File: 11268-18DR
Design Review to add 497 square feet to an existing 4,721 square foot single-family residence.

Summary: Design Review to add 497 square feet to an existing 4,721 square foot single-family (1-story) residence, totaling 5,281 square feet (Tier 2 Project: 5,001 to 12,500 sq. ft.). No grading is proposed.

Owner: Tom & Beverly Ashburn
Applicant: Tom & Beverly Ashburn
Lot Size: 1.1 Acres
APN: 510-23-013
Supervisorial District: #1

Gen. Plan Designation: USA (Monte Sereno)
Zoning: RHS-d1
Address: 19020 Ojai Drive, Los Gatos
Present Land Use: Single Family Residence
Approved Building Site: Yes

RECOMMENDED ACTIONS
A. Accept the Categorical Exemption, under Section 15301 (Class 1(e)(1)) of the CEQA Guidelines, Attachment A

B. Grant Design Review Approval subject to conditions outlined in Attachment B

ATTACHMENTS INCLUDED
Attachment A – Proposed CEQA Determination
Attachment B – Proposed Conditions of Approval
Attachment C – Location & Vicinity Map
Attachment D – Proposed Plans
PROJECT DESCRIPTION

The proposed project includes Design Review to add 497 square feet to an existing 4,721 square foot single-family (1-story) residence, totaling 5,281 square feet. The proposed addition includes a laundry room, storage space, enlarging the existing great room, and enlarging the master bedroom. The addition will be in the same general location as the existing residence. No grading or tree removal is proposed as a part of this project.

The lot is a 1.1 gross-acre parcel on the northwest corner of Matilija Drive and Ojai Drive in the unincorporated area of Santa Clara County. Both Matilija Drive and Ojai Drive are private roads. The existing paved driveway takes access from the intersection of Ojai Drive and Matilija Drive. The property is served by San Jose Water. No other site improvements are proposed outside of the addition area.

Setting/Location Information
The subject property is located in the southwestern portion of the unincorporated area of Santa Clara County, west of Highway 17 and south Highway 9. The neighborhood character consists of estate homes built in the late 1950’s ranging from 3,000 to 6,000 square feet. The property is located between the cities of Saratoga and Monte Sereno.

REASONS FOR RECOMMENDATIONS

A. Environmental Review and Determination (CEQA)
The proposed project qualifies for a Categorical Exemption, Section 15301 (Class 3e) Additions to existing structures.

B. Project/Proposal
1. General Plan: Urban Service Area – Monte Sereno
3. Zoning Ordinance: The proposed project meets the required development standards for a single-family residence in the RHS-d1 (Urban Hillsides Residential with Design Review -Tier 2) combined zoning district as summarized below:

   Front Setback: 30 feet
   Side Setbacks: 20 feet
   Rear Setback: 25 feet
   Maximum Height: 35 feet
   Stories: 3 stories

C. Design Review Findings:
Pursuant Section 5.50.040 of the County Zoning Ordinance, all Design Review applications are subject to the stated scope of review. The overall purpose of design review is to encourage quality design and mitigate potential adverse visual impacts of development. In the following discussion, the scope of review findings are listed in **bold**, and an explanation of how the project meets the required standard is in plain text below.
1. **Mitigation of any adverse visual impacts from proposed structures, grading, vegetation removal and landscaping:**

The project does not include removal of any existing trees, new landscaping, or grading. The addition is to provide a new laundry room, storage space, enlarge the existing great room and enlarge the existing master bedroom. The proposed additions do not create additional adverse impacts to the existing single-family residence beyond what is already existing. The rear height of the structure will be increased to allow for a taller great room at 17 ft. and 9 inches. However, as the existing residence is situated on an uneven pad, the west-rear elevation with the raised ceiling for the great room will have the same roof ridgeline as the rest of the existing rear of the residence. As such, the overall height, will remain the same.

The location of the residence is in a medium to highly visible location from the valley floor according to County GIS data. Existing vegetation is located along the intersection Ojai Drive and Matilija Drive. Additionally, the location of the residence is set further back from the main roads and is shielded with existing tall trees and landscaping to provide additional mitigation to soften the appearance of the structure as seen from the valley floor. As such, as sited and designed, the project does not create any visual impacts.

2. **Compatibility with the natural environment:**

The project does not include additional site improvements other than the addition to the existing single-family residence. Thus, the proposed project is designed to be compatible with the natural and existing environment.

3. **Conformance with the “Design Review Guidelines,” adopted by the Board of Supervisors:**

The proposed project conforms to the Design Review Guidelines. The siting of the proposed residence utilizes an existing foot print in a flat area of the parcel and requires no additional site improvements or grading. The proposed residence is surrounded by trees to the north, south, and along Ojai Drive and Matilija Drive, which will be maintained and protected during construction. Trees and landscaping maintenance have been added as part of the project conditions in Attachment B. Impacts on privacy and views of neighboring properties is minimal due to the existing vegetation. The existing residence is one (1) story and an increase in ceiling height for the great room area will not create additional visual impact as it is not above the existing ridgeline.

The architectural design of the proposed addition avoids excessive bulk and mass by incorporating undulating facades and varied roof planes. As a condition of approval, exterior colors for the house façade, trim and roof materials are to have a Light Reflectivity Value less than or equal to 45.
4. **Compatibility with the neighborhood and adjacent development;**

The neighboring properties are developed with single-family residences that are both one (1) to two (2) stories. The proposed residence is keeping with the characteristics of the surrounding neighborhood in that the proposed size, number of stories, and architectural design are compatible to adjacent developments along Ojai Drive and Matilija Drive. The project will not be obtrusive compared to the other developed parcels in the immediate vicinity due to the similarities in size, design, and screening provided by the existing vegetation.

5. **Compliance with applicable zoning district regulations; and**

Residential use is an allowed use in the RHS Urban Hillside Residential zoning district, and the project complies with the RHS zoning regulations. The proposed residence meets the required setbacks (30-feet front, 20-feet side, and 25 feet rear) and height (maximum of 35-feet). The proposed design is also in keeping with the -dl design guideline standards, and building massing standards in that the structure incorporate varied roof heights and use architectural elements such as windows and cornices to produce patterns of light and shade. Exterior colors are conditioned to be less than 45 in LRV.

6. **Conformance with the general plan, any applicable specific plan, other applicable guidelines.**

The proposed development substantially conforms with the Santa Clara County General Plan and Design Guidelines. The proposed project is an addition to an existing structure, located in a suitable portion of the site where the topography is flat. The one (1) story residence is well massed and does not require any grading, or new improvements, such as driveway or road improvements. The exterior color and materials will be conditioned to have an LRV of 45 or less to ensure compatibility with the surrounding environment.

**BACKGROUND**

The existing single-family residence was built in 1956. In 1984, a variance was approved for a side setback reduction from 20 ft. to 11 ft. to build an attached garage, but no additional encroachment is proposed with the subject application. A Design Review Exemption (DRX) was approved in January 1998 for an addition of less than 500 square feet to the residence. The current owner applied for Tier 2 Design Review on April 20, 2018 with a resubmittal on July 30, 2018 where the scope of the project was significantly reduced. On August 31, 2018 the application was deemed complete. The owner/applicant installed a project development sign on June 13, 2018 at the property as part of the public noticing requirement for design review. A public notice was mailed to all property owners within a 300-foot radius of the project on September 24, 2018 and was also published in the Post Records on September 20, 2018.
## ATTACHMENT A

### Notice of Exemption from CEQA

**To:** County Clerk-Recorder  
County of Santa Clara

**From:** Office of Planning & Research  
PO Box 3044, Room 222  
Sacramento, CA 95812-3044

<table>
<thead>
<tr>
<th>Project Title</th>
<th>Residence: 19020 Ojai Drive</th>
</tr>
</thead>
<tbody>
<tr>
<td>File Number (If applicable)</td>
<td>11268-18DR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Location</th>
<th>19020 Ojai Drive, Los Gatos, northwest corner of Ojai Drive and Matilija Drive, and east of the City of Monte Sereno. Zoning RHS-d1</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Public Agency Approving Project</th>
<th>County of Santa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Person or Agency Carrying Out Project</td>
<td>Lara Tran, Associate Planner</td>
</tr>
</tbody>
</table>

| Project Description (including purpose and beneficiaries of project) | Design Review to add 497 square feet to an existing 4,721 square foot single-family (1-story) residence, totaling 5,281 square feet (Tier 2 Project 5,001 to 12,500 sq. ft.). No grading is proposed. |

### Exempt Status check one/indicate type of State CEQA Guidelines section number:

- [x] Categorical Exemption [CEQA Guidelines 15301-15333]:
- [ ] Statutory Exemption [CEQA Guidelines 15260-15285]:
- [ ] Declared Emergency [15269(a)]:
- [ ] Emergency Project [15269(b)(c)]:
- [ ] General Rule [CEQA Guidelines 15061(b)(3)]:

<table>
<thead>
<tr>
<th>Reasons the project is exempt:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class 15301(e)(1)</td>
</tr>
</tbody>
</table>

Additions to existing structures provided that the addition will not result in an increase of more than 50% of the floor area of the structures before the addition, or 2,500 square feet, whichever is less.

The project proposes to add 497 square feet to an existing 4,721 square foot single-family (1-story) residence, totaling 5,281 square feet. The proposed addition will not result in more than 50% of the floor area of the structures before the addition, or 2,500 square feet. The additions will be in the same general location as the existing residence. No grading or tree removal is proposed as a part of this project.

<table>
<thead>
<tr>
<th>County Contact Person</th>
<th>Title</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lara Tran</td>
<td>Associate Planner</td>
<td>(408) 299-5759</td>
</tr>
</tbody>
</table>

**Date:** 9/26/18  
**Signature:** [Signature]

**Name/Title:** Lara Tran/Associate Planner  
**Approved by:** Leza Mikhail/Zoning Administrator

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File 11268-18DR  
19020 Ojai Drive  
Page 6  
Zoning Administration Meeting  
October 4, 2018 Item #3
ATTACHMENT B

Preliminary Conditions of Approval

11268-18DR

DESIGN REVIEW
CONDITIONS OF APPROVAL

Owner/Applicant:  Thomas Ashburn and Beverly Ashburn
File Number:  11268-18DR
Location:  19020 Ojai Drive, Los Gatos (APN: 510-23-013)
Project Description:  Design Review to add 497 square feet to an existing 4,721 square foot single-family (1-story) residence, totaling 5,281 square feet (Tier 2 Project 5,001 to 12,500 sq. ft.). No grading is proposed.

If you have any question regarding the following preliminary conditions of approval, call the person whose name is listed as the contact for that agency. He or she represents a particular specialty or office and can provide details about the conditions of approval.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Name</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning</td>
<td>Lara Tran</td>
<td>(408) 299-5759</td>
<td><a href="mailto:lara.tran@pln.sccgov.org">lara.tran@pln.sccgov.org</a></td>
</tr>
<tr>
<td>Environmental Health</td>
<td>Darrin Lee</td>
<td>(408) 299-5748</td>
<td><a href="mailto:darrin.lee@pln.sccgov.org">darrin.lee@pln.sccgov.org</a></td>
</tr>
<tr>
<td>Geology</td>
<td>Jim Baker</td>
<td>(408) 299-5735</td>
<td><a href="mailto:jim.baker@pln.sccgov.org">jim.baker@pln.sccgov.org</a></td>
</tr>
<tr>
<td>Fire Marshal</td>
<td>Alex Goff</td>
<td>(408) 299-5763</td>
<td><a href="mailto:alex.goff@sccfd.org">alex.goff@sccfd.org</a></td>
</tr>
<tr>
<td>Building Inspection</td>
<td></td>
<td>(408) 299-5700</td>
<td></td>
</tr>
</tbody>
</table>

STANDARD CONDITIONS OF APPROVAL

Planning
1. Development must take place in accordance with the approved plans, prepared by Kolhsaat & Associates, submitted to the County on July 30, 2018. If the project is considered a rebuild, all height and setback must conform to current zoning development standards.

2. Existing zoning is HS-dl. Maintain the following minimum setbacks:

   - **Front:** 30 feet
   - **Sides:** 20 feet
   - **Rear:** 25 feet
   - **Maximum Height:** 35 feet
   - **Stories:** 3
3. The exterior color surfaces (including walls, roof, window trim/accent, retaining walls, fences) of the structure must be of muted colors with light reflectivity value (LRV) of 45 or lower.

4. Maintain the existing landscaping and provide tree protection for north and easterly property lines per County tree protection standards during construction. Existing mature trees shall be protected to soften the appearance of the structure as seen from the valley floor.

**Environmental Health**
1. Maintain existing water connection with local water purveyor.

2. Maintain garbage service with the local service provider. Garbage service is mandatory within unincorporated areas of Santa Clara County.

3. All construction activities shall be in conformance with the Santa Clara County Noise Ordinance Section B11-154 and prohibited between the hours of 7:00 p.m. and 7:00 a.m. on weekdays and Saturdays, or at any time on Sundays for the duration of construction.

**Geology**
4. As plans indicate additional living area proposed is less than 500 square feet, Geology requirements are exempt. However, if it is later determined that more than 500 square feet will be added (or combined with any previously non-permitted space) a geotechnical report will be required.

**Fire Marshal**
5. Property is located within the State Response Area (SRA) and the Wildland Urban Interface (WUI) area.

**Building Inspection Office**
6. For detailed information about the requirements for a building permit, obtain a Building Permit Application Instruction handout from the Office of Building Inspection or visit their website ([www.sccbuilding.org](http://www.sccbuilding.org)).

**CONDITIONS OF APPROVAL TO BE COMPLETED PRIOR TO BUILDING PERMIT ISSUANCE**

7. For all trees to be retained with a canopy in the development area or interfaces with the limits of any proposed development on-site, the trees shall be protected by the placement of 5-foot tall rigid tree protective fencing as shown on final building plans and must include the following:
   a. Fencing should be placed along the outside edge of the dripline of the tree or grove of trees,
b. The fencing should be maintained throughout the site during the entire construction period and should be inspected periodically for damage and proper functions,
c. Fencing should be repaired, as necessary, to provide a physical barrier from construction activities,
d. The following sign shall be placed on all tree protection fencing and must remain until final occupancy. The sign must read: “Warning. This fencing shall not be removed without permission from the Santa Clara County Planning Office. County of Santa Clara tree protection measures may be found at: http://www.sccplanning.gov, or call (408) 299-5770 for additional details.”

8. Pursuant to §5.20.125, record a Notice of Permit and Conditions with the County Office of Clerk-Recorder, to ensure that successor property owners are made aware that certain conditions of approval shall have enduring obligation. Evidence of such recordation shall be provided prior to building permit issuance.

Environmental Health
9. Prior to issuance of a building permit, provide a sewer connection permit from the West Valley Sanitation District. Call (408) 378-2407.

CONDITIONS OF APPROVAL TO BE COMPLETED PRIOR TO OCCUPANCY OR ONE YEAR FROM THE DATE OF THE LAND DEVELOPMENT AGREEMENT, WHICHEVER COMES FIRST

Planning
10. Prior to final inspection, contact Lara Tran, at least a week in advance to schedule a site visit to verify the approved exterior colors have been installed as approved and existing landscaping is maintained.

Fire Marshal
11. An approved residential fire sprinkler system complying with CFMO-SP6 shall be installed throughout the structure (including existing residences when square footage is added).

NOTE: The fire sprinkler system shall be installed and finaled by this office prior to occupancy. A separate permit shall be obtained from this office by a state licensed C-16 contractor prior to installation. Please allow for a minimum of 30 days for plan review of fire sprinkler plans by this office.
AN ADDITION AND REMODEL FOR:
THE ASHBURN RESIDENCE
19020 OJAI DRIVE,
LOS GATOS, CA 95030

SCOPE OF WORK
- ADDITION TO THE EXISTING KITCHEN, FAMILY ROOM & BEDROOM WING
- ADDITION TO THE MASTER BATHROOM AND WALK-IN CLOSET
- CONSTRUCTION OF (N) COVERED PORCH AT FRONT ENTRY
- CONSTRUCTION OF (N) TRELLIS AT REAR OF HOUSE
- INSTALL (N) EXTERIOR WINDOWS AND DOORS
- REPAINT EXTERIOR OF THE BUILDING
- (N) MEP SYSTEMS TO ACCOMMODATE FLOOR PLAN

PROPOSED ADD 497 SF
DB CEIL HT 237 SF*
NO CHANGE
SUBTOTAL
NO CHANGE
TOTAL
SEE ABOVE**
REMOVE 260 SF
NO CHANGE
ADD 463 SF
TOTAL
5,455 SF
931 SF
6,386 SF
266 SF
133 SF
6,785 SF
6,548 SF
172 SF
148 SF
463 SF
7,331 SF

AREA CALCULATIONS:
FLOOR AREA
RESIDENCE
GARAGE
SUBTOTAL
CABANA
EQUIP SHED
TOTAL
LOT COVERAGE
ENCLOSED STRUCTURES
COVERED PORCHES
DECK
TRELLIS
TOTAL

* AREA WITH CEILING HEIGHT OVER 15 FT. (COUNTED TOWARDS PLANNING CALCULATIONS ONLY, NOT FOR DEMOLITION CALCULATIONS NOR FOR DETERMINATION FOR FIRE SPRINKLER REQUIREMENTS)

** NOT INCLUDING DBL. CEIL. AREA
NOTE:
• The Contractor shall verify all dimensions, elevations and conditions, prior to starting any field work.
• Any deviation called by field conditions, or any conditions different from those indicated on the plans shall be brought to the Architect's attention prior to installation.

SHEET
AN ADDITION AND REMODEL FOR:
THE ASHBURN RESIDENCE
19020 OJAI DRIVE • LOS GATOS, CA 95030

1
AS SHOWN
A-4
4/11/18

DEMOLITION
CALCS - ROOF
PLANS

APPLICANTS: TOM & BEVERLY ASHBURN
ROAD: 19020 OJAI DRIVE
COUNTY FILE NO.: 7/27/18

MODIFY EXISTING ROOF:
1081.88 SF

MODIFY EXISTING ROOF:
312.46 SF

REPLACED/ MODIFIED ROOF WITHIN EXISTING AREA:
1081.88 + 312.46 + 531.68 = 1926.02 SF

LEGEND:
NEW ROOF WITHIN AREA OF ADDITION, COUNTED TOWARDS PROPOSED ADDITION "B" ON DEMO CALCS.
NEW ROOF FRAMING WITHIN EXISTING AREAS, COUNTED TOWARDS ROOF "A4" ON DEMO CALCULATIONS
EXISTING ROOF TO BE REMOVED
EXISTING ROOF TO REMAIN

NEW ROOF:
COUNTED TOWARDS PROPOSED ADDITION B ON DEMO CALCS.

EXISTING ROOF AREA CALCULATIONS:
ROOF 1  1490.29
ROOF 2  2921.25
ROOF 3   2097.43
TOTAL ROOF AREA: 6508.97

(SEE DEMO TABLE A4 EXISTING ROOF)

EXCLUDE PATIO
82.71 sq ft
18.13 sq ft
18.19 sq ft
62.66 sq ft
195.34 sq ft

EXISTING ROOF PLAN

SCALE: 1/8" = 1'-0"

NEW WALLS WITHIN EXISTING RESIDENCE AREA ARE COUNTED TOWARDS 'A3'
NEW WALLS WITHIN NEW AREAS (SHADED) ARE COUNTED TOWARDS PROPOSED ADDITION 'B'

EXISTING ROOF PLAN

SCALE: 1/8" = 1'-0"

ROOF PLAN SHOWING NEW ROOF AREAS

SCALE: 1/8" = 1'-0"
NOTE:
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SHEET
AN ADDITION AND REMODEL FOR:
THE ASHBURN RESIDENCE
19020 OJAI DRIVE    •     LOS GATOS,  CA 95030

FRONT & LEFT ELEVATIONS

NEW EAST-(FRONT) ELEVATION

NEW SOUTH (LEFT) ELEVATION
NOTE:
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• Any deviation called by field conditions, or any conditions different from those indicated on the plans shall be brought to the Architect's attention prior to installation.

NEW WEST (REAR) ELEVATION

NEW NORTH (RIGHT) ELEVATION
NOTE:
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• Any deviation called by field conditions, or any conditions different from those indicated on the plans shall be brought to the Architect’s attention prior to installation.