



ZONING ADMINISTRATOR MEETING MINUTES

4:00 PM – Wednesday, April 02, 2025

***Community Meeting Chambers, Los Altos City Hall
1 North San Antonio Road, Los Altos, CA***

CALL MEETING TO ORDER

At 4:00 p.m. the Zoning Administrator called the meeting to order.

ESTABLISH QUORUM

PRESENT: Zoning Administrator Zornes and Development Services Deputy Director Williams

STAFF: Senior Planner Whitehill

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR.

1. Zoning Administrator Meeting Minutes

Approval of the DRAFT minutes of the regular meeting of February 19, 2025.

Action: Zoning Administrator Zornes approved the meeting minutes for the regular meeting of February 19, 2025.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

PUBLIC HEARING

2. SC24-0008 – HyoJoon Ahn – 1815 Granger Avenue

Request for Design Review for the construction of a new 861 square foot, second-story addition and reconfiguration of the first floor of an existing 2,625 square foot, single-story home. The project site is located on the east side of Granger Avenue, between Eva Avenue and Sandalwood Lane. The project is categorically exempt from environmental review pursuant to Section 15301 (Existing Facilities) of the California Environmental Quality Act (CEQA). *Project Planner: Liu*

STAFF PRESENTATION

Development Services Deputy Director Williams presented the staff report recommending approval of design review application SC24-0008 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application SC24-0008 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

3. SC24-0014 – Steve Collom – 1697 Orr Court

Request for Design Review for the construction of a 3,701 square foot two-story residence with an attached garage. The project site is located within the cul-de-sac of Orr Ct. The project is categorically exempt from environmental review pursuant to Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA). *Project Planner: Whitehill*

STAFF PRESENTATION

Senior Planner Whitehill presented the staff report recommending approval of design review application SC24-0014 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

A resident provided public comment.

Action: Zoning Administrator Zornes approved design review application SC24-0014 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

4. SC24-0017 – Steve Collom – 273 Del Monte Avenue

Request for Design Review for the construction of a 2,799 square foot two-story residence with an attached garage. The project site is located at the northeast corner of Del Monte Avenue and Carmel Avenue. The project is categorically exempt from environmental review pursuant to Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA). *Project Planner: Whitehill*

STAFF PRESENTATION

Senior Planner Whitehill presented the staff report recommending approval of design review application SC24-0017 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application SC24-0017 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

5. SC24-0011 – Jiapan Yan – 1047 Eastwood Drive

Request for Design Review for the construction of a 4,037 square foot two-story home with an attached garage. The project site is located on the west side of Eastwood Drive between Miramonte Avenue and Covington Road. The project is categorically exempt from environmental review pursuant to Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA). *Project Planner: Whitehill*

STAFF PRESENTATION

Senior Planner Whitehill presented the staff report recommending approval of design review application SC24-0011 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

A resident provided public comment.

Action: Zoning Administrator Zornes approved design review application SC24-0011 per the staff report findings and conditions with the additional condition that the privacy vegetation along the property line be maintained at a height of no greater than 12 feet.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

6. SC25-0002 – Chapman Design Associates – 1932 Alford Avenue

Request for Design Review for the construction of a 1,481 square foot, second-story addition to an existing 2,107 square foot, single-story home. The project site is located on the west side of Alford Avenue between Holt Avenue and Churton Avenue. The project is categorically exempt from environmental review pursuant to Section 15301 (Existing Facilities) of the California Environmental Quality Act (CEQA). *Project Planner: Whitehill*

STAFF PRESENTATION

Senior Planner Whitehill presented the staff report recommending approval of design review application SC25-0002 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

Three residents provided public comments.

Action: Zoning Administrator Zornes approved design review application SC25-0002 per the staff report findings and conditions.

The motion was approved (1-0) by the following vote:

AYES: Zornes

NOES: None

ADJOURNMENT

Zoning Administrator Zornes adjourned the meeting at 4:28 PM.



NICK ZORNES (May 7, 2025 15:27 PDT)

Nick Zornes
Zoning Administrator

ZA 4-2-25 Regular Meeting FINAL meeting minutes

Final Audit Report

2025-05-07

Created:	2025-05-07
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