

Town of Los Altos Hills Planning Commission Special Meeting February 15, 2023 Minutes

Zoom Meeting, Los Altos Hills, California

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Via teleconference according to the Government Code Section 54953(e), **Chair Waschura** called the February 15, 2023 Planning Commission Special meeting to order at 6:00 p.m.

Present: Commissioner Patel, Commissioner Couperus, Commissioner Indaco, Vice-Chair Bredo, Chair Waschura, City Attorney Lai

Staff: Senior Planner Ling, Associate Planner Loh, Administrative Clerk/Technician Brunner, Interim Projects Manager Padovan

2. PRESENTATIONS FROM THE FLOOR

Chair Waschura opened PRESENTATIONS FROM THE FLOOR.

No presentations from the floor.

Chair Waschura closed PRESENTATIONS FROM THE FLOOR.

3. CONSENT CALENDAR

Chair Waschura asked the commissioners if they needed the Consent Calendar voted upon separately and they responded in the affirmative.

3.1 Approval of the January 27, 2023 Special Meeting Minutes

MOTION MADE AND SECONDED: Chair Waschura moved to APPROVE the January 27, 2023 Planning Commission Special meeting minutes as presented.

The motion was seconded by **Commissioner Indaco**.

MOTION PASSED: 5-0-0-0-0

AYES: Commissioner Patel, Commissioner Couperus, Commissioner Indaco, Vice-Chair Bredo, Chair Waschura

NOES: None

ABSTAIN: None

RECUSE: None

ABSENT: None

3.2 Approval of the February 2, 2023 Regular Meeting Minutes

Commissioner Indaco provided these corrections on page 3 at the very bottom for Minutes of Feb 2, 2023 from, “Commissioner Indaco suggested the Commission provide extra conditions for an approval motion.” to “Commissioner Indaco suggested the Commission provide extra conditions for a motion to continue.”

MOTION MADE AND SECONDED: Chair Waschura moved to APPROVE the February 2, 2023 Planning Commission Special meeting minutes as amended.

The motion was seconded by **Commissioner Indaco**.

MOTION PASSED: 4-0-1-0-0

AYES: Commissioner Couperus, Commissioner Indaco, Vice-Chair Bredo, Chair Waschura
NOES: None
ABSTAIN: Commissioner Patel
RECUSE: None
ABSENT: None

4. STUDY SESSION

4.1 **STUDY SESSION** to consider Zoning Ordinance text amendments of the Municipal Code to ministerially allow properties develop with up to four units or subdivide into two lots and develop with up to two units, pursuant to California Senate Bill 9 (SB9). This is the second of a series of study sessions for a permanent local SB 9 ordinance to replace the Town’s urgency ordinance adopted by the City Council on December 16, 2021. (Staff: E. Ling).

Before presenting the staff report, **Senior Planner Ling** presented Poll #1 question and options.

Q: Which aspects of the Town’s existing single family zoning standards do you think are most important to preserving the character of Los Altos Hills?

1. 40-foot front and 30-foot rear and side setbacks
2. 27-foot maximum building height for the primary dwelling and reduced maximum building height for detached ADU
3. Maximum Floor Area (MFA) and Maximum Development Area (MDA)
4. Pathway Easements for Townwide Pathway Installation
5. Open Space Easements for creek and hillside preservation

Choices for answers were: not important, somewhat unimportant, indifferent, somewhat important, and most important.

Poll responses from a sample of three (3) participants were as follows:

1. 2/3 voted not important and 1/3 voted most important
2. 2/3 voted not important and 1/3 voted most important
3. 2/3 voted not important and 1/3 voted most important
4. 1/3 voted not important and 2/3 voted most important
5. 1/3 voted not important, 1/3 voted somewhat unimportant, and 1/3voted most important

Commissioner Indaco noted that this was a very small sample size.

Senior Planner Ling presented a detailed staff report on the proposed Zoning Ordinance text amendments of the Municipal Code.

Senior Planner Ling then presented Poll #2 question and options.

Q: Which following incentives are important to support future SB9 Development in the Town?

1. Additional MFA/MDA as incentive for SB 9 units that meet the standard setbacks.
2. Garage space exempted from MFS/MDA calculation as incentive for one SB 9 unit attached to the other SB 9 unit/primary dwelling.
3. Additional dwelling units as incentive for SB 9 unites that meet the standard setbacks.
4. Increased maximum height as incentive for SB 9 unit that meets/exceeds the standard setbacks.
5. Increased maximum height as incentive to preserve existing easements.

6. Basement and roof decks allowed for new easement recordation during SB 9 development.

Choices for answers were: strongly supported, somewhat supported, indifferent, somewhat objected, and strongly objected.

Poll responses from a sample of two (2) participants were as follows:

1. 2/2 strongly supported
2. 1/2 strongly supported and 1/2 somewhat supported
3. 1/2 strongly supported and 1/2 strongly objected
4. 1/2 strongly supported and 1/2 somewhat supported
5. 1/2 somewhat supported and 1/2 strongly objected
6. 2/2 strongly objected

Chair Waschura opened the PUBLIC HEARING.

City Attorney Lai noted the last-minute addition of a supplement that was posted to the public and emailed to the Commissioners for review.

Chair Waschura invited the Commissioners to ask staff questions. No questions asked.

Public Comment

Sasha Zbrozek, a resident of the town of Los Altos Hills, posed questions to staff and the Commission regarding State law details and how they apply to municipalities.

City Attorney Lai provided a response.

Carol Gottlieb, a resident of the town of Los Altos Hills, posed questions to staff and the Commission regarding some items that had been discussed and issues that may arise with extra development on lots.

Chair Waschura responded to one concern.

Senior Planner Ling also provided clarifying comments to that concern.

Chair Waschura closed the PUBLIC HEARING.

Commission Discussion

Commissioner Indaco provided comments and asked questions.

City Attorney Lai provided some clarifications in response to staff question regarding the Town enacting an architectural review process.

Interim Projects Manager Padovan responded to **Commissioner Indaco's** request to clarify the Town's current review process.

A question-and-answer session between the commissioners, city attorney, and staff ensued regarding objective design criteria, development standards and possible incentives.

Chair Waschura proposed the ad hoc committee have a discussion regarding development standards.

Commission Discussion continued around objective design criteria, incentives, and development topics.

City Attorney Lai noted that both incentives and objective design criteria would benefit from a study session.

City Attorney Lai suggested that the ad hoc committee consisting of Chair Waschura, Commissioner Patel, Senior Planner Ling, and herself meet again to discuss development standards and incentives and present their results in a future planning commission meeting.

Commissioner Patel stated he would prefer to work on the objective design standards in the ad hoc committee then present the planning commission with those results.

Senior Planner Ling advised the Commission should separate development from design and **Chair Waschura** agreed with her statement.

Commissioner Indaco asked about building in creeks.

Commissioner Couperus asked about an ordinance that stated building not have wheels.

Interim Project Manager Padovan noted that manufactured homes meet HUD standards and wheeled houses did not.

No motion.

5. REPORTS FROM THE COMMISSIONERS

5.1 Upcoming meetings

- February 16, 2023 – Commissioner Couperus
- March 16, 2023 – Chair Waschura
- April 20, 2023 – Commissioner Indaco
- May 18, 2023 – Commissioner Patel
- June 15, 2023 – Vice-Chair Bredo

Chair Waschura confirmed upcoming meeting assignments.

Commissioner Patel and **Chair Waschura** agreed to swap assigned months.

6. REPORTS FROM PAST FAST TRACK/SITE DEVELOPMENT MEETINGS

6.1 February 7, 2023

14160 Miranda Road – File #SD22-0065 – Lands of Seetala

Site Development Permit for a 672 square-foot addition and remodel to an existing two-story residence including a Minor Variance for a two-foot front setback encroachment totaling 68 square feet; project includes conversion of existing space into a 524 square-foot attached ADU.
CONTINUED TO A DATE UNCERTAIN

6.2 February 14, 2023

CANCELLED

8. ADJOURNMENT

Meeting was adjourned at 8:32 PM by **Chair Waschura**.

Respectfully submitted,

Keren Brunner

Keren Brunner
Planning Technician