

**MINUTES OF THE REGULAR MEETING OF THE DESIGN REVIEW COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, JANUARY 20, 2021 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 (650) 242-4929 to participate in the conference call (Meeting ID: 149 068 2085) or via the web at <https://meetings.ringcentral.com/j/1490682085?pwd=OU9HR0IaENaLzJaaVc1YXFbVjlldz09> (Password: 005844) 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  
(arrived during Item #2)

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 January 6, 2021.

Action: Upon a motion by Commissioner Harding, seconded by Commissioner Kirik, the Commission approved the minutes from the January 6, 2021 regular meeting as written.

The motion was approved (4-0) by the following vote:

AYES: Bishop, Blockhus, Kirik, and Ma

NOES: None

ABSENT: Harding

**DISCUSSION**

This item was pulled from the Consent Calendar by the Commission for Discussion.

**2. SC20-0020 – I-Mark Design Group – 1485 Redwood Drive**

Design review for a new second story window along the front elevation of an existing two-story house. *Project Planner: Gallegos This item was continued from the January 6, 2021 DRC meeting.*

Associate Planner Gallegos presented the staff report and gave a presentation.

Commissioner Harding arrived.

I-Mark Design Group, project designer explained how the applicant had modified the project to only one window on the front elevation facing the street.

#### Public Comment

Peter and Shirley Hoa, 2245 Sycamore Court expressed concern about the windows and the previous approval from 1988.

Katherine Ljubojevic, 2225 Sycamore Court, inquired about the 1988 conditions of approval and their relationship to the current permit.

Chair Ma closed the Public Comment section of the meeting and Commission discussion then proceeded.

Action: Upon a motion by Commissioner Kirik, seconded by Commissioner Blockhus, the Commission approved design review application SC20-0020 per the staff report findings and conditions.

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

AYES: Bishop, Blockhus, Harding, Kirik and Ma

NOES: None

### **3. ADU discussion with the DRC**

Planning Services Manager Persicone presented a memo from the City Attorney regarding the DRC's role in reviewing Accessory Dwelling Units.

### **4. DRC discussion topics with the City Council**

The DRC discussed topics for the February 2, 2021 Special Meeting with the City Council. Below were the proposed discussion points:

- A request to receive support from the City's Public Information Officer to properly advertise the One-Story Overlay District to the community.
- To have a clearer definition of what constitutes a neighborhood in the Zoning Code for the purposes of DRC review of projects.
- To require applicants to conduct more community outreach as part of the permitting process.
- 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.
- 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.
- To request that the City provide clearer direction to applicants about playhouses/play structures. To better inform the community about the inter play between the new ADU ordinance and the limited role the DRC plays in reviewing ADUs.
- 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.

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

None.

## **POTENTIAL FUTURE AGENDA ITEMS**

None.

## **ADJOURNMENT**

Chair Ma adjourned the meeting at 7:59 PM.

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Guido Persicone, AICP  
Planning Services Manager