

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW COMMISSION
OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, APRIL 17, 2013,
BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN
ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Chair WHEELER, Vice-Chair FARRELL, and Commissioner MEADOWS

ABSENT: Commissioners BLOCKHUS and ZOUFONOUN

STAFF: Planning Services Manager KORNFIELD

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

1. Design Review Commission Minutes

Approve minutes of the regular meeting of April 3, 2013

MOTION by Commissioner MEADOWS, seconded by Vice-Chair FARRELL, to approve the minutes of the April 3, 2013 regular meeting as-is.

THE MOTION CARRIED UNANIMOUSLY.

DISCUSSION

2. Capital Improvement Program (CIP) Follow-up

Follow-up to the Capital Improvement Program review. *Project Planner: Kornfield*

Planning Services Manager KORNFIELD presented the staff report recommending that the Commission provide input to staff regarding the potential for new projects.

The Commission discussed Capital Improvement Program and Commissioner MEADOWS suggested considering City funding sources to promote solar installations for a potential new CIP project.

MOTION by Chair WHEELER, seconded by Vice-Chair FARRELL, to add a potential CIP project to upgrade the Audio/Visual System in the Community Chambers, improving the sound system for better feedback and acoustics. THE MOTION CARRIED UNANIMOUSLY.

MOTION by Chair WHEELER, seconded by Commissioner MEADOWS, to move that the existing CIP is okay as-is, within the Design Review Commission's area of responsibility. THE MOTION CARRIED UNANIMOUSLY.

3. 2013 Goals and Objectives

Establish Design Review Commission goals and objectives for 2013. *Project Planner: Kornfield*

Planning Services Manager KORNFIELD gave the report outlining the Design Review Commission's accomplishments and goals in preparation for the upcoming joint meeting with the City Council on April 30, 2013.

MOTION by Chair WHEELER, to move that the Design Review Commission:

1. Keep doing their goals;
2. Take future tours of projects;
3. Consider expanding the role of the DRC and if their role is working the way the City Council wants them to; and
4. Study the Design Guidelines to be updated.

Commissioner MEADOWS and Vice-Chair FARRELL stated concern about expanding scope and said that it was too premature to reconsider the role of the DRC. Accordingly, Chair WHEELER moved to strike No. 3 and Commissioner MEADOWS seconded the motion.
THE MOTION CARRIED UNANIMOUSLY.

COMMISSIONERS' REPORTS AND COMMENTS

None.

POTENTIAL FUTURE AGENDA ITEMS

Chair WHEELER suggested expanding the scope of commissions to look at the quality of projects to meet standards of the community and consider geographic regions within the City of Los Altos.

ADJOURNMENT

Chair WHEELER adjourned the meeting at 8:21 PM.

David Kornfield, AICP
Planning Services Manager