

## Attachment E

**From:** [Kandikuppa, Nishita](#)  
**To:** [Yulia Korneeva](#)  
**Cc:** [Nicholas Tedesco](#)  
**Subject:** RE: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1  
**Date:** Friday, January 3, 2025 1:22:00 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Hi Yulia,

Thank you so much for sharing the Dropbox link - I will be sure to upload the clean copies to Accela, so they're saved in the right place.

As for the hearing, a PowerPoint presentation is highly recommended in addition to the physical plans you submit to us at City Hall. A PPT is easier to present/follow along as opposed to presenting a PDF plan set. Like I mentioned previously, you will have 10 minutes for the presentation and are encouraged to go into the specifics of the project.

I will bring the materials board you submitted to the hearing so the board can visualize the materials and colors of the proposed façade. No additional materials are needed.

Please let me know if you have other questions!

Best,  
Nishita



**Nishita Kandikuppa**

Associate Planner

Planning and Development Services Department

(650) 838-2806 | [nishita.kandikuppa@cityofpaloalto.org](mailto:nishita.kandikuppa@cityofpaloalto.org)

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**From:** Yulia Korneeva <ykorneeva@feldmanarch.com>  
**Sent:** Friday, January 3, 2025 1:14 PM  
**To:** Kandikuppa, Nishita <Nishita.Kandikuppa@CityofPaloAlto.org>  
**Cc:** Nicholas Tedesco <ntedesco@feldmanarch.com>  
**Subject:** Re: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

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Nishita,

Here's a link to a Dropbox folder with the submitted documents without the plan check comments - [LINK](#)

Let me know if you need anything else.

I also wanted to check with you about 7 colored copies of plans for the hearing. Is that the only thing needed for us to provide, or do we need to put together a separate visual presentation to share with the board?

**Yulia Korneeva**

*Job Captain*

## **Feldman Architecture**

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**From:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>

**Sent:** Thursday, January 2, 2025 12:41 PM

**To:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>

**Cc:** Nicholas Tedesco <[ntedesco@feldmanarch.com](mailto:ntedesco@feldmanarch.com)>

**Subject:** RE: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

Hi Yulia,

Happy New Year to you as well - I hope you had a restful holiday season!

I completed my review in late December and am currently working on the staff report for the February 6 hearing. Per my review, the application is ready for the hearing and no additional comments need to be addressed at this time. I do request to email all project files (including supplementary documents) to me without the comment letters included so I have clean versions to upload to the staff report.

Please let me know if you have additional questions!

Best,  
Nishita



**Nishita Kandikuppa**

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**From:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>  
**Sent:** Thursday, January 2, 2025 9:50 AM  
**To:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>  
**Cc:** Nicholas Tedesco <[ntedesco@feldmanarch.com](mailto:ntedesco@feldmanarch.com)>  
**Subject:** Re: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

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Nishita,

Happy New Year! Hope you had a great holiday break.

I wanted to follow up about 164 Hamilton submission and see if you finished your review after we resubmitted. Please let us know if there were any more comments we need to address before the hearing in February.

**Yulia Korneeva**

*Job Captain*

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**From:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>  
**Sent:** Wednesday, December 18, 2024 10:50 AM  
**To:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>  
**Subject:** RE: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

Hi Yulia,

Thank you for your email. If the ARB requests any modifications to the design or a second hearing, I will send out a Notice of Incomplete report with their feedback. A second hearing will be scheduled to review the revised plans. Note that this is not likely to occur. If the ARB recommends approval of the project, an approval letter will be issued within five days of the hearing after which you will be able to submit for building permit review.

As noted previously, the ARB hearing is scheduled for **Thursday, February 6**; the hearing begins at 8.30 am but I will keep you posted on when your item is scheduled based on the agenda. The hearing will begin with a brief staff presentation followed by the applicant team's presentation which is limited to 10 minutes. You are encouraged to go into detail on the background and scope of the project. In person attendance from at least one of the main presenters on your team is required but a virtual setting can be accommodated for the rest. A panelist link will be provided to the applicant team a week in advance. The goal of this meeting is for the ARB to provide comments and/or recommend approval of this project. We will need 7 color paper copies of the plans, printed 11x17 size, no later than **Tuesday, January 28**.

The agenda and staff report will be published approximately one week prior to the meeting, here: <https://www.cityofpaloalto.org/Departments/City-Clerk/City-Meeting-Groups/Meeting-Agendas-and-Minutes>.

Lastly, I want to request a clean version of the revised plans without plan check responses. The plan check comments shall be a separate file. Please name the plan file "C2\_164 HAMILTON\_PLAN" and the response file "C2\_164 HAMILTON\_REPLY". You can either upload them on Accela or email them to me.

Let me know if you have any questions!

Best,

Nishita



**Nishita Kandikuppa**

Associate Planner

Planning and Development Services Department

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**I will be out of office December 24-29. Happy Holidays!**

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**From:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>

**Sent:** Tuesday, December 17, 2024 1:02 PM

**To:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>

**Subject:** Re: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

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Nishita,

One more question -

After the arch board review, what happens after that? Is it routed to the building department? We know that there might be conditions of approval from the board, but what is generally the timeframe between the hearing itself and the project moving forward to building dept review?

**Yulia Korneeva**

*Job Captain*

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**Please note, Feldman Architecture will be closed December 25th, 2024 - January 1st, 2025.**

**I will be OOO December 24th, 2024 - January 1st, 2025**

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**From:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>

**Sent:** Tuesday, December 17, 2024 12:51 PM

**To:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>

**Subject:** Re: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

Nishita,

Sounds good, thank you for confirming. We will make sure we track February 6 as our hearing date.

**Yulia Korneeva**

*Job Captain*

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**From:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>  
**Sent:** Tuesday, December 17, 2024 12:48 PM  
**To:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>  
**Subject:** RE: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

Hi Yulia,

Thank you for your email. Yes, the revised plans were recorded and routed to all reviewing departments. I will complete my review before the end of this week and update Accela. Note that the ARB hearing date has been set for February 6, 2025. I will reach out with next steps before the end of the week.

Best,

Nishita



**Nishita Kandikuppa**

Associate Planner

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**From:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>  
**Sent:** Tuesday, December 17, 2024 10:38 AM  
**To:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>  
**Subject:** Re: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

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Hi Nishita,

Hope you are having a good week. I just wanted to check that the revised drawings were received on your end. We re-uploaded to Accela last Wednesday.

**Yulia Korneeva**

*Job Captain*

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**I will be OOO December 24th, 2024 - January 1st, 2025**



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**From:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>  
**Sent:** Tuesday, December 10, 2024 5:05 PM  
**To:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>  
**Subject:** RE: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

Hi Yulia,

Thank you for your email. You can type your responses in the last column of the comment table in the letter I generated – no separate letter is required.

Best,

Nishita



**Nishita Kandikuppa**

Associate Planner

Planning and Development Services Department

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**From:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>  
**Sent:** Tuesday, December 10, 2024 4:59 PM  
**To:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>  
**Subject:** Re: 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

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Hi Nishita,

We are about to re-upload our plan check response and revised plans + docs to the portal but I wanted to confirm the response letter.

Do you need a separate response letter for the plans, or do we just use the Applicant Response Comments Section included with your comments?

**Yulia Korneeva**

*Job Captain*

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IG: @feldmanarchitecture

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**From:** Kandikuppa, Nishita <[Nishita.Kandikuppa@CityofPaloAlto.org](mailto:Nishita.Kandikuppa@CityofPaloAlto.org)>  
**Sent:** Tuesday, November 12, 2024 5:02 PM

**To:** Yulia Korneeva <[ykorneeva@feldmanarch.com](mailto:ykorneeva@feldmanarch.com)>

**Subject:** 164 Hamilton Avenue – 24PLN-00287 – Notice of Incomplete 1

Hi Yulia,

Thank you for dropping off the materials board for 164 Hamilton Avenue. I have completed my review to ensure conformance with applicable Zoning regulations and the City's Architectural Review (AR) Findings.

The signed application was submitted on October 16, 2024, for review by staff, but cannot be deemed complete at this time. Please resubmit the application form, plan set and supplementary documents incorporating the comments in the reports that have been uploaded to your Accela portal.

Please let me know if you have any questions!

Best,

Nishita



**Nishita Kandikuppa**

Associate Planner

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