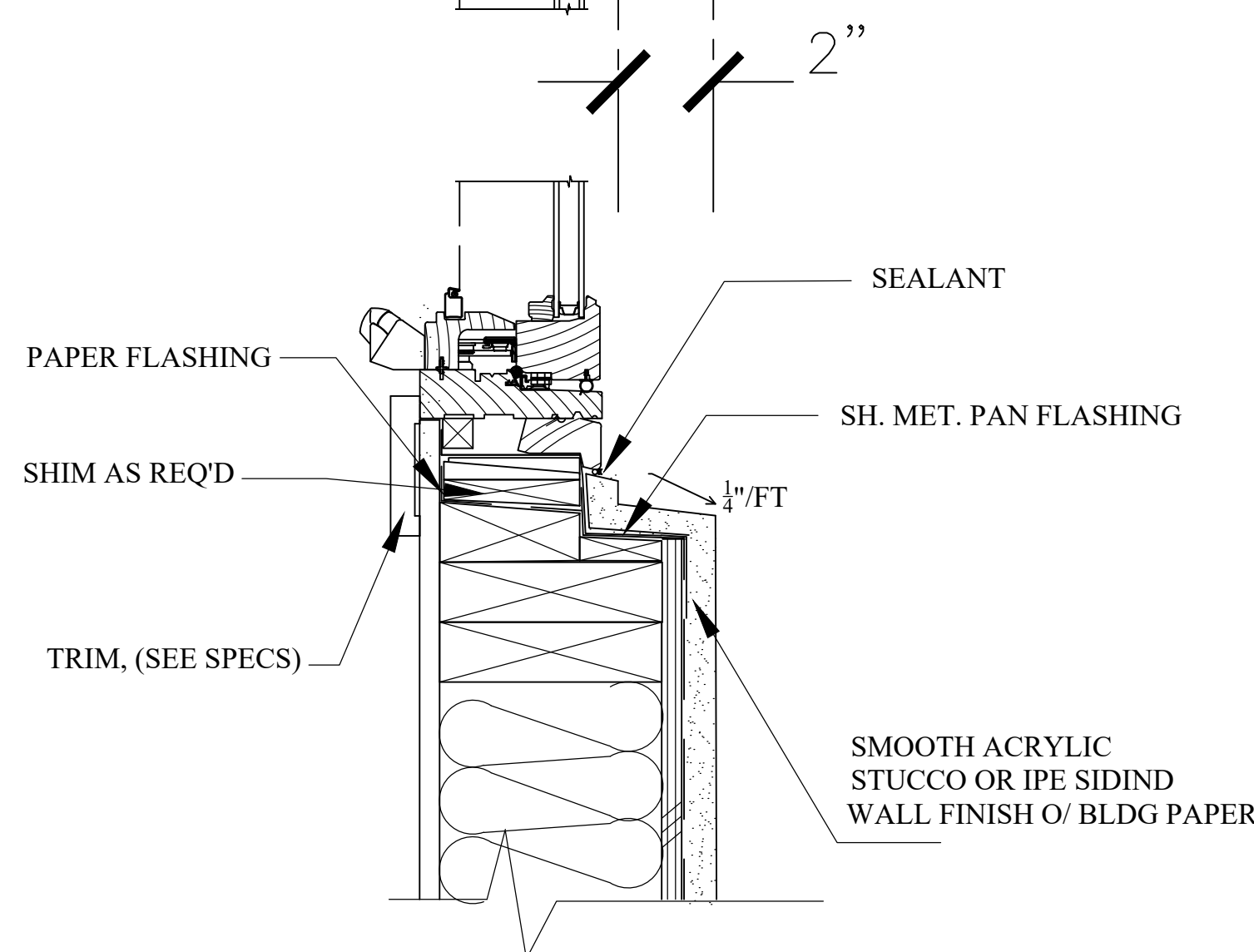
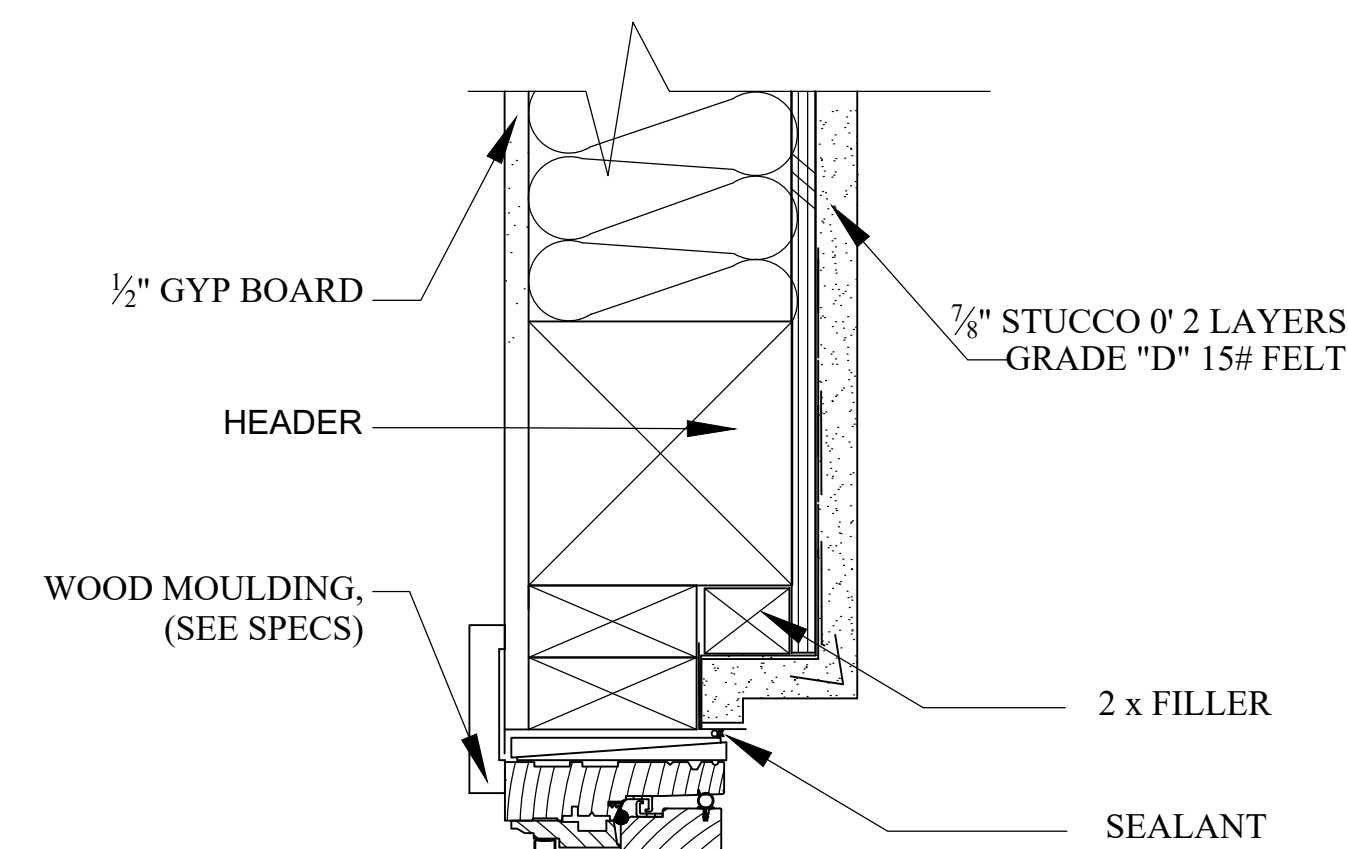
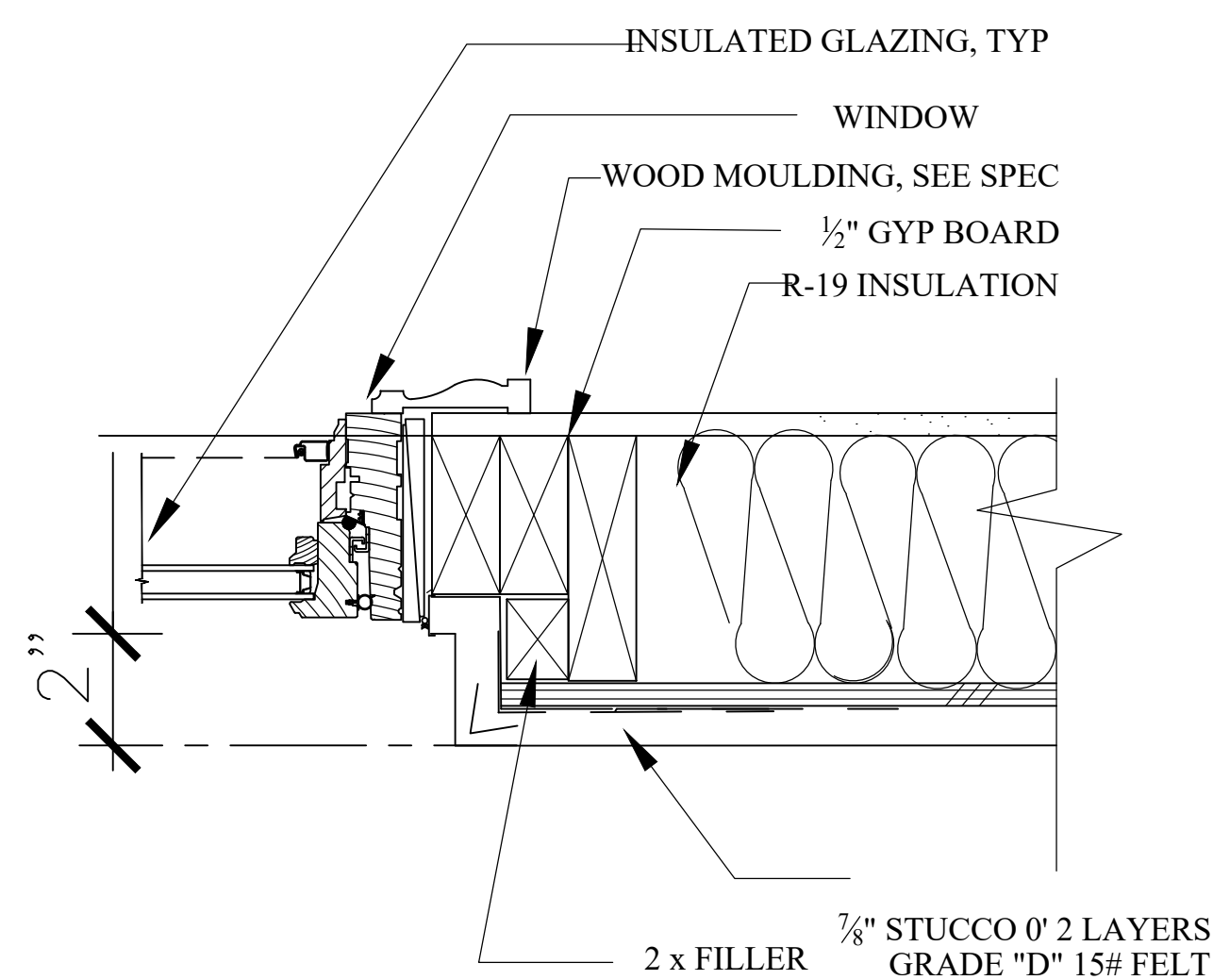


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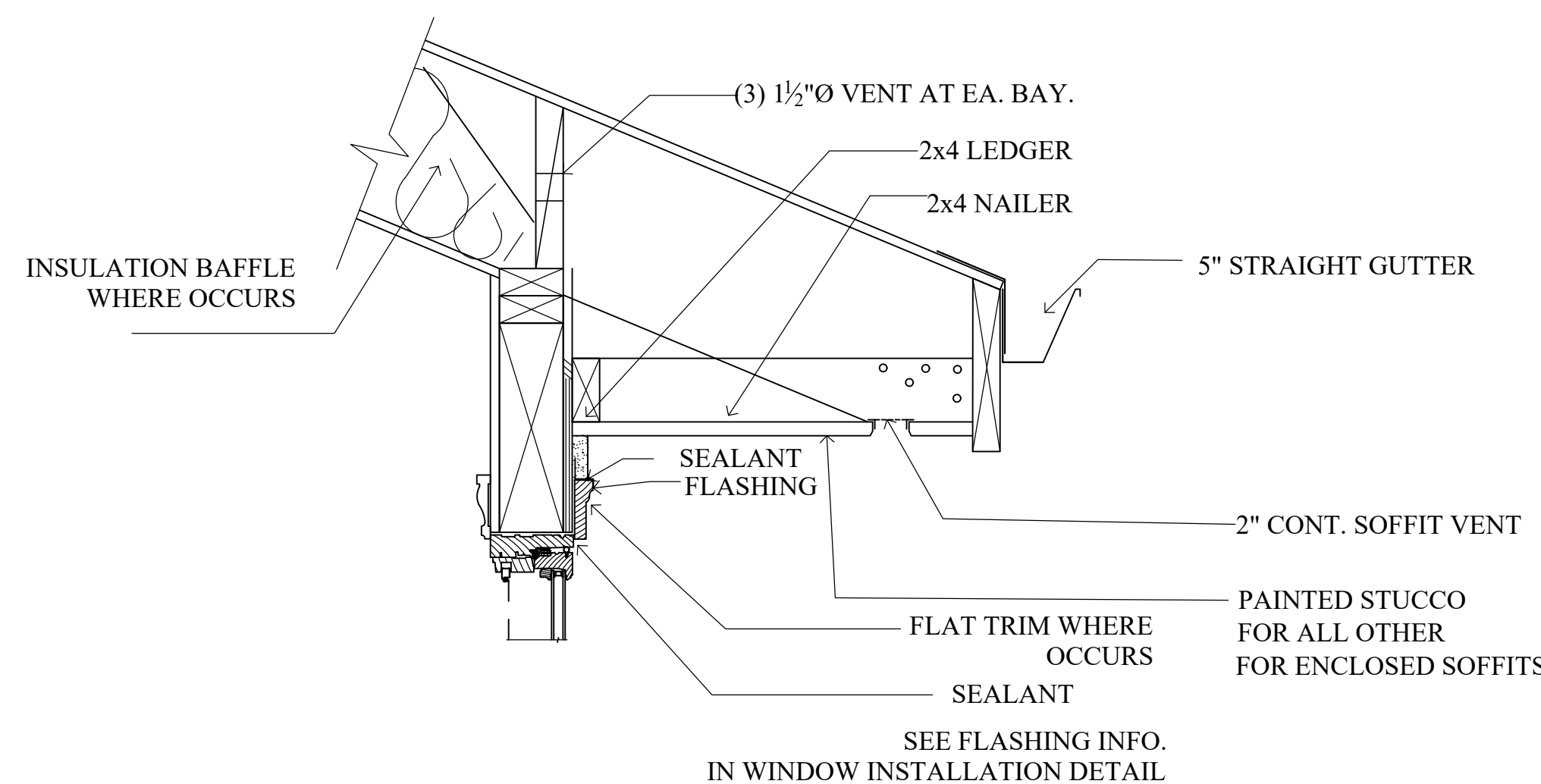
NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

EXTERIOR
ARCHITECTURAL
DETAILS

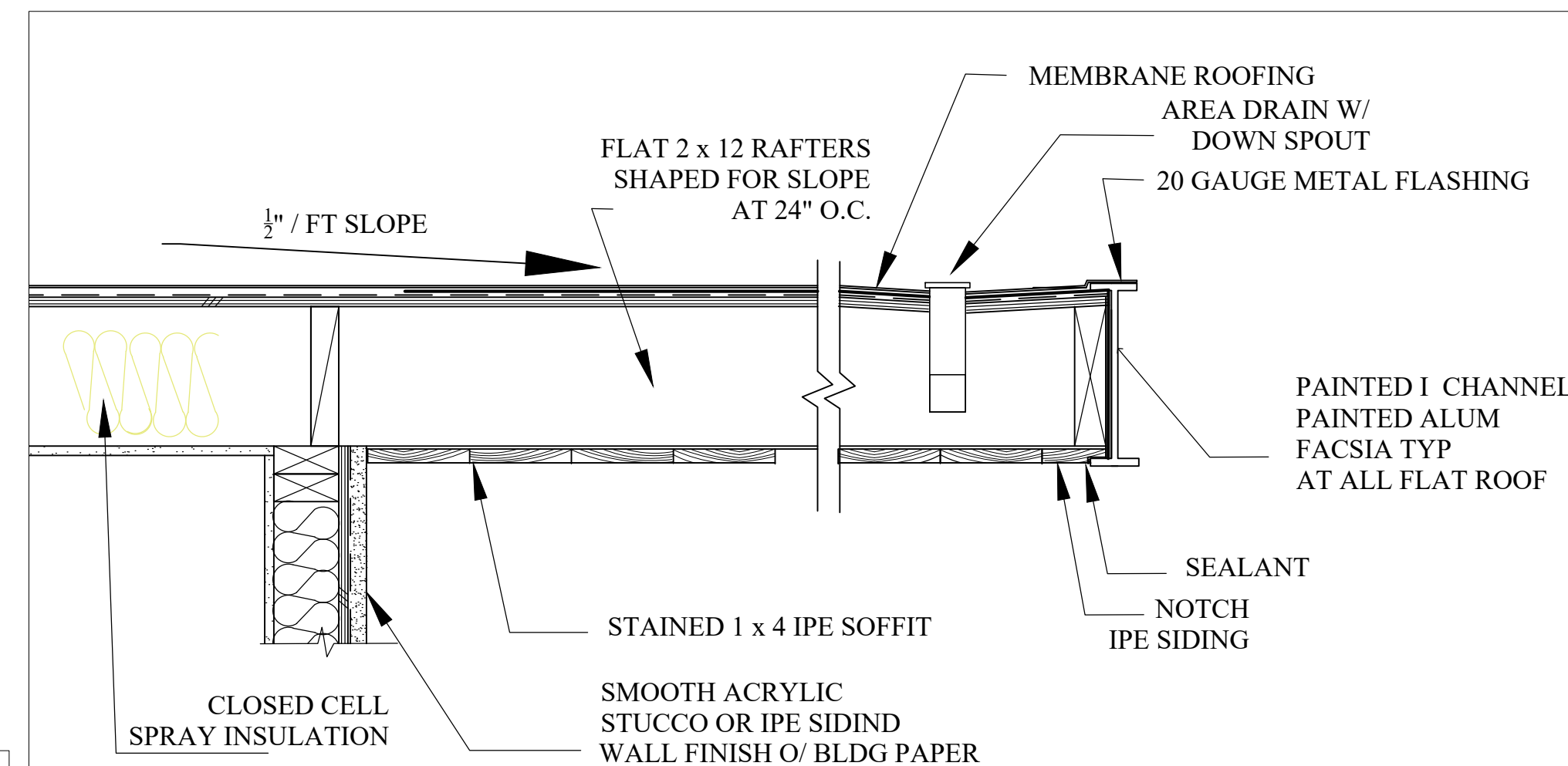
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DATE
SCALE
JOB NO.
SHEET



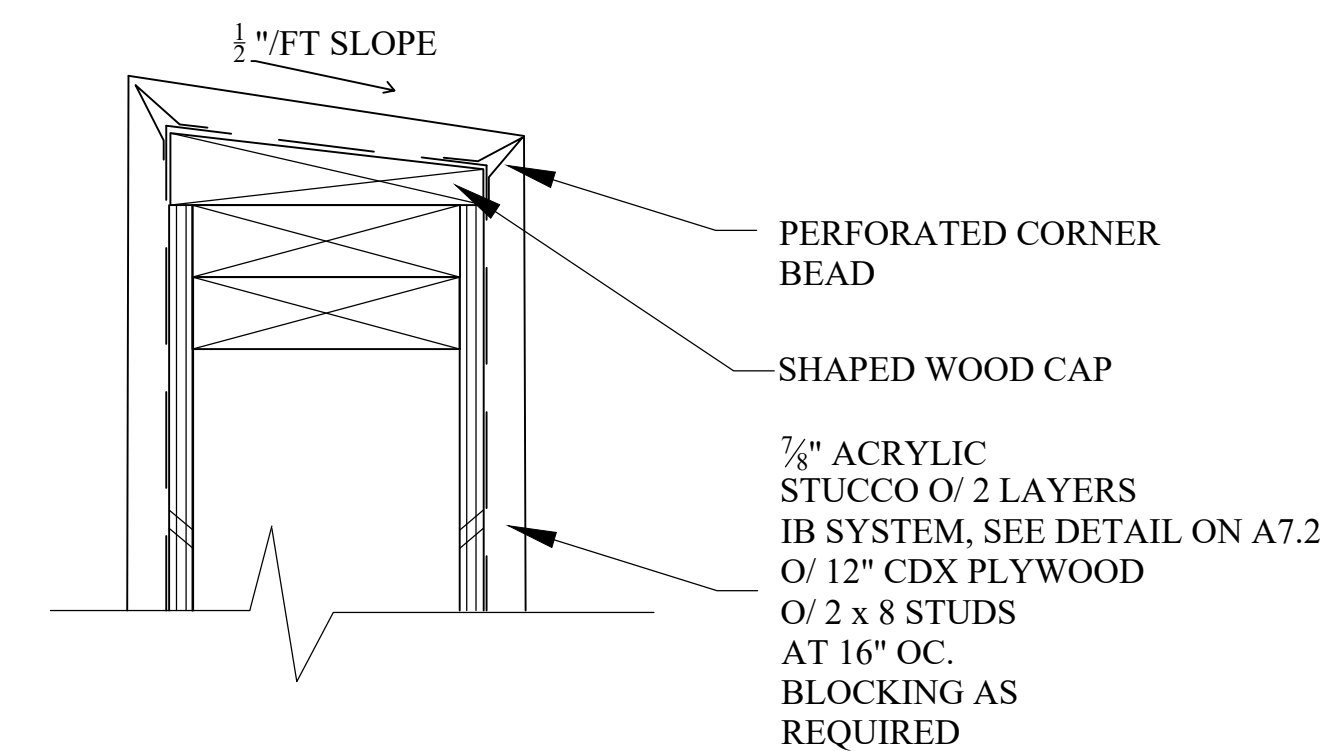
F WINDOW DETAIL 3"= 1'-0"



E EAVE DETAIL 1 1/2"= 1'-0"

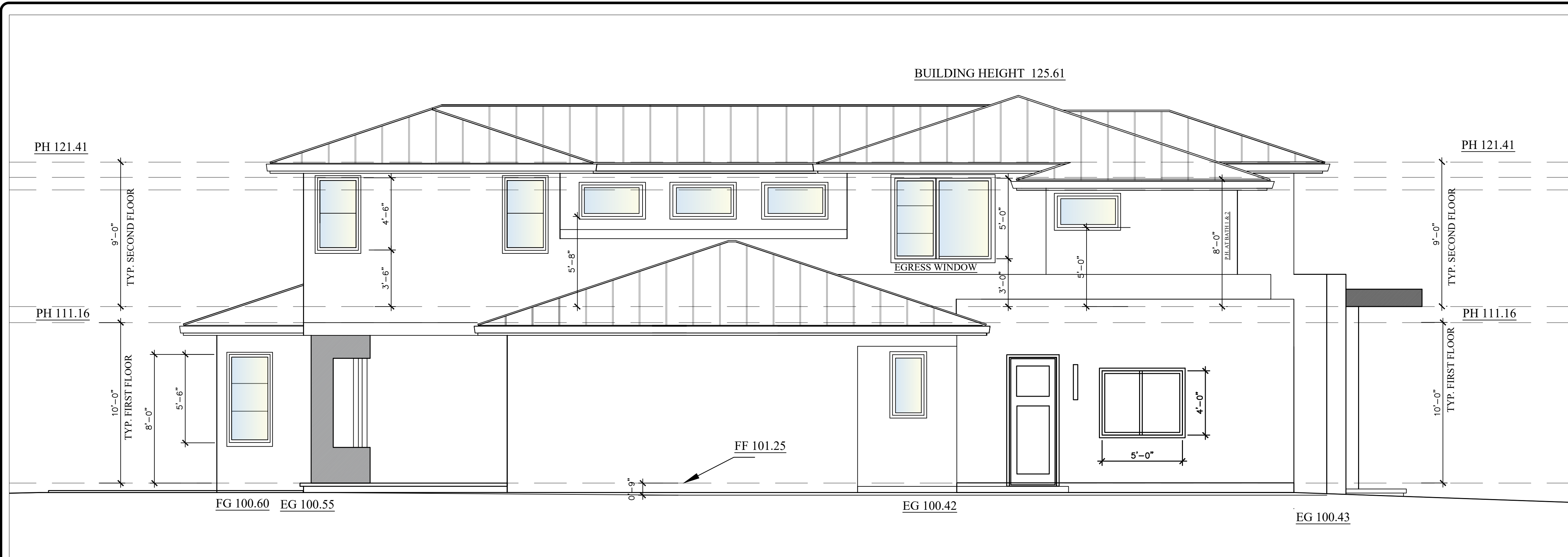


C OVERHANG DETAIL AT ENTRY 1 1/2"= 1'-0"



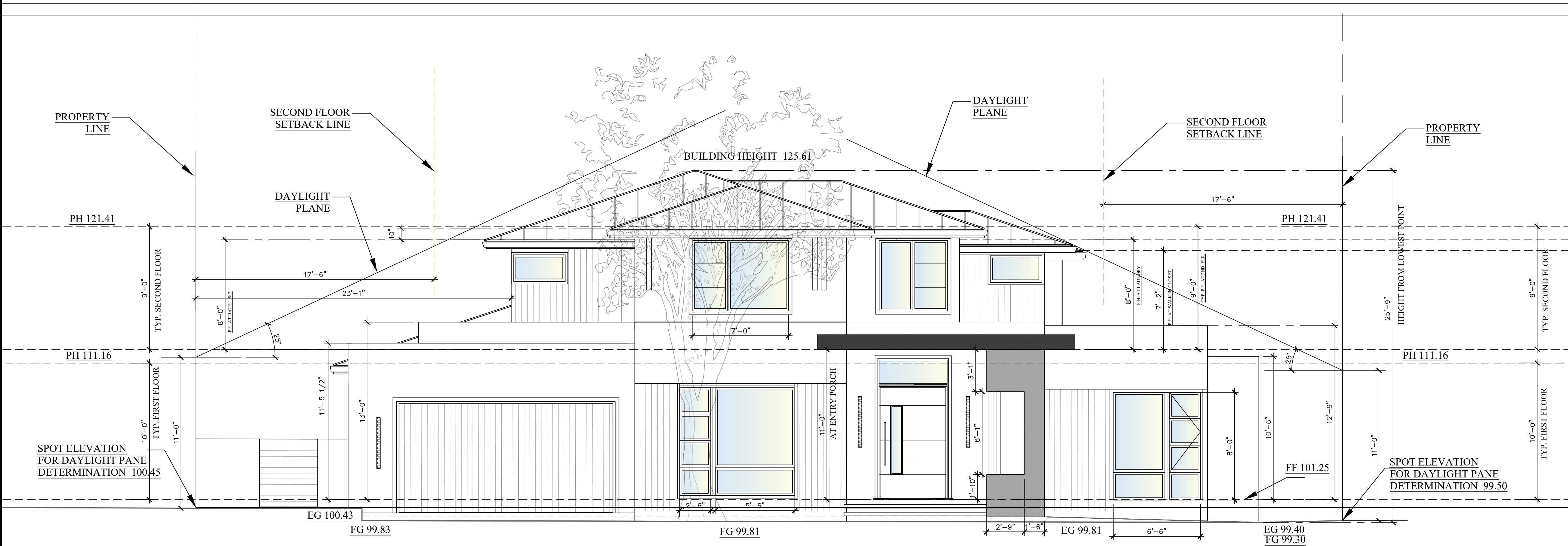
B PARAPET WALL DETAIL 1 1/2"= 1'-0"

A Attachment 1



EXTERIOR MATERIAL SCHEDULE	
WALLS:	PAINTED STEEL TROWEL FINISH STUCCO W/ LARGE SLAB STONE LOOK TILE & ACCENT VERTICAL SIDING
ROOF:	STANDING SEAM METAL ROOF FLAT ROOF WITH IB SYSTEMS MEMBRANE
WINDOW:	DARK COLOR ALUM CLAD DOUBLE PANE WITH CLEAR INSULATING GLASS WITH APPLIED MUNTIN BARS PER ELEVATION
GARAGE DOOR:	PAINTED CONTEMPORARY DOOR ON DOOR
GARAGE DOORS SHALL BE LABELED WITH A PERMANENT LABEL PROVIDED BY THE GARAGE DOOR MANUFACTURER. THE LABEL SHALL IDENTIFY THE GARAGE DOOR MANUFACTURER, THE GARAGE DOOR MODEL/SERIES NUMBER, THE POSITIVE AND NEGATIVE DESIGN WIND PRESSURE RATING, THE INSTALLATION INSTRUCTION DRAWING REFERENCE NUMBER, AND THE APPLICABLE TEST STANDARD.	
TRIM, FASCIA:	PAINTED ADVANTAGE / BODYGUARD LUMBER
GUTTER:	5" STRAIGHT GUTTER
DOWNSPOUT:	PAINTED SHEET METAL
DRIVEWAY:	CONCRETE
WALKWAY:	CONCRETE SLAB WITH GRAVEL FILLED JOINTS
EXTERIOR STEPS, PORCH	COURTYARD SLAB: STONE TILE
PORCH CEILING:	1 X 6 SQUARE CUT IPE SIDING
EXTERIOR LIGHTS:	CONTEMPORARY SHIELDED FIXTURES

LEFT SIDE ELEVATION (SOUTH)



FRONT ELEVATION (EAST)

Attachment 1

Agenda Item 2.

REVISIONS	BY
6.6.25	
7.24.25	

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ADITI MUKHERJEE
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REN: NOV. 2025
STATE OF CALIFORNIA

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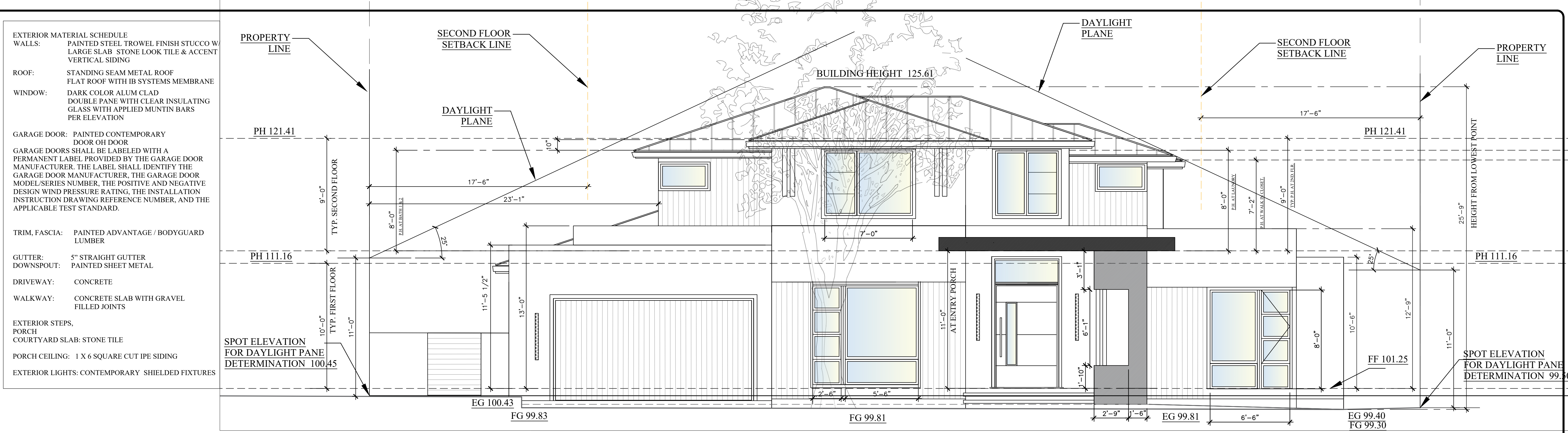
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EXTERIOR
ELEVATIONS

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JOB NO.

SHEET
A6

OF SHEETS 25



EXTERIOR MATERIAL & COLOR BOARD

WALLS:

ACRYLIC STUCCO
STUCCO WITH STONE & SIDING ACCENT

WINDOW:

DOUBLE PANE WITH CLEAR INSULATING GLASS

DOOR:

COMPOSITE NARROW SLAT EXTERIOR CLADDING (DARK BROWN) BY WOODPLANK

EXTERIOR STEPS, STONE WALKWAY

Benjamin Moore
Mascarpone
AF-20

Maple Overhead Garage Door, Flush Mount Collection, Dark Brown

EXTERIOR STEPS, STONE WALKWAY

WESTERN STATES METAL ROOFING
MS2° PANEL
2" MECHANICAL SEAM
INSTALLATION GUIDE
WITH TRIM, FLASHINGS AND DETAILS

STANDING SEAM METAL ROOF
COLOR CHARCOAL

WINDOW:

DOUBLE PANE WITH CLEAR INSULATING GLASS

DOOR:

Attachment 1

REVISIONS

REVISIONS	BY
6.6.25	

Agenda Item 2.

LICENSED ARCHITECT
ADITI MUKHERJEE
LIC. C31611
REN: NOV. 2025
STATE OF CALIFORNIA

ADITI MUKHERJEE
ARCHITECT LIC. C 31611
1448 S STELLING ROAD
CUPERTINO, CALIFORNIA
ADITI@AMARCHITECTSCA.COM
408 455 3793

**NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA**

**EXTERIOR
ELEVATIONS**

DRAWN
AM
CHECKED

DATE
3.15.25

SCALE
1/4" = 1'-0"

JOB NO.

SHEET

A6.1

26

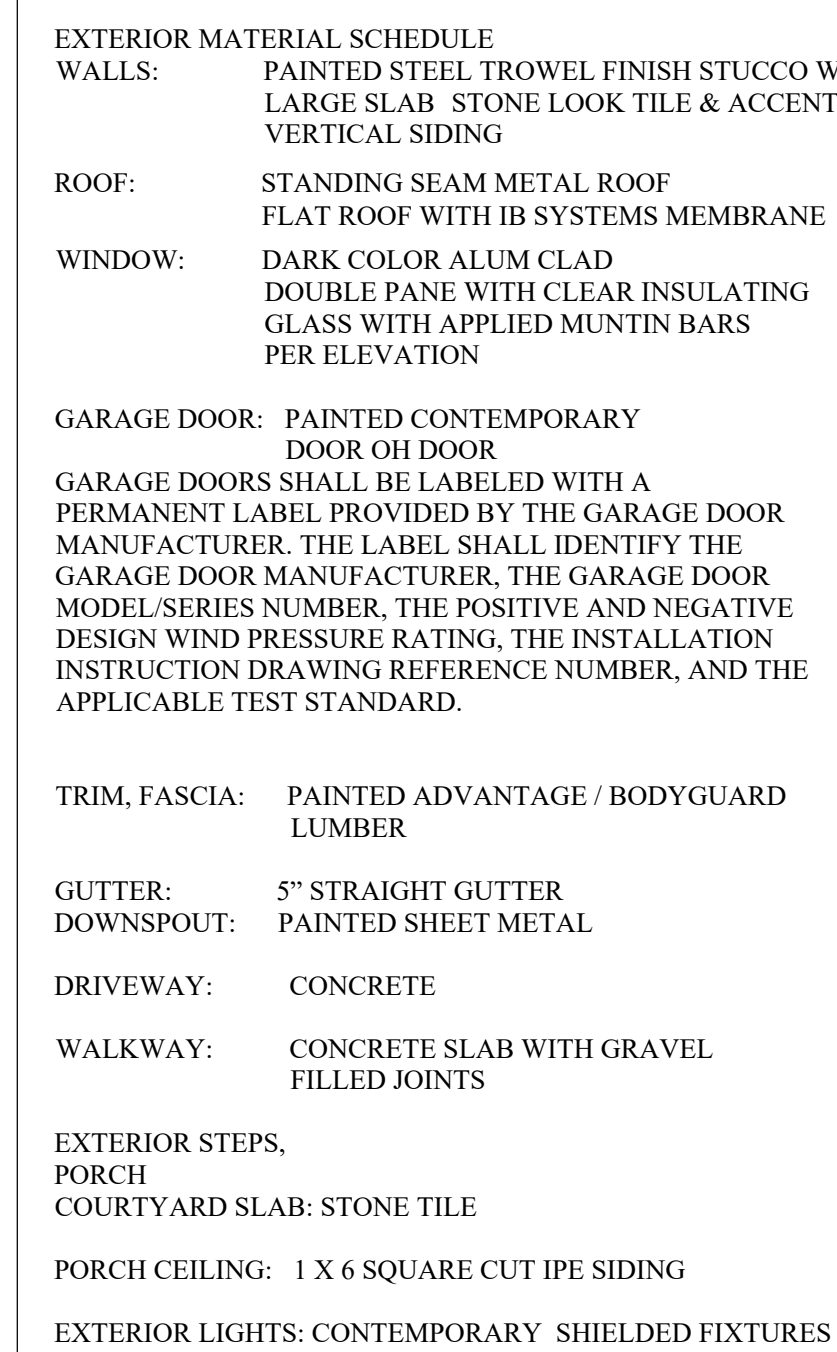


NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

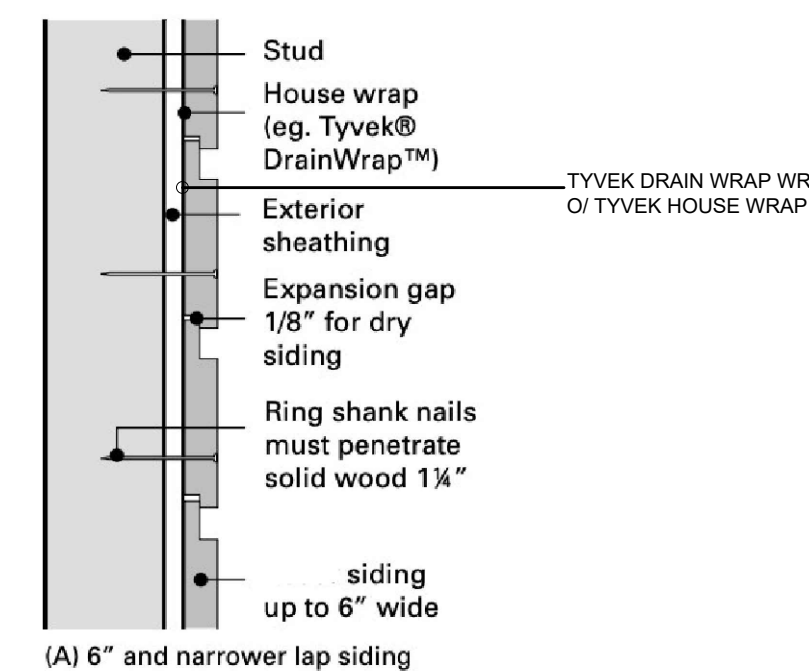
DRAWN
AM
CHECKED

DATE
3.15.25
SCALE
1/4" = 1'-0"

A7



PLAN VIEW



B SIDING INSTALLATION DETAIL

- WATER RESISTIVE BARRIER SHALL MEET ONE OF THE FOLLOWING
1. NO 15 FELT COMPLYING WITH ASTM D226, TYPE 1.
 2. ASTM E2556, TYPE 1 OR 2.
 3. ASTM E331 IN ACCORDANCE WITH R703.1.1.

NTS



REAR ELEVATION (WEST)

Attachment 1

REVISIONS	BY
6.6.25	
7.24.25	



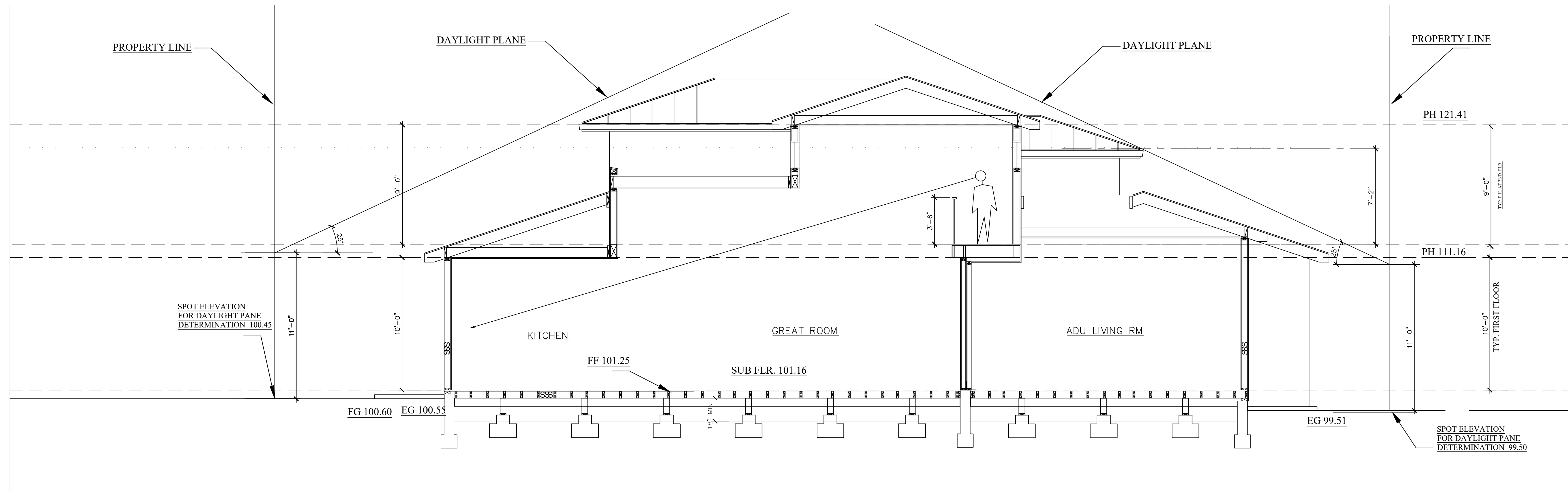
ADITI MUKHERJEE
ARCHITECT LLC, C 31611
1448 S. STELLING ROAD
CUPERTINO, CALIFORNIA
ADITI@AMARCHITECTSCA.COM
408.455.3793

NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

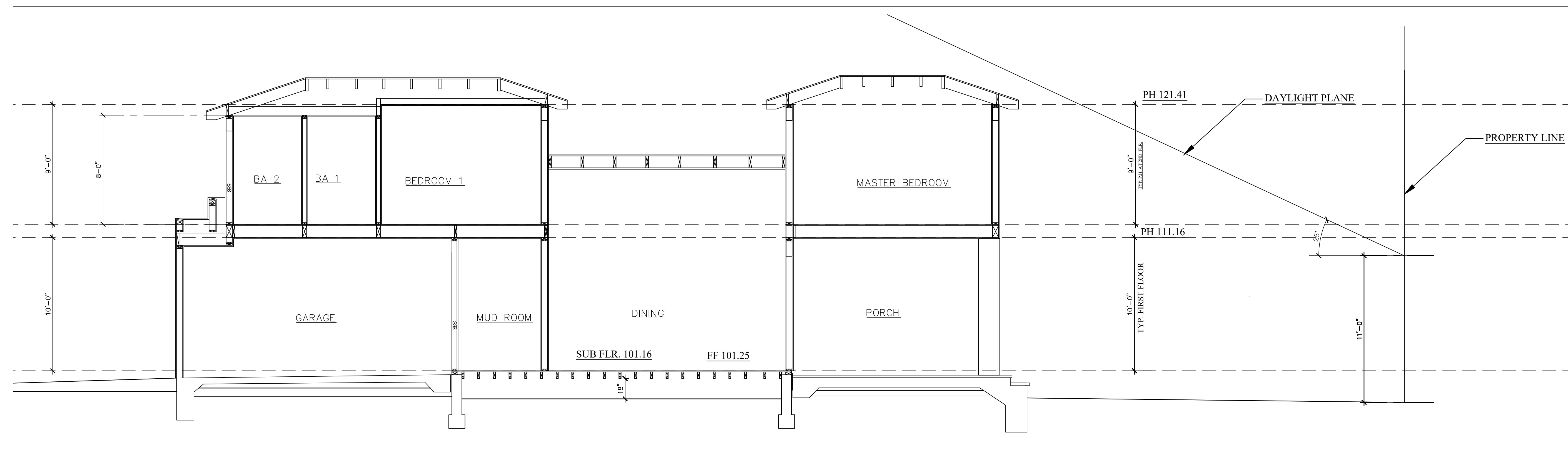
BUILDING
SECTIONS

DRAWN AM
CHECKED
DATE 3.15.25
SCALE 1/4" = 1'-0"
JOB NO.

SHEET
A8
OF SHEETS

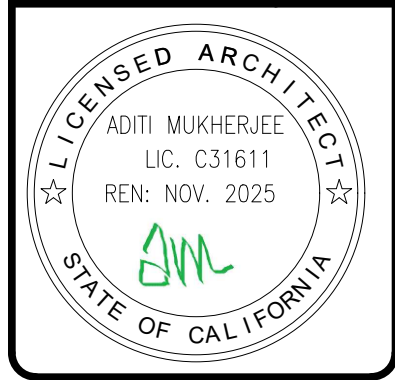


SECTION AA



SECTION BB

REVISIONS	BY
7.24.25	



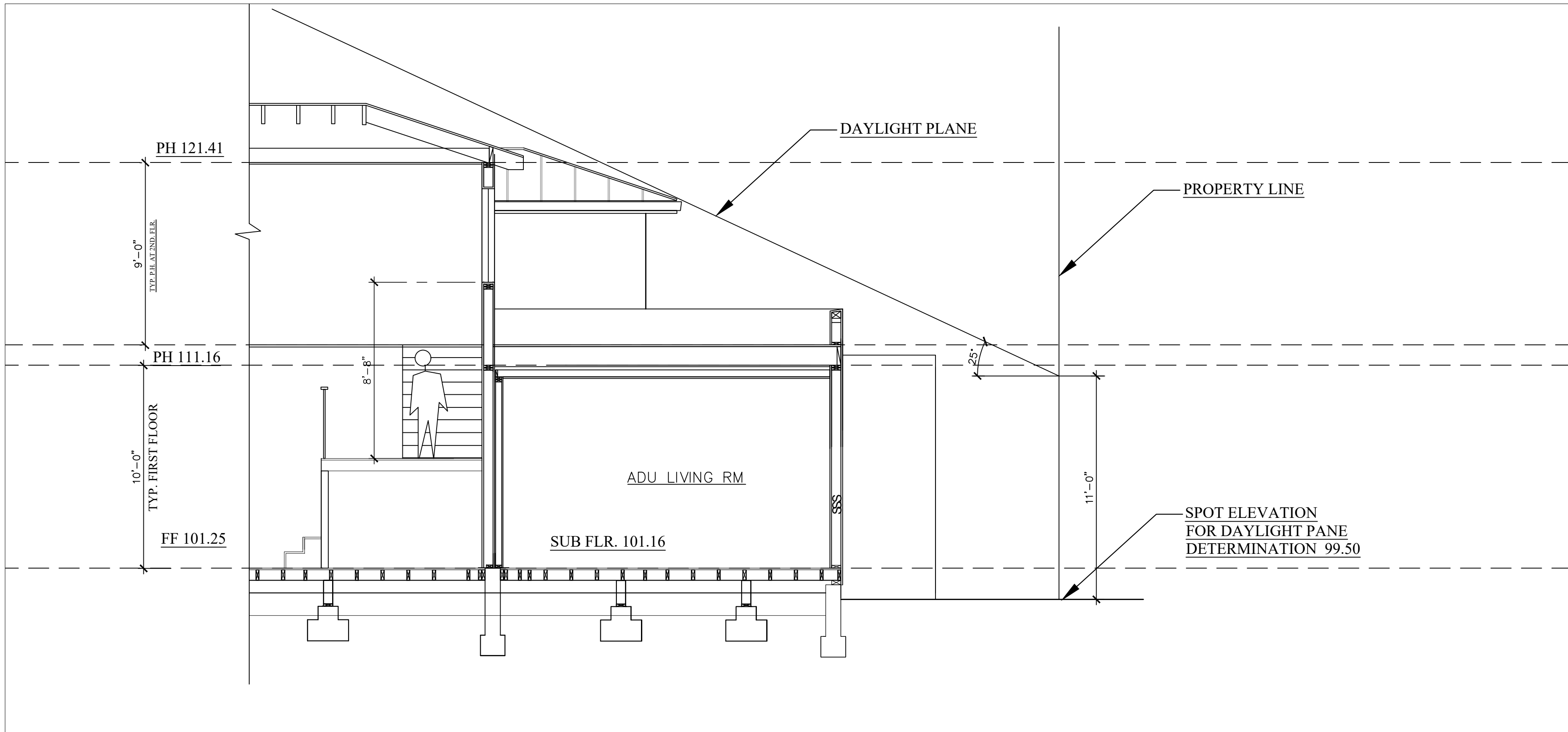
ADITI MUKHERJEE
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408.455.3793

NEW TWO STORY RESIDENCE W/
ATTACHED ADU FOR
TRACY HSU
524 DISTEL DRIVE
LOS ALTOS, CALIFORNIA

BUILDING
SECTIONS

DRAWN AM
CHECKED
DATE 6.6.25
SCALE NOTED
JOB NO.

SHEET
A8.1
OF SHEETS

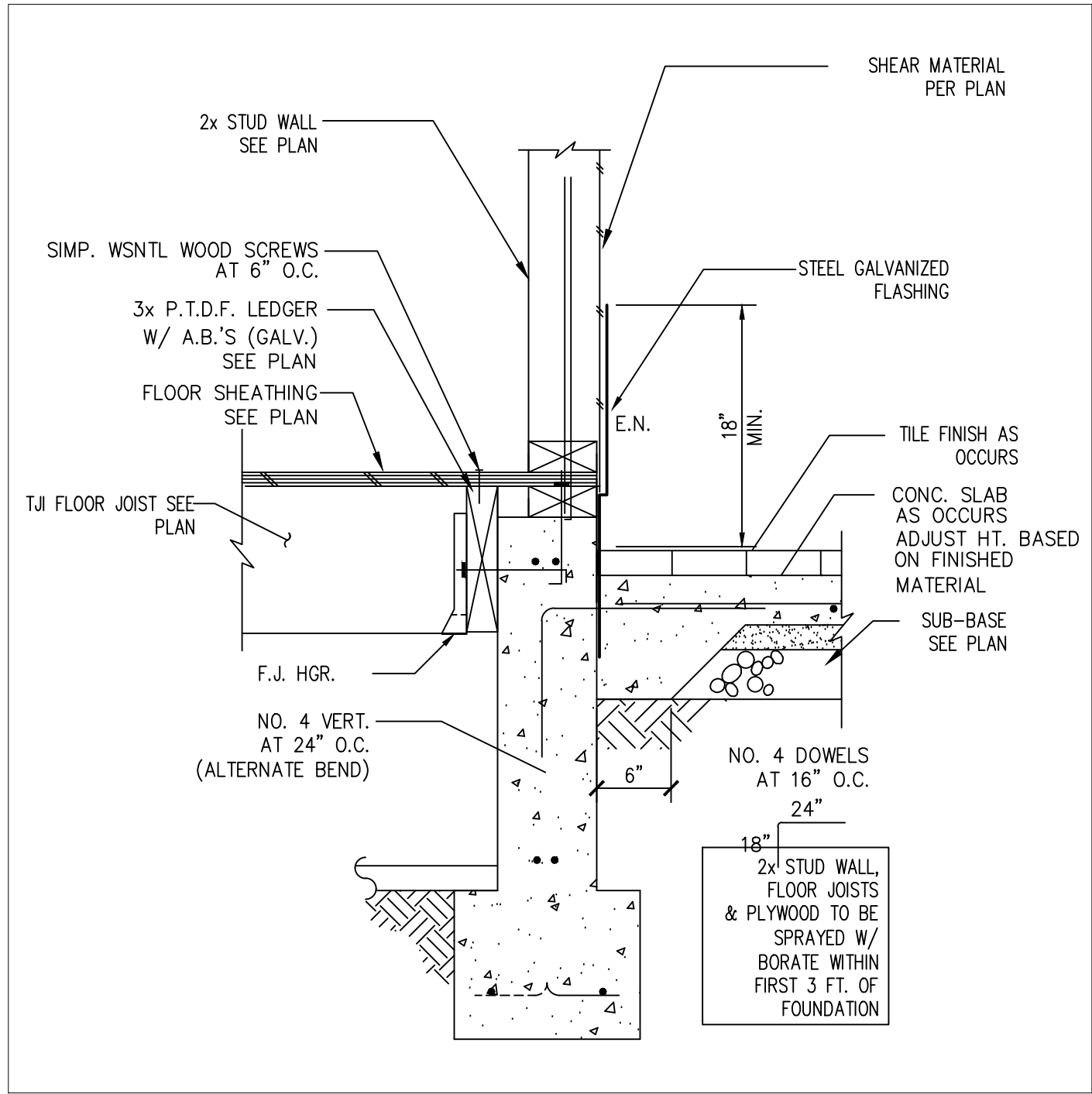


PARTIAL SECTION CC

WATERPROOFING NOTE:

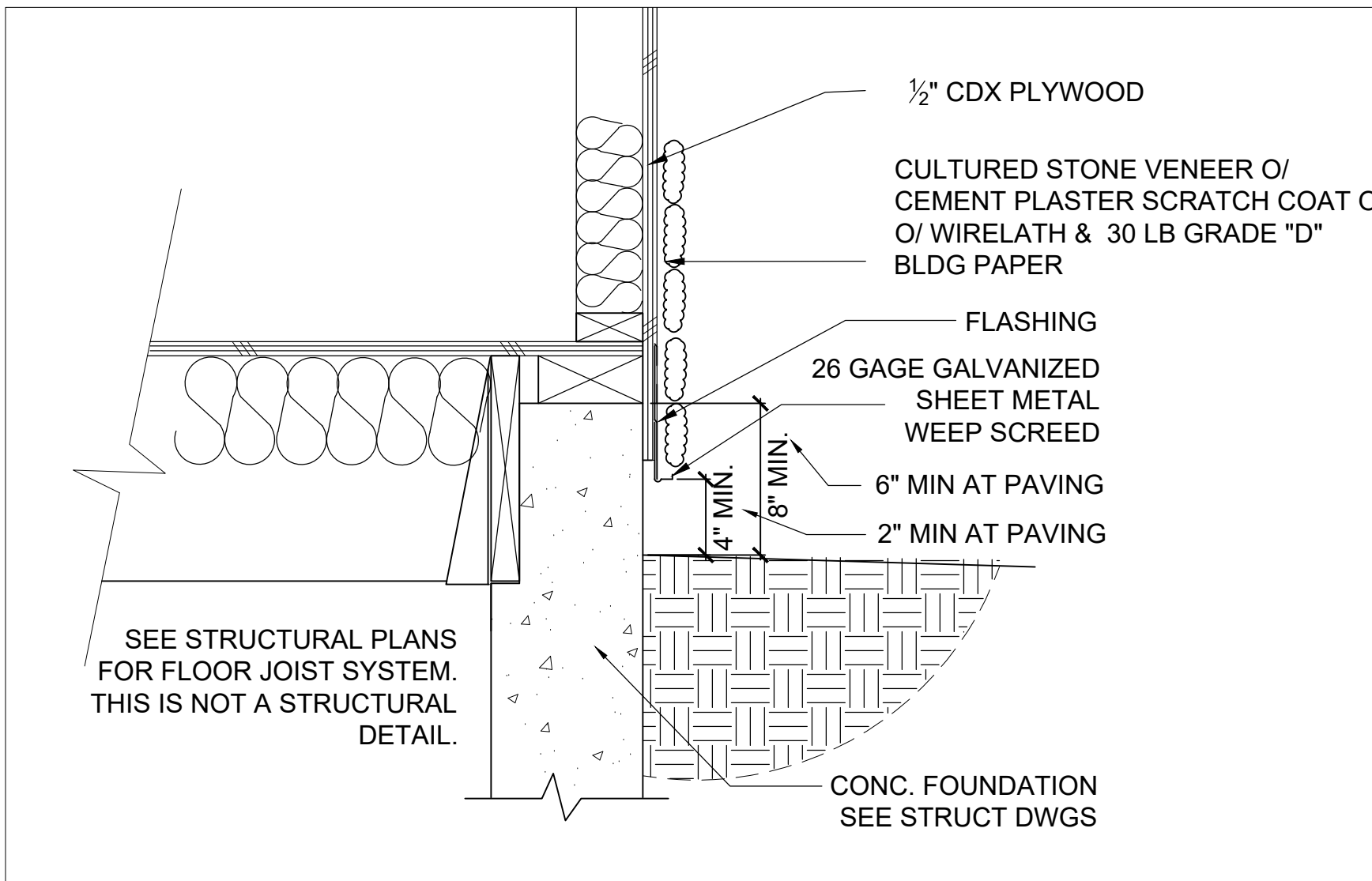
OWNER AND CONTRACTOR SHALL CONSULT WITH A WATERPROOFING CONSULTING COMPANY & SOILS ENGINEER OF RECORD FOR PROPER MATERIAL SELECTION AND INSTALLATION METHODS FOR ALL AREAS REQUIRING WATERPROOFING INCLUDING BASEMENT.

CONTRACTOR SHOULD HAVE WATERPROOFING MANUFACTURER INSPECT WATERPROOFING.

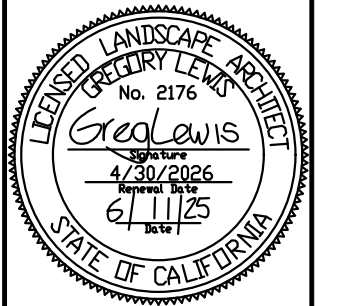
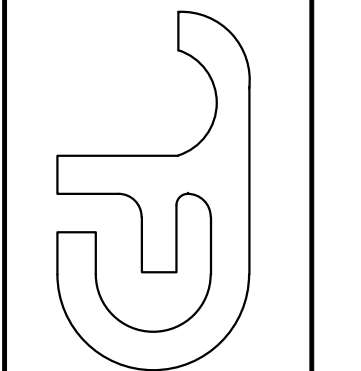


A PATIO / LANDING DETAIL

NTS



B STONE VENEER DETAIL AS APPLICABLE



Residence Remodel

One Story

1187 Laureles Dr., Los Altos, CA

LANDSCAPE
DOCUMENTATION

Date	6/11/25
Scale	As Noted
Drawn	Greg
Job	
Sheet	

Sheet

LO

of 6

WATER EFFICIENT LANDSCAPE WORKSHEET

Date:	4/1/2025 6/11/25								
Project	Single Family Residence				Total Planted Area (sq.ft.)	4,151			
Address:	524 Distel Dr., Los Altos								

Reference Evapotranspiration (Eto):	43	Palo Alto/Los Altos
--	----	---------------------

[illegible]

Regular Landscape Areas

1	0	Drip, low water, shrub	0.25	Drip	0.81	0.3086	3,238	999.38	26,644
2	0	Drip, low water tree	0.25	Drip	0.81	0.3086	175	54.01	1,440
3	0	Spray, high water lawn	0.8	spray	0.75	1.0667	738	787.20	20,987
4									
5									
6									
7									
8									
						Totals	4,151	1,841	49,071

Special Landscape Areas

					1	0	
					1		
					1		
					Totals	0	0
					ETWU Total		49,071
					Maximum Allowed Water Allowance (MAWA)		60,866

Residential ETAF for MAWA calc.	0.55	MAWA (Annual Gallons Allowed) = (Eto) (0.62) [(ETAF x LA) + ((1-ETAF) x SLA)]
---------------------------------	------	---

ETAF Calculations

Regular Landscape Areas

Total ETAF x Area	1,841
Total Area	4,151
Average ETAF	0.44

All Lanscape Areas

Total ETAF x Area	1,841
Total Area	4,151
Sitewide ETAF	0.44

Average total ETAF must be .55 or less for residential

Landscape Documentation Package Checklist

LANDSCAPE DOCUMENTATION PACKAGE CHECKLIST

1 - PROJECT INFORMATION

- a Date - 6/11/25
b Applicant - Greg Lewis - Landscape Architect
c Project Address - 524 Distel Dr., Los Altos
d Total Landscape Area - 4151sf
e Type of project - single family residential
g Checklist of all documents in package - see this page
h Contacts of Applicant -
Applicant - Greg Lewis - Landscape Architect
lewislandscape@sbcglobal.net
Owner - Tracy Hsu tracy_hsu@yahoo.com
i "I agree to comply with the requirements of the water efficient landscape ordinance and submit a complete Landscape Documentation Package"

Greg Lewis
Applicant Signature

6/11/25
Date

A. APPENDIX B - WATER EFFICIENT LANDSCAPE WORKSHEET - SEE SHEET L0

B. APPENDIX C - LANDSCAPE (PLANTING) PLAN - SEE SHEET L1 AND IRRIGATION PLAN - SEE SHEET L2, L3, L4,L5

GRADING PLAN - see civil engineers drawings

All landscaping and irrigation specified in the approved landscape documentation package shall be installed before a building permit can be signed-off and finalized. To verify that the landscaping and irrigation was installed per the approved plans, a certificate of completion shall be submitted to the City.

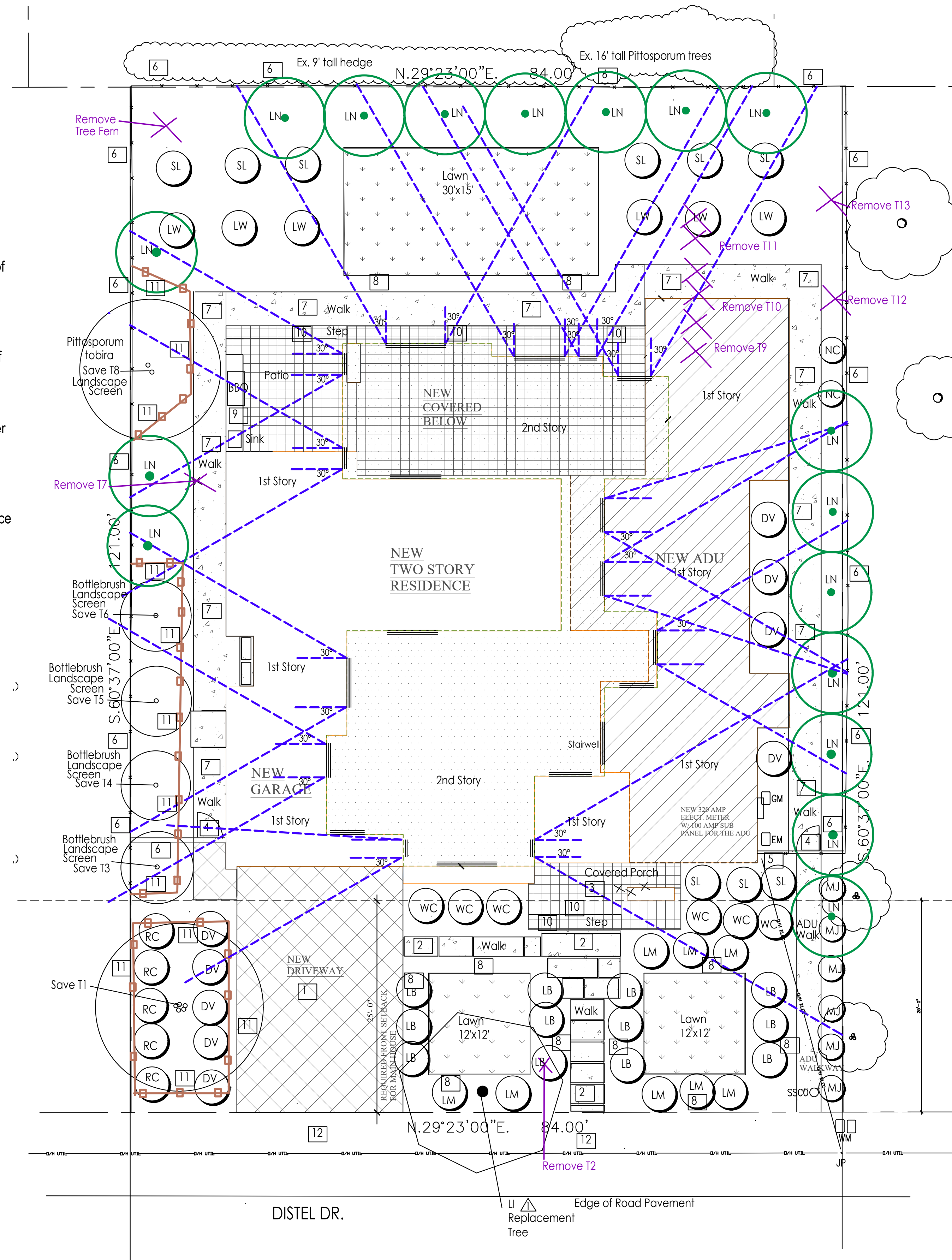
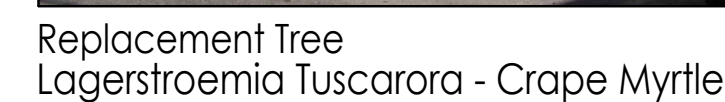
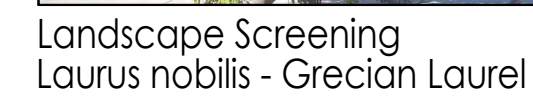
"I have complied with the criteria of the Water Conservation in Landscaping Ordinance and applied them for the efficient use of water in the landscape design plan"

Gregory Lewis - Landscape Architect Lic. #2176 6/11/25

LANDSCAPE PLAN
INDEX

L0 - Landscape Documentation
L1 - Planting Plan
L2 - Hydrozone Plan

- 1 Driveway - Interlocking pavers selected by owners
- 2 Front walk and ADU path - Concrete pads with 3.5 inch spaces between filled with artificial turf or rounded Mexican Pebbles or .75" inch to 1.5 inch dia. Noiya river gravel
- 3 Front porch and rear porch/patio - Concrete or non-slip tile on concrete base
- 4 New solid wood gate 3 foot wide x 6 foot tall to match existing fencing
- 5 New solid redwood or cedar fence 6 foot tall to match existing fence on south side of house
- 6 Existing solid wood fence 6 foot tall
- 7 Side yard paths - concrete pads with 5.5 inch space between filled with artificial turf
- 8 Min. 24 inch space between impervious paving and lawn sprinklers
- 9 Outdoor kitchen counter with BBQ, sink plumbed to house sewer, and below counter storage
- 10 Steps as required
- 11 Tree Protection Fencing - final location to be determined by project arborist and fence to be installed prior to demolition of paving or structures
See Most up to date Arborist Report for Tree Protection Measures including Landscape Barrier Tree Protection
- 12 Paving in ROW requires Encroachment Permit



KEY	QTY	SIZE	SPACING	WUCOLS	BOTANICAL NAME	COMMON NAME
		GALLONS		RATING		
TREES						
LI	1	24" box	NA	LOW	Lagerstroemia Tuscarora	Crape Myrtle
Replacement tree for T7 16" Pyrus kawakami						
SCREENING SHRUBS						
LN	17	15	10' max.	LOW	Laurus nobilis	Grecian Laurel
SHRUBS						
LB	-	1	3' - 5'	LOW	Lomandra Breeze	
DV	-	1	5'- 7'	LOW	Dietes vegeta	Fortnight Lily
RC	-	1	5'- 7'	LOW	Rhaphiolepis Clara	India Hawthorne
WC	-	1	5'- 7'	LOW	Westringia Morning Light or compacta	Coast Rosemary
LB	-	1	4'- 6'	LOW	Lomandra Breeze	
GROUND COVERS						
SL	-	1	4' - 8'	LOW	Salvia leucantha	Mexican Sage
LM	-	1	4'- 6'	LOW	Lantanz montevidensis Purple	Low Purple Lantana
LW	-	1	3'- 6'	LOW	Lantana montevidensis White	Low White Lantana
NC	-	1	4' - 8'	LOW	Nandina Gulf Stream	Heavenly Bamboo
SR	-	1	3' - 5'	LOW	Salvia Lipstick	Red Salvia
MJ	-	1	3'- 6'	LOW	Mimulus Jelly Bean	Yellow or Gold
LAWN		SOD		HIGH	Live Dwarf Bonzai sod with black steel landscape header	

Ask owners if they want to upsize some of 1 gal plants to 5 gal plants
Plant quantities are for planning purposes only. Contractor to do own plant count
and install all plants on plan

- 1 LESS THAN 25% OF PLANTING AREA IS TURF
- 2 PLANTS WITH SIMILAR WATER NEEDS ARE GROUPED WITHIN HYDROZONES. EACH HYDROZONE SHALL BE CONTROLLED BY A SEPARATE GROUP OF VALVES
- 3 FOLLOW THE AMENDMENT AND FERTILIZER RECOMMENDATIONS OF A SOIL FERTILITY TEST AND ANALYSIS FROM A SOIL LAB - SEE SHEET L6
- 4 INSTALL 3 INCH DEEP LAYER OF TOP DRESS MULCH ON ALL EXPOSED SOIL SURFACES OF PLANTING AREAS EXCEPT IN AREAS OF DIRECT SEEDING APPLICATION OR SOD LAWN. USE WOOD CHIP TYPE MULCH TO BE SELECTED BY OWNERS. PROVIDE SAMPLES AND PRICES PRIOR TO FINALIZING BID
- 5 GRADING SHALL BE DESIGNED TO MINIMIZE SOIL EROSION, RUN-OFF AND WATER WASTE ADDITIONAL NOTES
- 6 FINAL CONSTRUCTION DRAWINGS INCLUDE PLANTING AND IRRIGATION DETAILS AND SPECIFICATIONS
- 7 DON'T TRENCH TOO CLOSE TO STRUCTURES WITHOUT THE APPROVAL OF THE BUILDING ARCHITECT, CIVIL, OR STRUCTURAL ENGINEER
- 8 PRIOR TO ORDERING PLANTS OR SIGNING FINAL CONTRACT FOR WORK MAKE SURE YOU HAVE THE MOST CURRENT SET OF APPROVED PLANS AND MAKE SURE THERE ARE NO CHANGES TO THE PLANT CHOICES
- 9 ADJUST FINAL LOCATIONS OF PLANTS TO AVOID CONFLICTS WITH UTILITIES, LIGHTS, AND IRRIGATION COMPONENTS. SCREEN VALVES AND UTILITIES WITH PLANTS. DON'T PUT PLANTS TOO CLOSE TO PAVING OR BUILDINGS
- 10 GRADING AND DRAINAGE TO BE DONE ACCORDING TO THE APPROVED GRADING AND DRAINAGE PLANS DONE BY OTHERS

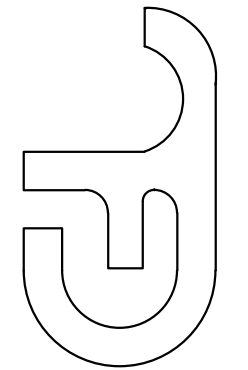
See Arborist Report and Arborist Tree Plan for names and descriptions of tree to be removed and saved

There is 4151sf of Proposed Planting and Irrigation Area

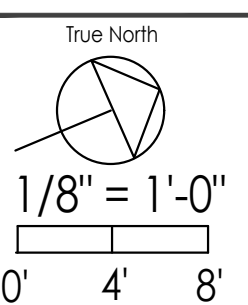
"I have complied with the criteria of the Water Conservation in Landscaping Ordinance and applied them for the efficient use of water in the landscape design plan"

Gregory Lewis - Landscape Architect Lic. #2176 6/11/25

Greg Lewis
Attachment 1



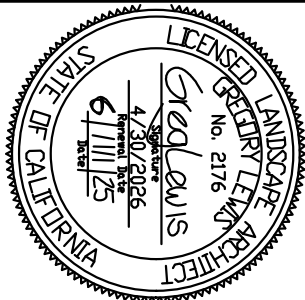
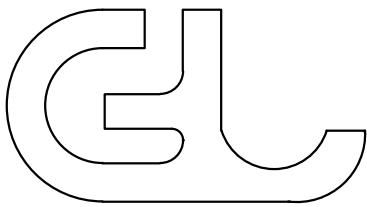
New Residence
Two Story
524 Distel Dr., Los Altos, CA



LANDSCAPE
SITE PLAN
PLANTING
PLAN

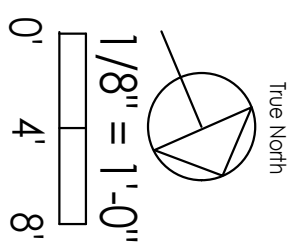
ate	6/11/25
scale	As Noted
rawn	Greg
bb	
sheet	

L1



New Residence
Two Story
524 Distel Dr., Los Altos, CA

True North



HYDROZONE
PLAN
IMPERVIOUS
PAVING IN
FRONT YARD
SETBACK

Date: 6/11/25

Scale: As Noted

Drawn: Greg

250'

3750'

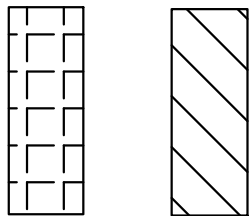
L2

of 3

Hydrozone Summary sheet

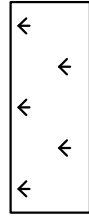
HYDROZONE	VALVES	IRRG. METHOD	AREA sq.ft.	% of NEW LANDSCAPE
1	-	Drip	3238	78%

Low Water Shrubs



2

Low Water Tree



3

High Water Low

TOTAL

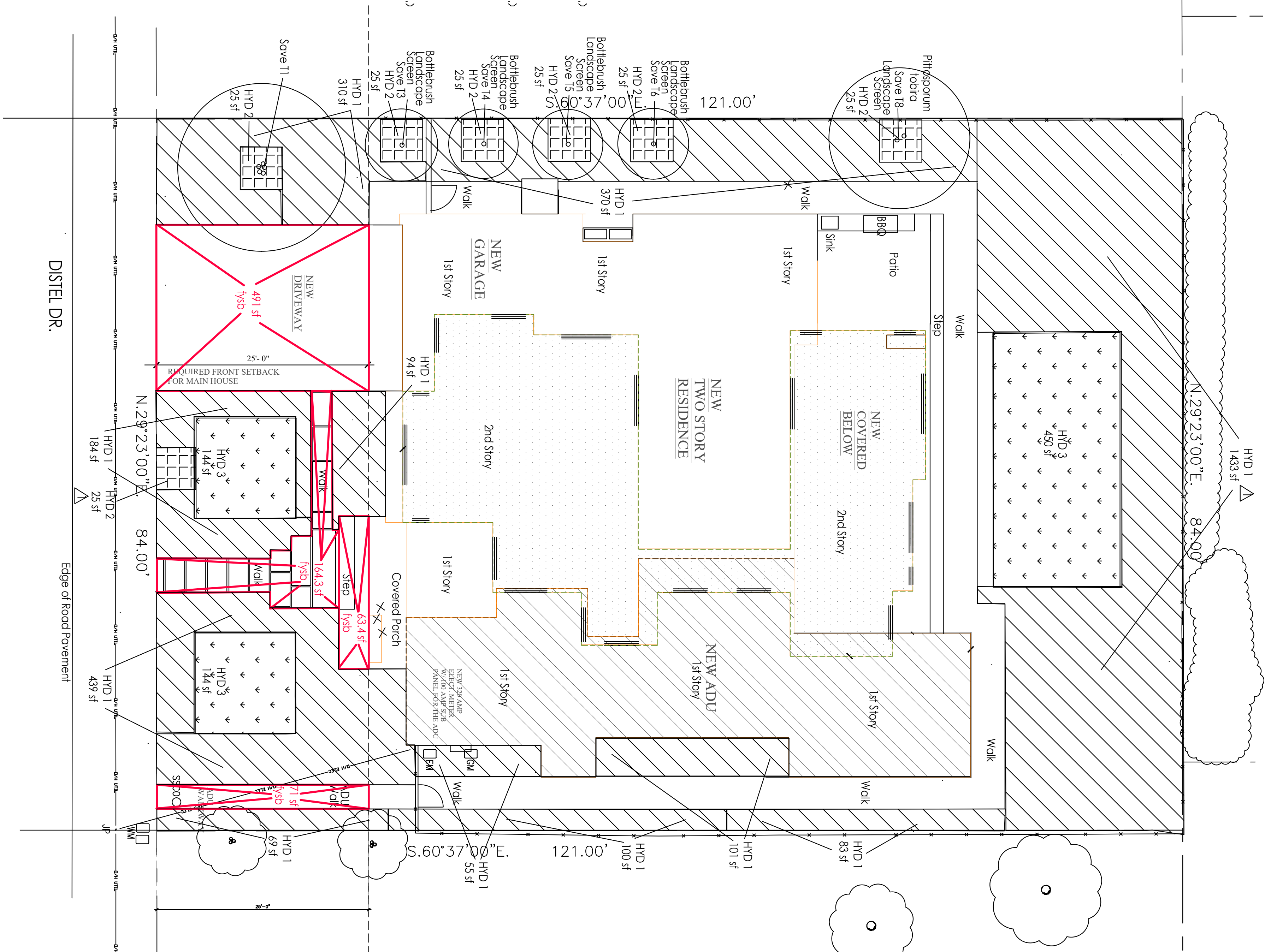
4151

100%

SUMMARY by HYDROZONE

	AREA (Sq.Ft.)	% of LANDSCAPE
High Water Use	738	18%
Medium Water Use	0	0%
Low Water Use	3413	82%
TOTAL	4151	100%

There is 4151 sf of proposed Planting
and Irrigation



IMPERVIOUS PAVING IN
25' FRONT YARD SETBACK

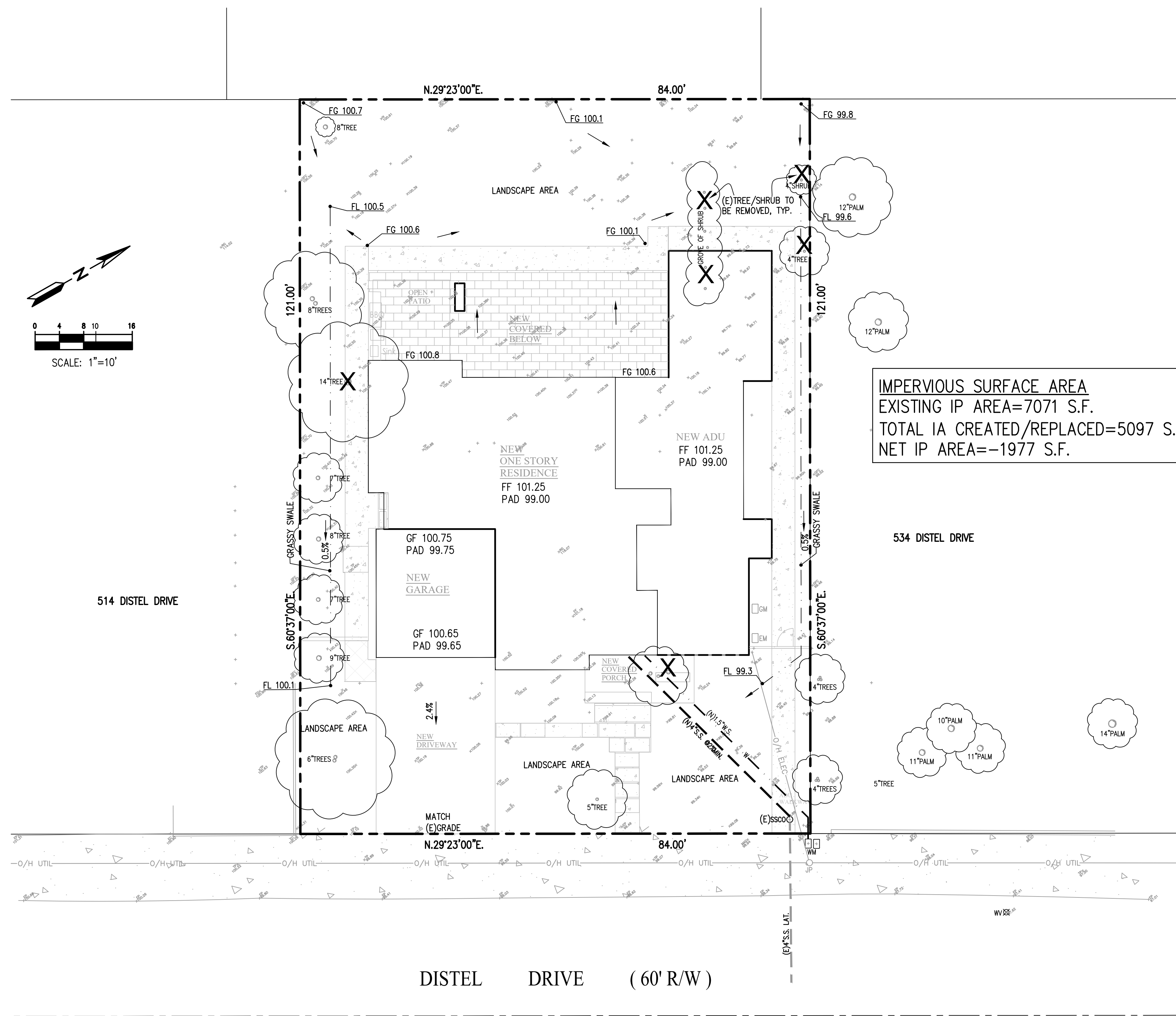
84 x 25 = 2100 sf total f/sb area
50% of 2100 sf = 1050 sf max impervious allowed

Driveway = 491 sf
Front porch (portion) = 63.4 sf
Front paths = 160.4 sf
Front ADU path = 71 sf

Total = 785.8 sf non-permeable

Total = 785.8 / 2100 = 37.4% OK less than 50%

Areas are measured using Autocad Software



GRADING NOTES

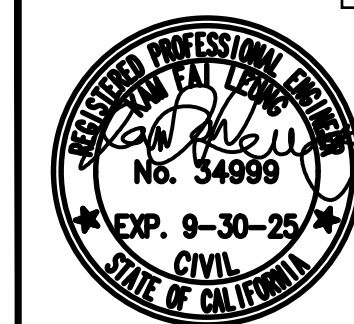
1. ALL GRADING SHALL ADHERE TO THE RECOMMENDATIONS IN THE PROJECT GEOTECHNICAL REPORT PREPARED FOR THIS PROJECT.
2. ALL GRADES SHOWN ARE FINISHED GRADES, UNLESS OTHERWISE NOTED.
3. ALL CUT AND FILL SLOPES AT THE BOUNDARY LINES SHALL BE CONSTRUCTED IN SUCH A MANNER THAT ADJACENT FENCES WILL NOT BE DAMAGED. GRADING SHALL CONFORM AT BOUNDARY LINES.
4. DURING GRADING OPERATIONS, THE CONTRACTOR SHALL IMPLEMENT DUST CONTROL MEASURES BOTH ON-SITE. STREETS SHALL BE SWEEP PER REQUIREMENTS SPECIFIED IN BLUEPRINT FOR CLEAN BAY.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF SAID GRADING QUANTITIES PRIOR TO THE START OF THE GRADING OPERATION. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR DISTRIBUTING ANY EXCESS MATERIAL OR SUPPLY MATERIAL FOR DEFICIENCIES TO BRING PAVEMENT OR LOTS TO REQUIRED GRADE. CLARIFICATION OF GRADING SHALL BE DONE BY THE ENGINEER.
6. WASTEWATER GENERATED DURING CONSTRUCTION SHALL NOT BE DISCHARGED TO THE STORM DRAIN SYSTEM. THIS INCLUDES WASTE FROM PAINTING, SAWCUTTING, CONCRETE WORK, ETC. THE CONTRACTOR SHALL MAKE ARRANGEMENTS TO ELIMINATE DISCHARGES TO THE STORM DRAIN SYSTEM AND, IF NECESSARY, PROVIDE AN AREA FOR ON-SITE WASHING ACTIVITIES DURING CONSTRUCTION. MATERIALS WHICH COULD CONTAMINATE STORM RUNOFF SHALL BE STORED IN AREAS WHICH ARE DESIGNED TO PREVENT EXPOSURE TO RAINFALL AND TO NOT ALLOW STORM WATER TO RUN ONTO THE AREA.
7. FLUSHING OF STREET TO REMOVE DIRT AND CONSTRUCTION DEBRIS IS PROHIBITED UNLESS PROPER SEDIMENT CONTROLS ARE USED. AREAS REQUIRING CLEANING SHOULD BE SWEEP.
8. WHERE UNSTABLE OR UNSUITABLE MATERIALS ARE ENCOUNTERED DURING SUBGRADE PREPARATION, THE AREA IN QUESTION SHALL BE OVER EXCAVATED AND REPLACED BY SELECT BACKFILL MATERIAL AS NEEDED.
9. ALL ROOF DRAINS SHALL BE DISCHARGED TO A SPLASH BLOCK AND DIVERTED TO LANDSCAPE AREAS.
10. EARTHWORK QUANTITIES SHOWN ON THIS PLAN ARE APPROXIMATE ESTIMATED QUANTITIES AND ARE FURNISHED FOR THE CITY INFORMATION ONLY. THE ACTUAL AMOUNT MAY VARY DEPENDING ON COMPACTION, CONSOLIDATION, STRIPPING AND THE CONTRACTOR'S METHOD OF OPERATION.
ESTIMATED CUT=140 CY., FILL=5 CY.

NOTE: ALL ONSITE RUNOFF SHALL BE CONTAINED WITHIN THE SITE AND DRAIN TO LANDSCAPE AREAS FOR STORMWATER TREATMENT.

LEGEND

FF	FINISH FLOOR
FG	FINISH GRADE
GF	GARAGE FINISH FLOOR
FL	FLOW LINE
+100.0	EX. SPOT ELEVATION
SSCO	SEWER CLEANOUT
---	GRASSY SWALE (STORMWATER TREATMENT DEVICE PER C.3)

NOTE: TOPOGRAPHIC SURVEY IS BASED ON THE SURVEY DONE BY WEC & ASSOCIATES ON JAN 26, 2021



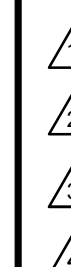
524 DISTEL DRIVE
LOS ALTOS, CA 94022

PROJECT
APN 170-17-052
NEW BUILD

SHEET TITLE
PRELIMINARY
GRADING &
DRAINAGE PLAN

PL Associates
972 Cameron Circle, Milpitas,
CA 95035
T: 408.370.8615
Email: paulleung@yahoo.com

REVISION



DATE 4.9.2025
DRAWN BY PL
SCALE 1"=10'
SHEET

C-1

From: B O'Malley
Sent: Monday, May 5, 2025 12:24 PM
To: Public Comment - ZA <ZApuliccomment@losaltosca.gov>; Stephanie Williams <swilliams@losaltosca.gov>; Nick Zornes <nzornes@losaltosca.gov>
Cc: Olaf ICE van der Geest <ovdgeest@outlook.com>; Olaf and Bronwyn <olafandbronwyn@hotmail.com>
Subject: Feedback on a design proposal for 534 Distel Drive

Hello,

We're writing about a potential new plan for a new construction on 534 Distel Drive. We hope this is the right place to submit this sort of feedback.

On Sunday April 27 upon our request we met with Tracy Hsu, the new and current owner of the home at 524 Distel Drive to review her plans that create:

- A massive ~4,500 square foot building. This is very large in comparison to homes in the surrounding streets and the maximum allowable square footage for a single-family home on a lot that size in Los Altos. From what we can tell it is only able to happen because of a proposed ADU. We believe it will most likely not be used for its intended purpose as separate unit - Tracy indicated that she believes it would most likely be for the new home's living space or home office.
- Due to the ADU, a 4-6 ft setback at varying points encroaches along the side of our home and backyard.
- A brand-new second story that impacts our and our neighbors' privacy.

Our home, built in 1951, is to the right at 534 Distel Drive if you're facing the property from the street. We purchased our home 15 years ago from the original owner's family. Tracy purchased the home from the family of the original owner, Dave, who recently passed away at over 100 years old. He and his wife built their home in 1952.

This neighborhood is characterized by homes with low profiles and space between properties. It's a nice and connected neighborhood that has met each September for a Distel Drive block party for decades. We know each other, neighbors chat in the street all the time and we stay connected through a busy group email.

Our main concern with the plans is that the proposed construction will encroach on the privacy that our home (and our neighbors' privacy) has enjoyed and was a key draw to us moving to Los Altos in the first place. Being in your backyard without intimidation / nuisance of observation from a second floor was an expectation.

In addition, we are also concerned about the two-story house's shadow affecting our solar panels and backyard. Tracy said the two-story part is ~30 feet away from our property line. We are not engineers, but we hope that will be enough so that we don't have an obstruction of shade on our backyard and our solar panels preventing them from producing electricity. We

assume that she won't change her current plans and move the second floor closer to our house. But, if so, would she need to alert us if her proposal obstructed our solar panels?

Lastly, we value that our neighbor's setback is not directly on top of ours. This new proposal pushes the walls of the ADU up to within four feet of our fence and yard. We are left with some other questions as well:

-
- What precedent would be set on ADUs, space and privacy encroachment for the next home on the block that sells and gets developed?
- What will the Planning Division and City of Los Altos do to ensure this proposed ADU will be used toward its intended purpose?
- Will each home no longer have that nice 10 ft space on either side?

This extremely large two-story structure affects our home, the privacy of ourselves and neighbors and creates a new makeup and overall feeling of the street and surrounding area made up of mostly one-story homes. We are glad that the review process includes the owner/developer gathering neighborhood input. We feel it's important that the City of Los Altos hear from neighbors and hope some changes might be proposed.

We have some logistics questions:

- Will you let us know the timeline on the review of these plans?
- What might be the process for us to learn about any changes from the ones she shared and for us to comment on?
- Will you let us know when this property construction might be going to the (twice monthly) public meeting so that we and most likely other concerned neighbors can plan to attend?
- Is there anything we need to know about how to proceed to share our concerns or to learn about any changes to her plans, if necessary.

We know this is a lot of comments and questions to be asking the City of Los Altos. We apologize.

We appreciate your thoughtful attention to this,

Bronwyn O'Malley & Olaf van der Geest

Owners of 534 Distel Drive

We currently live out of the area.

We are not collecting mail at Distel Drive.

Please send any communication via:

olafandbronwyn@hotmail.com

+310638517047

From: Marc Delingat

Sent on: Friday, May 2, 2025 3:40:16 PM

To: Public Comment - ZA <ZApUBLICcomment@losaltosca.gov>; Stephanie Williams <swilliams@losaltosca.gov>; Nick Zornes <nzornes@losaltosca.gov>

CC: Anke Delingat

Subject: Objections to the plan for 524 Distel Drive in Los Altos.

Good Morning.

On Saturday April 26 the current owner of the house at 524 Distel Drive, Tracy Hsu, met with us to review the plans for a new house with an attached ADU. The current plans show a new construction that adds a second story of significant size.

Our primary concern with the plans is the direct and substantial impact this second story will have on the privacy we currently enjoy. The proposed plans include several large windows on the second floor, specifically in the master bedroom, bathroom, and closet, which will have a clear and unobstructed view directly into our backyard. This design directly contradicts the principles outlined in the Los Altos Single-Family Residential Design Guidelines, which place a significant emphasis on carefully designing houses to prevent unreasonable invasion of neighbors' privacy, particularly from second-floor windows. These guidelines advise studying sight lines and carefully sizing and placing windows to eliminate views into neighboring homes and yards. The proposed window placement will eliminate the privacy we currently cherish and significantly impair our ability to comfortably use our outdoor space for relaxation, recreation, and family activities.

The northern section of Los Ninos Way, Distel Drive, south of Alvarado Avenue is characterized by single-story homes. This established "low profile" is a defining feature of our neighborhood, contributing to its unique charm, a characteristic that the City of Los Altos has historically valued. The proposed construction, with its substantial second-story addition extending even over the covered porch, appears disproportionately large and out of scale with the surrounding properties. This significant change in bulk and massing will fundamentally shift the visual appeal and overall feeling of our neighborhood, moving away from the established aesthetic.

During our conversation with the developer, we suggested considering design plans similar to the recently completed home at 532 Los Ninos Way. This residence thoughtfully integrated with the existing single-story aesthetic of the neighborhood, demonstrating that alternative designs exist that can meet the homeowner's needs without negatively impacting neighboring properties or the neighborhood character. However, the developer indicated that this was not a viable option and that she intends to proceed with the two-story design. We were also informed that any revisions to her plans based on neighborhood feedback would only be considered after receiving feedback from the planning department, prompting us to write this letter to you.

Given the significant loss of privacy we will experience and the detrimental impact on the character of our neighborhood, we respectfully request that you do not approve the proposed second story for 524 Distel Drive. We believe that the scale and design of the current proposal are not in harmony with the surrounding single-story residences and will negatively affect the quality of life for neighboring residents. Approving this project would be inconsistent with the City's stated goals of preserving neighborhood character and protecting residents' privacy, as articulated in its design guidelines and zoning policies.

We would appreciate the opportunity to discuss our concerns further in person and are prepared to submit additional materials, including photographs and visual aids, to illustrate the extent of the privacy intrusion that the proposed second story would cause.

Please inform us of the timeline for the review of these plans and the process for us to formally present our case.

Thank you for your time and consideration of this important matter.

Sincerely,

Marc and Anke Delingat

529 Los Ninos Way

Los Altos, CA, 94022

+1.408.316.1278

From: tim hsu
 Sent: Friday, May 9, 2025 1:33 PM
 To: Sean Gallegos <sgallegos@losaltosca.gov>; Planning Services
 <planning@losaltosca.gov>
 Cc: Hsu Day
 Subject: Objection to Proposed Two-Story Development at 524 Distel Dr. Los Altos

Dear Mr. Gallegos:

I met with Tracy Hsu, the current owner of the property at 524 Distel drive. Tracy is also the president of Mission Development Group. She indicated that she plans to build a new two story building and put it on market for sales immediately after completion.

I am the resident right across from her property at 519 Distel Dr.

I am writing as a concerned resident of Los Altos to strongly object to the proposed two-story development at 524 Distel Dr, which is directly in front of my home. I believe this particular project raises significant concerns that should be taken seriously.

1)Privacy and Light Concerns: A two-story structure in such close proximity to our home will significantly infringe on our privacy, as the upper floors with huge windows (approx 8 feet) will have direct line-of-sight into our windows. In addition, the structure will block natural sunlight that we currently enjoy, particularly during the afternoon hours.

2)Neighborhood Character: Our neighborhood is predominantly composed of single-story homes with generous setbacks. A large, contemporary two-story building will dramatically alter the character of the street and set a precedent for further developments that are incompatible with the existing scale and style of the area.

3)Traffic and Safety: Increased density with a two story building and a large approx 1,200sf detached ADU for potential rental property could bring additional cars, worsening traffic and increasing safety concerns for pedestrians and children in the neighborhood.

4)Property Value Impact: The proposed development may negatively affect the value of surrounding homes due to its scale and impact on quality of life.

I respectfully request that the City of Los Altos carefully reconsider the approval of this

project and explore alternative designs that are more compatible with the neighborhood context. I would also like to request notification of any public hearings or updates regarding this project so I may participate in the review process.

Thank you for your attention to this matter.

Regards,

Tim Hsu
Day Hsu
519 Distel Dr.
Los Altos, Ca

From: Corinne Finegan Machatzke
Sent: Friday, May 16, 2025 6:07 PM
To: Sean Gallegos <sgallegos@losaltosca.gov>; Planning Services
<planning@losaltosca.gov>
Cc: Jens Machatzke
Subject: Proposed house design at 524 Distel Drive

Dear Mr. Gallegos and the Los Altos Planning Department,

I hope this email finds you well.

We live at 546 Distel Drive, one house over and on the same side of the street as the proposed house design at 524 Distel Drive.

I recently had an email correspondence with Tracy, the new owner. Tracy shared that she plans to build and sell the house. The plans show an attached ADU - developers are clearly using the attached ADU approach as a loophole to go above Los Altos square footage guidelines. They will tell the eventual buyer that they can unofficially connect the home and ADU. The developer will do this in order to maximize their profit to the detriment of the neighborhood.

My ask to the Los Altos Planning Department is to consider the scale of this home relative to others on the block. The proposed house design at 524 Distel Drive would approach 5K square feet, including the house (3.3K) plus attached ADU (1.5K) which can be just 4 - 6 feet from the property line. The immediate neighbors' quality of living will be negatively impacted by a 2 story building so close to the property line.

Thank you for your consideration.

Thank you,

Corinne Finegan Machatzke

546 Distel Dr, Los Altos, CA 94022

From: Guan Pang <btpangolin@gmail.com>
Sent: Monday, September 1, 2025 12:25 AM
To: Sean Gallegos <sgallegos@losaltosca.gov>; Planning Services <planning@losaltosca.gov>
Cc: Chuan Tang <chuanchuantang@gmail.com>
Subject: Strong objection to the proposed development plan of 524 Distel Drive

Dear Mr. Gallegos and Planning Officers,

We are writing as the owner of the property at **539 Los Ninos Way**, which we recently purchased. It has come to our attention — **not through any formal notification, but via other concerned neighbours** — that the rear neighbouring property at **524 Distel Drive** has been acquired by a developer, with plans to develop it into a massive **two-storey building**.

This email constitutes a **formal and strong objection** to the proposed development, based on the following significant concerns that affect our property rights, privacy, quality of life, and the broader character and integrity of the neighbourhood:

1. Invasion of Privacy and Overlooking

The proposed two-storey dwelling would stand approximately **26 feet tall**, with **13 window panels on the second floor directly facing our backyard**. Part of the new construction is to be **built on top of the existing swimming pool**, which is **extremely close to our property line**, with **minimal rear setback**. This design introduces a **severe and unacceptable level of overlooking** into our **master bedroom, living room, dining room, and entire backyard** — areas of high personal privacy. The proximity and elevation of the structure would **significantly infringe on our privacy**, creating constant exposure to neighbouring sightlines, and undermining the peaceful enjoyment of our home.

2. Loss of Natural Light and Visual Outlook

Due to its height and proximity, the proposed building will **block natural sunlight** currently reaching our backyard and interior spaces. This will adversely impact **lighting, ventilation, and the health of garden vegetation**. Furthermore, the structure will obstruct our previously open view of the sky, creating an **oppressive “wall effect”** and diminishing the overall aesthetic and environmental quality of our living space.

3. Incompatibility with Local Character

Our neighbourhood is characterised by **single-storey, low-density homes** that reflect a cohesive and harmonious style. The proposed two-storey development is **out of scale and inconsistent** with this established character. In terms of height, massing, and visual

impact, the project introduces a **visually intrusive presence** that would disrupt the architectural integrity and uniformity of the area.

4. Negative Impact on Property Values and Risk of Precedent

The cumulative effects of reduced privacy, diminished outlook, noise, and overdevelopment will likely **negatively affect local property values**, including our own. More importantly, approval of this application could **set a dangerous precedent**, encouraging further over-scaled developments that would **gradually erode the low-density character** of our neighbourhood and lead to **overpopulation, congestion, and community destabilisation**.

Conclusion

In light of these significant concerns, we respectfully request that the planning department **reject this development application**. The project poses clear risks to individual privacy, neighbourhood character, and community wellbeing, and should not proceed in its current form.

We appreciate your attention to this matter and welcome further discussion. Please feel free to contact us should additional information be required.

Yours sincerely,

Guan Pang and Chuanchuan Tang

Residents at 539 Los Ninos Way