



PLANNING COMMISSION REGULAR MEETING AGENDA

January 15, 2026 - 6:00 PM
Community Meeting Chambers,
Los Altos City Hall
1 North San Antonio Road, Los Altos, CA

PARTICIPATION: Members of the public may participate by being present at the Los Altos Community Meeting Chambers at Los Altos City Hall located at 1 N. San Antonio Rd, Los Altos, CA during the meeting. Public comment is accepted in person at the physical meeting location, or via email to PCPublicComment@losaltosca.gov.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

<https://tinyurl.com/4su59kwc>

Telephone: 1-669-900-9128 / Webinar ID: 964 0462 1547 / Passcode: 242017

SUBMIT WRITTEN COMMENTS: Verbal comments can be made in-person at the public hearing or submitted in writing prior to the meeting. Written comments can be mailed or delivered in person to the Development Services Department or emailed to PCPublicComment@losaltosca.gov.

Correspondence must be received by 2:00 p.m. on the day of the meeting to ensure distribution prior to the meeting. Comments provided after 2:00 p.m. will be distributed the following day and included with public comment in the Planning Commission packet.

AGENDA

ESTABLISH QUORUM

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

1. **Planning Commission Meeting Minutes**

Approval of the DRAFT minutes of the Planning Commission meeting of November 6, 2025.

2. **Planning Commission 2026 Meeting Dates**
Approval of the 2026 Planning Commission meeting dates.

PUBLIC HEARING

DISCUSSION

3. **Planning Commission Work Plan**
Discuss the Planning Commission 2026 work plan.
4. **General Plan Update Presentation**

COMMISSIONERS' REPORTS

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff.

Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Agendas, Staff Reports and some associated documents for the Planning Commission items may be viewed on the Internet at <https://ca-losaltos.civicplus.com/524/Planning-Commission>.

Decisions of the Planning Commission are final unless appealed by filing an appeal with the City Clerk within 14 calendar days of the decision. No building permits shall be issued during this 14-day period.



**CITY OF LOS ALTOS
PLANNING COMMISSION MEETING
MINUTES
THURSDAY, NOVEMBER 06, 2025
6:00 p.m.
1 N. San Antonio Road, Los Altos, CA**

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

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

ESTABLISH QUORUM: All commissioners were present.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

No public comments were received.

CONSENT CALENDAR

1. Planning Commission Meeting Minutes

Approval of the DRAFT minutes of the Planning Commission meeting of September 4, 2025.

Motion by Commissioner Mensinger and Second by Commissioner Steinle to approve the consent calendar. **Motion carried unanimously by roll call vote.**

PUBLIC HEARING

2. D22-0013, CUP22-0003 and TM22-0005 – 996 Loraine LLC – 996 Loraine Avenue

Request for Design Review and Conditional Use Permit to construct a three-story mixed-use development with 12 residential units and 962 square feet of ground floor commercial with a State Density Bonus with a concession and waivers and a Tentative Map application to create 13 condominium lots and one common lot. The project site is located on the southwest corner of Loraine Avenue and Miramonte Avenue. The Project meets all the criteria pursuant to Pub. Res. Code § 21080.66 statutory exemption and is thus exempt from the California Environmental Quality Act (CEQA). *Project Planner: Gallegos*

Sean Gallegos, Senior Planner, presented the project.

Commissioners asked staff and the applicant questions.

Chair Beninato opened the public comment period.

Anne Paulson provided public comments.

Chair Beninato closed the public comment period.

The Planning Commission discussed the project.

Motion by Commissioner Steinle, second by Commissioner Mensinger to approve a Design Review (D22-013) and Conditional Use Permit (CUP22-0003) for the construction of a (3) three-story, mixed-use development with twelve (12) residential units and 962 square feet of ground-floor commercial space utilizing State Density Bonus with a concession and waivers at 996 Loraine Avenue, per the recommended findings and conditions of approval, with the addition of condition #82 - Valley Water Improvements; and find the project statutorily exempt from environmental review pursuant to Public Resources Code (PRC) Section 21080.66 **Motion passed unanimously.**

Motion by Commissioner Steinle, second by Commissioner Mensinger to recommend the City Council adopt a Resolution approving a Vesting Tentative Map (Application No. TM22-0003) to create thirteen (13) condominium lots and one (1) common lot at 996 Loraine Avenue, per the recommended findings and conditions of approval; and find the project statutorily exempt from environmental review pursuant to Public Resources Code (PRC) Section 21080.66 **Motion passed unanimously.**

3. **D25-0004, CUP25-0001 and TM25-0001 – Subhendu Datta – 4898 El Camino Real**
Request for Design Review and Conditional Use Permit to construct an eight (8) story, multi-family development with eighty-five (85) residential units with a State Density Bonus with waivers and a Vesting Tentative Map to create eighty-five (85) condominium lots and one (1) common lot at 4898 El Camino Real. The project is categorically exempt from environmental review pursuant to Section 15332 (In-Fill Development Projects) of the California Environmental Quality Act (CEQA). *Project Planner: Gallegos*

Sean Gallegos, Senior Planner, presented the project.

Commissioners asked staff and the applicant questions.

Chair Beninato opened the public comment period.

Dafang Wu, Julia Shmelev, Anatol Shmelev, Hui Zheng, Jim Clark, Anne Paulson, Dorrell Hoff, Rachel Nudge, Auiting Ye, Gaurav Jain, Han Ren, and Jing Xin provided public comments.

Chair Beninato closed the public comment period.

The Planning Commission discussed the project.

Motion by Commissioner Roche, second by Commissioner Steinle to approve a Design Review (D25-0014) and Conditional Use Permit (CUP25-0001) for the construction of a eight (8) story, multi-family development with eighty-five (85) residential units utilizing State Density Bonus with waivers at 4898 El Camino Real, per the recommended findings and conditions of approval; and find the project categorically exempt from environmental review pursuant to Section 15332 (In-Fill Development Projects) of the California Environmental Quality Act (CEQA) **Motion passed unanimously.**

Motion by Commissioner Steinle, second by Commissioner Mensinger to recommend the City Council adopt a Resolution approving a Vesting Tentative Map (Application No. TM25-0001) to create eighty-five (85) condominium lots and one (1) common lot at 4898 El Camino Real, per the recommended findings and conditions of approval; and find the project categorically exempt from environmental review pursuant to Section 15332 (In-Fill Development Projects) of the California Environmental Quality Act (CEQA) **Motion passed unanimously.**

SPECIAL ITEM

1. Election of Chair and Vice Chair

Motion to elect commissioner Mehruss Jon Ahi as next Chair of the Planning Commission. **Motion passed 5-0 with commissioner Ahi abstaining.**

Motion to elect vice chair Richard Roche for a second term as Vice Chair of the Planning Commission. **Motion passed unanimously.**

COMMISSIONERS' REPORTS

None.

POTENTIAL FUTURE AGENDA ITEMS

None.

ADJOURNMENT – The meeting adjourned at 8:38 p.m.

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.



City of Los

MEMORANDUM

DATE: January 15, 2026
TO: Planning Commission
FROM: Stephanie Williams, Development Services Director
SUBJECT: 2026 PLANNING COMMISSION MEETING DATES

- January 15, 2026
- February 5, 2026
- February 19, 2026
- March 5, 2026
- March 19, 2026
- April 16, 2026
- May 7, 2026
- May 21, 2026
- June 4, 2026
- June 18, 2026
- August 6, 2026
- August 20, 2026
- September 3, 2026
- September 17, 2026
- October 1, 2026
- October 15, 2026
- November 5, 2026
- November 19, 2026



PLANNING COMMISSION STAFF REPORT

Meeting Date: January 15, 2026

Subject: Planning Commission Work Plan

Prepared by: Stephanie Williams, Development Services Director

Background

Each commission shall discuss and prepare its annual workplan based upon the City Council annual priorities and budget and submit it to the City Council for approval. The work plan is a list of the anticipated topics, assignments and goals that the Commission will focus on for the year.

Discussion

In preparation for the City Council meeting review of Commission work plans, the Planning Commission will review and discuss the attached draft work plan. More details on the work plan items will be discussed in the meeting by the entire Commission.

Attachment 1: Draft 2026 Planning Commission Work Plan

LOS ALTOS PLANNING COMMISSION

2026 Work Plan

Title	Description	Status
Ongoing Work Items		
Housing Element Implementation	Review and provide recommendation to Council on code amendments or other policy documents necessary to implement the 6 th Cycle Housing Element (2023-2031).	As needed.
Minor Code Amendments	Review and provide recommendation to Council on minor code amendments intended to comply with State law, useability, or inconsistencies.	As needed.
Development Project Review	Provide recommendation or decision on development projects under the powers granted by the Municipal Code.	As needed.
2026 Work Items		
Comprehensive General Plan Update	Review components of the draft General Plan. The City's current General Plan has a horizon from 2002-2020 necessitating a comprehensive update.	Process has begun and will continue for approximately two years.