

Los Altos Hills
Environmental Design and Protection Committee
Special Meeting Minutes

Date: April 11, 2023, at 5:00 p.m.

Location: Duxbury Conference Room

26379 Fremont Road, Los Altos Hills, California 94022

Committee Members: Peter Brown (chair), Elizabeth Loinaz (secretary), Carol Gottlieb, Grace Tsang, Vijay Chawla

Associate Members: Kjell Karlsson

City Council Liaison: Councilmember Kavita Tankha

Guest: Hajime Murakami

1. Call to Order and Roll Call – 5:10pm

- a. **Members Present:** Peter Brown, Elizabeth Loinaz, Carol Gottlieb, Vijay Chawla, Grace Tsang
- b. **Guest:** Hajime Murakami (until 6:17pm)

2. Presentations from the Floor

- a. City Council April 11 Special Meeting on Housing Element postponed due to lack of quorum.
- b. Carol gave an update on the Carriage House project at Foothill College. Together with the Griffin House, it is funded by bond Measure G given for buildings at Foothill College.
- c. The History Committee was given a presentation on the Heritage House Interior renovation. Carol would like to see space provided for the committees. She would also like to see an outdoor space for meetings in an area that would not be so conspicuous from the road.

3. Future Committee Dates of Interest & Assignments

- a. EDPC Committee: May 9, 2023 @ 5:00 p.m.
- b. City Council Meeting: April 20, 2023, 6:00 pm
- c. Planning Commission: May 4, 2023, 6:00 pm
- d. Field Trips: Friday mornings, Vijay to coordinate
- e. Fast Track/Site Development Meetings: Tuesday mornings, 10:00 am

4. Old Business

a. Native Plant Garden

Met with Director of Public Works WooJae Kim on March 30. Key updates:

> The renovation of the Native Plant Garden and Heritage House Orchard has been added to the CIP list.

> The green infrastructure for the roof runoff from the Town Hall building will be used to meet requirements for the NPDES (National Pollutant Discharge Elimination System) Municipal Region Permit.

> WooJae proposes a phased approach –

FY 2023-24: Phase 1 to include the renovation planning, as well as the implementation of the green infrastructure (rain gardens and retention swales).

FY 2024-25: Phase 2 to include the implementation of the rest of the native plant garden, including hardscape, pathways, planting, etc.

WooJae is requesting funding for Phase 1 for the upcoming FY 23-24 starting July 1. He will

be seeking plan approval and requesting additional funding for Phase 2 for FY 24-25.

Some items we would like taken care of this year that would help with the renovation (Phase 0): removal of the Eucalyptus Tree (fire and falling hazard), confirm pathway for cell tower maintenance vehicles, and get a head start on the north screening hedge.

Jean obtained a grant from CNPS for plants worth \$500.

Vijay has another possible source of grant funds, National Charity League, for another \$500.

- b.** Use of native plants for landscaping
Suggest a concise version (marketing type) and a detailed version (for more information).
- c.** Artificial turf
City Manager Peter Pirnejad recommends doing community outreach before proposing changes. Will look at writing an article for the Town newsletter on the pros and cons of artificial turf.
- d.** eTRAKiT
The system is not consistently used by Planning at this time. Will hold off on training until there is more traction using the system.
- e.** EDPC Meeting Time
Proposed: 2nd Tuesday of the month, 5:00 pm
Vijay moved to approve, Carol seconded. Yeas: Peter, Carol, Vijay, Grace, Elizabeth.
Motion passed.
- f.** City Council changes to Standing Committees Resolution, Code of Conduct for Standing Committees

5. New Business

- a.** Approval of February 14, 2023 EDPC Meeting Minutes
Vijay moved to approve, Carol seconded. Yeas: Peter, Carol, Vijay, Grace, Elizabeth.
Motion passed.
- b.** Application of Hajime Murakami as associate member
Vijay moved to approve, Grace seconded. Yeas: Peter, Carol, Vijay, Grace, Elizabeth.
Motion passed.
- c.** Election of Grace Tsang as Vice-Chair
Vijay moved to approve, Carol seconded. Yeas: Peter, Carol, Vijay, Grace, Elizabeth.
Motion passed.

6. Parking Lot – Old Business on Hold

- a.** Water Conservation
Could write an article for the Town newsletter to be published in the Fall.
- b.** Signage for the Heritage Trees in Byrne Preserve
Waiting for budget. Sarah will include it in the Parks and Rec budget request for upcoming FY 23-24.

7. Review of Field Trip Reports

- a.** February 24, 2023

- 14096 Seven Acres Lane – Landscape Screening
 - b. March 24, 2023
 - 26616 Westwind Way – Landscape Screening
 - c. April 7, 2023 – 23023 Alicante Lane – new Residence
- 8. Adjournment – 7:19pm**