



## TOWN OF LOS ALTOS HILLS PLANNING COMMISSION AGENDA

**REGULAR MEETING, THURSDAY, SEPTEMBER 2, 2021 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 Town 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 Birgitta Indaco, Vice-Chair Jim Waschura, Commissioners Jitze Couperus, Ed Smith, and Rajiv Patel.

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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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**THURSDAY, SEPTEMBER 2, 2021 AT 6:00 PM**

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 August 5, 2021 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 by 4PM within twenty-one (21) 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 13010 East Sunset Drive – File # SD21-0030 – Lands of Zheng

Request for a Site Development Permit for a new 4,916 square-foot, two-story residence with a 3,416 square-foot basement and a detached 798 square-foot accessory dwelling unit and a 900 square-foot pool; request for grading policy exception for a driveway.

CEQA Review: Categorical Exemption per Section 15303(a)

*Project Planner: Jeremy Loh*

5. REPORTS FROM THE CITY COUNCIL MEETINGS

5.1 Upcoming Meeting Assignments

- September 16, 2021 – Commissioner Smith
- October 21, 2021 – Commissioner Patel
- November 18, 2021 – Commissioner Couperus
- December 16, 2021 – Vice-Chair Waschura

5.2 Past Meetings

- August 19, 2021 – Chair Indaco

6. REPORTS FROM PAST SITE DEVELOPMENT | FAST TRACK MEETINGS

6.1 August 10, 2021

12255 Menalto Drive – File #SD21-0009 – Lands of St. Ledger

Site Development Permit for landscape screening, fencing and driveway gates for an approved new residence. APPROVED (Appeal Filed)

6.2 August 17, 2021

12170 Dawn Lane – File #SD21-0044 – Lands of Koganti

Site Development Permit for landscape screening for an approved new residence. CONTINUED TO A DATE UNCERTAIN

6.3 August 31, 2021

27860 Black Mountain Road – File #SD21-0034 – Lands of Broken Oak Trust

Site Development Permit for landscape screening for an approved new residence and accessory structures.

26303 Esperanza Drive – File #SD21-0047 – Lands of Singh and Kaur

Site Development Permit for a landscape screening, fences, and driveway gate for an approved new residence.

7. PLANNING DIRECTOR REPORT

8. ADJOURNMENT