

**MINUTES OF THE REGULAR MEETING OF THE DESIGN REVIEW COMMISSION OF  
THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, MARCH 2, 2022, BEGINNING AT  
7:00 P.M. HELD VIA VIDEO/TELECONFERENCE PER EXECUTIVE ORDER N-29-20**

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: 146 663 6618 or via the web at <https://tinyurl.com/mr28h7ek>). 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 Blockhus and Commissioners Bishop, Kirik and Vice-Chair Ma

ABSENT: Commissioner Harding

STAFF: Interim Planning Services Manager Golden and Associate Planner Liu

**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 February 16, 2022. *THIS ITEM IS CONTINUED TO THE MARCH 16, 2022 DRC MEETING.*

**DISCUSSION**

**2. SC21-0023 - Isabeau Guglielmo - 959 Altos Oaks Drive**

Design review for a new 3,720 square-foot two-story single-family residence. The project includes 2,733 square feet on the first story and 987 square feet on the second story. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. This item was continued from the February 2, 2022 Design Review Commission meeting.  
*Project Manager: Golden*

**STAFF PRESENTATION**

Senior Planner Gallegos presented the staff report recommending approval of design review application SC21-0023 subject to the listed findings and conditions and answered a question from Commissioner Kirik regarding the daylight plane.

**APPLICANT PRESENTATION**

Project applicant/architect Isabeau Guglielmo provided a project presentation, went over the changes made to address Commission concerns, and answered Commissioner questions.

**DRC QUESTIONS TO APPLICANT**

Commissioner Kirik asked about the first story plate height, the daylight plane that still shows an encroachment on the right side, and if the plate height on the second story raised.

Answer: Project architect/applicant Isabeau Guglielmo said the plate height on the left side was reduced, but increased on the right side to be consistent throughout. The previous design had a wall plate height on the right side that was stepped down, and now has a more uniform roof form.

Commissioner Bishop asked for clarification on the plate height change and comment letter provided by the architect.

Answer: Project architect/applicant Isabeau Guglielmo clarified the plate height changes on the first and second stories.

Vice-Chair Ma asked a question regarding the landscape privacy screening, if the rear neighbor was shown the design, and how long it will be before the screening is mature and gets tall.

Answer: Project architect/applicant Isabeau Guglielmo clarified the size of the landscaping going in and said they did not follow up with the rear neighbor after initial contact.

Chair Blockhus asked for clarification on the landscape plan.

Answer: Project landscape architect Greg Ing said the screening will grow about two feet per year.

Commissioner Kirik asked if the revised landscape plans were shown to the rear neighbor.

Answer: Project architect/applicant Isabeau Guglielmo stated they did not follow up and show the rear neighbor the revisions made.

#### PUBLIC COMMENT

None.

Chair Blockhus closed the public comment period.

#### APPLICANT REBUTTAL

None.

Commissioner discussion then proceeded.

Action: Upon a motion by Vice-Chair Ma, seconded by Commissioner Bishop, the Commission approved design review application SC21-0023 subject to the staff report findings and conditions.

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

AYES: Blockhus, Harding, Kirik, and Ma, Bishop

NOES:

ABSENT: Harding

### **3. SC21-0049 - Steve Collom – 623 Almond Avenue**

Design Review for a new two-story house with a basement. The project includes 2,702 square feet at the first story and 1,522 square feet at the second story with a 1,995 square-foot basement. The project includes a 512 square-foot detached accessory dwelling unit, which is not part of the design review application. It is not part of the design review application. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Manager: Liu*

#### STAFF PRESENTATION

Associate Planner Liu presented the staff report recommending approval of design review application SC21-0049 subject to the listed findings and conditions.

### DRC QUESTIONS TO STAFF

None.

### APPLICANT PRESENTATION

Property Owner Sutaria introduced the project, stated she has lived in the neighborhood for a long time and noted her outreach to the neighbors.

Architect Steve Collom provided general comments and made himself available for questions.

### DRC QUESTIONS TO APPLICANT

Commissioner Kirik asked about the stone veneer wrapping.

Answer: Architect Steve Collom confirmed that they are wrapping the column.

Vice-Chair Ma asked there is a different eave at the gable end.

Answer: Architect Steve Collom stated that it is a closed soffit.

Chair Blockus asked why the wall plate height at the office is 11-foot, eight inches.

Answer: Architect Steve Collom said that it was more natural for the roof line.

### PUBLIC COMMENT

Neighbor Chris Ling of 628 Almond Avenue stated his support for the project.

Neighbor Angela of 633 Almond Avenue gave her support for the project.

Chair Blockus closed the public comment period.

### APPLICANT REBUTTAL

None.

Commissioner discussion then proceeded.

Commissioner Kirik stated he had an ex parte conversation with the property owner to gain access to the rear yard with their dogs.

Chair Blockus stated he had an ex parte conversation with the property owner to gain access to the rear yard and met the dogs too.

Action: Upon a motion by Commissioner Bishop, seconded by Vice-Chair Ma, the Commission approved design review application SC21-0049 subject to the staff report findings and conditions.

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

AYES: Blockus, Harding, Kirik, and Ma, Bishop

NOES:

ABSENT: Harding

Commissioner Blockus recused himself from the meeting because he lives within 500 feet of the subject property in agenda item 4.

Vice-Chair Ma ran the rest of the meeting.

**4. SC21-0046 – Yun Li – 628 Cuesta Drive**

Design Review for a two-story addition to an existing two-story house. The includes a 26 square-foot addition at the first floor and a 542 square-foot addition at the second floor. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Manager: Liu*

**STAFF PRESENTATION**

Associate Planner Liu presented the staff report recommending approval of design review application SC21-0046 subject to the listed findings and conditions.

**DRC QUESTIONS TO STAFF**

Commissioner Bishop asked if the second story deck was removed.

Answer: Associate Planner Liu confirmed that was included earlier but removed in the current design.

Commissioner Kirik asked if the trellis or projection above the garage that broke up the massing had been removed and if anything was done to address the two-story vertical wall at the garage.

Answer: Associate Planner Liu said there wasn't anything explored with that element.

**APPLICANT PRESENTATION**

Applicant/owner Yun Li gave a brief overview of the project, stated his desire to improve the old house, and neighbor outreach.

Project designer Jenny Zhao said the projection was accidentally removed and can be added back as part of the building plans.

**DRC QUESTIONS TO APPLICANT**

Commissioner Kirik asked if the applicant had looked at alternative solutions to break down the front elevation verticality.

Answer: Project designer Jenny Zhao said no and that it was not part of the scope of work and were trying to minimize construction costs.

Vice-Chair Ma asked for clarification on the existing front elevation plan drawing and the street view differences.

Answer: Project designer Jenny Zhao said she made some mistake on the drawings.

**PUBLIC COMMENT**

Neighbor Ken Jones of 639 Arboleda Drive, the neighbor to the rear, stated concerns about the previous deck that is now removed and that the landscaping will not provide adequate coverage for privacy screening.

Charles Gray of 647 Arboleda Drive wanted to speak but had technical difficulties.

Associate Planner Liu shared the late correspondence she received from the neighbor Charles Gray.

Vice-Chair Ma closed the public comment period.

**APPLICANT REBUTTAL**

None.

Commissioner discussion then proceeded.

Action: Upon a motion by Commissioner Kirik, seconded by Commissioner Bishop, the Commission continued design review application SC21-0046 with the following direction:

- Applicant should review Section 5.6 of the Residential Design Guidelines to address the impact and mass towards the street with roofline, material change, or garage door design;
- Explore a more defined front entry;
- Provide a full landscape plan showing the sizes at planting and maturity;
- Provide documentation of conversations with the neighbors at the rear showing they have reviewed the plans, their concerns about privacy impacts have been addressed, and are in agreement with the proposed design; and
- Review the rear facing windows and slightly modify to address any impact of light pollution.

The motion was approved (3-0) by the following vote:

AYES: Bishop, Kirik, and Ma

NOES: None

ABSENT: Harding

RECUSED: Blockus

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

Commissioner Kirik asked about the Joint Study Session with the Planning Commission on SB9.

### **POTENTIAL FUTURE AGENDA ITEMS**

Interim Planning Services Manager Golden said that the item will be scheduled for the April 6, 2022 Design Review Commission meeting at 6:00 p.m. and went over the upcoming agenda items.

### **ADJOURNMENT**

Chair Blockhus adjourned the meeting at 9:14 PM.

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Steve Golden  
Interim Planning Services Manager