

# Development Review Committee DRC

## Staff Liaison: Guido F. Persicone



# DRC Jurisdiction

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- Any new two-story structure;
- Any conversion of a one-story structure to a two-story structure;
- Any addition of habitable area to the second floor of an existing two-story structure;
- Any new one-story structure over twenty (20) feet in height;
- Whenever design review is specifically required under the terms or conditions of any tentative subdivision map, use permit, variance or conditional rezoning; and
- Whenever, as determined by the community development director or their designee, the construction or expansion of a main or accessory structure may be in conflict with the design review findings contained in [Section 14.76.050](#) of this chapter
- Variance-Single Family Residential Projects.



# DRC Resources

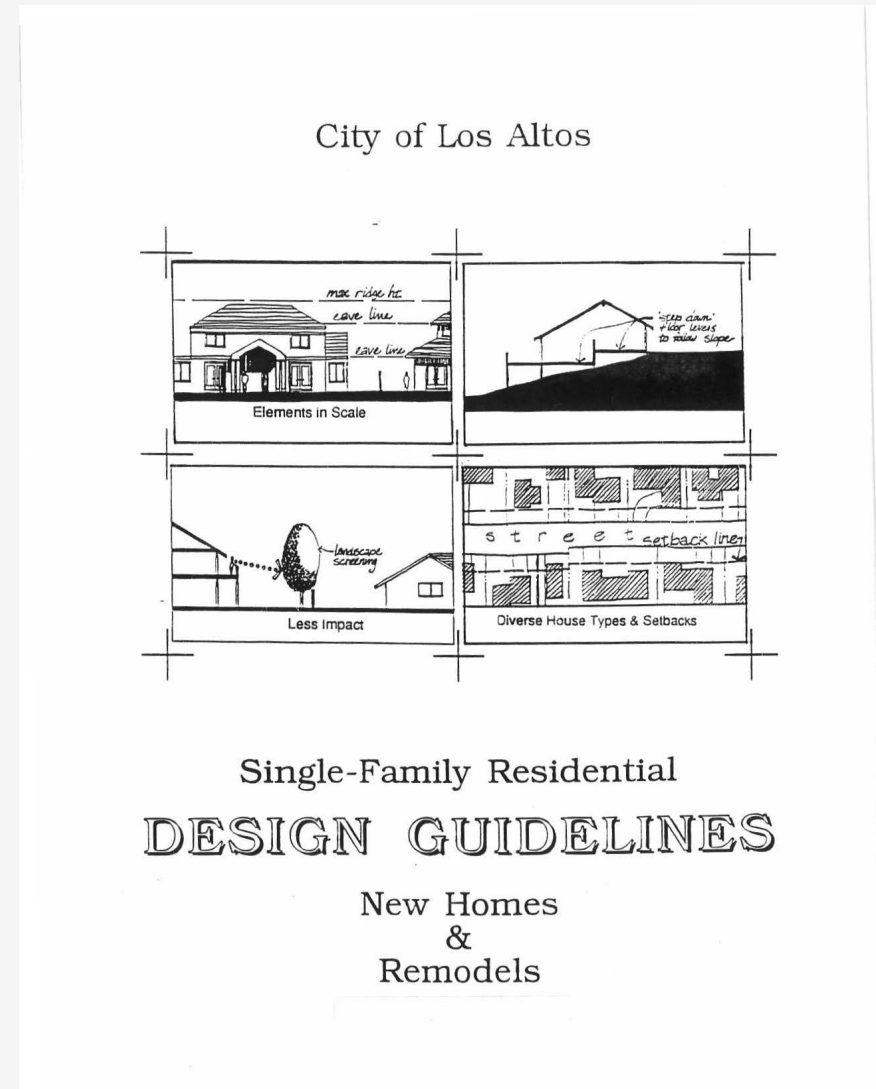
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Zoning Code

Residential Design Guidelines

Brown Act

Commissioner Handbook



# Calendar Year 2020 Accomplishments

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- 21 Public Hearings for various development projects.
- Only one appeal of the commission's work to the City Council
- Successfully on boarded a new Development Review Commissioner (Blockhus)
- Migrated over to virtual meetings



# DRC/City Council Discussion Points

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- 1-A request to receive support from the City's Public Information Officer to properly advertise the One Story Overlay District to the community.
- 2-To have a clearer definition of what constitutes a neighborhood in the Zoning Code for the purposes of DRC review of projects
- 3-To require applicants to conduct more community outreach as part of the permitting process.
- 4-To consider amending the zoning code to give applicants bonus square footage for the first floor of properties if they voluntarily agree to not build a second story addition.
- 5-To give applicant's access to DRC members prior to a public hearing. Potentially Los Altos could be divided into DRC Districts and if a project falls in this district applicants could reach out to a DRC member to get their input or feedback.

## DRC/City Council Discussion Points

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6-To request that the City provide clearer direction to applicants about playhouses/play structures

7-To better inform the community about the inter play between the new ADU ordinance and the limited role the DRC plays in reviewing ADUs.

8-The City could discuss how to regulate second floor decks with possible changes to the zoning code. If an applicant wants to construct a second story deck to mandate more landscaping and to reduce privacy impacts of the deck.

**DESIGN REVIEW COMMISSION**  
2020/2021 Work Plan

<b>Goal</b>	<b>Projects</b>	<b>Task</b>	<b>Target Date</b>	<b>City Priority related to</b>	<b>Status</b>
Goal #1	Review single-family design review and variance applications as prescribed by the Zoning Code	<ul style="list-style-type: none"> <li>• Review projects for conformance with the required design review findings and the Single-Family Residential Design Guidelines</li> <li>• 21 public hearings on various development applications</li> <li>• Successfully migrated over to virtual meetings</li> <li>• On boarded a new DRC member (Blockhus)</li> </ul>	Review applications as needed	Municipal Code requirement to conduct design review on all new structures and exterior alterations in single-family Zoning districts.	Ongoing
Goal #2	Provide input on codes and policies related to single-family Zoning districts	<ul style="list-style-type: none"> <li>• Review and provide input on changes to City policy and code amendments related to single-family Zoning districts</li> <li>• Providing input to the City Council on the need for additional outreach of the Single Story Overlay Zoning Designation</li> <li>• Requesting additional community outreach be mandated for DRC level projects moving forward.</li> </ul>	As needed	Municipal Code requirement to conduct design review on all new structures and exterior alterations in single-family Zoning districts.	Ongoing