



**CITY OF LOS ALTOS
JOINT PLANNING AND HISTORIC
COMMISSION MEETING MINUTES
THURSDAY, FEBRUARY 6, 2025
6:00 p.m.
1 N. San Antonio Rd. ~ Los Altos, CA**

*Joe Beninato, Chair
Richard Roche, Vice Chair
Mehruddin Jon Ahi, Commissioner
Kate Disney, Commissioner
Susan Mensinger, Commissioner
Eric Steinle, Commissioner*

CALL MEETING TO ORDER: Joe Beninato, Chair, called the meeting to order at 6:00 p.m.

ESTABLISH QUORUM: All Planning Commissioners were present and in person during the meeting with the exception of Commissioner Mensinger who was absent.

All Historical Commissioners were present and in person during the meeting with the exception of Commissioner Maguire-Negus who was absent.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

There was no public comment.

CONSENT CALENDAR

1. Planning Commission Minutes

Approve the minutes of the Regular Planning Commission meeting of December 5, 2024.

Motion by Disney and Second by Ahi to approve the consent calendar. **Motion carried unanimously by roll call vote.**

PUBLIC HEARING

2. H24-0003 and DR24-0002 - Natalie Tan for SSA Landscape Architects - 13 South San Antonio Road

Request for a Historical Alteration Permit (H24-0003) and Design Review (DR24-0002) for a new library courtyard. The project is categorically exempt from environmental review pursuant to Section 15301 (Existing Facilities) and Section 15303 (New Construction and Conversion of Small Structures) of the California Environmental Quality Act (CEQA) Guidelines. *Project Planner: Sean Gallegos*

Sean Gallegos, Senior Planner, presented the project.

Natalie Tan and Steve Sutherland, applicant, presented and made themselves available for questions.

Commissioners asked staff and the applicant questions.

Chair Beninato opened the public comment period.

Maddy McBirney, Jon Baer, Roberta Phillips, Freddie Wheeler, Alice Mansell, Richard Feldman, Maria Bautista, Nicole Richards, and Teresa Morris from the public spoke. The applicant spoke.

Chair Beninato closed the public comment period.

The Historic Commission discussed the Historical Alteration Permit.

Motion by Commissioner Adams and Second by Commissioner Atkinson to adopt a Resolution approving a Historical Alteration Permit (H24-0003) for a new library courtyard at 13 South San Antonio Road per the recommended findings and conditions of approval; and find the project is categorically exempt pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and Section 15303 (New Construction and Conversion of Small Structures). **Motion carried unanimously by roll call vote.**

The Planning Commission discussed the Design Review Permit.

Motion by Chair Beninato and Second by Commissioner Steinle to adopt a Resolution approving a Design Review Permit (D24-0002) for a new library courtyard at 13 South San Antonio Road per the recommended findings and conditions of approval with an added condition of approval for the applicant to work with Development Services staff to refine the fence materials for the patio; and find the project is categorically exempt pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and Section 15303 (New Construction and Conversion of Small Structures). **Motion carried 4-1 by roll call vote with Commissioner Disney in dissent.**

DISCUSSION

3. Planning Commission Work Plan

The Planning Commission and staff discussed the work plan.

Chair Beninato opened the public comment period.

Jim Wing from the public spoke.

Chair Beninato closed the public comment period.

COMMISSIONERS' REPORTS AND COMMENTS - None.

POTENTIAL FUTURE AGENDA ITEMS - Commissioner Ahi will report on previously approved Downtown projects.

ADJOURNMENT – The meeting adjourned at 9:05 p.m.

Stephanie Williams

Stephanie Williams
Development Services Deputy Director

The Planning Commission Meeting recording may be viewed via the following external website:
<https://www.youtube.com/@CityofLosAltosCA>. The City of Los Altos does not own or operate
YouTube. The video referenced on these minutes were live at the time the minutes were published.