



# City of Sunnyvale

## Meeting Minutes

### Zoning Administrator Hearing

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Wednesday, May 24, 2017

3:00 PM

West Conference Room, City Hall, 456 W.  
Olive Ave., Sunnyvale, CA 94086

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#### **CALL TO ORDER**

Gerri Caruso, Principal Planner, called the meeting to order at 3:00 p.m.

#### **PUBLIC HEARINGS**

**File #:** 2017-7241

**Location:** 1223 Townsend Terrace (APN: 202-37-008)

**Applicant / Owner:** Cornelia Haber (applicant) / Robert C and  
Meredith A Kunz Trustee (owner)

**Proposed Project:**

**SPECIAL DEVELOPMENT PERMIT** for a first story addition of 260-square feet to an existing two-story, single-family residence resulting in 2,894 square feet (including a 456-square foot garage) and 38% floor area ratio. The project includes a request for deviation to encroach into the required side yard setback.

**Reason for Permit:** A Special Development Permit is required to allow deviation from setback standards and architectural review.

**Project Planner:** Momoko Ishijima, (408) 730-7532,  
mishijima@sunnyvale.ca.gov

**Issues:** Setbacks, neighborhood compatibility.

**Recommendation:** Approve the Special Development Permit with Recommended Conditions

Ms. Caruso inquired if Momoko Ishijima, project planner, had any changes or comments.

Ms. Ishijima stated there were no comments leading up to the hearing but has received an email from a neighbor two hours prior to the hearing that expressed concern for the adjacent neighbor's privacy and protection for the oak tree. Ms. Ishijima will add a tree protection plan to the conditions of approval to be incorporated into the building permit set. This condition will require the applicant to consult a certified arborist to ensure the viability of the oak tree. While the addition has accounted for the tree and have designed to be built around it, staff felt it prudent to implement the protection plan and recommends the Zoning Administrator make the findings and approve the permit.

Ms. Caruso inquired after the tree staff was referring to which Ms. Ishijima proceeded to point out the tree on the set of plans provided in the staff report. The other plants are overgrown bushes.

Ms. Caruso opened the hearing to the applicant.

Robert Kunz, applicant and homeowner, stated he has owned the property with his wife Meredith for three a half years and has known the property prior to ownership. Mr. Kunz intends to improve the property and floor space, particularly the kitchen. Two areas of concern are to construct the addition to meet the homeowners association guidelines, thus have designed the addition to be in the back of the property at the lower level to ensure privacy for neighbors. The second concern is the oak tree since it is a key part of the property. He has considered options to make sure the tree stays healthy throughout the process of the addition. Mr. Kunz stated he is aware of the nature of the trees and the importance to keeping it safe. Plans have been made to bring in an arborist to make sure the tree will be healthy throughout the project development.

Ms. Caruso closed the hearing to the public.

ACTION: Approved subject to the findings and conditions of approval located in the staff report with the following addition:

1) Applicant must engage an arborist to determine a tree protection plan for the oak tree and maintain screening trees and shrubs along the property line during construction.

### **ADJOURNMENT**

Ms. Caruso adjourned the meeting at 3:08 p.m.