



ZONING ADMINISTRATOR MEETING MINUTES

4:00 PM – Wednesday, October 15, 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 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 September 3, 2025.

Action: Zoning Administrator Zornes approved the meeting minutes for the regular meeting of September 3, 2025.

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

AYES: Williams

NOES: None

PUBLIC HEARING

2. SC25-0019 - Thomas James Homes - 131 Pepper Court

Request for Design Review for the construction of a new 3,803 square-foot two-story residence subject to the listed findings and conditions of approval. The project is categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Section 15303 (New Construction or Conversion of Small Structures). *Project Planner: Whitehill*

STAFF PRESENTATION

Senior Planner Whitehill presented the staff report recommending approval of design review application SC25-0019 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

Residents Jude Kirik, Sheila Jaques, John Clark, and Katie McCormick provided public comments.

Action: Zoning Administrator Williams approved design review application SC25-0019 per the staff report findings and conditions of approval.

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

AYES: Williams

NOES: None

ADJOURNMENT

Zoning Administrator Williams adjourned the meeting at 4:26 PM.

Stephanie Williams
Zoning Administrator