

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW COMMISSION  
OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, DECEMBER 14, 2016  
BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN  
ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

**ESTABLISH QUORUM**

PRESENT: Chair Moison and Commissioners Kirik, Zoufonoun and Harding  
ABSENT: Vice-Chair Glew  
STAFF: Planning Services Manager Dahl and Assistant Planners Gallegos and Davis

**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 November 16, 2016.

Action: Upon a motion by Commissioner Harding, seconded by Commissioner Zoufonoun, the Commission approved the minutes of the November 16, 2016 regular meeting as written. The motion passed by the following vote: AYES: Moison, Kirik, Zoufonoun and Harding; NOES: None; ABSENT: Glew; ABSTAIN: None.

**DISCUSSION**

**2. 16-SC-42 – D. and J. Boore – 309 Covington Road**

Design review for a new second living unit. The project includes a new detached 798 square-foot second living unit with a 200 square-foot carport, and a 797 square-foot accessory structure. *Project Planner: Gallegos*

Assistant Planner Gallegos presented the staff report, recommending approval of the project. Applicant and designer Galina Novick, and property owner Dave Boore presented the project.

Public Comment

Residents Virginia Harrington and Dave Cherne spoke in support of the project, stating that tall privacy screening along the side yard and rear yards was not necessary and requested that Condition No. 2 be removed.

Action: Upon a motion by Commissioner Harding, seconded by Commissioner Kirik, the Commission approved design review application 16-SC-42 per the staff report findings and conditions, with the following change:

- Remove condition No. 2; and
- No required rear yard screening.

The motion passed by the following vote: AYES: Moison, Kirik, Zoufonoun and Harding; NOES: None; ABSENT: Glew; ABSTAIN: None.

**3. 16-SC-44 – Timeline Design – 1276 Richardson Avenue**

Design review for a new two-story house with a basement. The project includes 3,698 square feet on the first story, 1,051 square feet on the second story and a 1,257 square foot basement.  
*Project Planner: Davis*

Assistant Planner Davis presented the staff report, recommending approval of the project. Applicant and designer Matthew Harrigan, and property owner Darren Bowman presented the project.

**Public Comment**

Resident Jim Beetem spoke in opposition to the project, raising concerns about potential construction of a retaining wall along the rear property line and requested additional privacy screening.

**Action:** Upon a motion by Commissioner Zoufonoun, seconded by Commissioner Harding, the Commission approved design review application 16-SC-44 per the staff report findings and conditions, with the following additional condition:

- Include at least one Category III Street Tree in the front yard or public street right-of-way.

The motion passed by the following vote: AYES: Moison, Kirik, Zoufonoun and Harding; NOES: None; ABSENT: Glew; ABSTAIN: None.

**4. 16-SC-49 – Duxbury Architects – 201 Fremont Avenue**

Design review for a new two-story house. The project includes 4,630 square feet on the first story and 1,640 square feet on the second story. *Project Planner: Gallegos*

Assistant Planner Gallegos presented the staff report, recommending approval of the project. Architect Peter Duxbury and property owner Bill Marble presented the project.

**Public Comment**

None.

**Action:** Upon a motion by Commissioner Harding, seconded by Commissioner Zoufonoun, the Commission approved design review application 16-SC-49 per the staff report findings and conditions. The motion passed by the following vote: AYES: Moison, Kirik, Zoufonoun and Harding; NOES: None; ABSENT: Glew; ABSTAIN: None.

**5. Single-Family Design Review Submittal Requirements**

Discussion on potential modifications to the submittal requirements for two-story design review applications. *Project Planner: Dahl*

Planning Services Manager Dahl presented the staff report. The Commission discussed the updated submittal requirements, provided feedback and expressed general support for the proposed updates.

No Action.

**COMMISSIONERS' REPORTS AND COMMENTS**

None.

## **POTENTIAL FUTURE AGENDA ITEMS**

None.

## **ADJOURNMENT**

Chair Moison adjourned the meeting at 8:30 PM.

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Zachary Dahl, AICP  
Planning Services Manager – Current Planning

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