



ZONING ADMINISTRATOR MEETING MINUTES

4:00 PM – Wednesday, June 4, 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: Associate Planner Healy

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 May 21, 2025.

Action: Zoning Administrator Zornes approved the meeting minutes for the regular meeting of May 21, 2025.

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

AYES: Zornes

NOES: None

PUBLIC HEARING

2. SC24-0006 – Paul Narinder – 1501 Oakley Drive

Request for Design Review to construct a new approximately 4,061 square-foot two-story single-family home. The project site is located at the northwest corner of Oakley Drive and Newcastle Drive. This project is categorically exempt from environmental review under Section 15303 (New Construction or Conversion of Existing Structures) of the California Environmental Quality Act (CEQA). *Project Planner: Healy*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application SC24-0006 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

Steve Borlick, Sheryl Johnson, and Deepa Dhar from the public provided comments.

Action: Zoning Administrator Zornes approved design review application SC24-0006 per the staff report findings and conditions of approval.

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

AYES: Zornes

NOES: None

3. **SC24-0009 – Shlomi Caspi – 1140 Diamond Court**

Request for Design Review to construct a new 724 square foot first-story addition and 254 square-foot second-story addition to an existing one-story single-family home. The project site is located on the west side of Diamond Court, between Berry Avenue and the terminus of Diamond Court. This project is categorically exempt from environmental review under Section 15301 (Existing Facilities) of the California Environmental Quality Act (CEQA). *Project Planner: Healy*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application SC24-0009 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application SC24-0009 per the staff report findings and conditions of approval.

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

AYES: Zornes

NOES: None

4. **SC24-0018 – Mike Ma – 1053 Echo Drive**

Request for Design Review to construct a new approximately 3,932 square-foot two-story single-family home. The project site is located on the east side of Echo Drive, between Covington Road and Foothill Boulevard. This project is categorically exempt from environmental review under Section 15303 (New Construction or Conversion of Existing Structures) of the California Environmental Quality Act (CEQA). *Project Planner: Healy*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application SC24-0018 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

Mike Ma, Di Wu, Gaoxiang Liu, and Eva Petrovic from the public provided comments.

Action: Zoning Administrator Zornes approved design review application SC24-0018 per the staff report findings and conditions of approval.

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

AYES: Zornes

NOES: None

ADJOURNMENT

Zoning Administrator Zornes adjourned the meeting at 4:30 PM.

Nick Zornes

Nick Zornes

Zoning Administrator

ZA 6-4-25 Regular Meeting FINAL meeting minutes

Final Audit Report

2025-08-27

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