

**MINUTES OF THE REGULAR MEETING OF THE DESIGN REVIEW COMMISSION OF  
THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, NOVEMBER 4, 2020 BEGINNING  
AT 7:01 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD, LOS  
ALTOS, CALIFORNIA**

Please Note: Per California Executive Order N-29-20, the Commissions will meet via teleconference only. Members of the Public may call (773) 231-9226 to participate in the conference call (Meeting ID: 149 507 6761) or via the web at <https://meetings.ringcentral.com/j/1495076761?pwd=NUIHbnVPWTNtR1h0aEN2dms3YS9vUT09> (Password: 027529). Members of the Public may only comment during times allotted for public comments. Public testimony will be taken at the direction of the Commission Chair and members of the public may only comment during times allotted for public comments. Members of the public are also encouraged to submit written testimony prior to the meeting at [DesignReviewCommission@losaltosca.gov](mailto:DesignReviewCommission@losaltosca.gov) or [Planning@losaltosca.gov](mailto:Planning@losaltosca.gov). Emails received prior to the meeting will be included in the public record.

**ESTABLISH QUORUM**

PRESENT: Chair Ma, Vice-Chair Bishop, Commissioners Blockhus, Kirik, and Harding  
STAFF: Planning Services Manager Persicone and Associate Planner Gallegos

**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 October 21, 2020.

Action: Upon a motion by Commissioner Harding, seconded by Commissioner Blockhus, the Commission approved the minutes from the October 21, 2020 regular meeting with the following change to remove Glew from the minutes as he is no longer on the commission and replace him with Blockhus.

The motion was approved (5-0) by the following vote:

AYES: Bishop, Blockhus Harding, Kirik, and Ma

NOES: None

**DISCUSSION**

**2. SC20-0012 – Walter Chapman – 148 Doud Drive**

Design review for a new two-story house. The proposed project will include a new house with 2,411 square feet at the first story and 1,464 square feet at the second story. *Project Planner: Gallegos*

Associate Planner Gallegos presented the staff report recommending approval of design review application SC20-0012 subject to the listed findings and conditions.

Project designer Walter Chapman presented for the property owner.

The property owners (Les Poltrack and Alice Hausladen) gave general background and history of the site.

### Public Comment

Neighbors Maddy and John McBirney spoke to the DRC requesting that larger trees be planted in the front yard.

Neighbor Alex Kim spoke in favor of the project.

Commission discussion then proceeded.

Motion to approve the project (Blockhus, Harding) with the following modifications:

Action: Upon a motion by Commissioner Blockhus, seconded by Commissioner Harding, the Commission approved design review application SC20-0012 per the staff report findings and conditions, with the following modifications:

- Condition #3C will be modified to plant two 48-inch box trees in the front yard; and
- Condition #3B will be removed from the conditions.

The motion was approved (5-0) by the following vote:

AYES: Bishop, Blockhus, Harding, Kirik and Ma

NOES: None

The DRC highly encouraged the property owner to work with the neighbor to remove trees 18 and 19. This was not a part of the official conditions of approval, but rather a part of the general motion.

### **COMMISSIONERS' REPORTS AND COMMENTS**

None.

### **POTENTIAL FUTURE AGENDA ITEMS**

The Commission discussed four potential future agenda items: a possible change to the Muni Code clearly defining what constitutes a neighborhood, encouraging more community outreach from applicants, to encourage more publicity about the single-story overlay provisions in the Zoning Code, and potentially updating the Residential Design Guidelines. City staff directed the DRC to bring up these items at the next check in meeting the legislative body is going to have with the City Council.

### **ADJOURNMENT**

Chair Ma adjourned the meeting at 8:30 PM.

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Guido Persicone, AICP  
Planning Services Manager