



## **ZONING ADMINISTRATOR MEETING AGENDA**

**4:00 PM - Wednesday, November 15, 2023**

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

**Members of the Public may call (253) 215-8782 to participate in the conference call (Webinar ID: 838 3565 8951) or via the web at https://tinyurl.com/2bwxanxe with Passcode: 701956). Members of the Public may only comment during times allotted for public comments and public testimony will be taken at the direction of the Zoning Administrator. Members of the public are also encouraged to submit written testimony prior to the meeting at ZAPublicComment@losaltosca.gov. Emails received prior to the meeting will be included in the public record.**

### **ESTABLISH QUORUM**

#### **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

### **ITEMS FOR CONSIDERATION/ACTION**

#### **CONSENT CALENDAR**

**These items will be considered by one motion unless any member of the Commission or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Chair.**

1. **Zoning Administrator Meeting Minutes**  
Approval of the DRAFT minutes of the regular meeting of November 1, 2023

### **PUBLIC HEARING**

2. **SC23-0001 - Andrew McIntyre - 474 San Luis Avenue**  
Design Review for the demolition of the existing house and construction of a new two-story single-family residence with 2,336 square feet on the first story and 1,487 square feet on the second story. An 850 square-foot attached ADU is included in the project, but is not subject to design review. This project is categorically exempt from environmental review under 15303 of the California Environmental Quality Act (CEQA). *Project Planner: Golden*
3. **SC23-0013 – Chris Kummerer – 241 Sunkist Lane**  
Design review for a new approximately 4,619 square-foot two-story single-family residence.

This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Planner: Healy*

4. **SC23-0014 – S. Sahni – 370 Chamisal Avenue**

Design review for a 246 square-foot first story and 792 square-foot second story addition to an existing one-story house. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Planner: Gallegos*

**REPORTS AND COMMENTS**

**POTENTIAL FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordinator can be reached at (650) 947-2607 or by email: [ada@losaltosca.gov](mailto:ada@losaltosca.gov).

Agendas, Staff Reports and some associated documents for Design Review Commission items may be viewed on the Internet at <http://losaltosca.gov/meetings>.

If you wish to provide written materials, please provide the Commission Staff Liaison with 10 copies of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.