

ZONING ADMINISTRATOR MEETING MINUTES

4:00 PM - Wednesday, November 1, 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 and Development Services Deputy Director Williams

STAFF: Senior Planner Gallegos

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR.

1. **Zoning Administrator Meeting Minutes**

Approval of the DRAFT minutes of the regular meeting of October 4, 2023.

Action: Zoning Administrator Zornes approved the meeting minutes for regular meeting of October 4, 2023.

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

AYES: Zornes

NOES: None

PUBLIC HEARING

2. **SC21-0021 and H21-0002 – Dino Garcia – 604 Milverton Avenue**

Request for Design Review and Historic Advisory Review for a new two-story house with a 5,414 square-foot first story and a 2,831 square-foot second story, and the conversion of an existing historic house into a historic accessory building. This project is categorically exempt from environmental review under Section 15303 (“New Construction or Conversion of Small Structures”) and Section 15331 (“Historical Resource Restoration/Rehabilitation”) of the California Environmental Quality Act (CEQA). *Project Planner: Gallegos*

STAFF PRESENTATION

Senior Planner Gallegos presented the staff report recommending approval of design review application SC21-0021 and H21-0002 subject to the listed findings and conditions.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application SC21-0021 and H21-0002 per the staff report findings and conditions.

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

AYES: Zornes

NOES: None

3. SC23-0008 – Mohammad Kasirossafar – 1014 Seena Avenue

Design Review for a new 3,876 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 Planner: Gallegos*

STAFF PRESENTATION

Senior Planner Gallegos presented the staff report recommending approval of design review application SC23-0008 subject to the listed findings and conditions.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application SC23-0008 per the staff report findings and conditions.

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

AYES: Zornes

NOES: None

POTENTIAL FUTURE AGENDA ITEMS

None.

ADJOURNMENT

Zoning Administrator Zornes adjourned the meeting at 4:14 PM.



NICK ZORNES (Nov 15, 2023 17:06 PST)

Nick Zornes

Zoning Administrator







ZA 11-1-23 Regular Meeting FINAL action minutes

Final Audit Report

2023-11-16

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