



# TOWN OF LOS ALTOS HILLS PLANNING COMMISSION **REVISED** SPECIAL MEETING AGENDA

**SPECIAL MEETING, THURSDAY, DECEMBER 10, 2020 AT 6:00 P.M.**

**Council Chambers, 26379 Fremont Road, Los Altos Hills, CA** [www.losaltoshills.ca.gov](http://www.losaltoshills.ca.gov)

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## ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (650) 941-7222. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Notice to Public: Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at 26379 Fremont Road, Los Altos Hills, California during normal business hours. These materials will also be made available on the City website subject to Staff's ability to post the documents before the meeting.

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## **NOTICE OF TELECONFERENCED MEETING**

Pursuant to the Governor's Executive Order N-29-20 (dated March 17, 2020), Planning Commissioners may participate via teleconference. Teleconference locations are not open to the public pursuant to California Governor Executive Order N-29-20. For this meeting, there will be no physical location from which members of the public may observe/comment.

Commissioners Teleconferencing: Chair Rajiv Patel, Vice-Chair Birgitta Indaco, and Commissioners Jitze Couperus, Ed Smith and Jim Waschura.

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This meeting will be broadcast via live-stream service at <http://www.losaltoshills.ca.gov>.

***NOTE:** There may be a delay in the live streaming of the meeting. If you wish to provide oral comments during the meeting, please follow the meeting proceedings via the teleconference to ensure you are prepared when called upon.*

Members of the Public may participate and provide public comments to teleconference meetings as follows:

1. If you wish to submit a public comment on agenda items in advance of the meeting, please send to the Project Planner for the project or the Planning Technician [kbrunner@losaltoshills.ca.gov](mailto:kbrunner@losaltoshills.ca.gov). Emails received prior to the meeting will be included in the public record. If the email is received after all comments are posted, the Technician will read aloud public comments at the Planning Commission meeting, not to exceed three minutes (approximately 300 words).
2. If you wish to submit a public comment during the meeting, please use the following information. Before speaking, please identify yourself by name and where you reside.
3. To join from a PC, Mac, iPad, iPhone or Android device, click this URL to join:

Videoconference Link: <https://bit.ly/LosAltosHillsPC>

Webinar ID: 810 7639 7750

Password: 574533

Phone: (669) 900 6833

Public testimony will be taken at the direction of the Chair and members of the public may only comment during times allotted for public comments.

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**NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING OF THE LOS ALTOS  
HILLS PLANNING COMMISSION WILL BE HELD ON**

**THURSDAY, DECEMBER 10, 2020 AT 6:00 PM**

**Revision No. 1 – Wednesday, December 9, 2020**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. PRESENTATIONS FROM THE FLOOR

Persons wishing to address the Commission on any subject not on the agenda are invited to do so now. Please note, however, that the Commission is not able to undertake extended discussion or act tonight on non-agendized items. Such items will be referred to staff or placed on the agenda for a future meeting.

3. APPROVAL OF MINUTES

3.1 Approval of November 5, 2020 Regular Meeting Minutes

4. PUBLIC HEARINGS

Public hearings are specially noticed items for discussion. Anyone wishing to speak regarding a public hearing should fill out a speaker card prior to the completion of the staff report and give it to staff. The order of business for public hearings is as follows:

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|--|---|
| 1. Staff Presentation                  | 4. Public Comments – 3 Minutes per person |
| 2. Applicant Presentation – 15 Minutes | 5. Applicant Response – 5 Minutes         |
| 3. Commission Questions/Clarifications | 6. Commission Comments/Questions/Action   |

If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described below, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

Any interested party may appeal a determination of the Planning Commission to the City Council by filing a written notice of appeal with the City Clerk within twenty-three (23) days of the decision. A nonrefundable filing fee and a deposit for services shall accompany each notice of appeal, except that any member of the Council may file such an appeal without payment of a fee.

➤ *Planning Commission Ex Parte Contacts Policy Disclosure*

4.1 12450 Hilltop Drive – File # SD20-0075 – Lands of Veeravagu and Das

Site Development Permit for landscape screening and entry steps for an approved two-story residence.

CEQA Review: Categorical Exemption per Section 15304(b)

Staff: *Jeremy Loh*

4.2 27321 Altamont Road – File #SD20-0056 – Lands of Jurvetson

Site Development Permit for a new 5,241 square-foot, two-story residence with a 2,471 square-foot basement and an exception to the Town's Grading Policy.

CEQA Review: Categorical Exemption per Section 15303(a)

Staff: *Krista Yost*

**This Application will be continued without discussion to the Special Planning Commission Meeting at 6:00 P.M. on Thursday, January 14, 2021.**

4.3 Zoning Ordinance Amendments – Town of Los Altos Hills

Introduction of amendments to various sections within Chapter 1 (Zoning) and Chapter 2 (Site Development) of Title 10 of the Los Altos Hills Municipal Code pertaining to updating the appeals process and clarifying the effective date of decisions made by the Planning Director, the Staff Committee and the Planning Commission; and an amendment to Article 6 (Off-Street Parking) in Chapter 1 of Title 10 to reestablish minimum parking stall dimension requirements.

CEQA Review: Categorically Exempt per Section 15061(B)(3).

*Staff: Zachary Dahl*

5. REPORTS FROM THE CITY COUNCIL MEETINGS

5.1 Upcoming Meeting Assignments

- December 17, 2020 – Commissioner Smith
- January 21, 2021 – Chair Patel
- February 18, 2021 – Commissioner Couperus

5.2 Past Meeting

- November 19, 2020 – Vice-Chair Indaco

5.3 Letter to City Council

Discuss potential Commission recommendations regarding the City Council's 2021 priorities. – **Added with Revision No. 1**

6. REPORT ON PAST SITE DEVELOPMENT / FAST TRACK MEETINGS

6.1 December 1, 2020

- 25680 Elena Road - File #SD20-0050 – Lands of Sun and Lu  
Site Development Permit for a new 5,920 square-foot, two-story residence with a 2,928 square-foot basement and an 810 square-foot detached accessory dwelling unit (ADU).

6.2 December 8, 2020

- 12215 Colina Drive - File #SD20-0054 – Lands of Jayaraman  
Site Development Permit to allow construction of a new 850 square-foot swimming pool and associated hardscape improvements.

7. PLANNING DIRECTOR REPORT

8. ADJOURNMENT