

Town of Los Altos Hills Planning Commission Regular Meeting March 4, 2021 Minutes

Council Chambers, 26379 Fremont Road, Los Altos Hills, California

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Via teleconference according to the Governor's Executive Order N-29-20, Chair Patel called the Planning Commission meeting to order at 6:00 p.m.

Present: Commissioner Smith, Commissioner Couperus, Commissioner Waschura, Vice-Chair Indaco, Chair Patel,

Staff: Planning Director Dahl, Assistant Planner Loh, Assistant Planner Yost, Management Analyst Einfalt, Planning Technician Brunner

2. PRESENTATIONS FROM THE FLOOR

No presentations from the floor.

3. APPROVAL OF MINUTES

3.1 Approval of February 4, 2021 Regular Meeting Minutes

MOTION MADE AND SECONDED: Motion by **Commissioner Waschura** approve the February 4, 2021 Regular Meeting Minutes as presented. The motion was seconded by **Commissioner Smith**

AYES: Commissioner Couperus, Commissioner Smith, Commissioner Waschura, Vice-Chair Indaco, Chair Patel

NOES: None

ABSENT: None

ABSTAIN: None

MOTION: Carried 5-0

4. PUBLIC HEARINGS

Planning Commission Ex Parte

Commissioner Couperus had communications with **Vice-Chair Indaco** on Item 4.1.

Commissioners Smith and **Waschura** had no ex parte communications.

Vice-Chair Indaco had communications with **Commissioner Couperus**, Carol Gottlieb with the Environmental Design & Protection Committee (EDPC), Project Architect Heera Basi, Property Manager Patrick, Bob Elson & Judy Nagy with the Pathways Committee on Item 4.1; and the general contractor for Dennis Brothers on Item 4.2.

Chair Patel had communications with the Project Architect, Heera Basi, property manager Patrick, and exchanged an email with Bob Elson from the Pathways Committee on Item 4.1.

Chair Patel proposed, and the Commission unanimously supported, consideration of Item 4.2 before Item 4.1.

4.1 [13891 Ciceroni Lane – File #CUP21-0001 and SD20-0086 – Lands of Campo Vista Lane LLC](#)

Request for a Conditional Use Permit and Site Development Permit for construction of a new 10,016 square-foot recreation center (gym) and 2,015 square feet of new patios and walkways.

CEQA Review: Categorical Exemption per Section 15303

Staff: *Jeremy Loh*

Chair Patel opened the PUBLIC HEARING.

Assistant Planner Loh presented the staff report.

Heera Basi, project architect, and **Patrick Tremo**, property manager, presented the project and use permit request for the proposed gym, noting that they were amenable to the suggested lighting modifications and that the property would be able to provide the necessary parking for the use on-site.

Public Comment

Bob Elson, Chair of the Pathways Committee, requested that pathway easement along the property's Fremont Road frontage be dedicated to allow for the future development of a pathway on this side of Fremont Road and asked that a future pathway alignment be staked out.

Carol Gottlieb, a member of the EDPC, commented that the accessory building was not secondary to the main dwelling in terms of size, that the proposed exterior lighting would be too bright and suggested screening the skylights to minimize glare at night.

Judy Nagy, a member of the Pathways Committee, spoke in favor of developing a pathway along south side of Fremont Road adjacent to the property.

Alisa Bredo, a member of the Pathways Committee, spoke in favor of developing a pathway along south side of Fremont Road adjacent to the property.

Heera Basi, the applicant's architect, offered a rebuttal regarding the comments requesting a pathway easement along the property's Fremont Road frontage.

Chair Patel closed the PUBLIC HEARING.

Commission Discussion

Vice-Chair Indaco shared a presentation, expressing concerns related to parking impacts, reducing exterior lighting, adding covers to the skylights, adding a pathway easement along Fremont Road and including an annual review of the conditional use permit in the future to ensure the use was not impacting the neighborhood.

Commissioner Waschura expressed support for dedicating a pathway easement along Fremont Road and ensuring that there was sufficient on-site parking.

Commissioner Couperus expressed support for dedicating a pathway easement along Fremont Road and reviewing the amount of exterior lighting, noting that a pathway along the south side of Fremont Road was feasible to construct.

Commissioner Smith expressed support for dedicating a pathway easement along Fremont Road and noted the need to mitigate the gym's exterior lighting.

Chair Patel agreed with **Vice-Chair Indaco's** concerns and suggestions, noting that the use permit should be reviewed two years after final to align with when the landscape screening would be reviewed, that an open space easement was not necessary, that a pathway easement along Fremont Road should be dedicated, and that the landscape screening plan should be approved by the Commission.

MOTION MADE AND SECONDED: Motion by **Vice-Chair Indaco** to ADOPT the Resolution (Attachment 1) to APPROVE the Conditional Use Permit and Site Development Permit, subject to the listed findings and conditions of approval with the following additional conditions:

1. The CUP shall be reviewed by the Commission two (2) years after the gym is finalized and reviewed on ten (10) year intervals or upon change of ownership after that.
2. The property owner shall dedicate to the Town a pathway easement wide enough to accommodate a 2B pathway along the south side of Fremont Road. The easement width will be determined by Planning department and Pathways Committee in cooperation with the property owner. Plat and legal description of agreed upon easement shall be submitted to and approved by the Town prior to Building permit issuance and recorded prior to final inspection.
3. Require window tinting or automatic window coverings for north facing windows, where the rock-climbing wall is located.
4. Require automatic window coverings for skylights to reduce light emanation at night.
5. Remove three (3) of the wall sconces on the eastern wall near the bocce court, leaving one (1) for the doorway.
6. Remove five (5) of the exterior recessed lights on the north-facing wall, leaving two (2) over the rock-climbing wall.
7. No parking on Ciceroni Lane for gym activities shall be permitted.
8. The landscape screening plan shall be reviewed and approved by the Planning Commission.

The motion was seconded by **Commissioner Waschura**.

AYES: Commissioner Couperus, Commissioner Waschura, Commissioner Smith, Vice-Chair Indaco, Chair Patel
NOES: None
ABSENT: None
ABSTAIN: None
MOTION: Carried 5-0

- 4.2 [13875 Mir Mirou Drive – File #SD20-0092 – Lands of Somekh](#)
Site Development Permit for landscape screening associated with a previously approved single-family residence with a main level and partial basement.
CEQA Review: Categorical Exemption per Section 15304(b)
Staff: *Krista Yost*

Chair Patel opened the PUBLIC HEARING.

Assistant Planner Krista Yost presented the staff report.

John Aldrich, project landscape architect, presented the landscaping plan and addressed questions regarding the location of the pool equipment, the pool lighting, the retaining wall, and the landscaping plan.

Public Comment

Carol Gottlieb, a member of the EDPC, commented that the new fencing near the open space conservation easement should be wildlife friendly.

Chair Patel closed the PUBLIC HEARING.

Commissioner Discussion

Commissioner Waschura expressed general support for the project, noting that the amount of exterior lighting could be reduced, but that a certain amount is necessary to provide safety and visibility.

Vice-Chair Indaco shared a presentation, noting concerns related to the amount of exterior lighting proposed, that this location is very visible to surrounding properties and that the new oak trees should be move up the slope toward the house to improve the landscape screening.

Commissioner Couperus expressed general support for the project.

Commissioner Smith expressed general support for the project, noting that the number of exterior lights was appropriate to provide safety and visibility.

Chair Patel expressed general support for the project, noting that the number of exterior lights was appropriate and that box sizes of the new oak trees could be increased.

Commission discussion ensued regarding the number and placement of the proposed pathway lighting and if additional trees were necessary to provide appropriate screening.

FIRST MOTION MADE AND SECONDED: Motion by **Vice-Chair Indaco** to ADOPT the Resolution (Attachment 1) to APPROVE the Site Development Permit, subject to the listed findings and conditions of approval with the following additional conditions:

- Move the four new oak trees to the 30-foot setback line along the south property line.
- Plant two additional oaks trees at the southern corner of the pool for additional screening.

- Reduce the number of pathway lighting fixtures by 25%.

The motion was seconded by **Commissioner Waschura**.

AYES: Vice-Chair Indaco
NOES: Commissioner Couperus, Commissioner Waschura, Commissioner Smith, Chair Patel
ABSENT: None
ABSTAIN: None
MOTION: Failed 1-4

SECOND MOTION MADE AND SECONDED: Motion by **Commissioner Couperus** to ADOPT the Resolution (Attachment 1) to APPROVE the Site Development Permit, subject to the listed findings and conditions of approval with the following additional conditions:

- Move the four new oak trees to the 30-foot setback line along the south property line.
- Plant two additional oaks trees at the southern corner of the pool for additional screening.
- Plant additional shrubs along the exterior pathway adjacent to the southern property line to screen the path lights.

The motion was seconded by **Vice-Chair Indaco**.

AYES: Commissioner Couperus, Commissioner Waschura, Commissioner Smith, Vice-Chair Indaco, Chair Patel
NOES: None
ABSENT: None
ABSTAIN: None
MOTION: Carried 5-0

5. REPORTS FROM THE CITY COUNCIL MEETINGS

5.1 Upcoming Meeting Assignments

- March 18, 2021 – Vice-Chair Indaco
- April 15, 2021 – Commissioner Smith
- May 20, 2021 – Chair Patel

Chair Patel confirmed upcoming meeting assignments with the Commissioners.

5.2 Past Meetings Reviews

- February 5, 2021 (special meeting) – Commissioner Couperus
- February 18, 2021 – Commissioner Waschura

Commissioner Couperus shared highlights of the past City Council special meeting.

Commissioner Waschura shared highlights of the past City Council regular meeting.

6. REPORTS FROM FAST TRACK / SITE DEVELOPMENT MEETINGS

6.1 February 16, 2021

- 13781 Ciceroni Lane - File #SD20-0083 – Lands of Stalder
Site Development Permit for a new 6,279 square-foot, two-story residence with an attached two-car garage, a 519 square-foot detached garage, and a 1,000 square-foot detached accessory dwelling unit (ADU).
- 13902 Campo Vista Lane – File #SD20-0022 – Lands of Campo Vista Lane LLC
Site Development Permit for a new 3,554 square-foot, single-story residence with a 2,853 square-foot basement, a detached 660 square-foot carport, and a detached 1,181 square-foot accessory dwelling unit)

6.2 February 23, 2021

- 27985 Central Drive - File #SD20-0079 – Lands of Lewis-Kotadia
Site Development Permit for landscape screening and new fencing for an approved two-story residence
- 13940 La Paloma Road – File #SD20-0077 – Lands of Wang
Site Development Permit for a new tennis court and fencing in the rear half of the property

6.3 March 2, 2021

- 27161 Fremont Road – File #SD20-0094 – Lands of Wu
Site Development Permit for a new 1,485 square-foot basketball court located adjacent to Fremont Road and Barron Creek and a fence exception for a six-foot tall wrought iron fence located adjacent to a conservation easement where an open split-rail design is required. *This project was originally considered by the Site Development Committee on the January 19, 2021.*

Planning Director Dahl provided a summary of the past Site Development / Fast Track Public Hearing.

Commissioner Couperus asked for additional details on the project located at 27161 Fremont Road.

7. PLANNING DIRECTOR REPORT

Planning Director Dahl provided an update regarding the upcoming Town Hall addition, the possibility of hosting a Los Altos Hills Fire District staff member in Town Hall addition, the annual housing report that will be submitted to the State, and discussions of re-adopting the Wildlife Urban Interface (WUI).

8. ADJOURNMENT

Meeting was adjourned at 10:08 PM.

Respectfully submitted,



Keren Brunner
Planning Technician