



ZONING ADMINISTRATOR MEETING MINUTES

4:00 PM - Wednesday, May 03, 2023

*Community Meeting Chambers, Los Altos City Hall
1 North San Antonio Road, Los Altos, CA*

CALL MEETING TO ORDER

At 4:00 p.m. the Zoning Administrator called the meeting to order.

ESTABLISH QUORUM

PRESENT: Zoning Administrator Zornes

STAFF: Senior Golden, Associate Planner Liu, and Associate Planner Healy

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

PUBLIC HEARING

1. SC22-0026 - Burhan Baba - 705 Vista Grande Ave - Lot B

The applicant requests a Design Review approval for a new two-story 3,827 square-foot residence with 2,222 square feet on the first story and 1,522 square feet on the second story. The project also includes a 757 square-foot attached ADU, not subject to Design Review approval. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Planner: Golden*

STAFF PRESENTATION

Senior Planner Golden presented the staff report recommending approval of design review application SC22-0026 subject to the listed findings and conditions.

PUBLIC COMMENT

Property owner Sandesh Tawari of 705 Vista Grande Avenue made himself available to answer any questions.

Zoning Administrator Zornes closed the public comment period.

Action: Zoning Administrator Zornes approved design review application SC22-0026 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

2. SC23-0002 – Walter Chapman – 925 Echo Drive

Design Review for a new 3,914 square-foot two-story single-family residence. This project is categorically exempt from environmental review under Section 15303 (“New Construction or Conversion of Small Structures”) of the California Environmental Quality Act (CEQA). *Project Manager: Healy*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application SC23-0002 subject to the listed findings and conditions.

PUBLIC COMMENT

Neighbor Tom Hancock provided public comment.

Zoning Administrator Zornes closed the public comment period.

Action: Zoning Administrator Zornes approved design review application SC23-0002 per the staff report findings and conditions, with the following changes:

- Staff will modify Condition No. 4 for driveway site visibility.
- Remove Condition No. 5.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

3. SC22-0015 – Jon Freel - 1210 Altamead Drive

Design Review for the construction of a new two-story house including 2,456 square feet at the first story and 1,106 square feet at the second story. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act (CEQA). *Project Planner: Liu*

STAFF PRESENTATION

Associate Planner Liu presented the staff report recommending approval of design review application SC22-0015 subject to the listed findings and conditions.

PUBLIC COMMENT

A neighbor provided public comment.

Zoning Administrator Zornes closed the public comment period.

Action: Zoning Administrator Zornes approved design review application SC22-0015 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

4. SC22-0017 – Mike Ma – 1219 Portland Avenue

Design Review for the construction of a new two-story house including 2,433 square feet at the first story and 1,505 square feet at the second story. A 654 square-foot attached accessory dwelling unit is also proposed, but not subject to design review. This project is categorically exempt from environmental review under 15303 of the California Environmental Quality Act (CEQA). *Project Planner: Liu*

STAFF PRESENTATION

Associate Planner Liu presented the staff report recommending approval of design review application SC22-0017 subject to the listed findings and conditions.

PUBLIC COMMENT

A neighbor provided public comment.

Zoning Administrator Zornes closed the public comment period.

Action: Zoning Administrator Zornes approved design review application SC22-0017 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

5. D22-0006 & TM22-0004 - Chris Kummerer - 14 Fourth Street

Request for Multiple-Family Design Review and Tentative Map application for the construction of a new two-story, four-unit, residential condominium development with underground parking. The project is categorically exempt pursuant to Section 15332 (In-Fill Development Projects) of the California Environmental Quality Act (CEQA) Guidelines. *Project Planner: Liu*

STAFF PRESENTATION

Associate Planner Liu presented the staff report recommending approval of design review application D22-0006 and TM22-0004 subject to the listed findings and conditions.

PUBLIC COMMENT

None.

Zoning Administrator Zornes closed the public comment period.

Action: Zoning Administrator Zornes approved design review application D22-0006 and TM22-0004 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

ADJOURNMENT

Zoning Administrator Zornes adjourned the meeting at 4:48 PM.

Signature: 
NICK ZORNES (May 9, 2023 11:10 PDT)

Email: nick.zornes@losaltosca.gov

Nick Zornes
Zoning Administrator






ZA 5-3-23 Special Meeting FINAL action minutes

Final Audit Report

2023-05-09

Created:	2023-05-09
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"ZA 5-3-23 Special Meeting FINAL action minutes" History

-  Document created by Yvonne Dupont (ydupont@losaltosca.gov)
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