



ZONING ADMINISTRATOR MEETING MINUTES

4:00 PM – Wednesday, April 15, 2026

***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 Gallegos and 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 March 18, 2026.

Action: Zoning Administrator Williams approved the meeting minutes for the regular meeting of March 18, 2026.

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

AYES: Williams

NOES: None

PUBLIC HEARING

2. SC24-0004 - Maurits De Gans - 1470 Hollidale Court

Request for Design Review to construct a new 245 square-foot, first-story addition and 796 square-foot, second-story addition to an existing 3,472 square-foot, single-story home. The project site is located on the south side of Hollidale Court, a cul-de-sac off Colleen Drive. The project is categorically exempt from environmental review under Section 15301 (Existing Facilities) of the California Environmental Quality Act (CEQA). *Project Planner: Gallegos*

STAFF PRESENTATION

Senior Planner Gallegos presented the staff report recommending approval of design review application SC24-0004 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Williams approved design review application SC24-0004 per the staff report findings and conditions of approval.

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

AYES: Williams

NOES: None

3. **SC25-0022 - Thomas James Homes - 1881 Alford Avenue**

Request for Design Review for the construction of a new 3,352 square-foot two-story house. The project site is located on the east side of Alford Avenue between Holt Avenue and Morton Avenue. The project is categorically exempt from environmental review under 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 SC25-0022 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Williams approved design review application SC25-0022 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 4:06 PM.

Stephanie Williams

Stephanie Williams
Zoning Administrator