MEETING DATE: 10/6/08
ITEM NO: 8

COUNCIL AGENDA REPORT

DATE: October 2, 2008

TO: MAYOR AND TOWN COUNCIL

FROM: GREG LARSON, TOWN MANAGER

SUBJECT: UPDATE AND MERGE THE PRE-1941 DESIGN GUIDELINES AND THE RESIDENTIAL DEVELOPMENT STANDARDS FOR ALL SINGLE FAMILY AND TWO FAMILY DWELLINGS IN ALL ZONES EXCEPT THE RESOURCE CONSERVATION AND HILLSIDE RESIDENTIAL ZONES; INTRODUCE ORDINANCES AMENDING ZONING CODE CONSISTENT WITH DESIGN GUIDELINES.
ZONING ORDINANCE AMENDMENT A-08-001.
HISTORIC DISTRICT DESIGNATION APPLICATIONS HD-08-01, HD-08-02, HD-08-03 AND HD-08-04.
APPLICANT: TOWN OF LOS GATOS

RECOMMENDATION:

1. Hold the public hearing and receive public testimony;
2. Close the public hearing;
3. Take the following actions:

   a. **Residential Design Guidelines**
   Adopt the resolution with modifications as outlined in this report and/or discussed at this meeting to the Residential Design Guidelines (Attachment 6). **(MOTION REQUIRED)**

   b. **Town Code Amendment**
   - Accept report in the form of meeting minutes from the Planning Commission regarding the Town Code amendment. (Attachment 2) **(MOTION REQUIRED)**
   - Direct the Clerk Administrator to read the title of the ordinance. **(NO MOTION REQUIRED)**
   - Move to waive the reading of the ordinance. **(MOTION REQUIRED)**
   - Make the required finding that the proposed Town Code amendment is consistent with the General Plan. **(MOTION REQUIRED)**

PREPARED BY: BUD N. LORTZ
DIRECTOR OF COMMUNITY DEVELOPMENT

N:\DEV\CNCLRPTS\2008\Resguidelines.2.2.doc

Reviewed by: ____Assistant Town Manager ___✓__Town Attorney
____ Clerk Administrator ____Finance ___✓__Community Development

- Introduce the ordinance to effectuate the Town Code amendment (Attachment 11). **(MOTION REQUIRED)**
- Direct the Clerk Administrator to publish the ordinance within 15 days after adoption. **(NO MOTION REQUIRED)**

c. **Historic District Ordinance Amendments**

- Direct the Clerk Administrator to read the title of the four Historic District ordinances. **(NO MOTION REQUIRED)**
- Move to waive the reading of the ordinances. **(MOTION REQUIRED)**
- Make the required finding that the proposed Ordinances are consistent with the General Plan. **(MOTION REQUIRED)**
- Introduce the ordinances (Attachments 7 through 10). **(MOTION REQUIRED)**
- Direct the Clerk Administrator to publish the ordinances within 15 days after adoption. **(NO MOTION REQUIRED)**

BACKGROUND:

Town Council considered this matter on August 4, 2008 and continued the matter with directions to:

1) Incorporate the changes directed by Council in the Draft Residential Design Guidelines (RDG), and
2) To inform architects who have done work in Los Gatos, that the current draft of the Residential Design Guidelines is available for review and to encourage the architects to review the document and to provide input to Town staff.

The matter was scheduled to be heard by Council on September 15, 2008 but was continued without discussion due to the length of the agenda.

DISCUSSION:

A. Summary of Changes

The Draft RDG incorporates the changes as directed by Council discussed in the August 4, 2008 report on this matter. The guidelines also incorporate the following changes as directed by Council.

- Solar Panels – First bullet of Section 3.11.4 on page 37 has been modified to eliminate the comment regarding inconspicuous locations of the panels and now discusses how to design the panels.
- Compliance with historic preservation – On page 54, Section 4.10, the bullet sections were modified to be less negative and easier to read.

Staff also modified the incorporation of a native plant list in the draft RDG. The native plant list used by the Town of Los Gatos is specifically for properties located in the Hillside Area

and therefore, would not be applicable to the RDG. To meet the intent of this direction, the side bar on page 20 references a web site of the Santa Clara Valley Water District which lists recommended water wise and native plantings for the County.

B. Notice to Architects

Letters were sent to architects who have done work in Los Gatos, informing them that the current draft of the RDG is available on the Town's web site. The architects were encouraged to review the document and provide input to Town staff. Three letters were received (Attachments 16, 17 and 18). Staff does not believe that the comments warrant any changes to the RDG. Following is a summary of the comments with a response from staff:

- *Architects need more latitude on window style, building materials and architectural elements.* Staff Note: The guidelines require window styles and elements to be compatible with the architectural style of the house which is a design quality that the Town strives for. As for materials, the guidelines state that wood windows are common in Los Gatos and are desired. The guidelines allow for simulated wood materials and metal windows for modern style homes,
- *Roof pitches should be allowed to be varied in neighborhoods.* Staff Note: The guidelines do not prohibit varied neighborhood roof pitches.
- *Concern that hillside guidelines will be used for certain non-hillside area properties.* Staff Note: There are numerous hillside lots in Town that are not subject to the Hillside Development Standards and Guidelines (HDS&G). There are no criteria for these parcels to evaluate site constraints, visibility, grading, drainage, and retaining walls. The Town's current regulations also do not address the maximum house size permitted on lots greater than 30,000 square feet for properties outside of the hillside area. Therefore, the proposed guidelines require that parcels with an average slope of 10% or greater outside of the Hillside Area be governed by the proposed RDG and specific sections of the HDS&G. In addition, it is proposed that lots larger than 30,000 square feet be subject to the gross floor area requirements of the HDS&G.
- *Basement and cellar definitions should be revised to be consistent with Building Code definitions.* Staff Note: This is not possible since the Town has different definitions which allow exemptions to the FAR.
- *Define when the Town's Consulting Architect is required or eliminate this requirement and require all plans to be prepared by a licensed architect.* Staff Note: Staff does not recommend this change for two reasons:
  1) To provide property owner flexibility in design services selection and 2) to ensure the availability of independent professional design review for staff, the Planning Commission and the Council.
- *The neighborhood assessment worksheet adds additional time to the application process.* Staff Note: This is correct, however, the worksheet is intended to assist the application process, not hinder the process. The worksheet requires property owners and design professionals to focus their attention on important neighborhood patterns which Town staff and the deciding bodies will use when reviewing the appropriateness of design proposals in regards to neighborhood compatibility.

- *Need clarity regarding landscape requirements.* Staff Note: Discussed below.

STAFF COMMENTS:

Subsequent to Council's review on this matter, Council discussed the regulation of ornamental landscaping and the use of architectural copper. Based on these discussions, it is recommended that Council review the following sections of the draft RDG to ensure the wording is acceptable. If Council determines that the language should be modified, the specific changes should be included as part of the motion.

Landscaping

The sidebar on page 20 contains the following wording regarding landscaping:

> *Landscaping decisions are largely left to the discretion of the individual property owner. However, residents are encouraged to be aware and respectful of the landscape character of their neighborhood. The following are suggested guidelines.*
>
> *New landscaping should:*
> - *Respect the character defining landscape elements of the lot and adjacent neighborhood.*
> - *Preserve mature trees and hedges whenever possible.*
> - *Respect the tree and planting patterns of the block front.*
> - *Equal or exceed the quality and density of landscaping of the block front.*
> - *Limit the amount of hardscape paving in the front setback.*
> - *Use materials (e.g., lawn) similar to other homes along the block front.*
> - *Utilize a similar degree of formality or informality as seen on other district lots.*
> - *Drought tolerant and native plantings are encouraged to reduce water consumption. Applicants are encouraged to consult the Santa Clara Valley District's Water-wise Plant List at www.valleywater.org/Water/Water conservation/In the home/Water-wise plant list.shtm*

Architectural Copper

The sidebar on page 32 contains the following wording regarding architectural copper:

> *The use of Architectural Copper is discouraged because of its potential to contribute pollution to surface waters and the San Francisco Bay through urban runoff. Industrial, municipal and some other users are required to follow regulations and obtain permits for discharge under the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) permit program, which controls water pollution by regulating point sources that discharge pollutants into waters of the United States.*

Although individual homes that are connected to a municipal system, use a septic tank, or do not have a surface discharge do not need an NPDES permit, the potential for water contamination from copper is of concern to all Bay Area communities.

The major uses of architectural copper in residential construction are roofs, gutters, and copper-treated composite shingles.

If architectural copper is proposed, mitigation measures may be required which could include the following:

- *Use another roofing material of similar appearance, such as, coated steel or pre patinated copper.*
- *Cover the copper feature with a clear coating.*
- *Avoid use of chemicals that are applied at the construction site to accelerate copper patina development.*

The sidebar discussion was not previously translated into a specific guideline. Consequently, it is recommended that the following bullet be added at the end of Section 3.8.1 if the Council concurs that architectural copper should be discouraged.

- The use of architectural copper is discouraged. The mitigation measures contained in the sidebar may be required as determined appropriate by the deciding body on a case-by-case basis. Refer to sidebar.

Cellars

The Planning Commission has recently requested Council direction about cellars. Policy L.P.2.3 of the General Plan states "Encourage basements and cellars to provide "hidden" square footage in-lieu of visible mass". Some of the Commissioners interpret this to mean that an applicant should not maximize the allowable footage **and** propose a cellar although the structure has been designed so that the bulk and mass is compatible with the neighborhood. Section 3.3.2 of the draft RDG (page 23) attempts to clarify this issue by stating "Applications with cellar space will be carefully evaluated to ensure that substantial efforts have been made to reduce visible mass to ensure compatibility with the site's immediate neighborhood". Until the General Plan is updated to clarify the intent of Policy L.P.2.3, it is recommended that the following be added to the end of the sentence from the RDG noted above, "...and the floor area of the cellar shall not be evaluated or included in reviewing the overall floor area of the structure".

Since there is no clarification of Policy L.P.2.3 for parcels in the hillside area, it is recommended that the resolution to adopt the RDG include the following statement:

Further Resolved, the Town Council has determined that the intent of Policy L.P.2.3 of the General Plan relating to cellars, as defined in the Residential Design Guidelines, shall be incorporated in future updates of the Hillside Development Standards and Guidelines, the Grading Ordinance and the Cellar Policy for consistency.

CONCLUSION:

The RDG will provide up-to-date and comprehensive regulations to assist property owners and developers through the development review process. It is recommended that Council discuss the comments noted above. Additional changes directed by Council will be incorporated in the final document.

ENVIRONMENTAL ASSESSMENT:

It has been determined that these projects could not have a significant impact on the environment; therefore, the projects are not subject to the California Environmental Quality Act (Section 15061 (b)(3)).

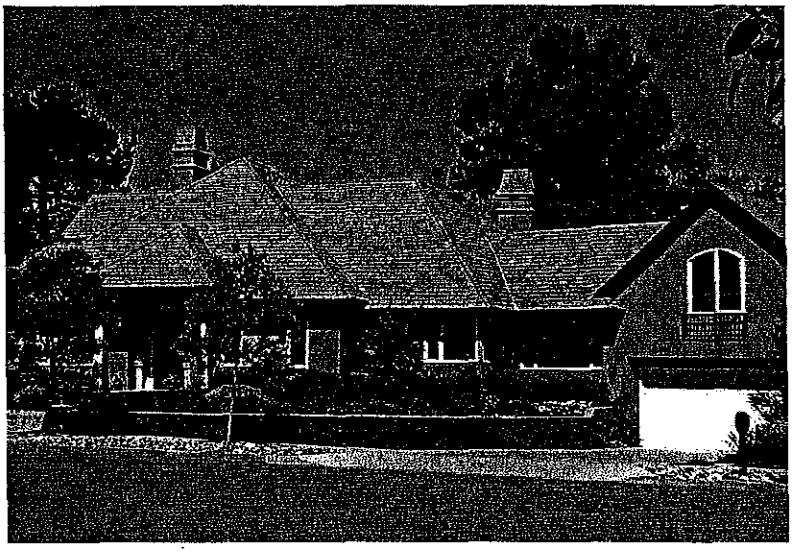
FISCAL IMPACT: None.

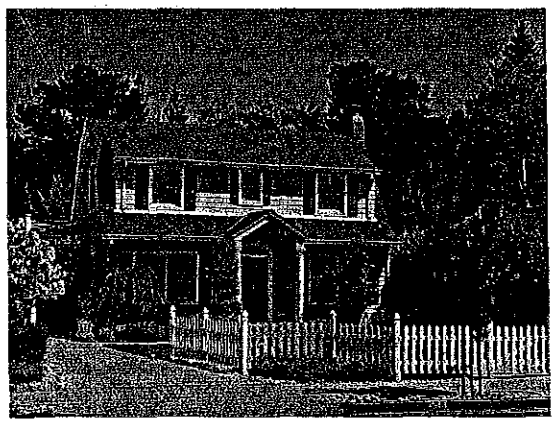
Attachments:
Previously Submitted to Town Council:
1. Draft Single and Two Family Residential Design Guidelines.
2. Excerpt of the Planning Commission meeting minutes of April 23, 2008.
3. Report to the Planning Commission for the meeting of April 23, 2008.
4. Excerpt of the Planning Commission meeting minutes of February 27, 2008.
5. Report to the Planning Commission for the meeting of February 27, 2008 (Exhibits 1 through 6 and 8 and 9 removed and incorporated as Attachments 1 and 6 through 10 and 12 and 13.
6. Draft Council Resolution.
7. Draft Ordinance amending the Almond Grove Historic District Ordinance.
8. Draft Ordinance amending the Broadway Historic District Ordinance.
9. Draft Ordinance amending the Fairview Plaza Historic District Ordinance.
10. Draft Ordinance amending the University/Edelen Historic District Ordinance.
11. Draft Zoning Ordinance Amendment.
12. Matrix of key changes.
13. Gross Floor Area Chart from the Hillside Development Standards and Guidelines.
14. Letter from the State Office of Historic Preservation, dated April 30, 2008.

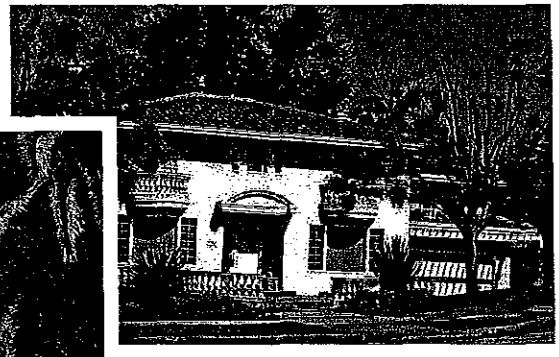
New Submittals
15. Draft #3 of the Single and Two Family Residential Design Guidelines, dated September 5, 2008.
16. Letter from Gary Schloh (one page) received September 10, 2008.
17. Letter from Terry Martin (two pages) received September 12, 2008.
18. Letter from Chris Spaulding (one page) received September 15, 2008.

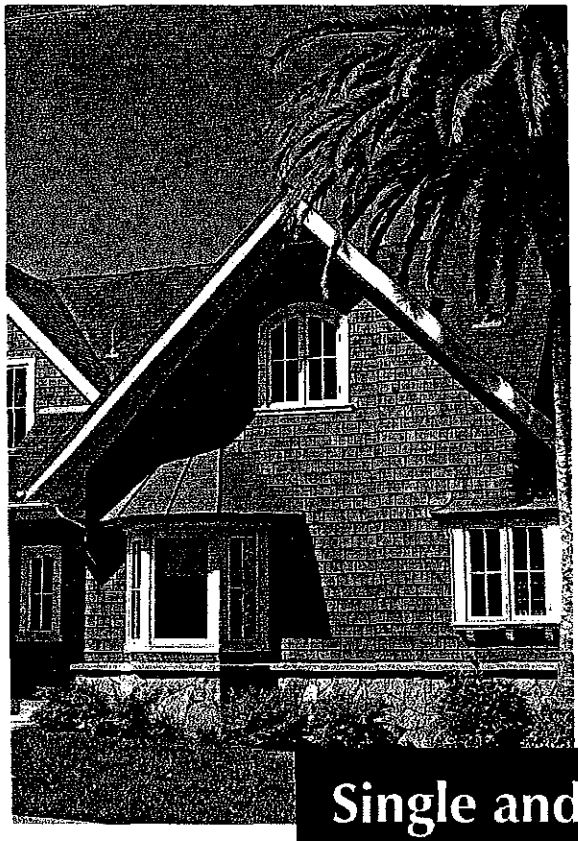
Distribution:
Larry Cannon, Cannon Design Group, 180 Harbor Drive, Ste 219, Sausalito, CA 94965

BNL:SLB:mdc









Single and Two Family Residential Design Guidelines

Town of Los Gatos

Town Council
Review Draft #3

September 5, 2008

[redacted]

Adopted by the
Los Gatos Town Council
xxxx xx, 2008

Town of Los Gatos
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CONTENTS

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Mike Wasserman	*Vice-Mayor*
Steve Glickman	
Diane McNutt	
Joe Pirzynski	

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Orry Korb	*Town Attorney*
Bud Lortz	*Community Development Director*
Randy Tsuda	*Assistant Community Development Director*
Sandy Baily	*Associate Planner*
Larry Cannon	*Town Architect / Cannon Design Group*

INTRODUCTION

The Town of Los Gatos has a great diversity of neighborhoods and residential structures constructed over a span of almost a century and a half. Many homes have grown and adapted over time to the changing needs of Los Gatos families, as well as to larger social trends and architectural fashions. Homes have grown larger in size, new types of interior spaces have become common, and parking needs have increased. Yet, a certain scale and ambience has been retained throughout the community that allows this wide diversity of homes and neighborhoods to coexist comfortably within a fabric readily recognizable as the Town of Los Gatos.

While many of the changes in home size and fashions have evolved over a fairly long time frame, the recent economic prosperity of the San Francisco Bay Area and the increased desirability of attractive communities located near employment centers has stimulated more rapid changes in residential architecture. Larger homes with Great Rooms, cellars, home offices, media centers, and large master bath suites are increasingly common. Given the limited number of undeveloped lots within the Town, much of this growth is occurring as additions to older and smaller homes or as demolitions and new home construction on lots within older, established neighborhoods.

The Town recognizes and welcomes the need for change, but desires that change occur in a manner that is respectful of the scale, texture, and character of the community's individual neighborhoods and unique natural setting. These guidelines contain a clear statement of community expectations to assist property owners and their design professionals in meeting the needs of individual families in a manner that is sensitive to and respectful of their respective neighborhoods.

1.1 APPLICABILITY

These design guidelines will be used by the Town staff, DRC, Planning Commission, Historic Preservation Committee, and Town Council in evaluating changes to existing structures and for new construction. They are applicable to all residential development within the Town that requires a discretionary approval or a building permit except for:

a. Parcels within the Town of Los Gatos Hillside Area which will be governed by the Hillside Development Standards and Guidelines.

b. Parcels containing more than 30,000 square feet which shall be subject to the gross floor area requirements of the Hillside Development Standards and Guidelines.

HOW TO USE THIS DOCUMENT

- Review the Community Expectations in the Introduction to obtain an overview of the characteristics and features valued by the Town.
- Drive and walk around your neighborhood to observe the scale, character and details of nearby homes. The use of the *How to Read Your Neighborhood Worksheet*, which is included as an appendix to these guidelines is strongly encouraged. Ask your architect or building designer to do the same.
- Review the Neighborhood Patterns and Building Design Guidelines in Sections 2 and 3.
- Review the Historic Resources Guidelines if your property is located in one of the Town's historic districts or was constructed prior to 1941.
- An early informal meeting with the Town's planning staff to review your preliminary plans and designs is generally a good idea to identify any special problems or concerns before you have committed large amounts of time and money for the preparation of application drawings and materials.
- Meetings with your neighbors to discuss their concerns and your designs are strongly encouraged. Note that neighborhood support is important but does not guarantee approval.

Should you have any questions about these guidelines, please contact the Community Development Department at (408) 354-6872.

INTRODUCTION
1

RELATIONSHIP TO OTHER PLANS

The design guidelines in this document are intended to reinforce and clarify the policies and guidelines included in the *Town of Los Gatos General Plan*.

The design guidelines in this document incorporate and replace the following:

- *Residential Development Standards for All Single Family and Two Family Dwelling*
- *Residential Design Guidelines for Royal Oak Terrace*
- *Residential Design Guidelines for the University Avenue Historic District*
- *Residential Design Guidelines for the Broadway Historic District*
- *Residential Design Guidelines for the Almond Grove Historic District*
- *Residential Design Guidelines for the Fairview Plaza Historic District*

c. Parcels with an average slope of 10% or greater outside of the Town of Los Gatos Hillside Area which shall be governed by these guidelines and the following sections of the Hillside Development Standards and Guidelines*:

- Constraints Analysis and Site Selection excluding the standards for the visibility from off site and ridge line view protection.
- Site Planning for:
  - Grading
  - Drainage
  - Driveways and Parking
  - Geologic Safety
- Site Elements for Retaining Walls

* *The use of the Hillside Development Standards and Guidelines (HDS&G's) is intended to implement the Town of Los Gatos' vision statement for its hillside and to ensure that all development is in compliance with the goals, policies, and implementing strategies of the General Plan. In reviewing an application using both the Residential Design Guidelines and the HDS&G's, the standards and guidelines of the HDS&G shall both be discretionary. The deciding body will need to take into account the character of the surrounding neighborhood and environment when implementing a strategy or guideline.*

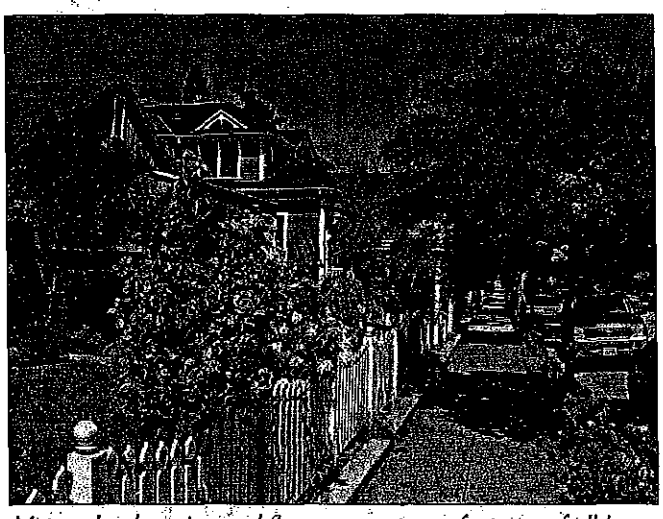
1.2 PURPOSE

The guidelines contained in this document are intended to accomplish the following:

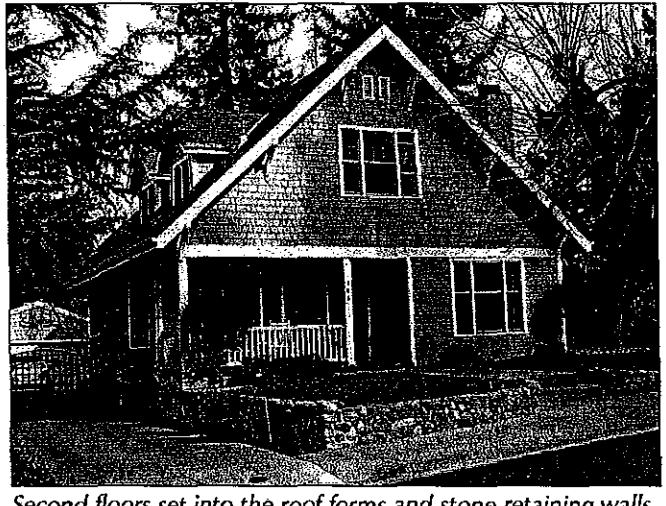
- Provide guidance to Town staff, property owners and their design professionals in designing new houses and remodeling existing structures.
- Provide a greater degree of project review and approval predictability.
- Ensure that new development is compatible with its surrounding neighborhood.
- Establish a high level of design quality.
- Reinforce the special qualities of the Town's visual character.
- Streamline the development review process by more clearly communicating community expectations to property owners and developers.

1.3 SETTING

The Town of Los Gatos' unique qualities are a result of its lovely natural setting, long development history, and residents' pride in home and neighborhood. Each neighborhood is unique unto itself, and the size and style of homes vary throughout the community from small cottages to much larger and more formal homes. And yet, Town tradition and a concerted effort by the Town's staff, elected officials, and appointed boards have resulted in an environment and a collection of neighborhoods with a strong sense of community.

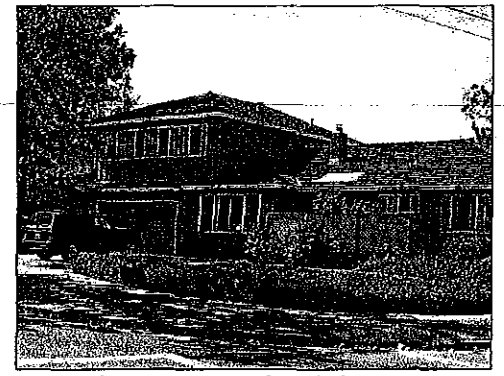


Mature landscaping and flowers are strong features of all Los Gatos neighborhoods



Second floors set into the roof forms and stone retaining walls are common in older Los Gatos neighborhoods

INTRODUCTION 1



One and two story Ranch Style homes are concentrated in a few neighborhoods

Simple architectural styles sit comfortably in some neighborhoods beside more complex Craftsman Style houses

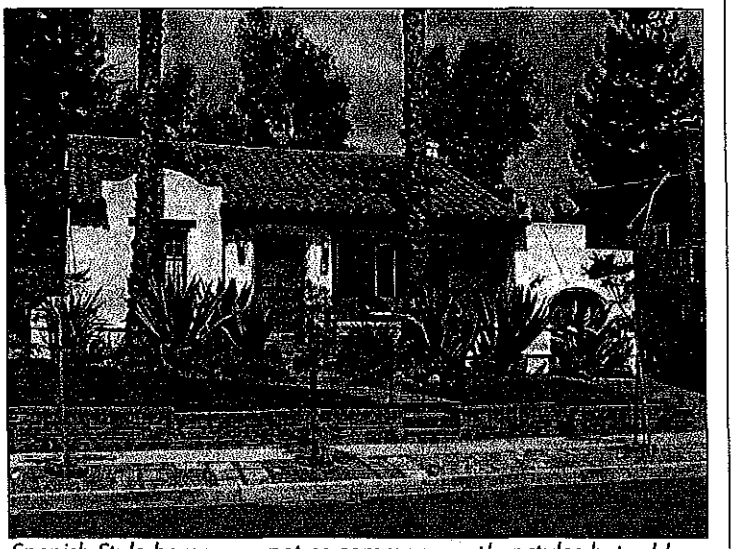
Los Gatos' four residential historic districts and many Pre-1941 homes add to the Town's character and uniqueness

Many new homes reflect traditional architectural styles

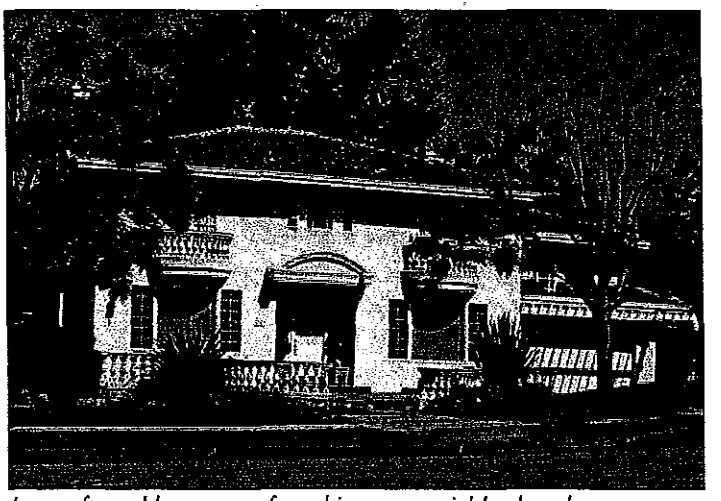
Parking for cars is subordinate to the home in most neighborhoods

INTRODUCTION 1

Many larger homes have been designed as one-story structures with sensitivity to their surrounding neighborhoods



Spanish Style homes are not as common as other styles but add variety and interest to several neighborhoods



Larger formal homes are found in some neighborhoods

ARCHITECTURAL STYLE

These guidelines are not intended to establish or dictate a specific style. The Town's residents appreciate their community's diversity of architectural styles. Applicants are asked to look at both older and more recent homes which have been designed with sensitivity to their surroundings and with attention to high quality details and landscaping.

While a wide range of architectural styles is acceptable, there is an expectation that any specific style selected will be carried out with an integrity of forms and details that are consistent with that style. The following resources may be useful to homeowners and design professionals in understanding the special qualities of specific house styles.

- **A Field Guide to American Homes**
  Virginia & Lee McAlester
  Alfred A. Knopf, 2000
- **The Abrams Guide to American House Styles**
  Wilkin Morgan
  Harry N. Abrams, Inc. 2004
- **House Styles in America**
  James C. Massey
  Penguin Studio, 1996
- **Celebrating the American Home**
  Joanne Kellar Bouknight
  The Taunton Press, 2005
- **The Distinctive Home, A Vision of Timeless Design**
  Jeremiah Eck
  The Taunton Press, 2005
- **Traditional Construction Patterns: Design & Detail Rules of Thumb**
  Stephen A. Mouzon
  McGraw-Hill, 2004

1.4 COMMUNITY EXPECTATIONS

- Homes will respect the scale and character of their immediate neighborhoods.
- Homes will maintain a friendly presence to the street.
- Structures will be designed with architectural integrity with design and material consistency on all facades.
- Structures will be constructed with high quality materials and craftsmanship.
- Attention will be given to architectural details consistent with the individual architectural style.
- All aspects of the project will respect the natural setting and features of a site.
- Mature landscaping will be preserved whenever possible.
- Attention will be given to parcel landscaping that is sympathetic to the neighborhood.
- Homes will be designed with respect for the views, privacy and solar access of their neighbors.
- Drought tolerant and native plantings are encouraged to reduce water consumption (see Appendix F).
- Structures will be designed to be energy and water efficient, constructed using building materials that reduce resource consumption, and take advantage of renewable resources where appropriate.

1.5 HISTORIC PRESERVATION

By ordinance, special review attention is given to demolitions, additions, renovations, and new buildings within the Town's one Commercial and four residential Historic Districts. Special attention is also given to any building constructed prior to 1941. Projects within historic districts and some Pre-1941 structures will require review by the Los Gatos Historic Preservation Committee.

The general guidelines in Chapters 2 and 3 of this document provide some basic guidance for good planning and design for any parcel within the Town. Chapter 4 includes some additional requirements and guidance for Pre-1941 residential structures and for properties within the Town's Historic Residential Districts. These should provide a good overview of community requirements and expectations. However, applicants with Pre-1941 properties and those within an historic district should review the appropriate Town ordinances to ensure a full understanding of the requirements. Town staff can assist in providing these ordinances and in identifying affected properties if you are unsure.

In addition to buildings, there are also other features (e.g., stone walls and fences) which contribute to the Town's character and heritage. Only a few of these are identified individually by Town ordinance, but property owners are asked to be sensitive to these features and to integrate them into their plans whenever possible.

1.6 HOW TO READ YOUR NEIGHBORHOOD

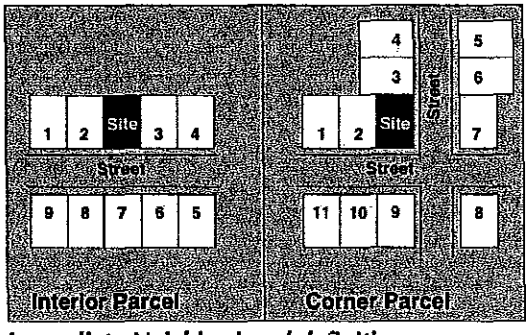
A special workbook has been prepared to assist property owners and their design professional in looking at their neighborhoods when assessing appropriate design plans, styles and details. In addition to the neighborhood patterns and details noted in the workbook, consideration must be given to ensure that privacy and shadow impacts on properties within and outside the immediate neighborhood are evaluated. The hope is that a greater awareness of one's immediate neighborhood will bring increased design sensitivity to the design of both additions and new homes.

The workbook also provides some guidance as to the context that will be used by the deciding body in reviewing the appropriateness of design proposals to neighborhood compatibility. The greatest attention will be given to the *immediate neighborhood* where nearby home owners are most likely to be confronted with the new house or addition on a daily basis, and where other residents driving by are most likely to see the new structure in the context of the nearby homes.

Recognition will be given to the fact that a house design which is appropriate in one neighborhood may not be appropriate in another neighborhood. Some neighborhoods have a distinctive character and scale while others are much more mixed and transitional. In addition, some houses were constructed with little consideration to the neighborhood architectural style or its site characteristics. Others were remodeled with little sensitivity to the existing architectural style. These aberrations will not be considered when analyzing a neighborhood. The presence of significantly different house styles or large scale houses located at a greater distance from the applicant's site will be given less weight than the immediate neighborhood.

Common sense should be used when applying the diagram below to a specific site context. If in doubt, please consult with Town staff for guidance.

The diagram below illustrates the Town's interpretation of the immediate neighborhood in standard subdivisions. There are several factors in determining an immediate neighborhood when this diagram may not be applicable. These factors include, but are not limited to, location and visibility of the building (e.g., terrain of the lots, lots with multiple frontages and diversity of parcel size).



Immediate Neighborhood definition

GENERAL DESIGN PRINCIPLES

The following principles have been used in the development of these guidelines and will be used by the Town to evaluate plans and designs that are not covered by a specific design guideline.

- Encourage a diversity of architectural styles consistent with the neighborhood context.
- Design to blend into the neighborhood rather than stand out.
- Reinforce prevailing neighborhood development patterns.
- Design street setbacks with sensitivity to the predominant street front character.
- Maintain home entries with a strong visual connection to the street.
- Avoid garages and carports that dominate a home's street frontage.
- Relate a structure's size and bulk to those in the *immediate neighborhood*.
- Utilize roof forms and pitches similar to those in the *immediate neighborhood*.
- Design with architectural integrity on all sides of the structure.
- Relate auxiliary structures to the style and detail of the main house.
- Use materials that are consistent or compatible with the neighborhood.
- Use quality materials and workmanship.
- Select colors to blend with the neighborhood.
- Preserve mature landscaping wherever possible.
- Design structures to be energy and water efficient and which take maximum advantage of renewable energy resources, where appropriate.

MAXIMUM FLOOR AREA RATIO (FAR)

Maximum house and garage sizes are established by the Floor Area Ratio (FAR) standard set forth in the Town of Los Gatos Zoning Ordinance.

How: The Ratio is applied to the total area of the building by the size of the lot. (i.e., a 10,000 square foot lot on a 5,000 square foot lot with an FAR of .0.30)

The maximum allowable floor areas are established by the formulas below which will be used in conjunction with the design guidelines to determine allowable building sizes.

- Lot size in lot area in thousands of sq. ft. (e.g., 7,500 sq. ft. is 7.5)
- Basements are included in the allowable FAR; cellars are not (see Glossary).
- All structures, excluding garages, on lots between 5,000 and 30,000 square feet

  FAR = .35 – (.01 × lot size in thousands)

  e.g., .35 – (.01 × 7.5) = .275
- Garages on lots between 5,000 and 30,000 square feet

  FAR = .10 – (.01 × lot size in thousands)

  e.g., .10 – (.01 × 7.5) = .025
- All structures (excluding up to 400 square feet of garage space) for lots smaller than 5,000 square feet

  FAR = .40 – (.01 × lot size in thousands)

  e.g., .40 – (.01 × 4.5) = .355

Exceptions to the above calculations: If 25% or greater than 10% of the net lot area shall be excluded according to the following standards:

Average Lot Slope

Percent of net site to be deducted

10% – 20% = 10% plus 2% for each 1% of slope over 10%

21% – 30% = 30% plus 3% for each 1% of slope over 20%

Over 30% = 60%

- Parcels containing more than 30,000 sq. ft. are subject to the Hillside Development Standards and Guidelines.

1.7 DESIGN REVIEW PROCESS

Applicants are encouraged to meet with staff prior to formally submitting a development application. Staff may be able to highlight issues and concerns related to a specific site, to a neighborhood, or to the architectural design of the house or addition.

Once a formal application is submitted, the staff will review the application for completeness and for planning and design issues.

Development applications may be approved by the Director of Community Development, the Development Review Committee (DRC), or the Planning Commission, depending on the scope of work.

For many projects, designs are also reviewed by the Town's Consulting Architect for further evaluation of neighborhood compatibility and design excellence. While not conclusive, substantial weight is given to the recommendations of staff and the DRC in making a determination on the application.

DESIGN REVIEW SUBMITTAL REQUIREMENTS AND APPROVAL PROCESS

- Refer to the application forms available at Town Hall or on-line at *www.losgatosca.gov*.

Should you have any question about the submittal requirements, review procedure or the guidelines, please contact the Community Development Department at (408) 354-6872.

NEIGHBORHOOD PATTERNS

Neighborhoods in the Town of Los Gatos vary widely, reflecting the community's growth over time. Older neighborhoods near Downtown and along Loma Alta and Johnson Avenues have a regular street grid pattern along with curbs, gutters and sidewalks, while newer neighborhoods often have a more varied street pattern. Street patterns, parcel sizes, the presence of sidewalks and curbs, and home designs in some neighborhoods vary greatly while those in others are much more regular and similar - often a reflection of lots developed in the subdivisions of their day. The general types of neighborhoods, excluding the Town's hillside neighborhoods which are covered by other guidelines, are described in the sidebar.

Sensitive additions and new homes will vary from neighborhood type to neighborhood type and from parcel to parcel. However, the broad intent of these guidelines is to respect the scale and character of each of the Town's individual neighborhoods. The emphasis is on "neighborhood compatibility" with the recognition that some change is inevitable and may be an improvement to the existing structure and/or neighborhood.

2.1 GENERAL NEIGHBORHOOD DESIGN PRINCIPLES

The following principles have been used as touchstones for the development of individual Neighborhood Pattern Guidelines. In the event that the specific guidelines do not clearly address a given condition, these principles, along with the General Design Principles on page 11 should be consulted for direction. The following principles will be used by the deciding body when evaluating projects, and when considering the acceptability of unique proposals that vary from the specific guidelines.

- **Residential development shall be similar in mass, bulk and scale to the immediate neighborhood. Consideration will be given to the existing FAR's, residential square footages and lot size in the neighborhood.**

  The Director of Community Development has the discretion to refer an application to the Planning Commission if the proposed FAR and/or floor area is at or near the largest in the neighborhood.

- **House entries shall be similar in orientation and scale to other homes in the immediate neighborhood.**

- **Garages and paved driveways used for parking shall be similar to what is most common for other homes in the immediate neighborhood.**

- **Mature landscaping should be preserved if at all possible.**

- **Pursuant to Town Code, the front yard shall be landscaped and the amount of impervious surface limited.**

IDENTIFIABLE LOS GATOS NEIGHBORHOOD TYPES

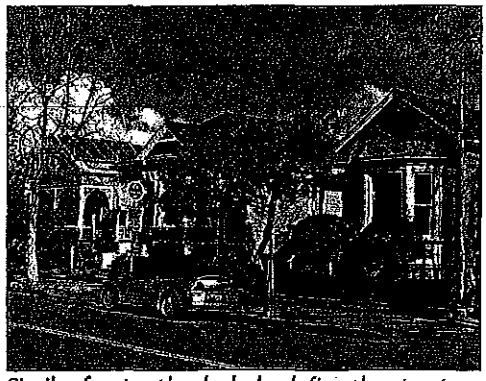
The following neighborhood types are the most common found in the Town. Each has its own special characteristics.

- **Traditional neighborhoods**
  (e.g. *The historic core around downtown including Almond Grove, broadway, University, Belden, and Fairview Plaza, along the Santa Cruz Avenue corridor, Johnson Avenue, and near the southern end of Los Gatos Boulevard*)
  - Regular lots
  - Traditional home designs of varying styles
  - Curbs, gutters and sidewalks

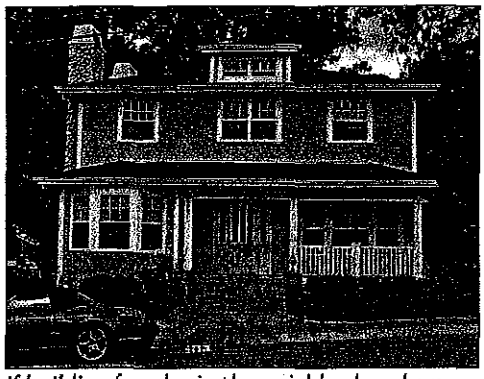
- **Subdivisions**
  (e.g. *Vista del Monte neighborhood and Belmont*)
  - Regular lots and street patterns
  - Homes of similar size and architectural style
  - Informal street edges

- **Informal Urban**
  (e.g. *Via Bertin, Stacey, and Blaney neighborhoods*)
  - Lot size variety
  - Widely varying house designs
  - Regular street patterns but with informal street edge (no curbs, gutters and sidewalks)
  - Informal landscaping with many larger and older trees

- **Semi-Rural**
  (e.g. *Cypress Way, Greenridge Terrace, Grove Street, Old Adobe, Quito Road, and many hillside areas*)
  - Lot size variety with typically larger lots
  - Often on sloping lots
  - Widely varying house designs
  - Informal street edge (often with no curbs, gutters or sidewalks)
  - Informal landscaping with many larger and older trees



Similar front setbacks help define the street edges

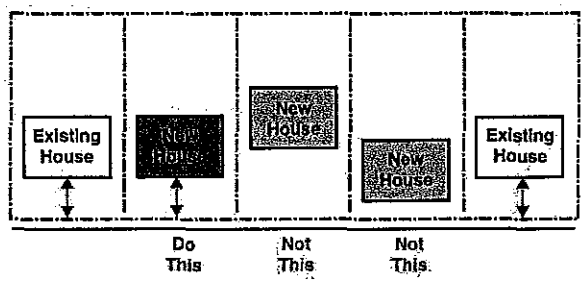


If building facades in the neighborhood are simple like the one above, avoid complicated and highly articulated facades like the example below

2.2 STREET PRESENCE

2.2.1 Relate building front and side setbacks to those on adjacent parcels

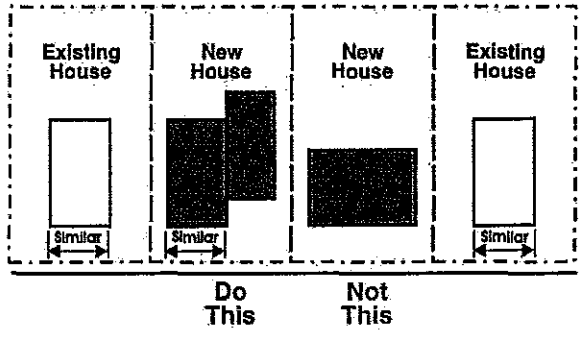
- If setbacks along a street front are uniform, match that setback.
- In cases where setbacks are varied in the neighborhood, new homes should match those of adjacent homes.
- Where adjacent homes have differing setbacks, try placing the home such that it uses an average of the two.



- *Exception: Where adjacent lots have a nonconforming setback, applicant may have the option of conforming to the required zoning setback. In some instances, a varied setback from the neighborhood pattern may be necessary or appropriate (such as lot constraints including topography, trees, creeks, lot size, and architectural style). It is the applicants responsibility to justify any request for a setback variation. The Town or deciding body will evaluate the applicant's rationale in conjunction with the design guidelines and other Town codes and policies.*

2.2.2 Provide front facade articulation similar to those predominant in the neighborhood

- If facades along a street front are generally simple, avoid large changes in front wall planes.
- Where front wall setbacks are varied in the neighborhood, new homes should relate more to those of adjacent homes. The width of projecting building masses and the amount of horizontal offsets in wall planes should also be similar.



2.2.3 Maintain a strong street presence on both street-facing facades of corner lots

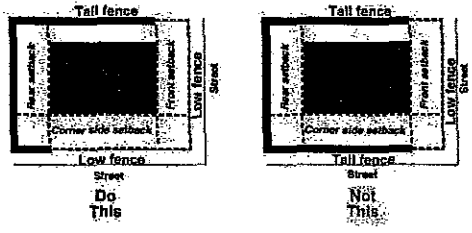
- Provide similar design articulation and details on both facades.
- Keep side yard fences low or limit their extent to the rear yard setback.

2.2.4 Relate any street visible fences and gates to the house facades

- Hold fences and gates back a minimum of 5 feet from the front facade.
- Use materials, colors and details that are similar to elements on the house.

When driveway gates are used, setting them back from front facade with materials, shape and color related to the front facade, like the example, above is encouraged

A low fence of approximately three feet and good design articulation gives this house a strong presence on the side street that is complementary to other front facades on that street



Fences taller than three feet should be avoided on corner lot sides

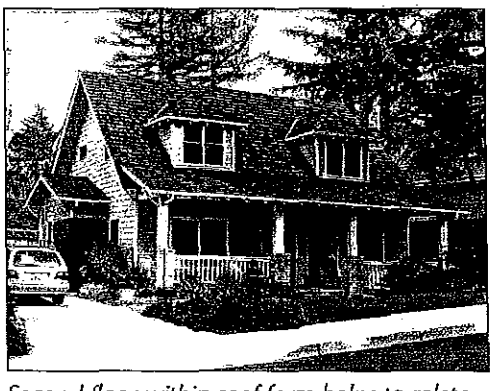
FENCE HEIGHT

Maximum fence height outside the front setback are typically six feet. Please contact the Community Development Department at (408) 354-6874 to discuss fences proposed within the front setback on corners of lots and exceptions which may be permitted for fence heights.

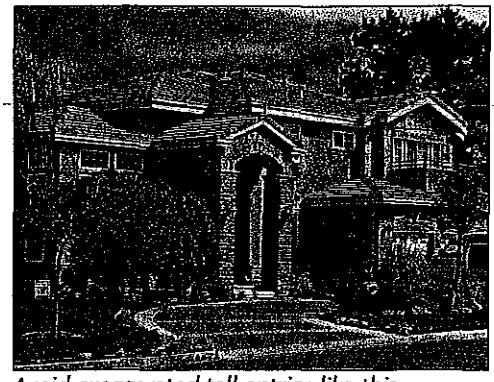
2.3 FORM AND MASS

2.3.1 Design two story houses in predominantly one story neighborhoods to blend with the smaller homes.

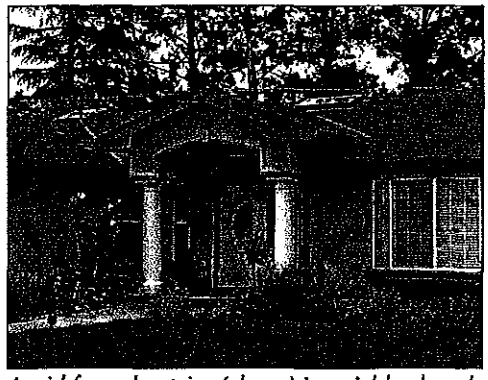
Two-story houses may not be appropriate for every neighborhood, For neighborhoods dominated by one-story homes, an effort should be made to limit the house to one-story in height or to accommodated second floor space within the existing roof. If a two-story house is proposed in this type of a neighborhood, the house shall be designed to blend with the smaller homes.



Second floor within roof form helps to relate larger home to smaller neighbors



Avoid exaggerated tall entries like this

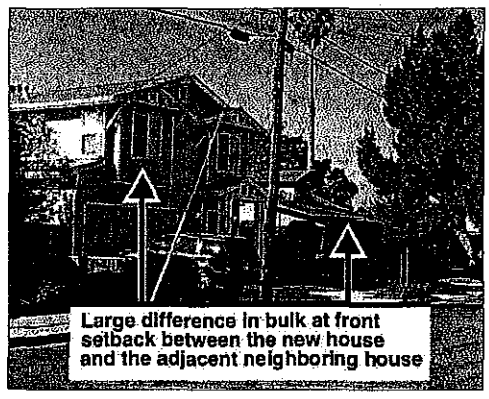


Avoid formal entries (above) in neighborhoods with informal homes and in Ranch Style neighborhoods where entries are located under roof eaves as in the example below.

Some techniques include:

- A combination of one and two story masses.
- Roof segments separating the first and second floor facades as shown in the example below.
- Porches with eave height similar to adjacent homes.
- Second floor area contained within the roof form.
- Deep recessed entries, porches and windows.

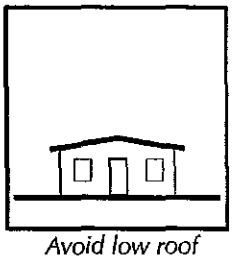
2.3.2 Avoid structures with height and bulk at front and side setback lines which are significantly greater than those of the adjacent homes



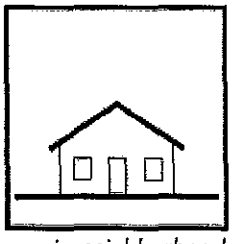
2.3.3 Design home entries that are sympathetic to others in the neighborhood

- Avoid very formal entries in neighborhoods that are more informal (e.g., Ranch Style) in character.
- Avoid tall entries unless that is the predominant entry type in the neighborhood.
- Provide entry porches when they are common in the immediate neighborhood.

2.3.4 Use roof forms and pitches that are similar to other houses in the neighborhood

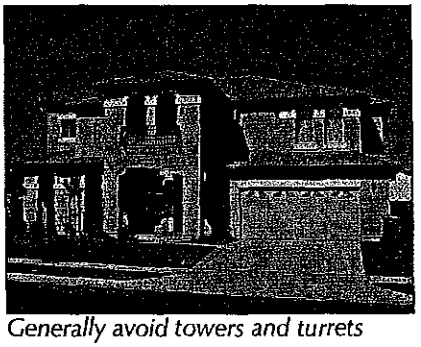


Avoid low roof pitches ...



in neighborhoods characterized by steeper roof pitches

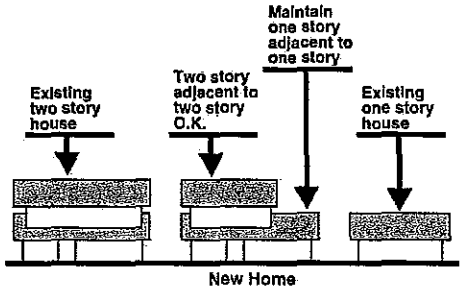
2.3.5 Avoid the use of tall towers or turrets unless they are integral to the architectural style



Generally avoid towers and turrets

2.3.6 Locate second floor mass to minimize impacts on the streetscape and adjacent neighbors

- In one story neighborhoods, place additions at grade level behind the existing house whenever possible.
- Place second story mass in locations appropriate to the height of adjacent homes.

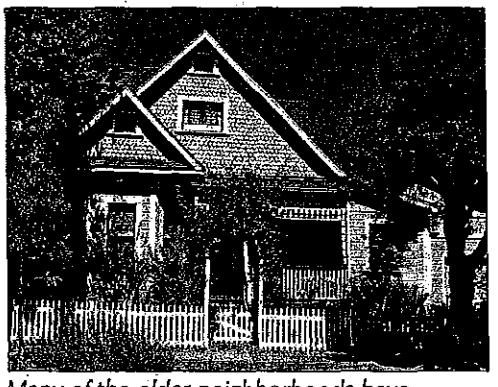


2.3.7 Minimize the mass of garages

- If detached garages exist in the neighborhood, consider a detached garage at the rear of the lot to reduce the mass and scale of the house (see examples in Section 2.4.1).

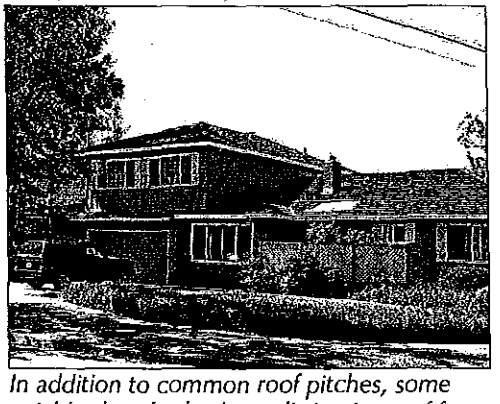
ROOF PITCHES

Many Los Gatos neighborhoods are characterized by distinctive roof forms or slopes.

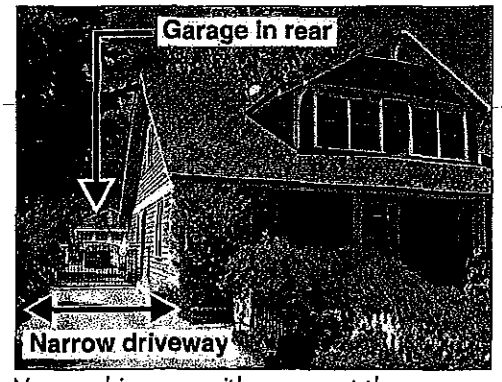


Many of the older neighborhoods have relatively steep roof pitches

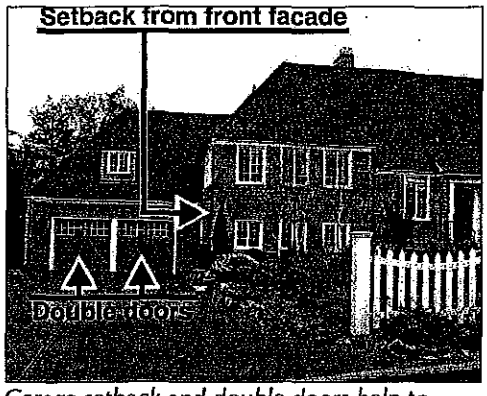
While others are characterized by lower pitches



In addition to common roof pitches, some neighborhoods also have distinctive roof forms such as the hip roofs on this house



Narrow driveways with garages at the rear are a common pattern in many Los Gatos neighborhoods



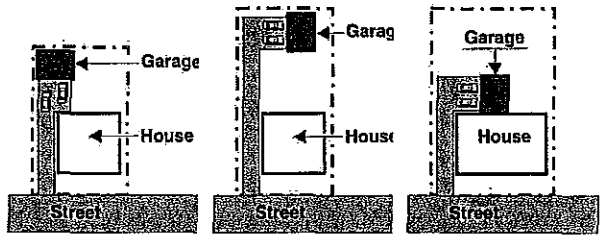
Garage setback and double doors help to minimize the visual impact of this garage

Side loaded garages are helpful in minimizing the visual impact of larger garages on the streetscape of a block

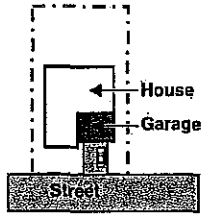
2.4 GARAGES

2.4.1 Locate garages to reinforce the predominant neighborhood pattern

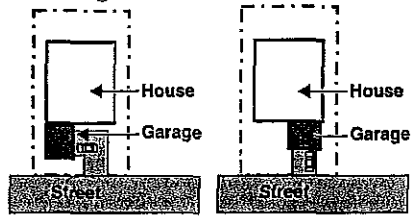
- Along street fronts with narrow driveways and garages located at the rear of parcels, repeat that pattern.



- Where garages near the front face of the houses are common, a similar location is acceptable, but the garage front should generally be set back from the front facade (See guidelines on page 25.)



- In neighborhoods with garages typically forward of the main house facade, the use of side loaded garages is strongly encouraged.

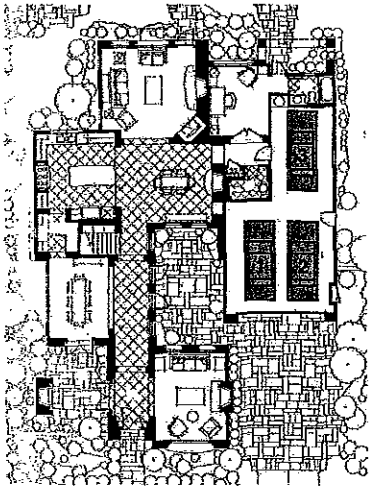


DO THIS NOT THIS

- Orient garages to rear alleyways where they exist and are commonly used for parking; Match locations and setbacks that are common along the alleyway; Uncovered surface parking spaces should be paved with special paving (e.g., Grasscrete or permeable modular pavers).

2.4.2 Minimize the impact of garage doors on the streetscape

- Limit the use of 3 car wide garages to locations that are not visible from the street or adjoining houses.
- In neighborhoods where 2 car wide garages are common, a tandem garage may be considered for a third garage space. (Note: Tandem spaces do not count toward required parking.)



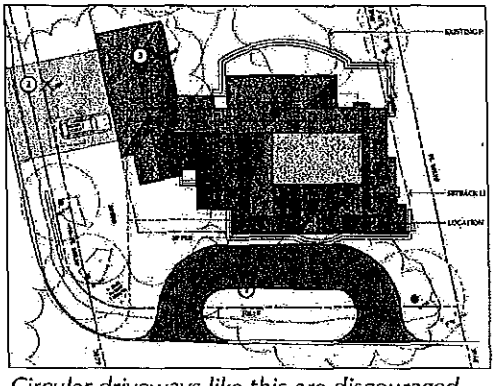
Three car tandem garage example

Tandem parking should be considered for 3 car garages in 2 car garage neighborhoods and for 2 car garages in 1 car garage neighborhoods

Good example of some techniques to fit a new house into an established traditional neighborhood

2.4.4 Limit the use of circular driveways

- Circular driveways are discouraged because they increase the amount of paving in front setbacks.
- Circular driveways may be considered for larger estate lots with wide street frontages where the width of the total driveway footprint is less than 50 percent of the parcel width.
- Where circular driveways are allowed, substantial landscaping should be provided along the street front, and special driveway paving materials and/or patterns should be provided.



Circular driveways like this are discouraged

2.4.5 Mitigate the impact of driveways on the streetscape

- Limit the width of curb cuts to the minimum size needed to access the garage. This will reduce the amount of paving in the front setback, and preserve on-street parking spaces.
- Utilize modular paving materials or special patterns or colors to break up paved driveway areas in front setbacks.

LANDSCAPING

Landscaping decisions are largely left to the discretion of the individual property owner. However, residents are encouraged to be aware and respectful of the landscape character of their neighborhood. The following are suggested guidelines.

New landscaping should:

- Respect the character-defining landscape elements of the lot and adjacent neighborhood.
- Preserve mature trees and hedges whenever possible.
- Respect the tree and planting patterns of the block front.
- Equal or exceed the quality and density of landscaping of the block front.
- Limit the amount of hardscape paving in the front setback.
- Use landscape materials (e.g., lawn) similar to other homes along the block front.
- Utilize a similar degree of formality or informality as seen on other district lots.
- Drought tolerant and native plantings are encouraged to reduce water consumption. Applicants are encouraged to consult the Santa Clara County Water District's *Water-wise Plant List* at *www.valleywater.org/Water/Water_conservation/In_the_home/_Water-wise_plant_list.shtm*

TREE ORDINANCE SUMMARY

Protected trees include the following:

All trees:

- *With a single trunk or multiple trunks which is/are 12" or greater in diameter (37.7" circumference)*
- *With a 4" or greater diameter (12.5" circumference) of any trunk when removal relates to any review for which zoning approval or subdivision approval is required.*
- *Required as part of a previous zoning or subdivision approval.*

A Protected Tree may also be a stand of trees which are dependent upon each other for the survival of the stand.

2.5 SITE DEVELOPMENT

2.5.1 Save mature trees and landscaping whenever possible

- Many trees are protected by the Town's Tree Ordinance (Section 29.10.0950 - 29.10.1045 of the Town Code) which sets forth criteria for protected tree size and species and the procedures for their removal and replacement. A summary is provided in the sidebar, but applicants should refer to the full ordinance which is available from Town staff or on-line at www.losgatosca.gov

2.5.2 Design with sensitivity to adjacent neighbors

- Existing views are not protected as a right. Never-the-less, additions to existing homes and new houses should be planned with an awareness of the impacts which they will have on the views, sky exposure, sun access and privacy of neighbors (see Section 3.11 for additional guidelines).

2.5.3 Design with conscious recognition of the treatment of street and sidewalk edges in the neighborhood

- Many of the older neighborhoods in Los Gatos have grade changes at the front property line due to ground slopes. Many neighborhoods have made this a distinctive feature through stone or brick retaining walls. Strong consideration should be given to repeating these elements where they add to the quality and character of the neighborhood.

Stone retaining walls along front property lines are a distinctive feature in some neighborhoods

BUILDING DESIGN

Homes in Los Gatos come in many forms, sizes and architectural styles. This diversity is one of the features that contributes to the Town's unique identity. Older Victorian Style homes, Spanish Eclectic Style homes and new interpretations of Craftsman Style homes often occupy the same street front. One-story Suburban Ranch Style homes may occupy one street of a larger neighborhood while newer two-story contemporary homes may occur around the corner or down the street. While this juxtaposition might seem harsh if repeated in a new community, the large amounts of mature landscaping and the evolution of the Town's neighborhoods over a long period of time have allowed the community to comfortably absorb this diversity of home sizes and styles.

Perhaps more than these mitigating factors, the self-restraint of residents and the mutual respect of one neighbors has contributed to neighborhoods with a great deal of visual unity and similarity in scale. While architectural styles often vary considerably in any individual neighborhood, few homes stand out in marked contrast to the predominant size and bulk of their surroundings. While there is no formula for architectural excellence, the intent of these guidelines is to set forth common sense techniques that have been employed over the years to achieve this strong sense of community.

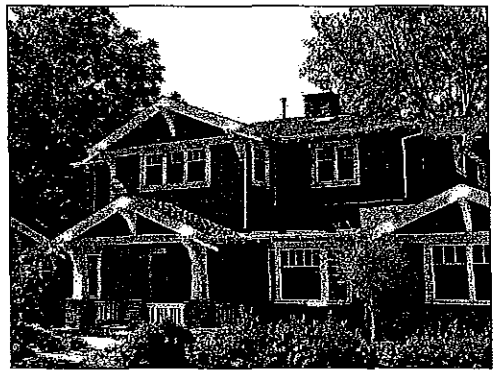
3.1 GENERAL BUILDING DESIGN PRINCIPLES

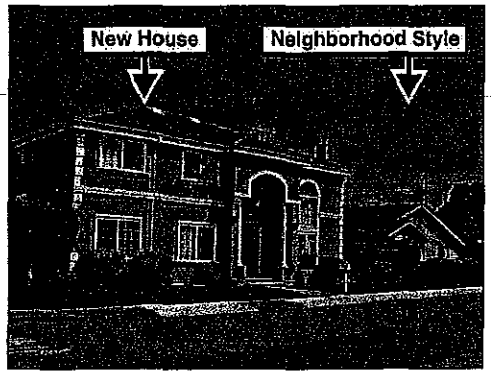
The following principles have been used as touchstones for the development of these design guidelines. In the event that specific guidelines do not clearly address a given condition, these principles, along with the Basic Design Principles on page 11 should be consulted for direction. The following principles will be used by the Town when evaluating projects, and when considering the acceptability of unique proposals that vary from the specific guidelines. The entire document must be applied in context when considering the general and basic design principles.

- **Selected architectural styles shall be compatible with the surrounding neighborhood, acknowledging that some neighborhoods have a variety of architectural styles and that diversity contributes to the Town's unique character.**
- **Design features, proportions and details shall be consistent with the architectural style selected.**
- **Materials and design details shall be suitable to the neighborhood and consistently used on all sides of the house and any accessory structures.**
- **Garages shall be subservient to entries and ground floor living spaces.**
- **The use of renewable energy resources for heating, cooling and lighting should be maximized.**
- **Projects should be designed to conserve energy and water.**

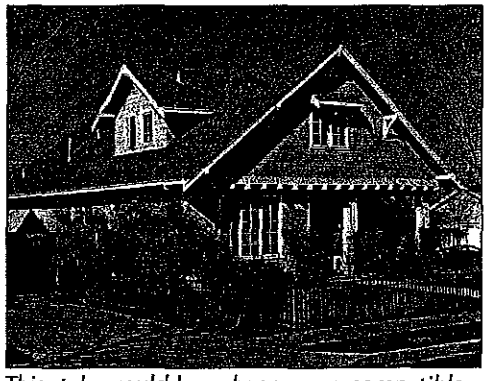
NEW HOMES SHOULD BE ADAPTED TO THE SCALE OF THE SURROUNDING NEIGHBORHOOD

While some larger new homes may be acceptable in established neighborhoods, they will be expected to be designed to mitigate their visual size and bulk. Three examples are shown below.

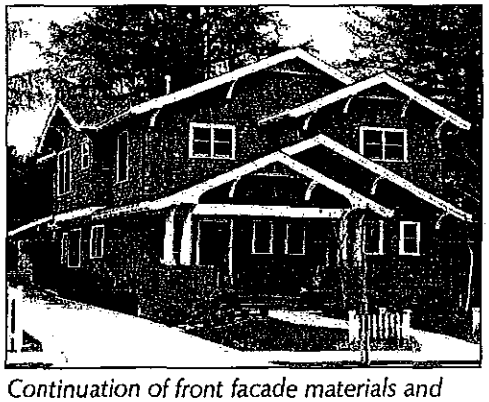




Example of the poor selection of a large and formal architectural style for the small scale and informal style neighborhood



This style would have been more compatible with the neighborhood shown above



Continuation of front facade materials and detailing onto other walls gives this Los Catos residence good design integrity

- **Materials should be used to reduce the consumption of nonrenewable resources and improve air quality.**

3.2 ARCHITECTURAL STYLE

3.2.1 Select an architectural style with sensitivity to the surrounding neighborhood

- Styles with front facade eaves at the first floor level will be easier to adapt to predominantly one story neighborhoods than styles with two story, unbroken front facades.
- Styles with variations in the plane of the front facade wall may fit more comfortably in neighborhoods with smaller houses or with smaller building masses close to the street.
- Avoid selecting an architectural style which typically has roof pitches that are substantially different from others in the nearby neighborhood.

3.2.2 Design for architectural integrity

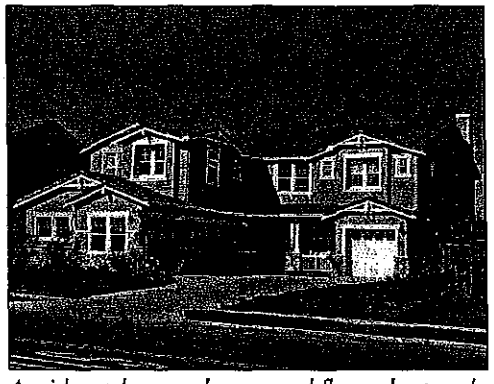
- In general, it is best to select a clear and distinctive architectural style rather than utilizing generic design elements or mixing elements from different architectural styles.
- Building massing, roof pitches, materials, window types and proportions, design features (e.g., roof dormers), and other architectural features should be consistent with the traditions of the selected style.
- Carry wall materials, window types and architectural details around all sides of the house. Avoid side and rear elevations that are markedly different from the front elevation.
- Develop floor plans that allow the location and size of windows to match the selected architectural style. For example, some styles emphasize the placement of windows in a symmetrical relationship to the entry.

Some architectural styles require simple shapes and formal symmetry of the doors and windows

3.3 HEIGHT/BULK/SCALE

3.3.1 Develop the house plans and elevations together

- Avoid complex floor plans that require complicated building mass and roof forms.
- Work within the traditional forms of the architectural style selected. Unless the architectural style selected clearly supports substantial complexity, generally keep building massing and roof forms simple as is the norm for traditional architecture.
- Avoid complex second floor plans and roof forms if that is not the norm for the neighborhood.



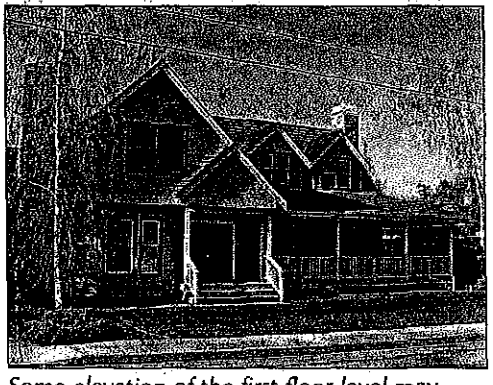
Avoid overly complex second floor plans and roof shapes like this example

3.3.2 Height and bulk at front and side setbacks

- Two story houses may not be appropriate for every neighborhood. For neighborhoods dominated by one story homes, an effort should be made to limit the house to one story in height or to accommodate second floor space within the roof form as is common in the Craftsman Style.
- When utilizing a cellar or extended foundation wall, avoid setting the first floor height at an elevation above grade that would be significantly different than those of the adjacent houses.

  Cellars are defined as an enclosed area that does not extend more than 4 feet above the existing or finished grade, and are not counted in the Floor Area Ratio calculations, by Town Council policy. However, if any part of a cellar is above grade, it shall be considered in analyzing the bulk and mass of the structure, even if it is not included in the FAR. The intent set forth in the General Plan is "to provide hidden square footage in-lieu of visible mass."

  In the spirit of that intent, applications with cellar space will be carefully evaluated to ensure that substantial efforts have been made to reduce visible mass to ensure compatibility with the site's immediate neighborhood. For text of the Cellar Policy, see Appendix C.



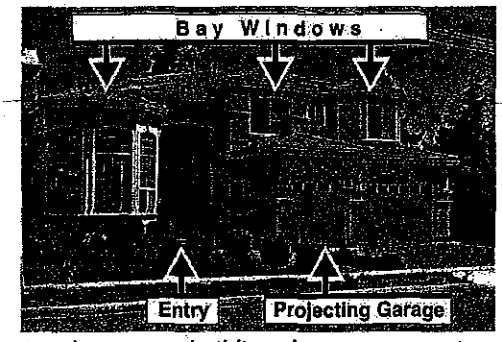
Some elevation of the first floor level may be acceptable and/or required in some neighborhoods

- Avoid eave lines and roof ridge lines that are substantially taller than the adjacent houses.
- Give special attention to adapting to the height and massing of adjacent homes. Avoid tall, unbroken front facades when other nearby homes have more articulated front facades with horizontal wall plane changes.

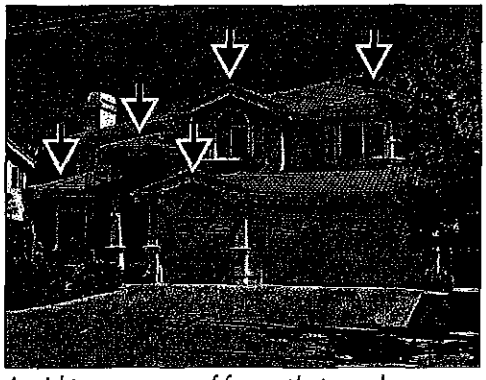
  Houses that are elevated above the street shall be designed to be compatible in height and mass with the other houses on that side of the street, and should include design techniques to minimize the visual mass resulting from its raised elevation.

Substantially elevated first floors like this may not be acceptable in neighborhoods where they do not currently exist

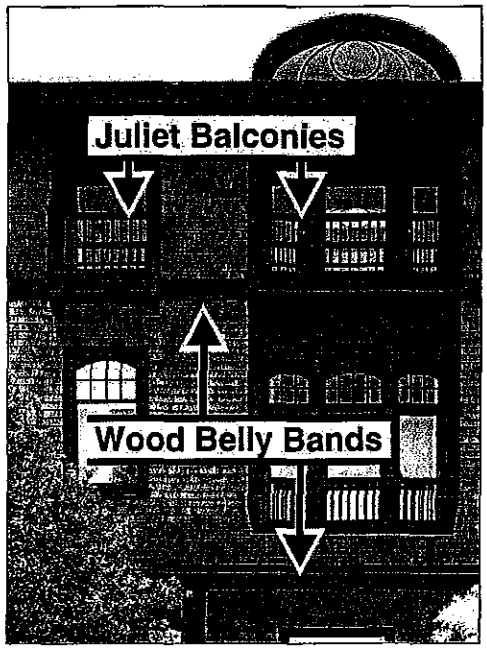
- In neighborhoods with small homes, try to place more of the floor area on the first floor with less area on the second floor.



Avoid too many building elements competing for attention



Avoid too many roof forms that overly complicate the design



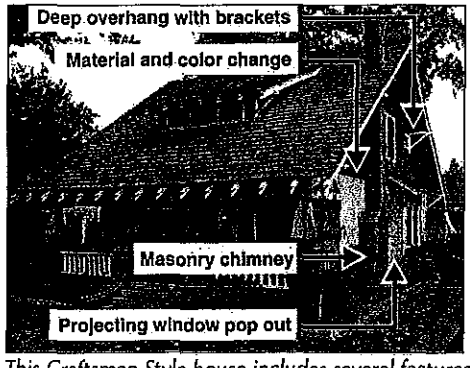
Other two story wall mitigation techniques

- Take care in the placement of second floor masses. Unless the architectural style traditionally has the second floor front wall at or near the first floor wall, set the second floor back from the front facade a minimum of 5 feet.
- The design of two story homes constructed adjacent to one story houses should include techniques to minimize their visual impact and provide transitions in scale.
  Some techniques include:
  - Step down to one story elements near the side setbacks
  - Provide substantial side setbacks for the entire house
  - Provide substantial second floor side setbacks
  - Use hip roofs at the sides rather than gables
- Avoid monumental scaled forms (e.g., towers or turrets) that contrast with the neighborhood architectural forms.
- Avoid bay windows and other features that compete with the entry as the home's focal point.
- Avoid the use of too many active building forms added to the mass of the building. An excessive use of roof forms is a common problem.
- Corner lots need to be treated with extra care when designeing a new house or an addition to soften the visual mass ahd height and to enliven the street frontage.

3.3.3 Provide visual relief for two story walls

Some techniques include:

- Belly bands (see photo below left)
- Pop outs and bay windows
- Material and color changes
- Chimneys
- Wide overhangs with projecting brackets
- Juliet balconies (see photo below left)
- Window boxes and pot shelves
- Landscaped trellises and lattices

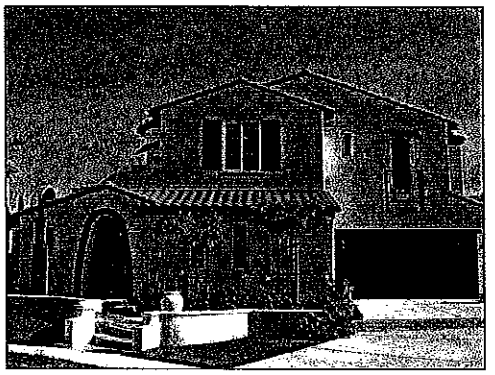


This Craftsman Style house includes several features to mitigate the visual height of the side wall

3.4 GARAGES

3.4.1 Limit the prominence of garages

- Avoid designs that allow the garage to dominate the street facade.
- Limit the garage width to a maximum of 50 percent of the total facade width.
- Set garages back from the front facade.



Limiting the width of garages and setting them back from the front facade can minimize their visual impact

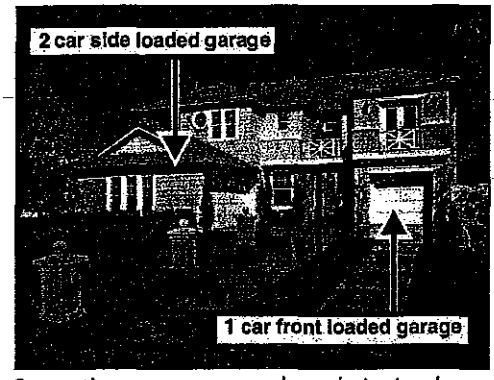
- Recess garage doors as much as possible from the garage facade.
- Consider adding trellises with landscaping over garage doors to soften their visual appearance.
- Integrate the garage into the house forms in a manner that de-emphasizes the garage doors.

Divided garage opening with high quality wood doors integrated into the house design helps minimize the visual impact of this garage

Avoid designs that allow the garage to dominate the street facade like this one does

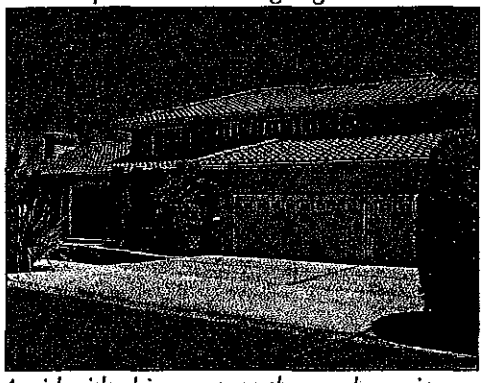
Recess garage doors from the facade as much as possible

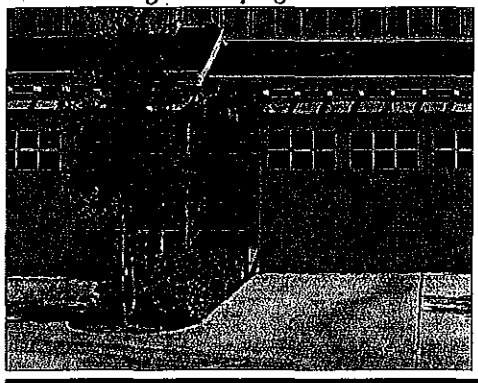
Use windows and landscaped trellises over garage doors to soften their appearance



Separating garages can reduce their visual impacts in some cases


Utilizing individual doors helps to reduce the visual impact of multi-car garages


Avoid wide driveways, as shown above, in favor of adding landscaping as below



3.4.2 Minimize the visual impact of larger garages

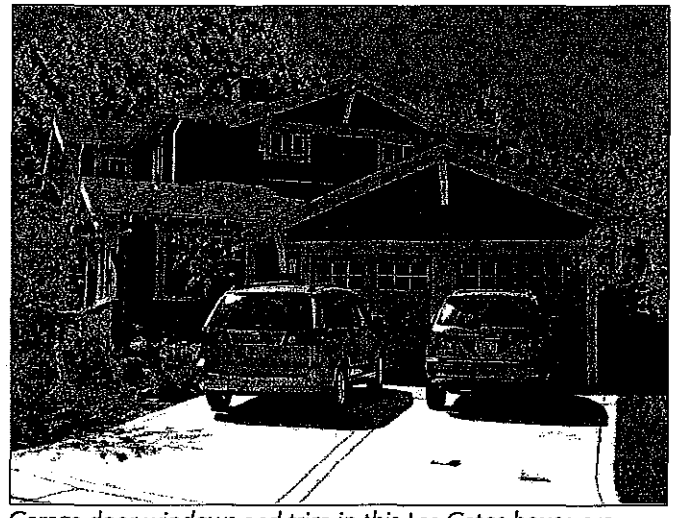
Three car garages may not be appropriate in most neighborhoods. Where larger garages are customary and appropriate, steps should still be taken to minimize their visual impact on the house and streetscape.

Some techniques include:

- Using side loaded or split apart garages where possible
- Accommodating additional cars in tandem spaces (see diagram on page 19)
- Separating the garage doors
- Breaking up driveway paving with landscaping and/or special paving

3.4.3 Integrate garage doors into the design with appropriate details

- Windows in garage doors are encouraged.
- Wood doors are encouraged.
- Use wood trim similar to the house windows

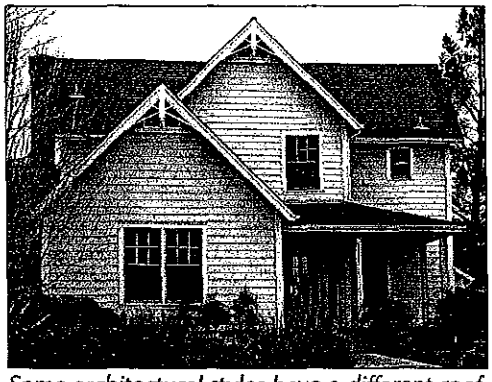

Garage door windows and trim in this Los Gatos house are closely related to the rest of the facade

3.5 ROOFS

3.5.1 Unify roof pitches

- Utilize the same slope for all primary roofs.
- Roof slopes for porches may be lower than the primary roof slope, depending on the architectural style.
- Dormer roof slopes may sometimes be steeper than the primary roof slope, depending on the architectural style.

Most architectural styles maintain a uniformity of roof pitch



Some architectural styles have a different roof pitch for attached porches

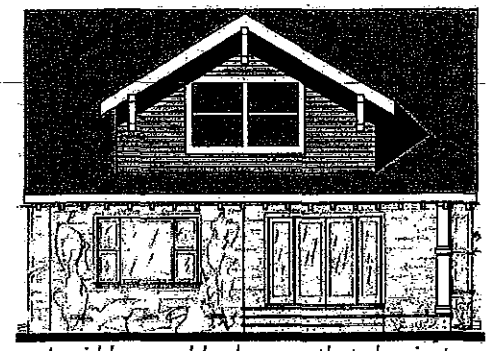
3.5.2 Avoid excessive roof form complexity

- Avoid multiple floor plan pop outs that produce multiple roof gables. Where roof eave variation is desired, consider vertical wall extensions and dormer roofs, as shown in the example below.

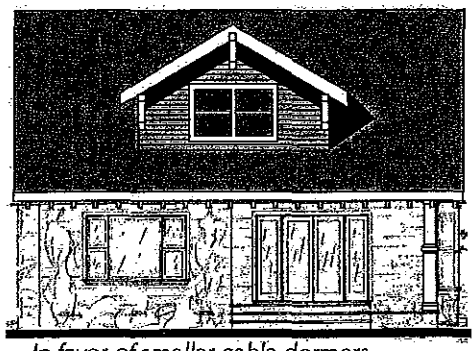
This is a good example of roof eave variation without excessive complexity

3.5.3 Relate roof overhangs to the architectural style and to the surrounding neighborhood

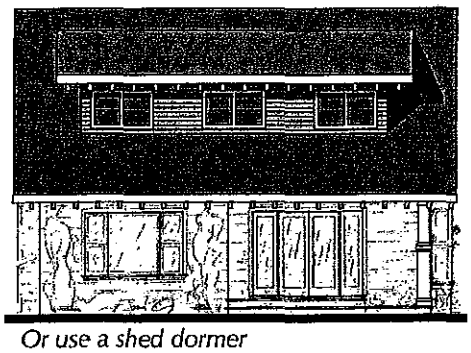
- Some architectural styles (e.g., Mission and Spanish Eclectic) often come in small and large overhang versions. In those circumstances, tailor the roof overhangs to the general character of the surrounding homes.



Avoid large gable dormers that dominate the roof



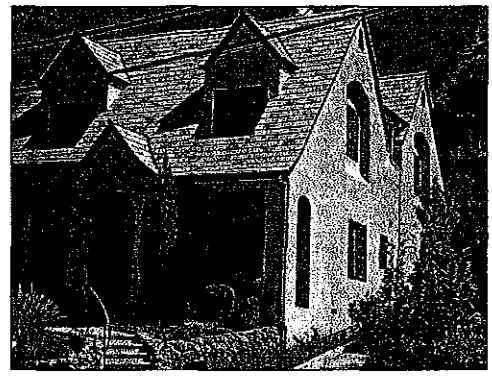
In favor of smaller gable dormers



Or use a shed dormer

3.5.4 Design dormers with attention to the architectural style and the neighborhood

- Avoid dormer sizes that are out of scale with the roof and contrary to traditional designs.
- Gable dormers, single or an aggregate of multiple dormers, should rarely exceed 50 percent of the width of the roof. Shed dormers can be wider.



Two Los Gatos homes with well scaled dormers appropriate to their architectural styles

3.6 ENTRIES

3.6.1 Provide a clear expression of entry

- Orient the entry to the street front. It should be visible from the street.
- Provide a separate walkway from the sidewalk to the entry if that is the common pattern for adjacent and nearby homes. Avoid using the driveway as the walkway to the entry unless that is the norm for the neighborhood. In cases where the driveway is used, consider the use of modular pavers or decorative banding.

3.6.2 Design home entries with sensitivity to the architectural style

- Most architectural styles have a distinctively unique entry type. Avoid using an entry type that is not part of the style. For example, avoid using projecting entries, especially those with an eave line higher than the first floor roof, for Ranch Style houses or in Ranch Style neighborhoods.

3.6.3 Design entries with sensitivity to the surrounding neighborhood

- Avoid large and formal entries unless that is the norm for nearby houses. It is often best to start the design consideration with an entry type (e.g., projecting or under eave porch) that is similar to nearby homes.
- Houses on corner lots should consider using porches that wrap around from the front to the side elevation, as shown below. This can assist in reducing the visual height of taller side walls, and in enlivening the side street frontage.

3.6.4 Entry details are encouraged

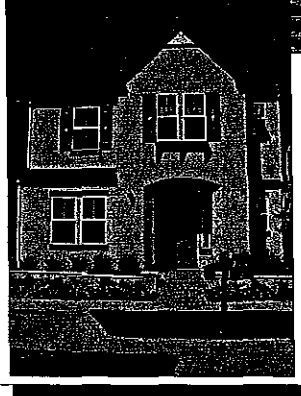
- Entry columns, railing, steps, and lights are just a few elements that can be used to add individuality to a house.

HOME ENTRY TYPES COMMON IN LOS GATOS

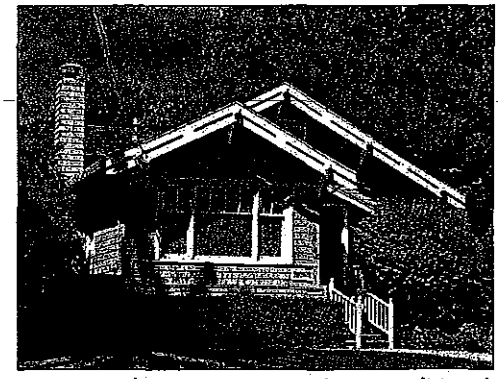
Projecting porch.

Entry under roof eave - with or without porch

Projecting entry

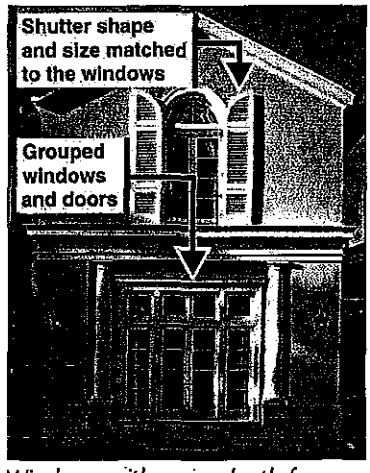


Inset entry



Group windows in a manner that is traditional for the architectural style

Most architectural styles have vertically proportioned windows



Windows with some depth from the frame to the glass are desirable

3.7 WINDOWS

3.7.1 Arrange windows in patterns and groupings consistent with the architectural style and surrounding neighborhood

- Many architectural styles have individual windows that are grouped into patterns of two, three or more windows. Be conscious of this fact, and organize the windows to complement the style.

3.7.2 Match window types and proportions to the architectural style and to the surrounding neighborhood

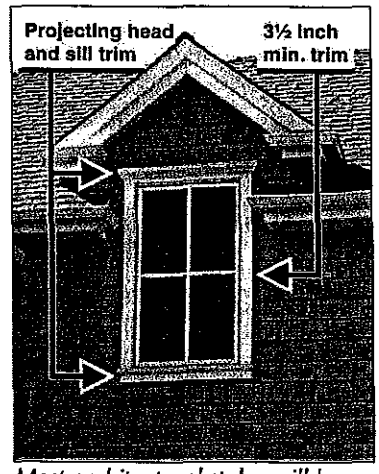
- Select window types to complement the style of the house. Each architectural style generally has one or two window types that are traditional to the style. Double hung windows, for example, are common features of Victorian and Craftsman Styles while casement windows are seen frequently in Mission and Spanish Eclectic styles.
- Most architectural styles feature windows that have either vertical or square proportions. Avoid horizontal window proportions unless the style (e.g., Modern or Ranch Style) is clearly supportive of that shape. Horizontal groupings of vertical and square windows are one means of providing visual balance to a facade design.
- Limit the number of different window types and proportions to enhance the visual unity of the house design.
- For second floor additions to existing homes, match the windows on the original first floor.
- Match the size and shape of window shutters to the shape and size of the windows. Shutters that are large enough to cover the windows, if closed, should be the goal. Hinges on shutters to allow their closure are desirable. Avoid very narrow shutters that are clearly not wide enough to cover the window opening.

3.7.3 Match window materials to the architectural style and to the surrounding neighborhood

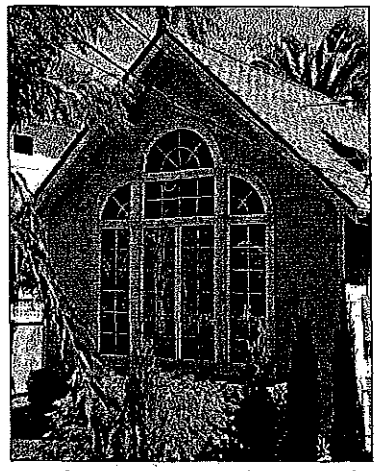
- Wood windows are common in Los Gatos. Wood is still the desired choice for styles that traditionally used wood. However, today there are some window materials, such as vinyl clad wood windows that are not noticeably different from wood at a short distance. They may be used if their visual appearance matches wood.
- Generally, avoid metal windows. They may be considered acceptable for a Modern Style house, but would be strongly discouraged for all other styles.

3.7.4 Design the windows with attention to matching the traditional details of the architectural style

- Most architectural styles - except Mission, Spanish Eclectic or Modern - should have wood trim around the windows. The trim width should be matched to the style, but in general, should not be less than 3 1/2 inches wide. Head trim depth should be equal to or wider than the jamb casing, but not less than one-sixth of the opening width.
- Projecting window sills and heads are strongly encouraged unless the architectural style would not normally have those features.
- Wood trim is also encouraged on stucco houses unless the window frames are recessed at least 6 inches from the outside face of the wall. The use of stucco covered foam trim is strongly discouraged.
- Divided lights (i.e., larger window panes broken up into smaller pieces) are common in many home styles found in Los Gatos. Use either vertical or square proportions for the smaller window elements. Be consistent in the proportions (i.e., the ratio of the horizontal to the vertical dimension) of the smaller panes. Do not use snap in flat grids to simulate divided lights. Use either true divided lights or one of the newer window systems that have dimensional muntins on both the exterior and interior of the glass along with a spacer muntin between the panes of glass. Use consistently for windows on all sides of the house.



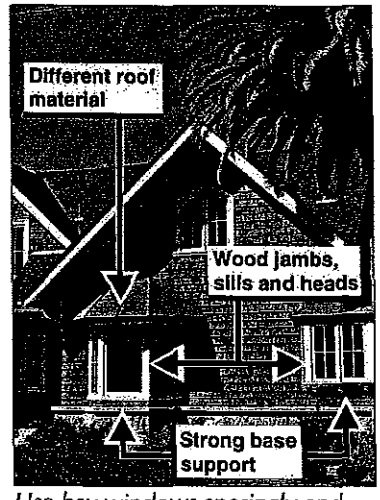
Most architectural styles will be complemented by wood trim at the jambs, heads and sills



Avoid Estate Style windows like this on smaller scale homes

3.7.5 Special window shapes and styles should be used sparingly

- Avoid *Estate Home Style* windows (e.g., tall arched windows) in neighborhoods where the homes are more modest and informal in character.
- Bay windows should be designed with a base element to the ground or with supporting brackets at the base. Sloped roofs should be used and covered with a material that matches the roof material or with metal. Avoid using wall materials between the individual windows of the bay window unless the window is large. Generally, bay windows look best when the windows are close together and separated by wood jambs that match wood sills and heads as shown in the example to the right.



Use bay windows sparingly and detail them as an integral part of the design

ARCHITECTURAL COPPER

The use of Architectural Copper is discouraged because of its potential to contribute pollution to surface waters and the San Francisco Bay through urban runoff. Industrial, municipal and some other users are required to follow regulations and obtain permits for discharge under the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) permit program, which controls water pollution by regulating point sources that discharge pollutants into waters of the United States.

Although individual homes that are connected to a municipal system, use a septic system or do not have a surface discharge do not need an NPDES permit, the potential for water contamination from copper is of concern to all Bay Area communities.

The major uses of architectural copper in residential construction are roofs, gutters, and copper-treated composite shingles.

If architectural copper is proposed, mitigation measures may be required which could include the following:

- Using another roofing material of similar appearance such as coated steel or pre-patinated copper.
- Covering the copper feature with a clear coating.
- Avoiding the use of chemicals that are applied at the construction site to accelerate copper patina development.

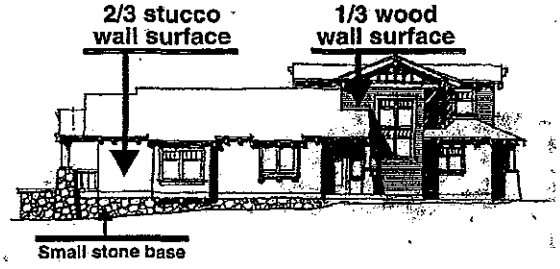
3.8 MATERIALS

3.8.1 Use high quality materials

- Use materials and mixes of materials that are consistent with the architectural style selected.
- Traditional materials, such as wood and stone, are most desirable, and strongly encouraged. However, the cost of materials and labor for many building components have led to the development of synthetic materials that are often hard to tell from the authentic ones. If any of these substitutes are selected, they must pass the test of looking like the authentic material at a distance of 3 feet if used on the first floor and 10 feet if used on the second floor.
- Avoid rough textured stucco in favor of a smooth sand finish.
- Composition roof shingles may be acceptable in lieu of wood shakes. However, shingles should be selected with a texture that is similar to other houses in the neighborhood.
- Use sustainable materials where appropriate.

3.8.2 Select materials that are sensitive to the surrounding neighborhood

- One way of fitting a new house into an existing neighborhood - especially if the new house is bigger than many of the others around it - is to use materials drawn from the surrounding neighborhood. An all stucco house might seem out of character in an all wood neighborhood, but the predominant use of wood siding with some elements of stucco can often work. Where stone accents (e.g., chimneys) are common in a neighborhood, the use of stone at the wall base and elsewhere can assist in making the new home seem better connected to its surroundings.
- When using a mix of materials, avoid using too many materials - two or at most three are enough. Avoid an even split of materials (i.e., 50/50) on the facades. It is best to have one material as the dominant surface with the second material playing a lesser role. The use of a two-third to one-third ratio is a good place to start.

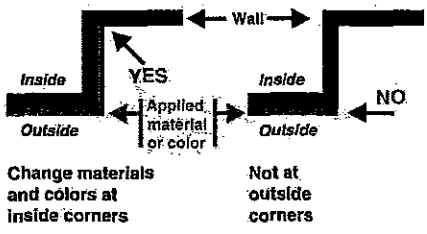


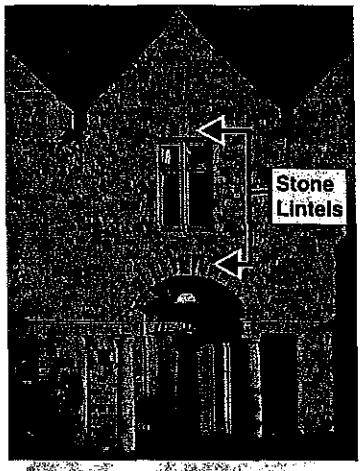
3.8.3 Use traditional detailing

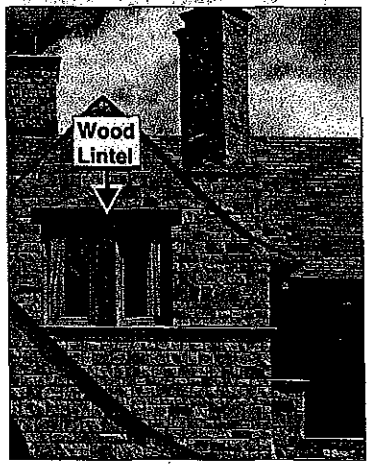
- Treat openings in walls as though they were constructed of the traditional material for the style. For example, be sure to provide substantial wall space above arches in stucco and stone walls. Traditionally, wall space above the arch would have been necessary to structurally span the opening, and to make the space too small is inconsistent with the architectural style.
- Openings in walls faced with stone, real or synthetic, should have defined lintels above the opening except in Mission or Spanish Eclectic styles. Lintels may be stone, brick or wood as suits the style of the house.
- Treat synthetic materials as though they were authentic. For example, select synthetic stone patterns that place the individual stones in a horizontal plane as they would have been in a load bearing masonry wall.
- Select roof materials that are consistent with the traditional architectural style (e.g., avoid concrete roof tiles on a Craftsman Style house.)

3.8.4 Materials changes

- Make materials and color changes at inside corners rather than outside corners to avoid a pasted on look.







Use stone or wood lintels over openings in stone walls

3.9 ADDITIONS/ACCESSORY BUILDINGS/SECONDARY UNITS

- Site additions in the least conspicuous place. In many cases this is a rear or side elevation - only rarely is it a rooftop.
- The existing built forms, components and materials should be reinforced. Heights and proportions of additions and alterations should be consistent with and continue the original architectural style and design.
- Additions should be subordinate, and compatible in scale and proportion to the historically significant portions of the existing structure.
- When an addition or remodel requires the use of newly constructed exterior elements, they should be identical in size, dimension, shape and location as the original, and

Additions, accessory buildings and secondary units should match the form, architectural style, and details of the original house

Original structure

Addition incorporated into the roof successfully adds space while respecting the integrity of the existing house and the scale of the neighborhood

Placing a two story addition to the rear can minimize its impact on the historic resource and the scale of the neighborhood

should utilize the same materials as the existing protected exterior elements.

- When an addition necessitates the removal of architectural materials, such as siding, windows, doors, and decorative elements, they should be carefully removed and reused in the addition where possible.
- The introduction of window and door openings not characteristic in proportion, scale, or style with the original architecture is strongly discouraged (e.g., sliding windows or doors in a structure characterized by double hung windows and swinging doors).
- The character of any addition or alteration should be in keeping with and subordinate to the integrity of the original structure.
- The amount of foundation exposed on the addition should match that of the original building.
- Do not add roof top additions where the roof is of historic significance.
- Second floor additions are discouraged in neighborhoods with largely one story homes. If horizontal expansion of the house is not possible, consider incorporating a second floor addition within the roof form as shown in the example to the top left.
- Second floor additions which are not embedded within the roof form should be located to the rear of the structure.
- The height and proportion of an addition or a second story should not dominate the original structure.
- Deck additions should be placed to the rear of the structure only, and should be subordinate in terms of scale and detailing.
- New outbuildings, such as garages, should be clearly subordinate to the main structure in massing, and should utilize forms, materials and details which are similar to the main structure.
- Garages should generally be located to the rear of the lot behind the rear wall of the residence. One car wide access driveways should be utilized.

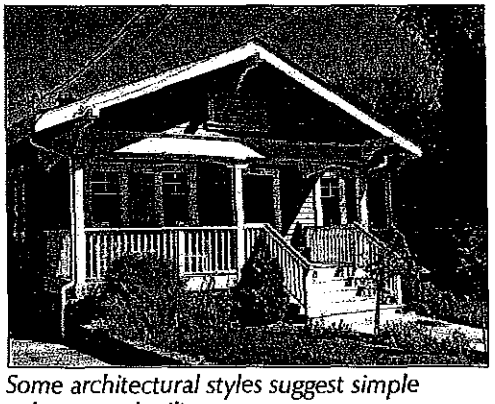
3.10 ARCHITECTURAL DETAIL

3.10.1 Porches and Entries

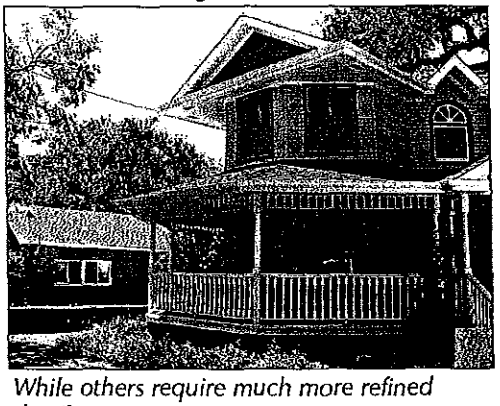
- Select columns that are traditional to the architectural style of the house. Take care in selecting columns with an appropriate width to height ratio for the style. Except for a very few styles, the columns should have appropriate caps and bases with proportions typical of the style.
- Provide a well proportioned beam between the column caps and the roof. Size and detail the beam so that it looks like a convincing structural member. It should be visible both from inside and outside of the porch. A common problem is to make this element of the porch too small or to face it with a material (e.g., siding) that would not carry the weight above if it were structural. For most architectural styles, molding and trim will divide the beam vertically into three major elements of varying height.
- Railings should generally be constructed of wood unless the specific architectural style allows for metal or stone. Provide both top and bottom rails with the bottom rail raised above the porch floor level.
- Vertical balusters should be appropriate to the architectural style. Some are quite simple while others may have special shapes.
- Take care in designing porch stairs. They generally should match the porch floor (e.g., wood) or the sidewalk material if other than concrete (e.g., brick).

Note: All porches are expected to be usable and have a minimum depth of 6 feet or preferably more.

Porch beam example with good depth and details



Some architectural styles suggest simple columns and railings



While others require much more refined details

3.10.2 Balconies

- Avoid balconies that project more than 3 feet from the face of the building unless they are typical of the architectural style.
- Provide supporting brackets or beams that are large enough to clearly appear to provide structural support for the balcony.
- Railings should be designed as discussed above for porch railings. For longer railings, intermediate posts with caps and bases should be used to break the railing into smaller increments.

3.10.3 Brackets

- Brackets at roof overhangs, balconies and bay windows should be designed to extend to fascia/balcony edge/projecting bay front or slightly beyond. Avoid stub brackets that do not appear substantial enough to support the element above.

3.10.4 Chimneys

- Chimneys should extend to ground level. Avoid cantilevers above the ground.
- Chimney materials, size, shape and height should be appropriate to the architectural style and to the scale of the house. Avoid undersized chimneys that are too narrow and too low. Add chimneys for gas fireplaces when the architectural style would normally feature chimneys.
- Provide chimney caps that are interesting and appropriate to the architectural style.

3.10.5 Roof flashing and vents

- Paint flashing and vents to match the color of the roof.

3.10.6 Skylights

- First, consider the use of roof dormers or clerestories instead of skylights.
- Use flat profile skylights rather than domed models.
- Select glazing to avoid the feeling of roof beacons or lanterns that are highly visible from the street or neighboring properties.

3.11 PRIVACY AND SOLAR ACCESS

3.11.1 Minimize shadow impacts on adjacent properties

- Locate structures to minimize blocking sun access to living spaces and actively used outdoor areas on adjacent homes.

3.11.2 Minimize privacy intrusions on adjacent residences

- Windows should be placed to minimize views into the living spaces and yard spaces near neighboring homes.
- When windows are needed and desired in side building walls, they should be modest in size and not directly opposite windows on adjacent homes.
- Where possible, second floor windows that might intrude on adjacent property privacy should have sill heights above eye level or have frosted or textured glass to reduce visual exposure.
- Bay windows should be avoided on side walls where they would intrude on adjacent residents' privacy.
- Second floor balconies and decks should be used only when they do not intrude on the privacy of adjacent neighbors.

- As a general rule, balconies and decks that are more than two feet above grade should try to maintain a distance of ten feet from side property lines and twenty feet from rear property lines when the adjacent use is single family residential.
- When allowed, the design of railings should be tailored to the privacy concerns of neighbors (e.g., balcony or deck sides overlooking adjacent windows or actively used yard space should be solid in form). Open railings should only be used where privacy concerns are minimal.
- Landscaping may be used to mitigate privacy concerns so long as the landscaping does not deny solar access to living spaces and actively used yard areas of neighboring homes.
- Landscaping used for privacy screening purposes, should be of sufficient size and of an appropriate species to provide such privacy within a two year time frame.
- Trees should be twenty-four inch box size.
- Shrubs used to promote privacy should be fifteen gallon in size and six feet minimum height at planting.
- As a general rule, privacy landscaping should be placed with a cone-of-vision defined by a thirty degree angle from the side window jambs of second story windows.

3.11.3 Design and plan for energy efficiency

- Design to minimize energy costs by selecting and locating landscaping and windows to block hot summer sun exposure and allow winter sun exposure.

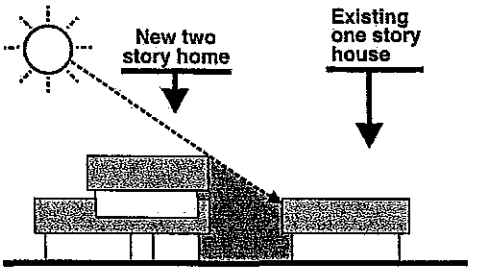
3.11.4 Solar Panels

The Town supports the use of alternative energy sources and provides the following advisory guidelines to reduce potential negative visual impacts of solar energy systems.

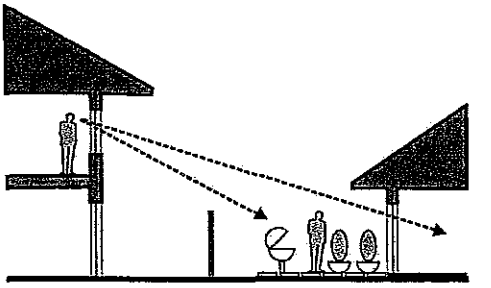
- Design solar panels and any piping to be an integral part of the architecture.
- Align solar panel faces with that of the underlying roof slope. Avoid panels with slopes that are different than that of the roof.
- Integrate the design of panels into the design of the roof. Avoid a tacked-on appearance.

3.11.5 Minimize exterior lighting impacts on neighbors

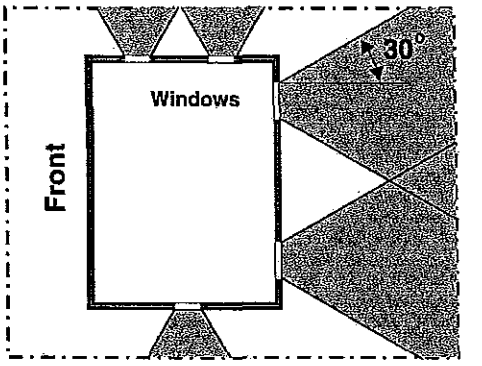
- All exterior light fixtures should utilize shields so that no bulb is visible and to ensure that light is directed to the ground surface and does not spill light onto neighboring parcels or produce glare when seen from nearby homes.
- Decorative residential light fixtures should be chosen rather than strictly utilitarian security lighting fixtures.



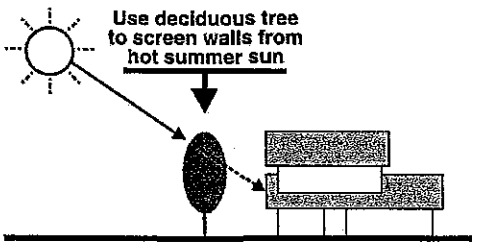
Avoid second floor masses in locations that would block sun access to adjacent homes



Avoid placing windows in locations that would look into adjacent neighbors' windows or active private yard spaces



Place landscaping in the shaded areas shown on the diagram above to mitigate privacy intrusions on adjacent homes



Use landscaping to minimize energy usage

3.12 SUSTAINABLE DESIGN

Sustainability and the conservation of natural resources are important issues to Los Gatos residents. Sustainability refers to the use of natural resources in a manner that ensures their continued availability to future generations.

The Town believes that historic preservation is the most sensitive path to sustainability, but recognizes that this is not always possible, and that an emphasis on *green building* can be an effective means of promoting the conservation of natural resources.

The term *green building* is often used to relate sustainability to development. Green building addresses a broad range of techniques to reduce the consumption of natural resources during construction and over the lifetime of a home. These include designing structures to be energy and water efficient, utilizing building materials that reduce resource consumption and improve indoor air quality, and taking maximum advantage of renewable energy resources.

The Green Building Strategies and Materials in Appendix D contain design strategies that:

- Maximize the use of renewable energy resources for heating, cooling and lighting.
- Conserve energy and water.
- Reduce consumption of nonrenewable resources and improve air quality
- Provide a list of various sources for "green building" information and their web sites.

HISTORIC RESOURCES

Los Gatos has a wealth of older homes that provide a strong connection to the Town's past, add to the visual richness of many neighborhoods, and provide a diversity of home size and style.

These historic resources include many homes constructed prior to 1941, and may be found throughout Los Gatos as well as within the Town's four designated residential historic districts. It is Town policy to preserve these resources whenever possible and practicable, and to require special care in the remodeling of and additions to them.

All Pre-1941 structures have the potential to be historically significant. Therefore, requests to demolish, modify, or expand these structures must receive approval by the Town. Pre-1941 structures determined to be significant and all construction within the historic districts will receive additional design review scrutiny pursuant to the Town's adopted development review process.

The following design guidelines are generally more prescriptive than those contained earlier in this document, and reflect the desire to maintain the integrity of the Town's historic resources and districts.

4.1 APPLICATION/ENFORCEMENT

These guidelines apply to all properties within the boundaries of designated Historic Preservation Overlay Zones, Landmark Sites, and to all residential buildings constructed before 1941.

Exception: Some Pre-1941 buildings may be approved for removal from the Town's Historic Resources Inventory.

4.2 HISTORIC PRESERVATION

Historic places help us understand and remember where we have been and plan where we should be in the future. To this end, preservation is a valuable planning tool which can increase property values, promote and revitalize neighborhoods, and foster a sense of community pride. Recognizing the value of Los Gatos' historic resources, the Town Council has expressed on-going support of preservation planning in the Town's General Plan, adopted a Landmark Historic Preservation Ordinance in 1976, and created the Town's Historic Preservation Committee.

Historic Resources

The Town recognizes a historic resource as follows:

- Any structure/site that is located within an historic district (Broadway, Almond Grove, Fairview Plaza, University/ Edelen, and Downtown Commercial); or
- Any structure/site that is historically designated; or
- Any primary structure that was constructed prior to 1941, unless the Town has determined that the structure has no historic significance or architectural merit.

INTENT

These guidelines have been prepared to encourage the preservation of Los Gatos historic resources and to assist property owners in designing alterations and new homes that are sensitive to their neighborhoods.

Compliance with these guidelines will assist applicants in meeting Town preservation goals and in moving more rapidly through the planning review and approval process. However, because of the unique circumstances of each structure and its surrounding neighborhood context, projects must be judged on their individual merits. A thoughtful and sensitive design along with quality of construction and materials are important to project success.

New structures and alterations are expected to conform to the established proportions, siting, scale, rhythm, and materials of the existing building or neighborhood. It is also important for new structures and alterations to maintain their own subtle individual character and definition.

Strikingly modern design is discouraged in historic neighborhoods. New buildings and alterations should either blend in inconspicuously or match existing buildings.

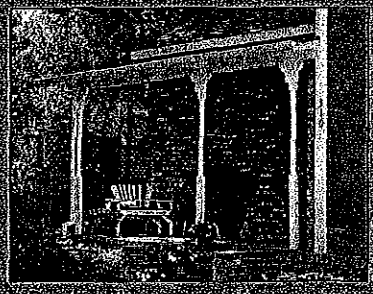
Should you have any question about these guidelines, please contact the Community Development Department at (408) 354-6874.

HISTORIC RESOURCES
4

PRE-DESIGN RESEARCH

Prior to commencement of work, the existing conditions of a structure or neighborhood should be investigated to determine the following:

- Is the building or neighborhood historically significant?
- What are the character-defining features of the structure? *(See sidebar on facing page)*



Porch columns are often one of a structure's character-defining features in Los Gatos

- Which building elements are original?
- Are previous modifications or additions to the structure appropriate to the architectural style?
- If previous modifications are inappropriate, can they be reversed or redesigned to better complement the original design?

Inventories have been prepared which document most Town historic buildings. This inventory includes information on the architectural style and historical facts regarding the structure or site. Especially significant buildings or sites have been designated Landmarks, and historic neighborhoods and commercial areas have been designated Preservation Districts.

Historic Preservation Committee

The Historic Preservation Committee consists of five members who are all Los Gatos residents. Three are members of the public who are appointed by the Town Council. The other two members are from the Planning Commission who are appointed by the Planning Commission Chair. The Committee is composed of professional and lay members with demonstrated interest, competence or knowledge in historic preservation.

Historic Resources Advantages to Property Owners

Owners of historic properties enjoy a number of advantages:

- **State Historic Building Code**
  Owners of identified historic buildings can utilize the State Historic Building Code in lieu of the Uniform Building Code. Use of the Historic Code allows some flexibility and can result in a minimum of 10% cost savings.
- **Federal Income Tax Credits**
  From time to time, historic buildings may be eligible for federal income tax credits based on their rehabilitation costs. At the present time, income producing buildings listed on the National Register of Historic Places may be eligible. Single-family residences may become eligible in the future. For more information, please consult the State Office of Historic Preservation or your tax advisor.
- **Technical Assistance**
  Routine maintenance, extensive restoration or rehabilitation and additions must be done carefully to ensure that the architectural character and therefore the value of the building is not diminished. The Community Development Department and the Historic Preservation Committee can assist you with historic preservation technical assistance.
- **Property Values**
  Landmark status carries with it a certain amount of prestige which can lead to an increase in property value.
- **Neighborhood Protection Plan**
  Historic designation generally controls the size, quality and scale of new construction and also restricts demolition, thus protecting the character and quality of the neighborhood.
- **Official Recognition**
  A historic designation means that your property or neighborhood is recognized by the Town as a key component of the community's architectural heritage.

4.3 APPROVAL PROCESS FOR HISTORIC RESOURCE ALTERATIONS

Applicants of historic properties are only charged fees applicable to non-historic properties. There are no additional fees applied to applications for historic properties.

Applicants are encouraged to first consult with Community Development planners prior to the formal submittal of a building permit or a development application to ensure the work proposed meets Town Code requirements and policies.

Minor Repair

If minor repair work is proposed and the materials will be replaced in kind, only a building permit will be required.

Minor Exterior Changes

The following process is for sites that are within an historic district or have a Landmark Designation.

Minor exterior changes include:

- Residential first floor addition
- Residential addition less than 100 square feet to an existing second story.
- Residential accessory structure 450 square feet or less which is visible from the street or Victory Lane.
- Garage/carport 450 square feet or less.
- Residential exterior modification.

Application:

An application for Minor Development in an Historic District is required.

Review:

Town staff will review the application to ensure it meets Town Code. The application will then be scheduled for review by the Historic Preservation Committee.

Action:

The Historic Preservation Committee will consider the matter at a public meeting and can either approve, deny or continue the matter. There is a ten day appeal period on all final actions taken by the Committee. Appeals will be considered by the Planning Commission.

Minor Residential Development

The following process is for any historic structure.

Minor residential development for historic properties include:

- New second story.
- Second story additions exceeding 100 square feet.
- Accessory structure exceeding 450 square feet.
- Reduction of side or rear yard setbacks for accessory structures that are visible from the street or Victory Lane.

CHARACTER-DEFINING FEATURES

Rather than focusing on specific historic architectural styles, these guidelines address *character-defining features* because actual historic buildings hardly ever conform exactly to styles and each structure should be respected and treated on its own merits.

Before planning alterations to a historic building, look at it carefully and analyze what contributes to its character. You will probably find some or all of the following, and more:

- Siting, height and setbacks
- Materials
- Ornamentation
- Roof shape and coverings
- Projections: dormers, bay windows, porches, stairs
- Indentations: porches, side jogs
- Windows: size, proportions, method of opening, sash, materials, trim
- Porches: size, relation to main roof, shape and design of posts, design of railing, height above ground
- Entry: relation to main house wall, door design, trim
- Stairs: location, direction, design of railing, materials
- Chimney: height, location, materials, brick work or stone work, color, size, and texture of units, profile, color and composition of mortar
- Foundation or basement: difference (if any) in treatment from main house walls
- Garage and its relation to the house

DEMOLITIONS

Demolition (historic structures) means:

(1) Removal of more than 25% of the wall(s) facing a public street(s) (or a street facing elevation if the parcel is a corridor lot or is landlocked) or 50% of all exterior walls; or

(2) Enclosure or alteration (i.e., new window and or window relocation) of more than twenty-five percent of the walls facing a public street (or a street facing elevation if the parcel is a corridor lot or is landlocked) or fifty (50) percent of the exterior walls so that they no longer function as exterior walls; or

All remaining exterior walls must be contiguous and must retain the existing exterior wall covering. No new exterior wall covering shall be permitted over the existing exterior wall covering. The following are exempt from this definition:

a. Replacement. The exterior wall covering may be removed if the covering is not original to the structure.

b. Repair. The removal and replacement of in kind non-repairable exterior wall covering resulting in no change to its exterior appearance or historic character if approved by the Town or deciding body.

c. Removal. The removal of an addition(s) that is not part of the original structure and which has no historic significance as determined by the Historic Preservation Committee. Demolition shall be determined by subsections (1) and (2) above for the original structure. Other walls enclosed by additions shall be considered as exterior walls.

Demolition (non-historic structures) means:

Removal of more than 50% of the exterior walls. The remaining exterior walls must be contiguous and must maintain either the existing interior or existing exterior wall covering.

- Reconstruction of a portion of a single family or two family dwelling with a nonconforming setback.

Application:

An application for Minor Residential Development is required.

Review:

The Town's Historic Resources Inventory contains surveys of the majority of Los Gatos' Pre-1941 structures. Each structure surveyed was rated and assigned a status code which reflects the historic status of the structure. The rating was based on codes established by the State Office of Historic Preservation at the time the inventory was taken (Appendix E).

Applications for Pre-1941 structures with a rating above 7S shall be reviewed by the Town staff and the Historic Preservation Committee. Applications for Pre-1941 structures with a rating 7S or under that do not have an LHP Overlay Zone shall be reviewed by Town staff.

Town staff will review the application to ensure it meets Town Code. If required, the application will then be scheduled for review by the Historic Preservation Committee. The Historic Preservation Committee will consider the matter at a public meeting and will either recommend approval or denial of the application or continue the matter.

Action:

If the application can be approved by the Director of Community Development, a "Notice of Intent to Approve" will be mailed to the neighboring residents and property owners. If no opposition is received, the application is approved. If opposition is received and the matter cannot be resolved, the matter will be forwarded to the Planning Commission for consideration.

4.4 HISTORIC DISTRICTS

The Town of Los Gatos has four designated residential historic districts. Their general locations are shown below. A larger map is included in Appendix B.

- Almond Grove Historic District
- Broadway Historic District
- Fairview Plaza Historic District
- University-Edelen Historic District

4.5 DEMOLITIONS

Demolition of any contributing structure in historic districts is forbidden absent a cataclysmic event or upon determination by the Deciding Body that demolition is necessary for the proper restoration of the structure. In the event of demolition as a result of a cataclysmic event, the structure shall be reconstructed to match the structure existing immediately prior to the cataclysmic event or a previous structure on that site. Additions, alterations, and removal of non historic additions may be approved as part of the reconstruction process, provided the contributing historic elements of the structure are maintained, and the changes and/or additions could have been approved if the structure had not been damaged.

Note that "Demolition" is defined differently for historic structures and non-historic structures as described in the sidebar to the left on page 42.

BUILDING CLASSIFICATIONS

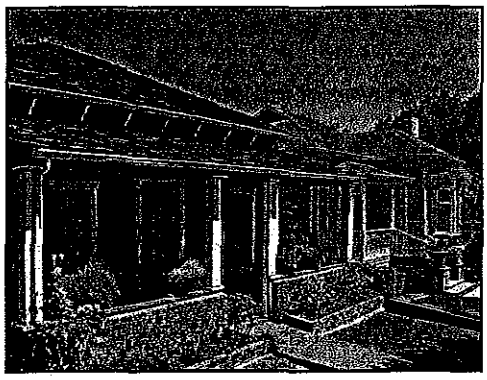
Structures within the historic districts are individually classified as to their relative contribution to the historic character and quality of the district.

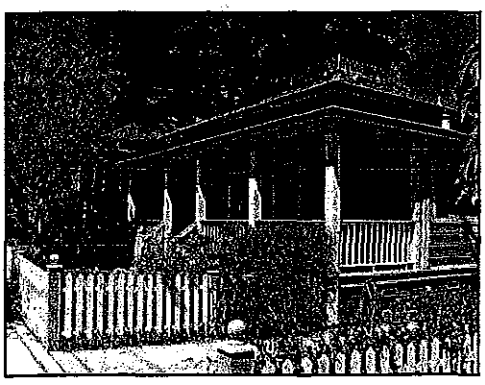
- **Contributing Structures**
  The structures identified as contributors to the district have been determined to be historically, architecturally or culturally significant. Great care and scrutiny is required to properly remodel or add on to any of the contributing structures so that the structure's historic or architectural integrity is preserved and not destroyed or damaged in the remodeling or addition process.
  See Appendix B for a list of Contributing Structures in the Town's four residential historic districts.
- **Noncontributing Structures**
  These structures are those which are not historical in terms of their design or have been so modified over time as to no longer meet the criteria for Contributing status. Owners of noncontributing structures are encouraged to remodel them to better support the scale and character of the historic district. A noncontributing structure, if not rehabilitated into a contributing style or design, should be remodeled or expanded consistent with its existing architectural style and design. Introduction of entirely new architectural styles (e.g., other than Victorian, Craftsman, Bungalow, Mission Revival, Mediterranean) is prohibited.

HISTORIC RESOURCES
4

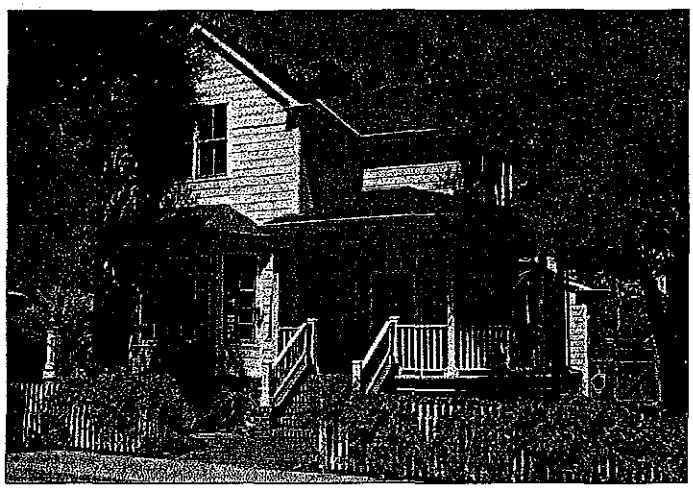
HISTORIC DISTRICT RESIDENCES

BROADWAY HISTORIC DISTRICT





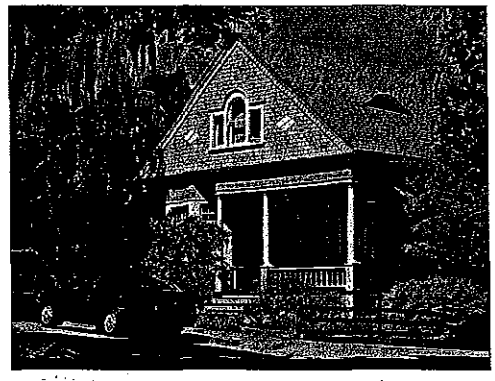
ALMOND GROVE HISTORIC DISTRICT

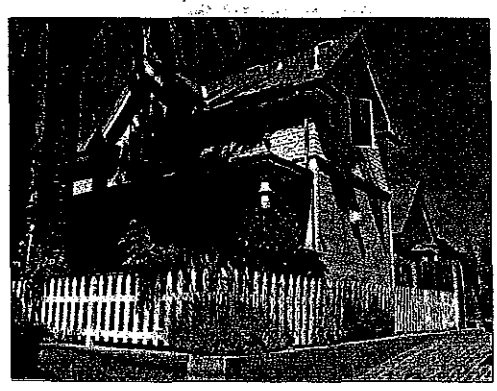


HISTORIC DISTRICT RESIDENCES

UNIVERSITY-EDELEN HISTORIC DISTRICT

FAIRVIEW PLAZA HISTORIC DISTRICT





PROTECTED EXTERIOR ELEMENTS SUBJECT TO REVIEW

All elements on the building's facades and roofs, including but not limited to:

- doors
- windows
- glass
- porches
- posts
- railings
- stairways
- cupolas
- gables
- bay windows
- widows' walks
- arbors/pergolas
- siding
- chimneys
- towers
- turrets
- trim
- mouldings
- corbels
- plaster features
- rock walls
- picket fences
- shingles
- roof lines
- eaves and overhangs
- colors
- gingerbread
- shingle siding
- tiles
- wrought iron and other decorative materials

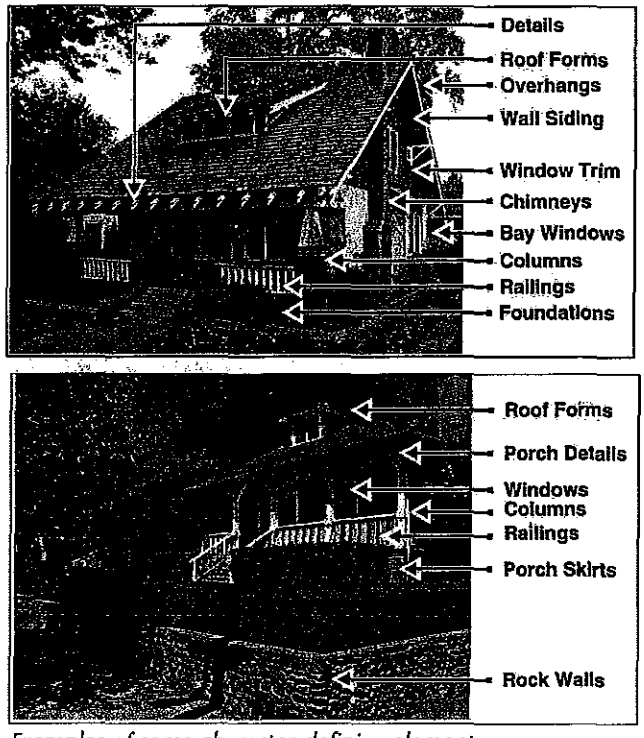
4.6 PRE-1941 STRUCTURES

Pre-1941 structures have the potential to be historically significant, but not all will necessarily be classified as historic. Applications for removal, remodeling, or additions to structures constructed prior to 1941 will be reviewed by staff to determine their historic merit and contribution to the surrounding neighborhood. An initial evaluation will be made utilizing the *1991 Historical Resources Survey Project for Los Gatos*. Staff may, at the discretion of the Community Development Director, refer a project application to the Historic Preservation Committee for its input and recommendations.

Demolition of structures deemed to have special merit or contribution to the surrounding neighborhood may not be permitted. Proposed changes to existing structures will be carefully reviewed to ensure their compatibility with the original structure and the surrounding area.

4.7 PROTECTED EXTERIOR ELEMENTS

- The protected exterior elements of a structure include all elements on all of a building's elevations and roof.
- Protected exterior elements are defined to include, but are not limited to, those elements outlined in the sidebar to the left.
- Other exterior elements of a particular building may be protected as determined by the Deciding Body.



Examples of some character-defining elements

4.8 RESTORATION/REHABILITATION/RECONSTRUCTION

The restoration of a historic resource involves the return of a structure to its original form and appearance by means of the removal of features from other periods in its history and the reconstruction of missing features from the original design.

The rehabilitation of a historic resource involves repairs, alterations, and additions to the original structure while preserving those portions or features that convey its historic, cultural, or architectural values. For additions to a historic resource, applicants should also refer to Section 4.9: Additions to Structures below.

The reconstruction of a historic resource is the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

4.8.1 General Guidelines

- The mass and scale of building expansions of contributing structures should be subordinate to the historically significant elements of the original structure.
- The Neighborhood Pattern standards contained in Section 2 and the Building Design standards in Section 3 apply to historically significant structures unless in conflict with more restrictive standards contained in this Historic Resources section.
- All protected elements of the existing exterior facade should be retained and, if necessary, repaired.
- When a remodel requires the use of newly constructed exterior elements, they should be identical in size, dimension, shape and location as the original, and should utilize the same materials as the existing protected exterior elements.
- Any alteration of an existing structure should incorporate and continue the form, architectural style, materials, and details of the existing structure.
- All exterior elements including, but not limited to, roof lines, porches, doorways, windows, trim and siding should be consistent with and continue the architectural style and design of the original structure

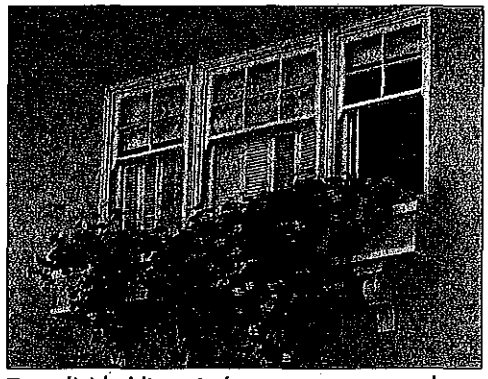
4.8.2 Building Materials

- Use natural/original construction materials (e.g., real wood siding, rock, brick, shingles, plaster) which match and are consistent with the existing materials of the structure. The use of faux rocks or stone is prohibited.

GUIDELINES OVERVIEW

- The design guidelines do not prescribe specific architectural styles. Rather, they encourage property owners to determine the special character and features which are inherent in their particular residence and neighborhood.
- Numerous appropriate design solutions exist for established neighborhoods.
- The primary consideration is that a proposed design consciously reflect the scale, rhythm, and continuity of the existing neighborhood to create a harmonious fit that will enhance the quality of the neighborhood.
- In general, additions to existing structures should match, but be subordinate to, the original building.
- Materials for all restoration, rehabilitation, reconstruction, and new construction should be authentic and match, to the maximum degree possible, those originally used in the historical architectural style. Faux stone, vinyl windows, and manufactured siding are prohibited.
- Professional consultation is recommended for existing structures and for development within sensitive areas to ensure an appropriately designed and detailed building.
- Complete build-out to the maximum boundaries of existing zoning requirements may not necessarily be acceptable in some cases.

Original doors and windows should be retained and repaired



True divided lite windows are encouraged when appropriate to the original structure

Simulated divided lite windows may be considered on a case-by-case basis

- New materials should identically match original materials in shape, size, dimension, texture and pattern. Metal used as flashing, screening, gutters, and utility services and other traditional elements are acceptable.
- Composite, synthetic, metal, vinyl, plastic or fabricated/ imitation wood products, painted brick or imitation used brick will generally not be approved. However, some exceptions may be made on a case-by-case basis when the decision making body determines that the replacement is consistent with the appearance of the original material, and that a lay person would be unlikely to discern the difference. The burden of proof will reside with the applicant. Material samples, photographs and specific locations where the material may be seen in use will all assist in the evaluation of alternative materials.
- The decision making body may approve an acceptable alternative to the original building material if use of the original material is not feasible due to unreasonable cost and commercial availability, or health and safety considerations.

4.8.3 Doors

- Original doors should be retained and restored.
- New replacement doors for Victorians should not be flush, but of raised or flat panel design.
- Front doors generally should be painted, not stained. *Not applicable to Mission Revival/Mediterranean style structures.*
- Screened doors should be real wood framed of simple design unless patterns can be shown to fit the existing style.

4.8.4 Windows and Glass in doors

- Original windows, glass and window decorations should be retained and restored.
- Replacement of only the deteriorated portions of the windows is recommended rather than the replacement of the entire window.
- New or replacement windows should be wood-sashed and muntined if applicable.
- Sills, lintels, frames, sashes, muntins, and all decorations should be identically replaced.
- All elements of new windows should be identical in size, shape, proportion, and dimensions as the original windows of the building, or consistent with traditional sizes, proportions and dimensions of buildings of the same architectural style, design and era.
- Windows should be constructed of real glass, and window

frames should be constructed of real wood - not vinyl, metal or plastic. Wood sashes may be vinyl or metal clad if the window frame and dressing is designed consistent with the historic context of the building.

- All lites (panes of glass) should be true divided lite, not artificial or snap-in grids. Simulated Divided Lite windows are permitted when the details of the window provide projecting muntin elements on the exterior and interior of the window along with a spacer muntin between the panes of glass (See example to the left).
- New arched, angled, and/or octagonal windows are discouraged.
- Large expanses of blank exterior walls without windows are discouraged.

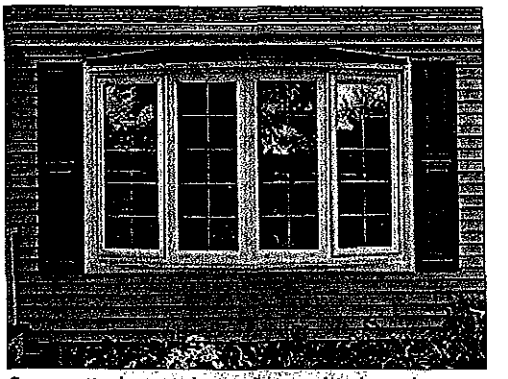
4.8.5 Bay Windows

- Size, shape, proportion, dimension, type of foundation, and, roof material and style of bay windows, whether restored or of new construction, should be identical to the original or existing bay windows of the structure.
- New bay windows may be added to the building in locations where no bay windows previously existed. These new bay windows should be identical to and replicate the style, design, size, shape and proportion, type of foundation and roof of other bay windows existing on structure. If there are no existing bay windows on the structure, new bay windows should be built in the same size, shape, dimension, proportions, material and type of foundation and roof typical of the architectural style. Metal frame kitchen garden windows are prohibited.
- Generally, traditional architectural styles will require either a foundation to the ground or substantial supporting brackets below a bay window. Floating windows without support, as shown for the bow bay window example to the right, are rarely appropriate.
- New bay windows are permitted only when the applicant proves to the Deciding Body that they are consistent with existing style, design and character of the structure.

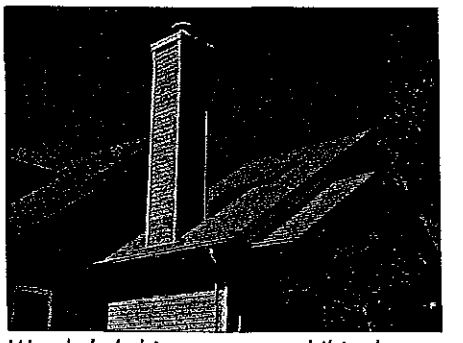
4.8.6 Chimneys

- Wood-framed chimneys are prohibited unless their exteriors are covered with brick or river rock veneers. Masonry veneers may be used. However, they should be detailed exactly as the solid construction that they are emulating.
- Stucco Mission Revival or Mediterranean style houses may have stucco covered chimneys.

Match bay windows to the architectural style of the house

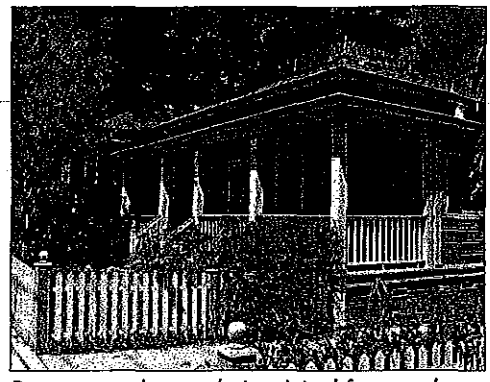


Some window styles, such as this bow bay window, would have very limited applicability for use on a historic resource structure



Wood clad chimneys are prohibited

Masonry and stucco chimneys are preferred



Restore porches to their original form and detail whether simple, as above, or decorative as below.

- Painted metal stove pipe projections of less than four feet are permitted in less visible locations of the structure.
- ~~The size, shape, dimensions, design and patterns~~ of new and reconstructed chimneys should match those features of the existing structure.
- Chimneys should not be cantilevered and stone or stucco chimneys should be narrower at the top than at the base.
- Chimneys should have clay, slate or stone caps. Metal caps may be acceptable if they are not readily visible.
- Chimneys appropriate to the structure and architectural style, as described above, should be provided at new gas fireplaces even when a full height chimney is not required for the functioning of the fireplace.

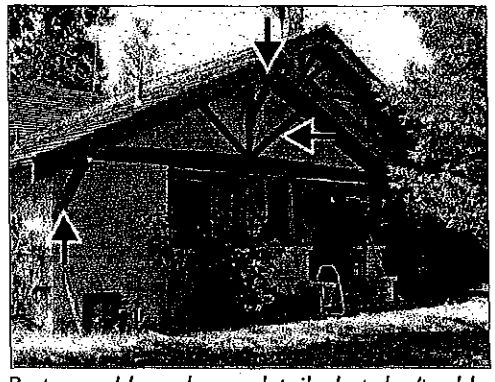
4.8.7 Porches

- Existing front porches, railings, posts, corbels, roof coverings, ceilings, floors, steps, mouldings, trim, gingerbread, and other decorative features should be retained and restored using original materials, or identical material of same size, shape, proportion, pattern and in the same locations.
- Removal or enclosure of porches is inappropriate.
- Construction of new porches should consist of materials of the same size, shape, dimension and pattern as contributing structures of similar style and design in the district or neighborhood. New porches should be in appropriate locations on the structure.
- Additional porch or decorative elements (e.g., gingerbread brackets) should not be added if they did not exist historically.
- Painted wooden steps and flooring should usually be used on a wooden porch. Brick or poured concrete steps and floor surface should be used on a brick or stucco porch. New concrete or masonry porch floors are prohibited on Victorians or Craftsman/Bungalow style houses.
- The design and materials for porch skirts (the vertical face between the porch floor and grade) should be consistent with the main structure and the architectural style.
- Minor alternations of existing porches are permitted on *contributing structures* only when the applicant proves to the Deciding Body that the alteration is consistent with the existing style, design and character of the structure.

4.8.8 Roofs, Gables, Eaves and Overhangs

- Roofs should maintain their original size, shape and pitch.
- Any changes in roof area, roof line, roof coverings, eave depth or materials should be consistent with the existing structure.
- In general, original gables should be retained. Restore brackets and decorative details that were original to the structure, but avoid adding elements that were not integral to the original design.
- New gables may be added only where consistent with the existing style and design and approved by the Deciding Body. In general, gable ends should be symmetrical.
- Eaves and fascias should be constructed of wood.
- For original roofs with wood shingles or shakes, coverings of fireproof composition materials and dark colors in a heavy profile are acceptable where they are made to resemble wood, if they are compatible with the architectural style of the building.
- Mission Revival or Mediterranean style structures should have tile roofs of a color, texture, thickness and shape to look like the original clay roof tile.
- Clay and concrete tiles should be avoided on structures with wood or shingle siding.
- Plastic and modern style tiles are prohibited.

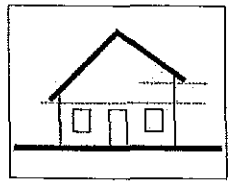
Heavy profile fireproof composition shingles may be used as a replacement for wood single and wood shake roofs



Restore gable and eave details, but don't add features that were not original to the house

4.8.9 Siding (General)

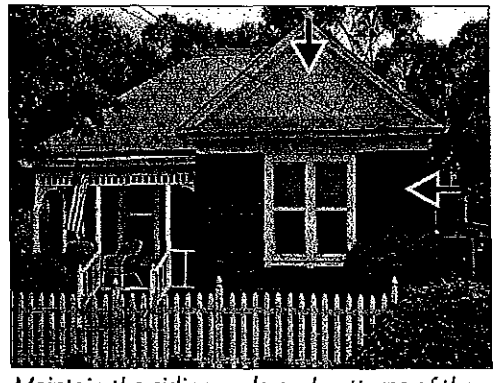
- Siding materials and placement on the structure should be appropriate to the existing style and design.
- All existing siding should be restored and retained wherever possible.



Avoid asymmetrical gable ends like this

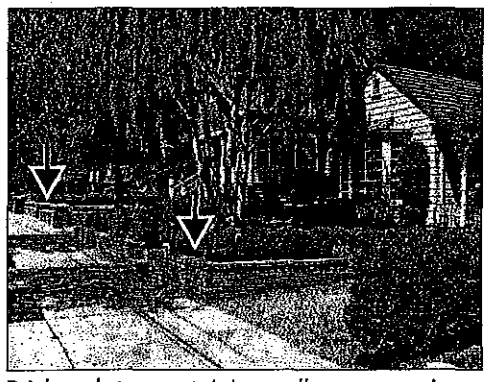
4.8.10 Wood siding (Victorian/Craftsman)

- Siding should be real wood and not a composite, synthetic or fabricated wood product. Finger jointed wood siding is acceptable.
- Metal and vinyl siding products are prohibited.
- New siding should identically match the existing siding in size, depth, width, pattern, and should match the existing cut or bevel in siding in angle, slope, type width and depth of cut, if any.
- Old deteriorated shingles may be replaced. However, new shingles should match existing shingles in size, shape, dimension and pattern.

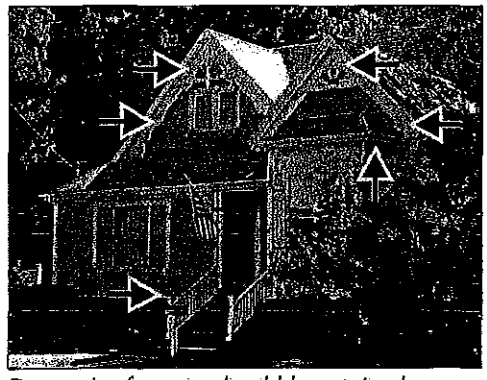


Maintain the siding scale and patterns of the original structure

Traditional wood picket fences and arbor gateways are common features in many Los Gatos neighborhoods



Brick and stone retaining walls, common in many Los Gatos neighborhoods, should be retained and restored



Decorative features should be retained

- Siding material should run from the foundation to the roof, unless existing pattern of the house varies, in which case it must match the existing pattern.

4.8.11 Stucco Siding (Mission Revival/Mediterranean/ Craftsman)

- Stucco and stucco patterns should be retained and duplicated to identically match the existing.
- Stucco should be sand textured, finished and colored to match the existing, or to match other contributing structures of the same style in the district or neighborhood.

4.8.12 Fences and Walls

- All existing picket and ornate wire fences, rock walls and front yard concrete walls should be repaired and retained.
- Replacement or newly constructed fences or walls should match those existing on the property, or should match those of other contributing properties on that block. Plastic fencing is prohibited.
- Introduction of new rock wall patterns or new types of rocks or veneers in walls, not already existing in the district or neighborhood, is prohibited.
- Mortar should also match existing in color, texture, joint width and profile.
- New fencing within the front setback should be of open design, constructed of wood, ornate wire (does not include chain link) or wrought iron and should be consistent with those existing in the district or neighborhood.
- Covered gateways and arbors are permitted pursuant to Town Code. Side and rear yard fencing should be of traditional construction and materials and should be consistent with prevalent fencing in the district or neighborhood.

4.8.13 Decorative Trim/Mouldings/Gingerbread

- All existing decorative trim, mouldings and details should be repaired and retained.
- Replacements should match the existing in materials, size, shape, dimension, location and pattern.
- Addition of new trim, moulding, and gingerbread on new construction should be located and continued in the existing pattern around the exterior of the structure in order to maintain consistency with the original style and design.
- Excessive or inappropriate use of gingerbread or other decorative materials is prohibited.
- The addition of new trim, moulding, and gingerbread on areas where they did not previously exist is discouraged.

4.8.14 Colors

- For Victorians, traditional three or four color painting patterns are encouraged.
- For Craftsman, traditional colors are encouraged.
- For Mission Revival/Mediterranean, the traditional use of earth tones and red-hued roofing materials is encouraged.

4.8.15 Garages

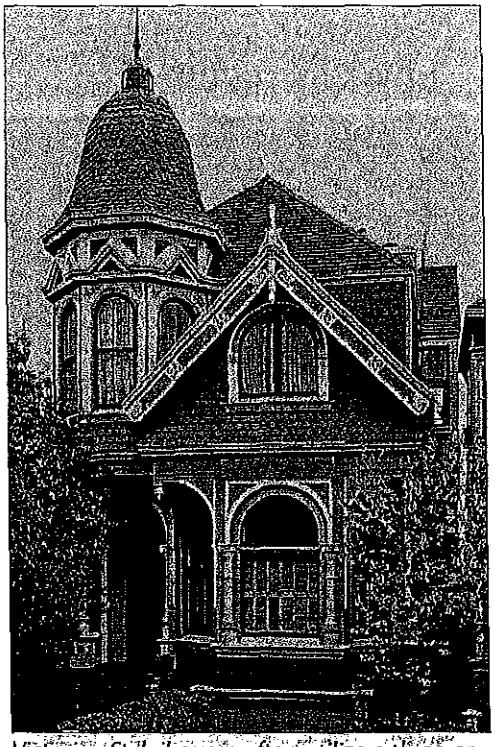
- Style, roof pitch, proportions, and the overall design of the garage or carriage house, as well as building materials and architectural details, should be consistent with those of the era of the house.
- Exterior features of garages which are more modern or contemporary than the style of the house for which the garage is being built are discouraged. This includes features such as aluminum or roll up doors, aluminum frame windows, and other elements.
- Garages should be detached and set back behind the front facade of the house. They may be connected to the house with a breezeway. If garages cannot be detached due to unique site conditions, the garage should be located behind the house or recessed as far as possible from the plane of the front facade, and shall not exceed 50% of the combined house and garage frontage.

4.8.16 Solar Panels

- Design solar panels and any piping to be an integral part of the architecture.
- Install solar panels so that they do not damage or obscure character defining features of the house.

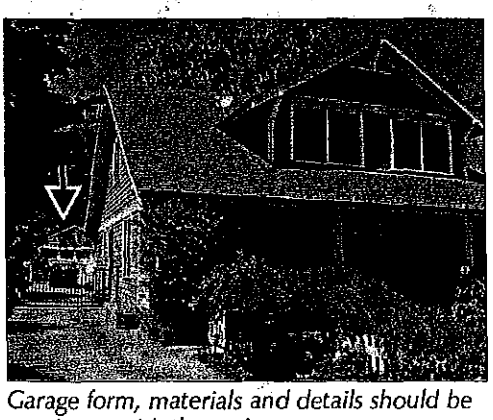
4.8.17 Interior Features

- If an owner desires to take advantage of federal tax incentives for preservation, they should retain original material, architectural features, hardware, original paint colors, plaster, wallpaper, and other historical elements, wherever possible.
- The tax incentives can total 20 percent of the rehabilitation costs. The structure must be historic as certified by the National Park Service, must be income producing (apartments, retail, etc.), and must conform to the rehabilitation standards set by the Department of the Interior. The program is administered by the National Park Service, the IRS, and individual state historic preservation offices.
- Repair and restore original materials wherever possible or, replace with identical, replicated materials.



Victorian Style houses often utilize a three or four color painting scheme

Earth colors and red tile roofs are encouraged for Mission Revival and Mediterranean Styles



Garage form, materials and details should be consistent with the main structure

EXAMPLES OF SYMPATHETIC NEW CONSTRUCTION

4.9 ADDITIONS/ACCESSORY BUILDINGS/SECONDARY UNITS

Follow the provisions set forth in Guideline 3.9 on page 33.

4.10 NEW CONSTRUCTION

This section applies only to new houses constructed within one of the Town's designated historic districts

- Replacement of an existing character-defining or historic structure with a new structure is strongly discouraged.
- If the deciding body has any doubt about whether a project is compliant with the following, the application should be denied:

  New structures should be built in the same style and design of contributing structures in the district. In general, Victorian, Craftsman/Bungalow, and Mission Revival/Mediterranean styles are the contributors to Los Gatos' historic districts.

  Exact duplication is neither required or encouraged. Strict adherence to achieving consistency with a traditional, recognized architectural style and design of a contributing structure in the district is required.

  New Victorian and Craftsman style structures must accurately replicate the traditional style, design and integrity of those contributing structures in the district.
- Replacement of a noncontributing structure is acceptable.
- The established contextual patterns and rhythms should be respected. It is perfectly acceptable that a new "style" be introduced, if it is in keeping with the neighborhood. Historically that has occurred throughout the development of the Town of Los Gatos.
- New structures should not create a false sense of the historical development of the district.
- Conform new structures to the existing and/or required setbacks, and replace the "footprint" of the original structures if any.
- Respect the established site patterns and harmonize with neighboring buildings and existing topography. Exceptions might occur at corners, or where unusual existing condition or neighboring structures create a special condition.
- Respect the street pattern created by open space.
- New construction should be in keeping with the existing neighborhood. It should be especially sensitive to the height and scale of the homes on immediately adjacent parcels.

Front facades should appear similar in height to those seen historically in the block. Taller portions should be set back further on the lot.

- When a new project has more square footage than the surrounding structures, reduce the scale of the structure with sensitive design treatments. Setbacks, overhangs, bay windows, changes in roof slopes, and facade ornament are all methods for reducing the scale of a structure.
- Floor to floor heights should match the floor to floor of adjacent contributing structures.
- The proportion of window and door openings in new construction should be similar to that of the existing surrounding architecture.
- Porches on new structures should have proportions, materials and roof slopes similar to original porches in the district. They should also have depths similar to contributing structures in the district which normally allows for the placement of furniture on the porch.

4.11 NONCONTRIBUTING STRUCTURES

This section applies only to existing houses located within one of the Town's designated historic districts

4.11.1 Remodel to a Contributing Status

- Owners of noncontributing structures within the Town's historic districts are encouraged to remodel them into the style and design of a contributing structure in the district.
- Structures most suitable for this type of remodel are those that would likely have been classified as contributing structures absent previous remodel work or additions that were not sympathetic to the original architecture of the structure.
- In some cases, it may also be possible to make changes that would convert an otherwise non-descript structure into a contributing structure for the district. In general, Victorian, Craftsman/Bungalow, and Mission Revival/Mediterranean styles are the contributors to Los Gatos' historic districts.
- An applicant must produce photographs, counts, and documentation of the location of existing structures of that style in the district or reference materials indicating consistency with contributing styles in the district.
- All exterior elements subject to review should be consistent with the proposed style.
- Remove previous additions and alternations that are not consistent with the architectural style of the structure and the district.

RESEARCH RESOURCES

The following books, documents and web sites may be useful in finding out more about your house and the best means of making sensitive changes to it.

- *A Field Guide to American Houses*
  Virginia & Lee McAlester
  Alfred A. Knopf, 2000

- *The Abrams Guide to American House Styles*
  William Morgan with Photography by Radek Kurzaj
  Harry N. Abrams, Inc. 2004

- *Old House Dictionary: An Illustrated Guide to American Domestic Architecture 1600 to 1940*
  Steven J. Phillips
  John Wiley & Sons, Inc 1994

- *Traditional Construction Patterns: Design & Detail Rules of Thumb*
  Stephen M. Henderson
  McGraw-Hill 2004

- *Los Gatos Observed: The Architecture & History of Los Gatos, California*
  Alastair Dallas with Photography by Peter S. Conrad
  Infospect press 1999

- *Secretary of the Interior's Standards for the Treatment of Historic Properties*
  www.cr.nps.gov

- Office of Historic Preservation
  California Department of Parks and Recreation
  1416 9th Street Room 1442-7
  Sacramento, CA 95814
  (916) 653-6624
  www.ohp.parks.ca.gov

- Carry out exterior changes to the building facades and additions using the guidelines in Section 4.8, 4.9 and 4.10.

4.11.2 Remodel to a less than Contributing Status

- Owners not wishing or unable to remodel to the extent necessary to bring a structure up to contributing structure status are never-the-less encouraged to make changes that are sensitive and supportive of the integrity of the historic district.
- Additions or alterations to noncontributing structures should not disrupt the prevailing rhythm of setbacks on the block.
- The front of the house should be oriented toward the street and the front entry clearly identified.
- Additions to noncontributing structures should have a similar mass to the surrounding neighborhood. For example, the addition of a second floor on a noncontributing structure in a largely one story neighborhood would be strongly discouraged.
- Front elevations should be similar in scale to those seen traditionally in the district.
- Simple gable or hipped roofs with a pitch similar to those in the district are generally appropriate. Complex or unusual roof forms are strongly discouraged.
- Window and door types, sizes, and proportions should be similar to the contributing structures in the district. The number of window types on a structure should be limited. Window and door trim should also be similar in material and size.
- Building materials and finishes should be similar to those of contributing structures in the district. Large amounts of glazing or the use of metal materials is discouraged. Roofing materials should also be similar to those used on nearby contributing structures.
- Exercise restraint on the use of decorative details on noncontributing structures.

GLOSSARY
5

Arbor
A wood lattice entry feature, often with flowering landscaping, sometimes used to define the entry to a house at the front sidewalk.

Balusters
The upright portion of the row of support for a porch or stair railing.

Balustrade
A series of balusters surmounted by a hand rail.

Basement
An enclosed area that extends more than 4 feet above the existing or finished grade in any location. Basements are included in the Floor Area Ratio calculation. Whichever grade (existing or proposed) results in the lowest profile of a building shall be used.

Bay Window
A window projecting outward from the main wall of a building.

Belly Band
A continuous horizontal band of brick, stone or wood on the exterior wall of a building, used for decorative purposes, or as a means of breaking up a large expanse of wall surface. Also know as a Belt Course.

Bow Window
A rounded, rather than rectangular or angular, bay window - usually forming a segment of a circle.

Brackets
Plain or decorated projecting support members found under eaves or other overhangs.

Carriage House
The combination of a residential unit or living space located above a garage or other accessory structure.

Casement Window
A window containing two opening segments with hinges on their vertical edges and separated by a vertical frame element.

Cellar
A room or rooms beneath the main floor of the house used for living space or storage which does not extend more than 4 feet above the existing or finished grade. Cellars are not included in the Floor Area Ration calculation. Whichever grade (existing or proposed) results in the lowest profile of a building shall be used.

Clerestory
A portion of an interior rising above adjacent rooftops and having windows admitting daylight to the interior.

Corbel
A projecting block, sometimes carved or molded, that acts as a means of support for floor and roof beams as well as other structural members.

Craftsman Style
A traditional architectural style of the early 20th century, incorporating locally handcrafted wood, glass, and metal work, that was simple and elegant. A reaction to Victorian opulence and the increasingly common mass-produced housing elements, the style incorporated clean lines, a sturdy structure and natural materials.

Cupola
A small domed or peaked structure crowning a roof or tower.

Dormer
A vertical window projecting from the slope of a roof. Gable dormers have gable roofs while shed dormers have one plane sloped roofs.

Divided Lite
Windows divided into smaller segments of glazing by intermediate dividing members called muntins.

Eave
That portion of the roof which projects beyond the walls.

Facade
The face or elevation of a building.

Fascia
A flat board used to cover the ends of roof rafters.

Flashing
Metal sheet material used to cover open joints of exterior construction such as roof valley joints or roof parapet joints to make them waterproof.

Gable
The triangular portion at the end of a roof composed to two downward sloping planes on either side of a central, horizontal ridge.

Garage: Side Loaded
A garage with its entry doors located at an angle (usually a right angle) to the street which provides vehicular access to the garage.

GLOSSARY 5

Garage: Split
A garage which utilizes multiple doors divided by vertical supports in lieu of a single larger door.

Garage: Tandem
A garage with one car parked behind another rather than side-by-side.

Gingerbread
Highly decorative scrolls, lacework and other applied wood details associated with the Victorian Style.

Great Room
A large living space, often a family room, and generally characterized by an interior ceiling height larger than the remainder of the house.

Hillside Areas
Areas identified on the Town of Los Gatos Hillside Area Map.

Historic District
An area designated as a "Historic District" by ordinance of the Los Gatos Town Council.

Historic Preservation Committee
A Town Committee consisting of five members who are all Los Gatos residents. Three are members of the public who are appointed by the Town Council. The other two members are from the Planning Commission who are appointed by the Planning Commission Chair. The Committee is composed of professional and lay members with demonstrated interest, competence or knowledge in historic preservation.

Juliet Balcony
A shallow projecting balcony, usually with a depth of three feet or less. Suitable for potted plants, but not large enough for furniture.

Lattice
An openwork grill of interlacing wood strips used as screening or as a base for climbing landscaping.

Lintel
A horizontal top member of a window, door or other opening.

Massing
The three-dimensional form of a building.

Media Center
A room used generally for television and multimedia viewing.

Mission Style
A style of architecture associated with that of the early Spanish Colonial missions in Mexico and the southwestern United States.

Mortar
A mixture of sand, lime, cement, and water used as a binding agent in masonry construction.

Mullion
A heavy vertical divider between windows or doors.

Muntin
A secondary framing member used to divide and hold the panes of glass in a multiple-lite window or glazed door.

Pergola
See Arbor.

Pop out
An interior space that projects out from the main exterior wall. A bay window is a pop out.

Porch Skirt
A screen, usually wood or non-structural masonry, used to cover the front and sides of a porch projection from the floor beams to ground level.

Pot Shelf
A shallow horizontal wood or metal projection from an exterior wall, supported by brackets and used for the display of potted plants and flowers.

Ranch Style
An architectural style first popularized in the 1930s and extremely popular during the 1950s to 1980s. The style is often characterized by one story profiles with low, roof lines, simple floor plans, attached garages, and large windows and sliding glass doors.

Roof Pitch
The angle of the sloped planes of a roof - often expressed in the rise in inches for every foot of horizontal distance, as in a 4 in 12 pitch.

Roof Ridge
The horizontal line formed when two roof surfaces meet.

Setbacks
The horizontal distances a structure is held away from the adjacent property lines. Also used to describe the off-set distances between horizontal or vertical wall planes of a structure.

Sill
The framing member that forms the lower side of an opening, such as a window or door sill.

Soffit
The exposed underside of an arch, cornice, balcony, beam or roof overhang.

Towers/Turrets
A structure whose height is usually much greater than its width - often used as entry or focal point features of more formal style houses.

Trellis
A horizontal light framework, freestanding or projecting from the face of wall, used for the purposes of sun shading and/or the support of vines.

Victorian Style
The revival of an eclectic architectural style popular in English-speaking countries during the reign of Queen Victoria. It may vary from simple classic homes to ones with substantial amounts of ostentatious ornament.

Widows' Walk
A railed rooftop platform, originally on a coastal house and designed to observe vessels at sea. The name comes from the wives of mariners who would watch for their spouses to return; in some instances, the ocean took the lives of the mariners, leaving the women as widows.

APPENDICES

APPENDIX A
How to Read Your Neighborhood
Workbook

How to Read Your Neighborhood

A guide to assist in understanding a neighborhood's design context

Town of Los Gatos

APPENDIX A
How to Read Your Neighborhood Workbook

INRODUCTION

Town of Los Gatos Character

Los Gatos is a community of homes with a wide variety of residential styles and unique neighborhoods. Small bungalows of the Nineteenth Century share street frontages with newer and larger house. While some of the Town's neighborhoods, such as the Mid-Twentieth Century subdivisions with Ranch Style houses, have a relative homogeneity, others have developed over a longer period of time and contain a great deal of diversity.

However, amid all of the various styles and diversity, the Town's individual residential neighborhoods do have a great deal of visual unity as a result of a respect for one's neighbors and a recognition that the quality of Los Gatos neighborhoods benefits greatly from efforts to enhance and reinforce the positive features of the neighborhoods that have grown over a period of many years.

Community Expectations

Los Gatos will continue to change and evolve over many decades to come. A diversity of architectural styles throughout the community will continue to be expected and valued.

Residents of the community wish to see the many positive qualities of the Town's neighborhoods preserved and enhanced, while recognizing that the needs of families and the nature of a home's living space will continue to change with time. It is the community's expectation that these changes will occur within a context of sensitivity and respect for the surrounding neighborhhod and those qualities that have made Los Gatos unique in the Bay Area.

Purpose of this workbook

In evaluating applications for new residential construction, additions and renovations, neighborhood compatibility will be given the highest consideration. This workbook is intended to assist property owners and their design professionals in focusing attention on the immediate neighborhood around their parcels. While a broader neighborhood context may be appropriate in some situations, a new residential project will likely have its greatest impact on the existing homes nearby. Sensitivity to the pattern, size and scale of this context will assist in integrating new projects into their individual neighborhoods. And, the use of some of the architectural and landscape vocabulary drawn from the neighborhood can enhance the visual unity of the neighborhood.

This workbook focuses on the major elements that seem to most frequently serve to either unify residential neighborhoods or make an individual house uncomfortably stand out from its neighbors.

How to use this workbook

The workbook is set up to allow a quick inventory of conditions in the area closest to the subject parcel - those that are most likely to be seen in the same context. A small map on each page shows a typical site condition with numbers assigned to nearby parcels. Observing the conditions that occur on each of the properties will assist in completing a summary at the end of the workbook which notes the major features that predominate in the immediate neighborhood.

As you look at the specific conditions outlined in this workbook, also take time to observe the many other features that add diversity and visual richness to the neighborhood. A few of these are noted in the sidebar to the right.

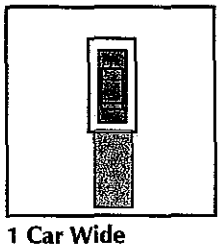
Additional Elements to Observe

- Height of the first floor above grade
- Eave heights compared to adjacent homes
- Side yard separations between parcels
- Attic vents and other details
- Decorative lights
- Entry paths to entries
- Window patterns, formal vs. informal
- Special trim between floors
- Special wall trim at roof overhangs
- Bay window tops and bottoms
- Second floor decks and balconies
- Chimney tops
- Roof vents
- Skylights
- Special decorative porch details
- Foundation walls at elevated first floors
- Base and trim colors
- Special paving materials and patterns
- Brick or stone patterns

APPENDIX A
How to Read Your Neighborhood Workbook

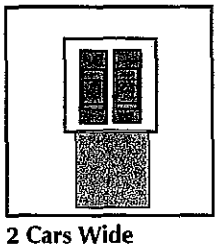
Neighborhood Patterns

Garage Doors



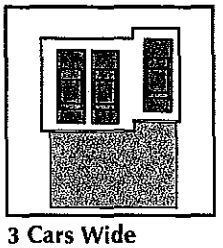
1 Car Wide

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



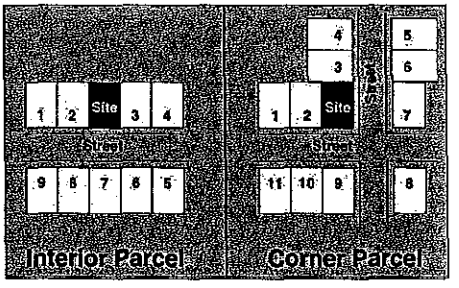
2 Cars Wide

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



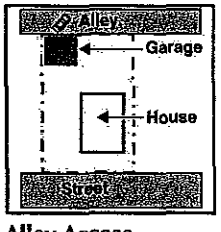
3 Cars Wide

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



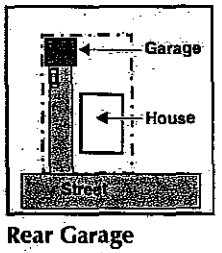
Immediate Neighborhood Parcels

Garage Location on the site



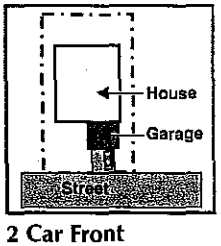
Alley Access

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



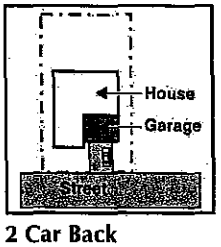
Rear Garage

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



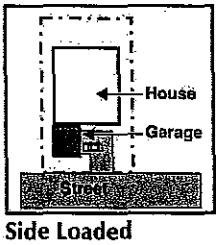
2 Car Front

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



2 Car Back

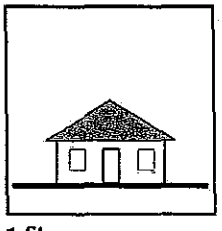
Frequency of Occurrences	
5 or more	
2 - 4	
0 - 1	



Side Loaded

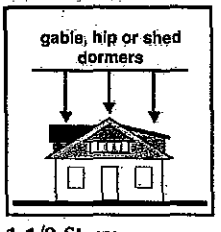
Frequency of Occurrences	
5 or more	
2 - 4	
0 - 1	

Building Heights



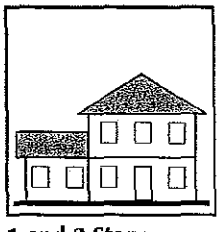
1 Story

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



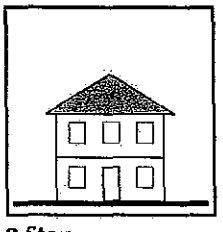
1 1/2 Story

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



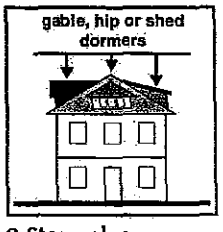
1 and 2 Story

Frequency of Occurrence	
5 or more	
2 - 4	
0 - 1	



2 Story

Frequency of Occurrences	
5 or more	
2 - 4	
0 - 1	



2 Story plus

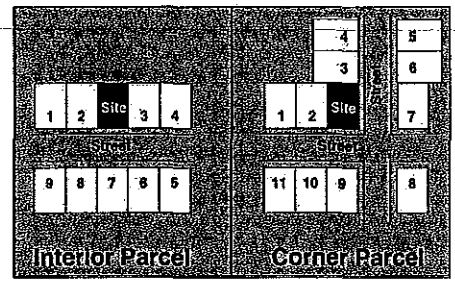
Frequency of Occurrences	
5 or more	
2 - 4	
0 - 1	

APPENDIX A
How to Read Your Neighborhood Workbook

Architectural Styles 1

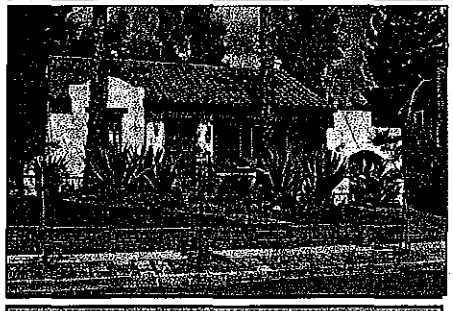
Craftsman Bungalow

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Immediate Neighborhood Parcels

Spanish / Mission Revival

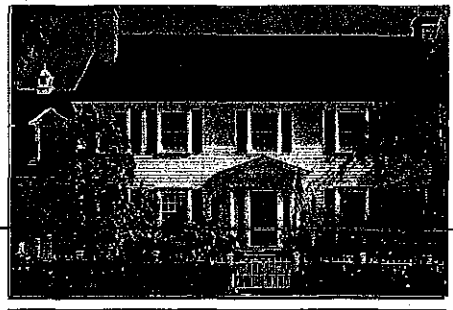


Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Victorian

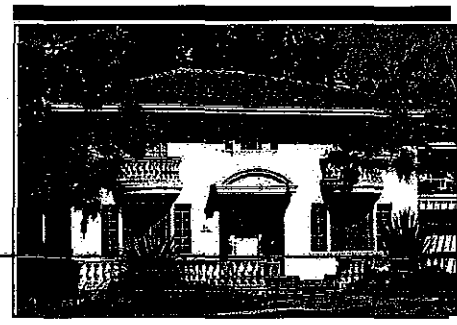
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Colonial/Greek Revival



Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Italianate

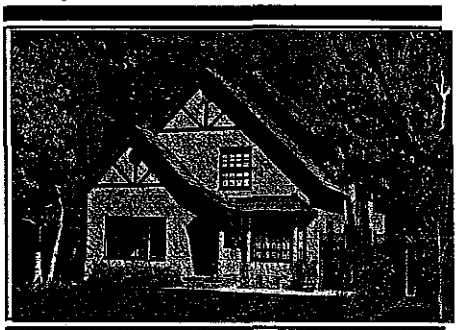


Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

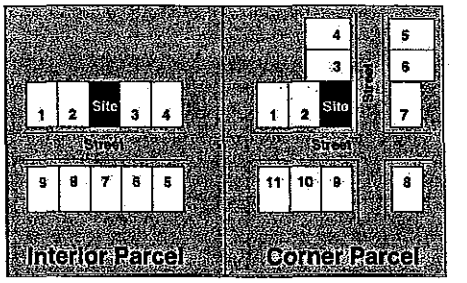
APPENDIX A
How to Read Your Neighborhood Workbook

Architectural Styles 2

European Romantic

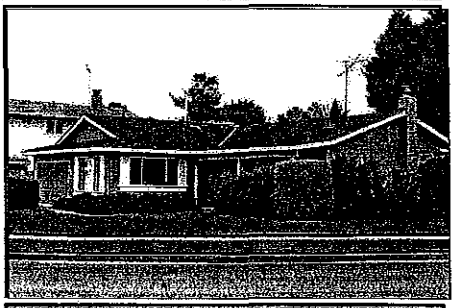


Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Immediate Neighborhood Parcels

Ranch



Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Builder Contemporary

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Modern

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Other Historic Style

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Other Non-Historic Style

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

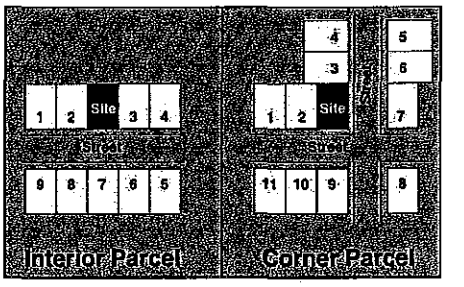
APPENDIX A
How to Read Your Neighborhood Workbook

Form and Massing

Building Height on Adjacent Parcels

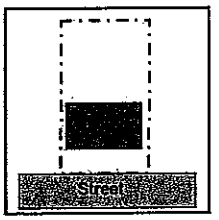
Parcel 1	
	1 Story
	1 1/2 Story
	2 Story
	1 and 2 Story
	2 Story Plus

Parcel 2	
	1 Story
	1 1/2 Story
	2 Story
	1 and 2 Story
	2 Story Plus



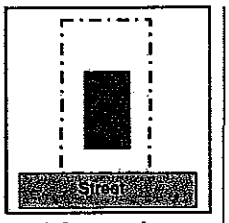
Immediate Neighborhood Parcels

Street Presence



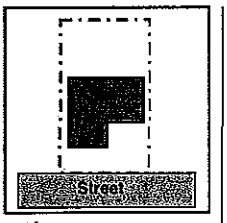
Straight Facade ***Wide***

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



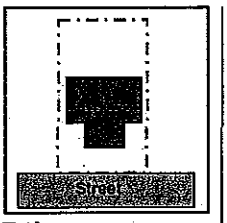
Straight Facade ***Narrow***

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



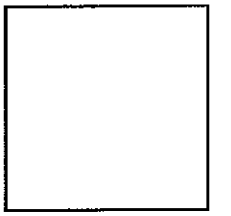
L Shape

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



T Shape ***Narrow Forward***

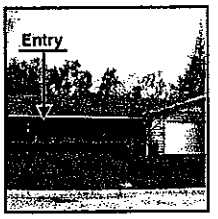
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Other (Diagram)

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Entries

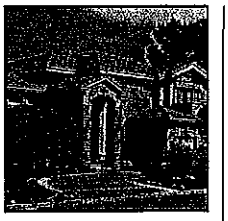


Recessed: ***In Wall or Under Roof***

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

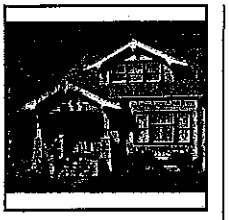
Attached: ***With Low Eave***

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Attached: ***With High Eave***

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Narrow Porch

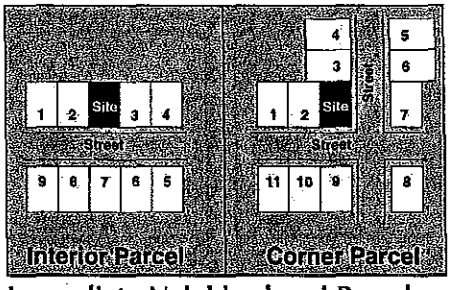
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Wide Porch

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

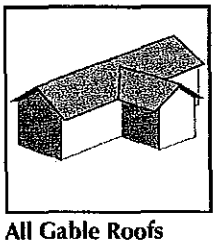
APPENDIX A
How to Read Your Neighborhood Workbook

Roofs 1



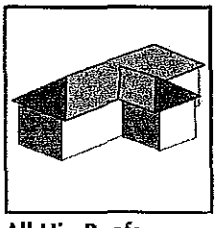
Immediate Neighborhood Parcels

Roof Forms



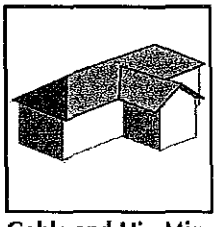
All Gable Roofs

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



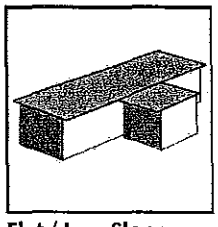
All Hip Roofs

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Gable and Hip Mix

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



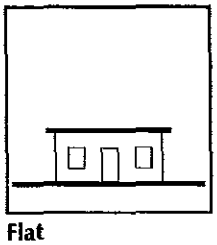
Flat / Low Slope

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Other (Diagram)

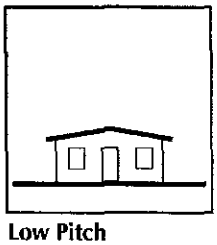
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Roof Pitches



Flat

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

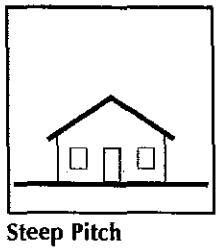


Low Pitch

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

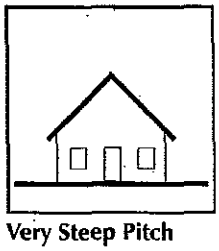
Moderate Pitch

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Steep Pitch

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Very Steep Pitch

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

APPENDIX A
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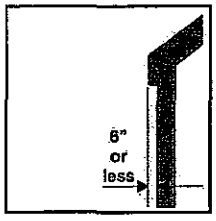
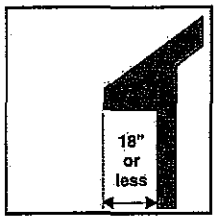
Roofs 2

Roof Overhangs



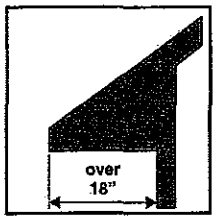
None (6" or less)

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



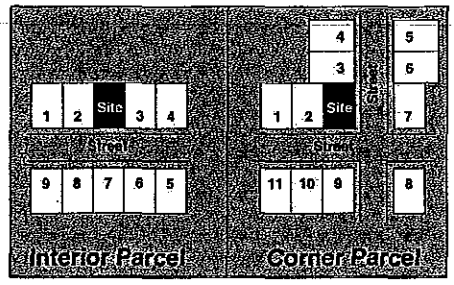
Small (18 " or less)

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



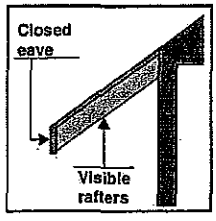
Large (Over 18")

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



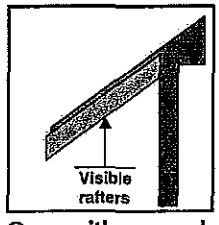
Immediate Neighborhood Parcels

Roof Eaves



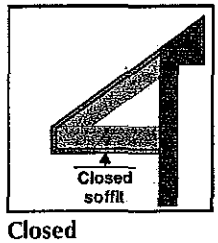
Open

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Open with exposed rafter tails

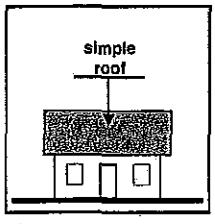
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Closed

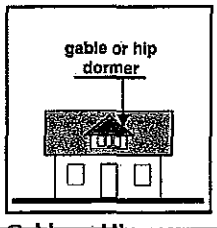
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Roof Features



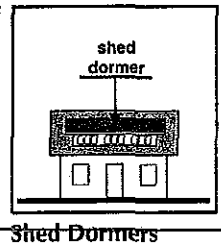
None

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Gable or Hip Dormers

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



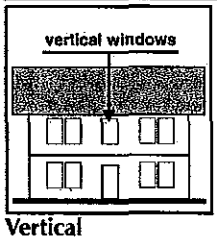
Shed Dormers

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

APPENDIX A
How to Read Your Neighborhood Workbook

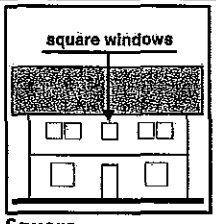
Windows 1

Predominant Window Proportions



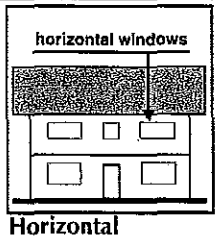
Vertical

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



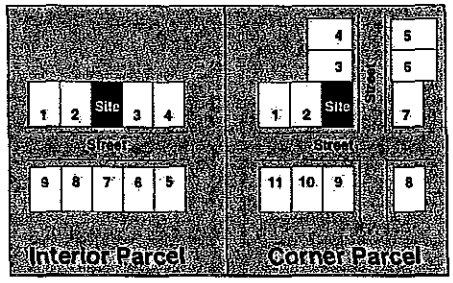
Square

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



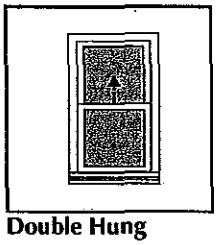
Horizontal

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



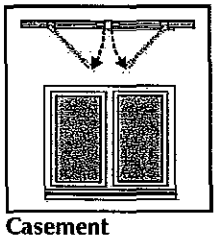
Immediate Neighborhood Parcels

Predominant Window Type



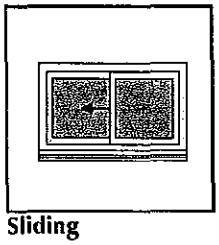
Double Hung

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



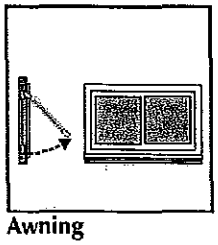
Casement

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Sliding

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



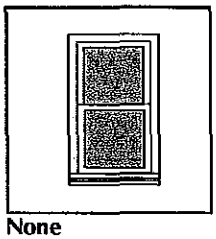
Awning

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Other (Diagram)

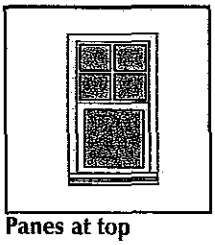
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Window Divisions



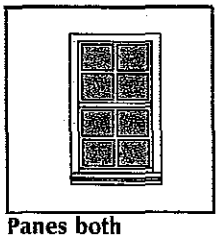
None

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



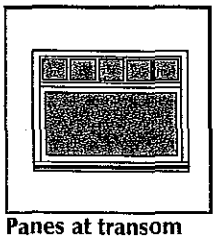
Panes at top

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Panes both

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Panes at transom

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Other (Diagram)

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

APPENDIX A
How to Read Your Neighborhood Workbook

Windows 2

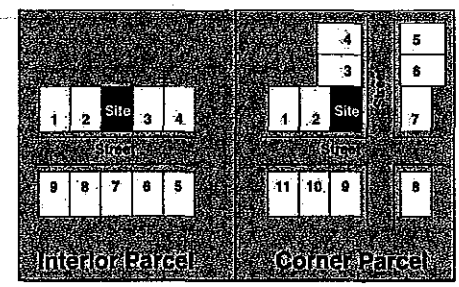
Window Material

Wood or looks like wood

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

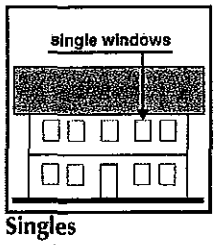
Metal

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



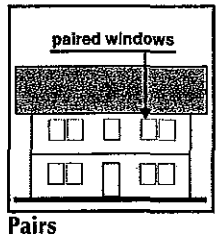
Immediate Neighborhood Parcels

Window Groupings (Check those that are the most common on the houses nearby)



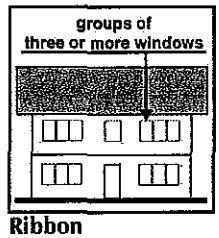
Singles

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



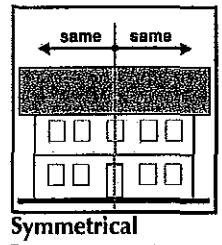
Pairs

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



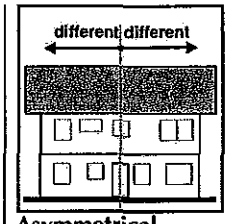
Ribbon

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Symmetrical

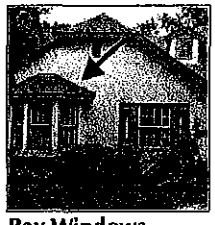
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Asymmetrical

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Special Window Shapes (Check all boxes that are common on an individual house)

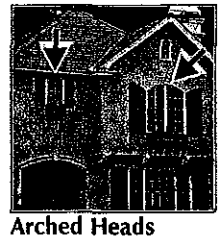


Bay Windows *First Floor*

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Bay Windows *Second Floor*

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Arched Heads

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Estate Style Windows

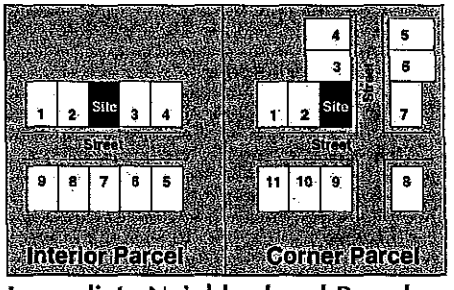
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Other (Diagram)

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

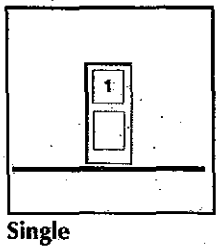
APPENDIX A
How to Read Your Neighborhood Workbook

Doors 1



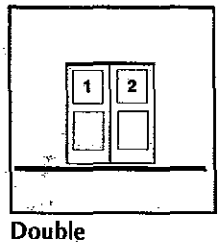
Immediate Neighborhood Parcels

Door Size



Single

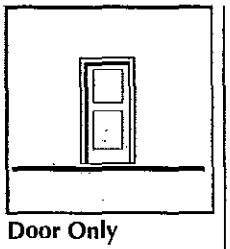
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Double

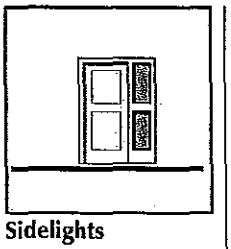
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Door Setting



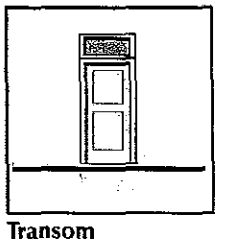
Door Only

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Sidelights

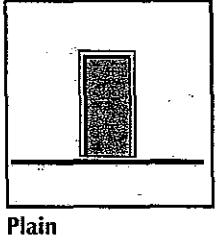
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Transom

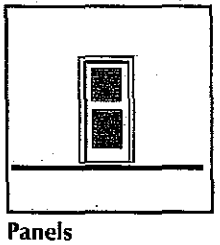
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Door Details



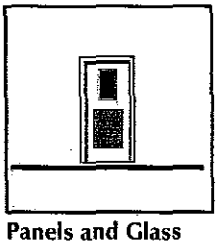
Plain

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



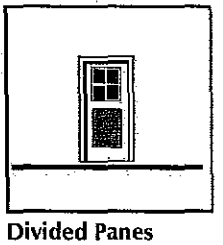
Panels

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



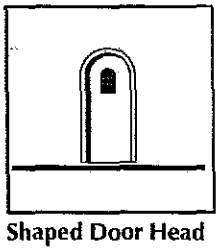
Panels and Glass

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Divided Panes

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Shaped Door Head

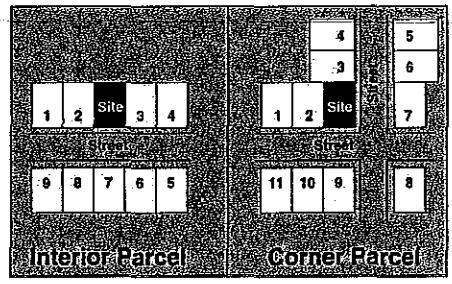
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

APPENDIX A
How to Read Your Neighborhood Workbook

Materials

Accent Materials in the neighborhood

	Stone Wall Bases
	Brick Wall Bases
	Stone Chimneys
	Brick Chimneys
	Other



Immediate Neighborhood Parcels

Primary Wall Materials

Wood Siding

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Shingles

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Stucco

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Brick or Stone

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Mix of Materials

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Roof Materials

Composition Shingles

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Wood Shakes

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Tile or Concrete Flat

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Tile or Concrete Arched

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Metal

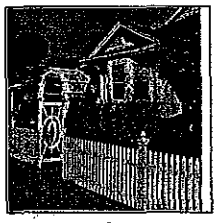
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

APPENDIX A
How to Read Your Neighborhood Workbook

Accent Details

Front Yard Fence

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

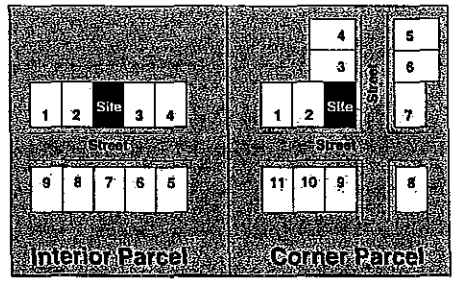


Front Yard Entry Arbor

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Trellises

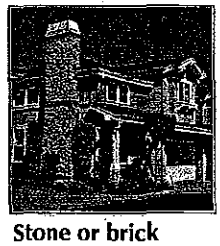
Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Immediate Neighborhood Parcels

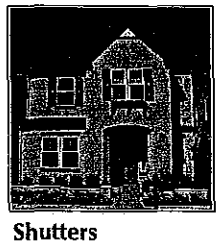
Stone or Brick Base

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



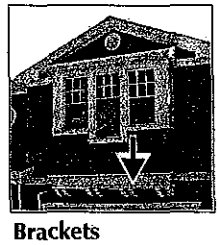
Stone or brick Chimneys

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Shutters

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

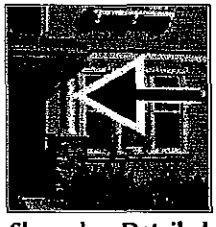


Brackets

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

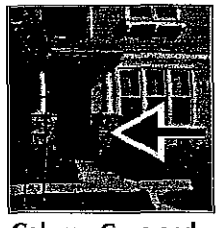
Gable Infill Texture

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



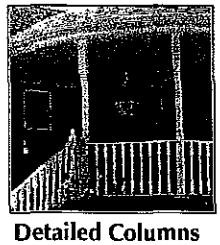
Shaped or Detailed Entry Columns

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



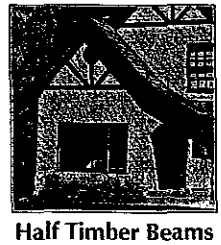
Column Caps and Bases

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Detailed Columns and Railings

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1



Half Timber Beams

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Towers / Turrets

Frequency of Occurrence	
	5 or more
	2 - 4
	0 - 1

Other Distinctive Features in the <u>Immediate Neighborhood</u> (Within the parcels above) and **the <u>Broader Neighborhood</u>** (Within 1 block)

APPENDIX A
How to Read Your Neighborhood Workbook

Summary of predominant neighborhood characteristics

Select those with three or more examples in the Immediate Neighborhood

Neighborhood Patterns

	Garage Doors
	1 Car Wide
	2 Cars Wide
	3 Cars Wide

	Garage Location on the Site
	Alley Access
	Rear Garage
	2 Car Front
	2 Bar Back
	Side Load

	Building Heights
	1 Story
	1 1/2 Story
	1 and 2 Story
	2 Story
	2 Stories Plus

Architectural Styles

	Craftsman Bungalow
	Spanish/Mission Revival
	Victorian
	Greek Revival

	Colonial Revival
	European Romantic
	Ranch
	Builder Contemporary

	Modern
	Other Historic Style
	Other Non-Historic Style

Form and Massing

	Street Presence
	Straight Facade: Wide
	Straight Facade: Narrow
	L-Shape
	T Shape: Narrow Forward
	Other

	Entries
	Recessed: in Wall or Under Roof
	Attached: With Low Eave
	Attached: With High Eave
	Narrow Porch
	Wide Porch

APPENDIX A
How to Read Your Neighborhood Workbook

Roofs

Roof Forms	
	All Gable Roofs
	All Hip Roofs
	Gable and Hip Mix
	Flat/Low Slope
	Other

Roof Overhangs	
	None (6" or less)
	Small (18" or less)
	Large (Over 18")

Roof Eaves	
	Open
	Open with exposed rafter tails
	Closed

Roof Pitches	
	Flat
	Low Pitch
	Moderate Pitch
	Steep Pitch
	Very Steep Pitch

Roof Features	
	None
	Gable Dormers
	Shed Dormers

Windows

Predominant Window Proportions	
	Vertical
	Square
	Horizontal

Window Divisions	
	None
	Panes at Top
	Panes at top and bottom
	Panes at transom
	Other

Window Groupings	
	Singles
	Pairs
	Ribbon
	Symmetrical
	Asymmetrical

Predominant Window Type	
	Double Hung
	Casement
	Sliding
	Awning
	Other

Window Material	
	Wood or looks like wood
	Metal

Special Window Shapes	
	Bay Windows: First Floor
	Bay Windows: Second Floor
	Arched Heads
	Estate Style Windows
	Other

APPENDIX A
How to Read Your Neighborhood Workbook

Doors

	Door Size
	Single
	Double

	Door Setting
	Door Only
	Sidelights
	Transom

	Door Detail
	Plain
	Panels
	Panels and Glass
	Divided Glass Panes
	Shaped Door Head

Materials

	Accent Materials Common in the Immediate Neighborhood
	Stone Wall Bases
	Brick Wall Bases
	Stone Chimneys
	Brick Chimneys
	Other

	Primary Wall Materials
	Wood Siding
	Shingles
	Stucco
	Brick or Stone
	Mix of Materials

	Roof Materials
	Composition Shingles
	Wood Shakes
	Tile or Concrete: Flat
	Tile or Concrete: Arched
	Metal

Accent Details

	Front Yard Fences
	Front Yard Entry Arbor
	Trellises
	Stone or Brick Bases
	Stone or Brick Chimneys

	Shutters
	Brackets
	Gable Infill Texture
	Shaped or Detailed Entry Columns

	Column Caps and Bases
	Detailed Porch Railings
	Half Timber Beams
	Towers/Turrets

Other Distinctive Features in the <u>immediate neighborhood</u>

_____ _____ _____

_____ _____ _____

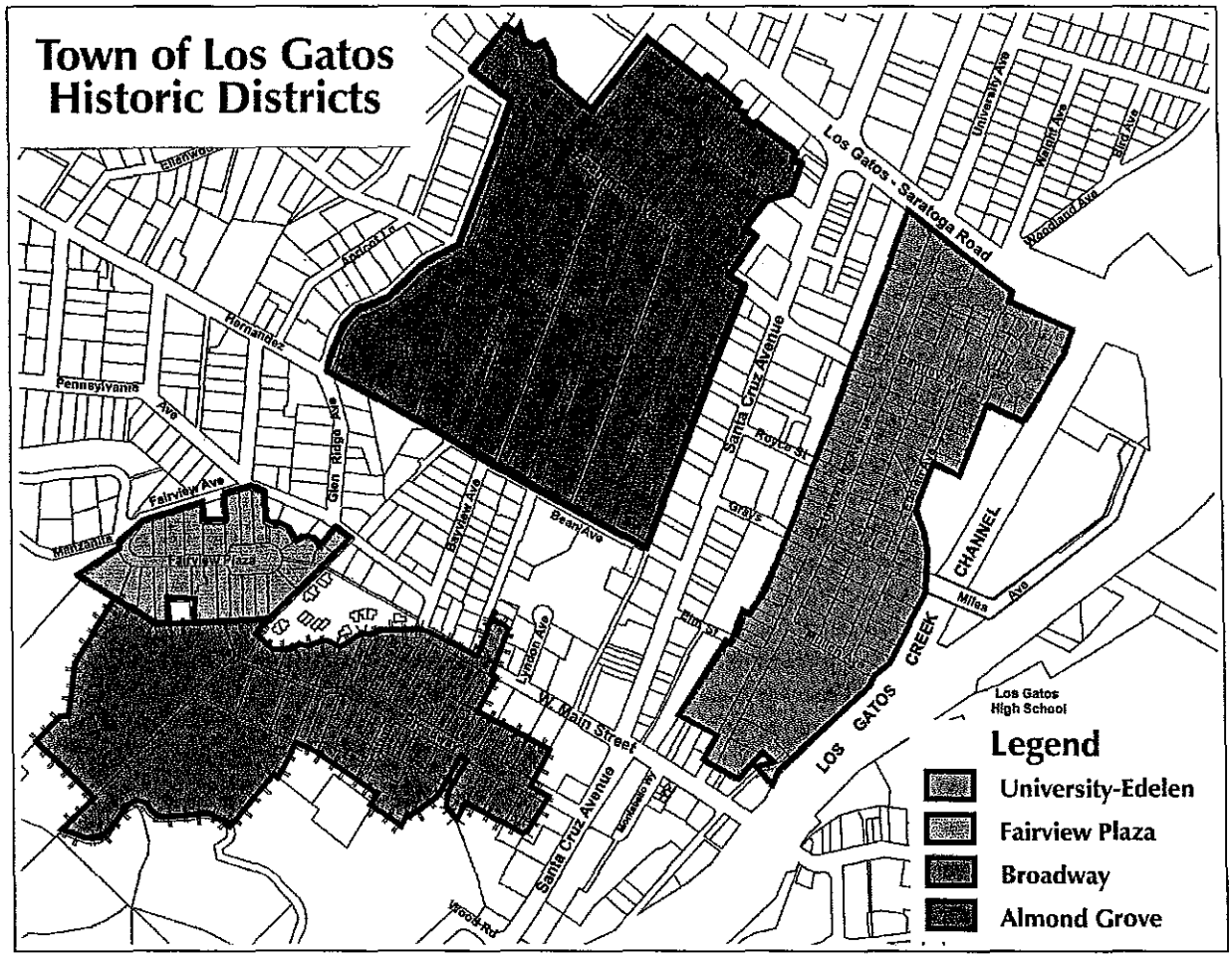
Other Distinctive Features in the <u>broader neighborhood</u> (Within one block each direction)

_____ _____ _____

_____ _____ _____

APPENDIX B
Historic Districts

TOWN OF LOS GATOS RESIDENTIAL HISTORIC DISTRICTS



APPENDIX B
Historic Districts

ALMOND GROVE HISTORIC DISTRICT

Historical

The Almond Grove addition was the first and largest subdivision after the incorporation of the Town of Los Gatos. Of approximately 40 acres, the historic tract was the last land, formerly an almond orchard as its name suggests, of 162 1/2 acres bought in 1865 by John Mason from Edward Auzerais, an important landowner in Santa Clara County after whom Auzerais Street in San Jose and Auzerais Court in Los Gatos are named.

The purchasers and developers of Almond Grove were four very important figures to Los Gatos history and honored by street names still used in the area. They were Alphonse Eli Wilder, banker; Augustine Nicholson, capitalist; Magnus Tait, farmer and miner; and John Bean, orchardist.

Many important contributors to the development of the Town lived in the Almond Grove area. L. E. Hamilton, secretary of the Odd Fellows and director of the 1889 Los Gatos Cemetery Association, built his own house at 139 Wilder (which is still owned and occupied by his daughter). In addition, he also did extensive carpentry work for Mrs. Winchester of the famous Winchester House in San Jose.

The house at 115 Wilder was owned by Clarence Lyndon, nephew of town pioneer John Lyndon. E. N. Davis, head trustee (mayor) on the board of trustees, 1898-1902, lived at 131 Tait.

The Magnus Tait home is 231 Tait. 129 Tait was the home of E. E. Place and birthplace of George Place, owner of Place Mortuary housed in the Coggeshall Mansion (a Town historic landmark now the site of the Chart House).

328 Bachman is the "Massol" house. Fenilen Massol was Los Gatos mayor, 1894-97.

354 Bachman was the home of George McMurty, who as a 'youth helped haul stones to build Forbes Mill Annex and later became the first treasurer of incorporated Los Gatos, a post he held for over 40 years.

216 Glen Ridge was the home of W. H. B. Trantham, who in 1885 became the first owner of the Los Gatos News after its founder temporarily retired. Trantham owned the News (later the Mail-News) until 1976. The Mail-News remained in existence until 1953.

200 Glen Ridge was at one time the home of Raymond J. Fisher, educator, after who Fisher School is named. John Bean started a business right in Almond Grove that evolved into a local family dynasty's multi-national corporation, Food Machinery Corporation. Plagued by San Jose scale on his orchard trees, he developed an improved chemical spray pump, a significant development in an era of tremendous fruit growing in Santa Clara Valley. Bean gave his son-in-law, David C. Crummey, a share in the business. Historical evidence indicates that Crummey lived in the house on the corner of Bean and Santa Cruz Avenues, 212 Bean Avenue, until the business prospered and he built the elaborate mansion at 33 Glen Ridge Avenue. D. C.'s son, John Crummey, further improved the pump and expanded the Almond Grove headquartered business. (In Horatio Algier tradition, he enterprisingly rode a bicycle up and down the Sacramento Valley and lined up enough orders to keep the company in business for years). Under Crummey, the Bean Spray Pump Company became F.M.C. (Still retaining a division entitled Bean Spray Pump Company). Under John Crummey's son-in-law, Paul Davies, F.M.C. became an international corporation, and a member of his family still serves on the board of directors.

Contributors to the District

Street Address	Estimated Date of Construction
228 Almendra	1910s
230 Almendra	1910s
231 Almendra	1910s
237 Almendra	1880s
238 Almendra	1920s
242 Almendra	1910s
245 Almendra	1900s
253 Almendra	1920s
259 Almendra	1920s
302 Almendra	1900s
315 Almendra	1910s
316 Almendra	1910s
322 Almendra	1910s
211 Bachman	1860s
221 Bachman	1930s
222 Bachman	1900s
226 Bachman	1920s
228 Bachman	1920s
243 Bachman	1910s
244 Bachman	1940s
250 Bachman	1920s
251 Bachman	1930s
256 Bachman	1880s
300 Bachman	1930-40s
301 Bachman	1920-30s
303 Bachman	1930s
308 Bachman	No Specific Date

APPENDIX B
Historic Districts

320 Bachman	1920s
327 Bachman	1940s
212 Bean	1890s
236 Bean	1900s
102 Massol	1880s
106 Massol	1870s
114 Massol	1880s-90s
119 Massol	1870s
120 Massol	1930s
124 Massol	1930s
125 Massol	1860s
130 Massol	1860s
134 Massol	1920s
136 Massol	19 Century
144 Massol	1920s
155 Massol	1910s
156 Massol	1910s
210 Massol	1920s
218 Massol	1860s
220 Massol	19 Century
231 Massol	1930s
320 Massol	1910s
216 Nicholson	1910s
222 Nicholson	1920s
255 Nicholson	1920s
304 Nicholson	1940s
310 Nicholson	1860s-1940s
315 Nicholson	1920s
100 Tait	1890s
103 Tait	1900s
106 Tait	1890s
115 Tait	1890s
116 Tait	1860s
116 Tait	1920s
118 Tait	1890s
122 Tait	1890s
125 Tait	19 Century
128 Tait	1890s
131 Tait	1860s
136 Tait	1870s
142 Tait	1910s
145 Tait	1910s
146 Tait	1920s
150 Tait	1920s
202 Tait	1930s
203 Tait	19 Century
207 Tait	1900s
213 Tait	19 Century
215 Tait	19 Century
218 Tait	1880s
225 Tait	1910s
230 Tait	1880s
231 Tait	1860s
314 Tait	1920s
334 Tait	1920s
100 Wilder	1890s
101 Wilder	1890s
107 Wilder	1900s
113 Wilder	1900s
114 Wilder	1930s
115 Wilder	1910s
121 Wilder	1880s
123 Wilder	1910s
124 Wilder	1900s
127 Wilder	1920s
128 Wilder	1910s
131 Wilder	1930s
134 Wilder	1870s
138 Wilder	1920s
139 Wilder	1860-70s
147 Wilder	1890s
150 Wilder	1910s
153 Wilder	1870s
204 Wilder	1900s
205 Wilder	1880s
208 Wilder	1900s
211 Wilder	1920s
212 Wilder	1860s-70s
218 Wilder	1860s-70s
221 Wilder	1920s
224 Wilder	1860s-70s
225 Wilder	1910s

Source: Historic Inventory Survey conducted by Anne Bloomfield.

Architectural

The predominance of Victorian architecture, including informal wood frame cottages and impressive homes, intermixed with bungalow style cottages, Colonial Revival, and Mission Revival homes built somewhat later reflect the history and development of the district. Individual architectural distinction is not the important factor in an historic district but the neighborhood entity created. The Almond Grove area is unique in that of the 78 pre-1895 houses built here, 64 or about 82% still grace the streets. In addition, 22 houses built between 1895 and 1908, 31 houses built between 1908 and 1916 and another 30 houses built between 1917 and 1930 still exist. The 1989 earthquake significantly damaged two houses built prior to the 1900's and one house built in the 1920's which were

APPENDIX B
Historic Districts

demolished. A total of 180 structures now line the streets within the boundaries of the district, 147 or 82% of those structures were built by 1930. The streetscapes remain basically unchanged, lending the district a special old-time feeling that for many symbolize old Los Gatos and represents an important part of our Town's heritage.

UNIVERSITY-EDELEN HISTORIC DISTRICT

The University/Edelen area was originally part of the Mason Tract. In September 1880, the area was subdivided into five parcels ranging from 6.75 acres to 10 acres. These parcels were further subdivided and became the Miles/Edelen Subdivision (The Vineyard Lots), the Hagerty Subdivision, the Quick Subdivision, the Bentley/Pierce Subdivision and the Engrish Subdivision which created the lots forming the University/Edelen Area. These subdivisions predated the turn of the century.

Architecture

Victorian is the predominant architecture, including informal wood frame cottages and impressive homes, intermixed with Craftsman/Bungalow style cottages built somewhat later. Also present in smaller numbers are Colonial Revival. Contributing structures are both residential and commercial. Individual architectural distinction is not as important in a historic district as the neighborhood entity created. The University/Edelen district has easily identifiable boundaries which add to its perception as a distinct neighborhood.

Significant Residential Structures

Harry Perrin Home - 315 University Avenue: This house is estimated to have been built in 1895. The original owners were Harry and Theresa Perrin. Mr. Perrin was a brick mason and contractor and built the house with his own hands for his bride. They sold the house in 1906. Mr. Perrin later constructed the revetments for the Presidio of San Francisco. The house has been called "Honeymoon House." The home is an excellent example of romanesque style architecture.

In 1972 a major remodeling job was redone under the direction of Boris and Nancy Baranowski. The interior was redone and made into law offices. In 1989 the structure was significantly damaged by the earthquake and in 1990 the building under went major repair and the seismic retrofit was completed in 1991 by VSL Corporation.

Miles House (Los Gatos Museum Restoration Award, 1971), 130 Edelen: This Queen Anne, two-story Victorian was built by contractor-land developer O. E. Miles in 1886. The house was converted to a duplex in 1932 and was then reverted to a single-family house in 1963. The home was used as a movie set for the 1970 Orson Wells movie "The Toy Factory."

Skinkle House, 129 Edelen: This Queen Anne, two-story Victorian was built by pharmacist A. Skinkle, Jr., in 1890. He was co-owner of Watkins Skinkle Drug Store on Main Street and Santa Cruz Avenue. Skinkle was president, in 1895, of the Borad of Trade (forerunner to the Chamber of Commerce).

Contributors to the District

Street Address		Estimated Date of Construction
91	Bentley	1910s
107	Edelen	1890s
110	Edelen	1930-50s
114	Edelen	20th Century
124	Edelen	1900s
217	Edelen	19th Century
219	Edelen	1920s
233	Edelen	1890s
239	Edelen	1890s
252	Edelen	1910s
255	Edelen	1920s
258	Edelen	1920s
68	Miles	1920s
72	Miles	1890s
40	University	1901
112	University	1930s
123	University	1900s
205	University	1900s
210	University	1920s
217	University	1910s
229	University	N/A
230	University	1920s
241	University	1930s
242	University	1860s
245	University	1930s
250	University	1920s
251	University.	1930s
254	University	1890s
.266	University	1890s
313	University	1920s
324	University,	1920s
326	University	1920s
327	University	1890s
329	University	1920s
330	University	1900s
333	University	1910s
259	University	1940s

APPENDIX B
Historic Districts

111	Edelen	1880-90s
118	Edelen	1890s
129	Edelen	1890s
130	Edelen	1886
260	Edelen	1880s
115	University	1910s
118	University	1880s ,
122	University	1870.80's
126	University	1880s
128	University	1890s
201	University	1890s
202	University	1870s
215	University	1880-90s
221	University	1920s
231	University	1930s
232	University	1920s
237	University	1880s
256	University	1880s
262	University	1890s
301	University	1910s
303	University.	1910s
315	University	c.1895
321	University	1890s
350	University	N/A
611	University	1950s

Source : Historic Inventory Survey conducted by Anne Bloomfield.

BROADWAY HISTORIC DISTRICT

Historical

The Broadway area was the first residential subdivision, and Broadway was the first residential street in the Town of Los Gatos.

A 100-acre tract of land including what is now the Broadway area was purchased by a Henry D. McCobb in 1863. McCobb planned to subdivide the land into city lots and name the new city Cobbsville.

The land was ultimately sold to ex-Vermonter John W. Lyndon, one of the most well-known names in early Los Gatos history, and it was Lyndon who, on September 24, 1881, subdivided the area into 48 lots, selling for $125 and up. On January 5, 1883 Broadway, was opened up to access the Lyndon subdivision. Broadway was the first plotted street in Los Gatos. Scattered houses and businesses such as Forbes Mill preceded Broadway, but this subdivision marked the beginnings of a formally laid-out Town.

In addition to founding Broadway, John Lyndon, one of the original Town Trustees (equivalent to Town Councilmen), was a stockholder in the new Los Gatos Fruit Packing Co., organized a gas company, started a bank, built a new hotel (Ten Mile House, predecessor to the Lyndon Hotel) and deeded the land for the Southern Pacific Coast Railway depot, where the post office now stands.

Among the first land purchasers was William L. Lingley, once a sailor from Maine, who bought the Lyndon Subdivision All for $600 in gold coin in September, 1881. Part of the original Lingley home still stands near what are now the apartments at 350 W. Main Street. The creek running through that area and # 1 Bayview (original location of the Victorian Abbey Inn) is called Lingley Creek.

The historic John W. Lyndon home, which later became the Farwell home, was a Victorian mansion at 55 Broadway.

John's brother James built a stately two-story residence at the southwest corner of Broadway and S. Santa Cruz Avenue when Broadway was still a dirt road.

The cottages built in 1887 for Mr. Thomas Hayselden still stand. Clifton Avenue was once called Hayselden Avenue.

Among memorable people who have dwelt on Broadway was Marion Mace Lyndon, second wife of John Lyndon. Her mother was a minor poet and friend of Longfellow. The Mace home still stands on Clifton Avenue.

According to neighbors, the present Bruce Berryman residence at 89 Broadway was once rented by writer Jack London's first wife.

Contributors to the District

Street Address		Estimated Date of Construction
29	Broadway	1870s
37	Broadway	1890s
42	Broadway	1910s
44	Broadway	1870s
45	Broadway	1870s
47	Broadway	1930s
50	Broadway	1900s
56	Broadway	1910s
62	Broadway	1880s
65	Broadway	1910s
68	Broadway	1980s
72	Broadway	1880s
74	Broadway	1920s
81	Broadway	1930s
84	Broadway	1900s
85	Broadway	1880s

APPENDIX B
Historic Districts

86	Broadway	1930s
93	Broadway	1880s
107	Broadway	1870s
131	Broadway	1870s
16	Clifton	1910s
24	Clifton	1910s
249	W Main	1880s
251	W Main	1870s
253	W Main	1910s
325	W Main	1920s

Source: Historic Inventory Survey conducted by Anne Bloomfield

Architectural

The proposed district contains approximately 51 structures, many of which were built before 1900 and are significant both historically and architecturally. A variety of architectural styles are represented in the area, including Victorian, Craftsman/Bungalow, Colonial Revival and one Norman French. The Norman French is unique, not only to the district, but to the Town of that era. Although it is not as old as many of the other houses, it was designed by Henry Crall, whose family has been in Los Gatos since the late nineteenth century. The house was originally an exact replica of a house Mr. Crall had seen in Normandy, France. The exterior remains unchanged.

The structure located on the corner of Tait and Main Street was the first fire house built in Los Gatos for that specific purpose. It was constructed in 1927 with funds raised through a bond issue and housed a 750-gallon American LaFrance pumper. The building now houses the Los Gatos Museum.

One of the architectural gems of the area, the Waterman House, built in 1883 at 45 Broadway, is a superb and excellently preserved example of Victorian Italianate style.

Taken together, the homes in the Broadway and Main Street area offer a diverse and irreplaceable sample of architectural styles, including some of Los Gatos' oldest and most distinctive buildings.

Listed below are Town features recommended for preservation. Review by the Historic Preservation Committee is required for any changes to these features.

1. Roads are concrete and should be repaired to maintain appearance as of the year 1992.
2. Date stamps in concrete sidewalks.

FAIRVIEW PLAZA HISTORIC DISTRICT

Historical

"Fairview Plaza" was the original name given the cul-de-sac termination of Pennsylvania Avenue in the subdivision known as "Fairview Addition", surveyed in June, 1885 by Herrmann Brothers, Land Surveyors, San Jose, California, for Mr. F. H.McCullagh and recorded in County of Santa Clara, Book 5 of Maps, page 26.

"Fairview Plaza" retains the same configuration as originally mapped and contains a landscaped island as a focal point. Approximately three quarters of the homes within the subdivision were built prior to 1900 and retain the character of that era. The pedestrian walk labeled "Turnstile Walk" on the original map remains essentially unchanged and is located at the eastern end of the cul-de-sac.

While originally named "Pennsylvania Avenue," that portion of the street within the "Fairview Addition" subdivision has been renamed Fairview Plaza (from the cul-de-sac west to the intersection with Oak Knoll Road, Manzanita Avenue, and Wadsworth Avenue). Both the street and adjoining houses are popularly referred to as "Fairview Plaza."

"Fairview Plaza" is a rare and unique neighborhood because of the authentic, well-maintained Victorian and Craftsman houses in close proximity with one another. The atmosphere is enhanced because the street is not a "through street," thus allowing a scale and sense of "apparitions" which is not found in most other neighborhoods.

Contributors to the District

Street Address	Estimated Date of Construction
44 Fairview Plaza	19108
48 Fairview Plaza	1900s
52 Fairview Plaza	1890s
57 Fairview Plaza	18908
63 Fairview Plaza	1890s
75 Fairview Plaza	1880s
78 Fairview Plaza	1890s
80 Fairview Plaza	1860-1890s
89 Fairview Plaza	18708
90 Fairview Plaza	1890s
91 Fairview Plaza	19008
92 Fairview Plaza	19008
95 Fairview Plaza	1890s
98 Fairview Plaza	1890s
99 Fairview Plaza	1910s

APPENDIX B
Historic Districts

Source: Historic Inventory Survey conducted by Anne Bloomfield

Listed below are Town features recommended for preservation. Review by the Historic Preservation Committee is required for any changes to these features.

1. Central Plaza Island.
2. The access to Turnstile Walk.
3. Date stamps in concrete sidewalks.

APPENDIX C
Cellar Policy

TOWN COUNCIL POLICY TOWN OF LOS GATOS

SUBJECT: CELLARS

Enabling Action: 2002- 167
Approved: Randy Attaway, Mayor
Effective Date: October 21,2002

PURPOSE:

General Plan policy L.P.2.3 states: "Encourage basements and cellars to provide "hidden" square footage in-lieu of visible mass."

The following policy shall be used by staff when reviewing plans that include a cellar.

DEFINITION:

A cellar is an enclosed area that does not extend more than: four feet above the existing or finished grade in any location. Cellars, as defined here, shall not be included in the FAR. That area of a cellar where the building height exceeds four feet above existing or finished grade shall not be included in this definition and shall be included in the floor area calculation. For purposes of this policy, whichever grade (existing or proposed) results in the lowest building profile of a building shall be used.

POLICY:

In reviewing plans for cellars staff shall consider the following:

- A cellar shall not extend more than four feet above the adjacent finished grade at any point around the perimeter of the foundation. Below grade floor area must meet the above definition of cellar to be excluded from the floor area calculations for the structure.
- If any portion of a cellar extends more than four feet above grade, that area shall be included in the floor area calculation.
- Light and exit wells may encroach info front and side yard setbacks provided that a minimum three-foot wide pedestrian access is provided, around the light wells). Light wells and exiting shall be the minimum required to comply with the Uniform Building Code criteria for natural light and ventilation. .
- Below grade patios may extend out from a cellar into the required rear yard provided that a minimum 10 foot setback is retained from the rear property line.
- Cellars and basements (except light and exit wells) shall not extend beyond the building footprint.
- The Planning Commission may allow an exception to this policy based on extenuating or exceptional circumstances applicable to the property including size, shape, topography, location or surroundings. The Commission shall make findings to support such a decision

APPENDIX D
Sustainable Design

GREEN BUILDING STRATEGIES AND MATERIALS

The examples listed below represent a limited sample of currently available green building strategies and materials. Additional resources are listed at the end of this section. Some of the following techniques may be applicable to more than one category although they are listed only once.

If a strategy is followed with an asterisk (*) it indicates that it is available at low or no additional cost.

1. Design strategies that maximize the use of renewable energy resources for heating, cooling and lighting.

a. Passive Solar Heating

Orient the house to minimize east-west sun exposure. *

- Locate the most used living areas on the south side of the house. *
- Locate the majority of windows on the south elevation; limit windows on the west elevation; do not block morning/east sun exposure *

b. Natural Cooling/Ventilation

- Orient the house to capture prevailing summer winds. *
- Locate inlet windows upwind and outlet windows downwind. *
- Place inlet windows low and outlet windows high to achieve a "chimney effect".*
- Install double or triple paned, low emission windows. *
- Install a whole-house fan. *
- Provide overhangs or awnings on south facing windows.
- Plant deciduous trees to shade west facing glass in summer but allow for sun in winter. *
- Fit or lower building into the grade to reduce wall exposure.

c. Natural Daylight

- Locate windows and design floor plans to provide daylight in all living spaces. *
- Use narrow floor plates (30-40 feet) to maximize daylight. *
- Install solar tubes, skylight, and fiber optics daylighting systems.

2. Strategies that conserve energy and water.

- Install photovoltaic panels or shingles to reduce utility consumption by at least 25%.
- Install thermal glazing. *
- Install wall/roof/floor insulation above Title 24 required R-values. *
- Install foundation insulation. *
- Install high efficiency heating (AFUE 90% or better) and cooling (SEER 12) systems. *
- Install at source or tankless water heaters. *
- Install lighting controls (occupant sensors & timers).*
- Install high efficiency lights. *
- Install high efficiency appliances (for example, energy star appliances). *
- Install solar hot water heaters.
- Install ceiling fans. *
- Install hydronic heating.
- Install thermo-syphoning roof.
- Install geothermal air tubes.
- Design and install water efficient native landscaping and irrigation. *
- Install a *grey water* system to utilize waste water for landscape irrigation.
- Use locally produced products and products that require minimal processing. *

APPENDIX D
Sustainable Design

3. **Strategies for building materials. Use materials that reduce the consumption of nonrenewable resources and that improve air quality.**

   a. Structural frame materials that reduce resource use.

   - Use concrete with a minimum of 25% fly ash content. *
   - Use engineered lumber for structural materials instead of conventional lumber (e.g. gluelam, microlam, laminated veneer lumber, wood "I" joists, oriented strand board or parallel strand lumber). *
   - Use recycled content steel.
   - Specify pier foundation (uses less concrete).

   b. Use renewable, salvaged and recycled materials.

   - Utilize materials from rapidly renewable sources. A few examples are Forest Certified Council (FSC) certified wood, natural linoleum, bamboo flooring, cork.
   - Use salvaged or reused materials.
   - Use building products from recycled materials (e.g. carpet, carpet padding, decking). *
   - Specify insulation that, at a minimum, is made from recycled materials and is formaldehyde free.
   - Consider using blown cellulose with low toxic binders.

   c. Use non-toxic materials and finishes (improves air quality).

   - Use urea-formaldehyde free materials (e.g. All Green or Medite medium density fiberboard). *
   - Use low/no volatile organic compounds (VOC) and formaldehyde free interior paint, solvents and adhesives, caulking and finishes. *
   - Avoid materials that offgas VOC's or HCFC's. *
   - Consider using geothermal air tubes.

ADDITIONAL SUSTAINABLE DESIGN RESOURCES

The sources listed below are periodically updated to present the most current advances in green building technology and materials.

- Build it Green
  www.builditgreen.org
- Environmental Building News
  www.buildinggreen.com
- US Green Building Council
  www.usgbc.org
- National Association of Home Builders
  www.nahb.org
- Green Building Alliance
  www.gbapgh.org
- Rocky Mountain Institute
  www.rmi.org
- Sustainable Building Industry Council
  www.sbicouncil.org
- Southface
  www.southface.org
- Technical Center for Appropriate Tech
  www.ncat.org/reh
- California Integrated Waste Management
  www.stopwaste.org

APPENDIX E
Historic Resources Status Codes

CODE	STATUS
1S	Listed in the National Register of Historic Places
2S	Officially determined to be eligible for the National Register and appears to be eligible for local designation
3S	Appears to be eligible as an individual property for the National Register and local designation
3D	Contributor to a district that appears eligible for the National Register and local designation
3N	Noncontributor to a district that appears eligible for the National Register and local designation
3V	Vacant parcel in a district that appears eligible for the National Register and local designation
3B	Appears eligible for the National Register and local designation as both an individual property and as a contributor to a district
4B	May become eligible for the National Register and local designation as both an individual property and as a contributor to a district
4D	Contributor to a district that may become eligible for the National Register and local designation
4N	Noncontributor to a district that may become eligible for the National Register and local designation
4S	May become eligible as an individual property for the National Register and local designation
4V	Vacant parcel in a district that may become eligible for the National Register and local designation

CODE	STATUS
5S	Appears eligible for local designation as an individual property
5D	Appears eligible for local designation as a contributor to a district
5N	Noncontributor to a district that appears eligible for local designation
5V	Vacant parcel in a district that appears eligible for local designation
5B	Appears eligible for local designation both as an individual property and as a contributor to a district
6S	Appears ineligible for local designation but contributes to the Town's historic atmosphere
7S	Appears ineligible for local designation because built after 1941
C	Preliminary rating: Contributor to Town's historic feeling but has had some alterations
I	Preliminary rating: Contributor to Town's historic feeling and appears intact
N	Preliminary rating: New; Appears to have been built since 1941
R	Preliminary rating: Remodeled heavily; appears built before 1942
RS	Preliminary rating: May become eligible for local designation based on future research
RG	Preliminary rating: Contributor to group eligibility for local recognition only

E. GARY SCHLOH ARCHITECT

213 Bean Avenue Los Gatos, California 95030 (408) 354-4551

To: Community development department /Planning Division

Re: Residential design Guidelines Update

Message: Following are a few comments concerning the last draft of the 'guidelines', in no particular order.

A. Windows: Many times the style of windows sets the style of the total Architecture. The Architect should have some latitude here. (Note: The term true divided lite should not be a requirement; artificial or snap in grids should not be permitted. Simulated divided lites are most common as noted under 4.8.4 bullet #7

B. Roof pitches can and should vary in a neighborhood. The same with the roof forms. I fear that this matrix will be too restrictive to the Architectural style that will enhance the neighborhood.

C Form and massing: Los Gatos does not have any 'row house' neighborhoods so if there exists a street with the majority of houses high and narrow; a design of a single story house should be considered. The reverse perhaps should not be considered because of solar access and privacy. This 'Form and massing' could become very controversial .

D. Materials: Materials are a very sensitive part of a house and neighborhood design. I have witnessed projects being built in Los Gatos that have a terrible sense of how one material should interface with another. Give the talented Architect some latitude...remembering that the Town has Larry Cannon for situations like this.

IN GENERAL: The matrix should not be applied at the cost of innovation and creative design or the use of elements traditional to the style (ie. craftsman or victorian) it should only be applied by those with no design expertise that may need help understanding what the elements of a particular style are, otherwise the literal application of this matrix will lend to non-diverse neighborhoods with no character.

10 Sept 08

RECEIVED
SEP 10 2008
TOWN OF LOS GATOS
PLANNING DIVISION

Terry Martin Associates, AIA
Residential-Commercial-Architecture
45 East Main Street, Suite B
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395-8016 Fax 395-5732

September 10, 2008

RECEIVED
SEP 12 2008
TOWN OF LOS GATOS
PLANNING DIVISION

Town of Los Gatos
Community Development Dept.
Planning Division
110 E. Main Street
Los Gatos, CA 95030

Attn: Bud Lortz

Re: Residential Design Guidelines Update

Mr. Lortz,

Thank you for the opportunity and involving the local architectural community in this residential update process. As you know, I have been practicing architecture in the Town of Los Gatos for a number of years. I have reviewed the documents online and have a couple of comments as follows.

1. I am concerned that the hillside guidelines will be used for non-hillside properties (ie. lots over 30,000 s.f.), this was not the intent of the hillside guidelines.

2. Basements and cellars are defined in the California Building Code which differs from the Los Gatos definition. I wish as part of this revision that the Town would take the time to bring this in line with the State, as this has caused many issues of conflict over the years.

3. There is a conflict as when the consulting Town Architect is brought into a project. I would like to see this defined, or eliminated, better yet state that drawings must be done by licensed architects.

4. The neighbor assessment handout worries me that it will be one more level of review in an already very time consuming process, this speaks to neighborhood patterns which may or may not be relevant. As an architect, we look at the context of how to best site home style while maintaining the wishes of the owner for the development of their property.

5. There is a difference between historic districts and the Town as a whole, and my concern is that the Town is adopting a historic model across the board (ie. trim is req'd to be min 3 ½" @ door and windows, orientation of garages, roof pitches and entry styles). All of these elements are important in the historic districts, but in other areas there should be more freedom. It reads that we are not allowing Italian Style country homes.

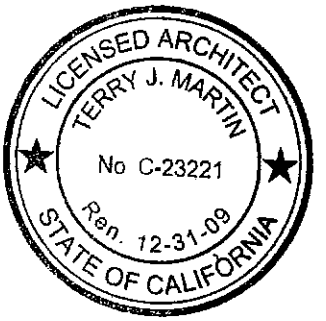
6. There is a little confusion about landscaping timing and review(ie. paving stones @ entry drives)

7. I commend the Town on their "green" approach and not adopting one of the rating systems as policy.

There are a few of the items that I was able to note in the short time allotted. Please feel free to give me a call if you wish to discuss these or any other items.

Sincerely,

Terry J. Martin
Architect
CA Lic #C23221



Chris Spaulding, Architect

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8-15-08

Dear Council members,

First, allow me to say that I am flattered that 15% of the images within your new "Single and Two Family Residential Design Guidelines" are houses of my design, including two on the cover (and none are the "don't do this" type).

While I am generally supportive of this type of endeavor, I am very worried about how it will be implemented. Other cities in the bay area have similar guidelines, and in practice they often get reduced to the basic elements of the guidebook and miss the big picture (i.e. "we like the design but since three of the five houses around you have an eave line that is nine feet above grade, unless you lower yours to nine feet, we can not approve the project"). If they get interpreted this way, the guidelines will lead to bland, uninspiring, lowest-common-denominator conformity. In particular, if a specific site is surrounded by mediocre architecture then the guidelines will end up enforcing mediocrity.

Good design can not be reduced to a workbook!

Please give architects some room to work with, and delete the guidelines that require roof pitches, eave lines, entryways, materials, window types, etc., to match the immediate neighborhood. Or, if not that, be explicit that a design should match *some* of the elements, but not necessarily all.

Thank you for your consideration.