

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE  
CITY OF LOS ALTOS, HELD ON THURSDAY, APRIL 16, 2020 BEGINNING AT  
7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,  
LOS ALTOS, CALIFORNIA**

**Please Note: Per California Executive Order N-29-20, the Commissions will meet via teleconference only. Members of the Public may call (773) 231-9226 to participate in the meeting by phone. Members of the Public may only comment during times allotted for public comments. Public testimony will be taken at the direction of the Commission Chair and members of the public may only comment during times allotted for public comments. Those wishing to comment on an agenda item are asked to text their name and which item they wish to speak on to 650-947-2633 to better organize the public comment period. An opportunity will be provided to those who do not text to speak on each item. Members of the public are also encouraged to submit written testimony prior to the meeting at [PlanningCommission@losaltosca.gov](mailto:PlanningCommission@losaltosca.gov) or [Planning@losaltosca.gov](mailto:Planning@losaltosca.gov). Emails received prior to the meeting will be included in the public record.**

**ESTABLISH QUORUM**

PRESENT: Chair Ahi, Commissioners Bressack, Lee, Marek and Meadows  
ABSENT: Commissioner Samek and Vice-Chair Bodner  
STAFF: Community Development Director Biggs, Planning Services Manager Persicone and City Attorney Houston

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

**CONSENT CALENDAR**

**1. Planning Commission Minutes**

Approve minutes of the regular meeting of March 5, 2020.

Action: Upon motion by Commissioner Bressack, seconded by Commissioner Meadows, the Commission approved the minutes from the March 5, 2020 Regular Meeting as written.

The motion was approved (5-0) by the following vote:

AYES: Ahi, Bressack, Lee, Marek and Meadows

NOES: None

ABSENT: Samek and Bodner

**PUBLIC HEARING**

**2. Zoning Text Amendment ZTA 20-0001 (Accessory Dwelling Unit Ordinance)**

Zoning Text Amendments (ZTA 20-0001) to Chapter 14.14 (Accessory Dwelling Unit Ordinance) of the Los Altos Municipal Code pursuant to recent modifications to state law.

*Project Manager: Guido F. Persicone, Planning Services Manager*

Planning Services Manager Persicone presented the staff report recommending that the Planning Commission recommend adoption of the proposed ordinance to the City Council.

Commissioner Meadows asked about separate ownership of an JADU, an 800 square-foot vs. an 850 square-foot detached, and why there are limits on the square footage for 1 bedroom/2 bedroom.

Commissioner Lee asked if there was a way to better demonstrate the square footages and require a chart form.

Chair Ahi agreed that a chart with potentially a scale that demonstrates the square footages allowed. He asked a daylight plane question and the streamlined approval process.

Commissioner Bressack noted Section 14.14.050 (j) (1) through (5).

#### Public Comment

Resident Dan Nordin asked about section 14.14.080 and if the public utility easements can be considered in the daylight plane and does it affect the daylight plane at all.

Resident Gary Hedden stated concern with the daylight plane requirements stating that they were too restrictive and looking back at past ADU's would it result in non-compliance.

Resident Greg Popovich stated his support for ADU's, a daylight plane that negates ADU's, noted the door does not allow for adequate design, to use slab on grade foundations and not a raised footing foundation.

Resident Lou Tinder stated his interest in building an ADU and concern over the daylight plane.

Commission discussion was split up into three topics: square footage, daylight plans, and other amendments.

#### Commission Discussion on square footage:

Commissioner Bressack:

- One big issue is that 800 square feet is mentioned three times in the state law and 850 square feet is mentioned only one time in the state law;
- The second issue is with the daylight plane; and
- She likes the idea of introducing a table style into the ordinance for square footage.

Commissioner Meadows

- Stated that she can support 800 square feet and 1,200 square feet ADU's.

Commissioner Marek:

- Supports the square footages.

Commissioner Lee

- This is an area type relationship;
- 800 to 850 square feet is not a big material difference; and
- 800 square feet is okay as well as 1,200 square feet and is fine with it as proposed.

Chair Ahi:

- Stated that 800 square feet makes more sense.

#### Commission Discussion on daylight plane:

Commissioner Bressack:

- She can support the Palo Alto example; and
- Artificial limits equal a squashed design and a graduated scale.

Commissioner Meadows

- Agrees with the Palo Alto example.

Commissioner Lee

- The proposed diagram does not result in favorable space inside the dwelling unit;
- It champions additional height;
- Seven to eight feet height a plus; and
- Slope 1 to 1 is not in keeping with the ranch style homes in Los Altos and incentives builders and homeowners to achieve an aggressive slope.

Public Comment Insert:

Chris Kolstad and Walter Chapman asked if a JADU is treated in the same way as an ADU.

City Attorney Houston stated that they cannot add square footage and save for 150 square feet to create a JADU.

Chair Ahi:

- With regards to the daylight plane an eight-foot ADU with a 1 to 1 slope make a lot of sense; or
- A seven-foot with a 1 to 1 slope.

Commissioner Marek:

- Agreed with Chair Ahi's comments; and
- A conversion requirement is based on 50 percent and can't be less than 800 square feet.

Commission Discussion on other amendments:

Commissioner Bressack:

- Planning Services Manager Persicone captured the changes;
- She is okay with 14.14.040 (b);
- Need to evaluate 14.14.040 (e) because it seems backwards; and
- 14.14.040 (m) delays/suspends.

Commissioner Meadows

- Questioned 14.14.050 2(i).

Commissioner Lee

- Had nothing to add.

Commissioner Marek:

- Nothing further.

Chair Ahi:

- Bring back to the Planning Commission with the addition of the chart;
- Look into other incentives and language regarding over-the-counter process approval; and
- Would Planning like to do this and make it as easy as possible for the applicants and staff to move a project along.

Commissioner Bressack added:

- If you have a daylight plane, people will fill it;
- In regard to parking, covered or uncovered and one additional parking space shall be required;  
and
- Provide a parking diagram.

Action: Upon motion by Commissioner Bressack, seconded by Commissioner Meadows, the Commission continued the Zoning Text Amendment and ADU Ordinance to the May 7, 2020 Planning Commission meeting.

The motion was approved (5-0) by the following vote:

AYES: Ahi, Bressack, Lee, Marek and Meadows

NOES: None

ABSENT: Samek and Bodner

## **COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Bressack reported on the April 14, 2020 City Council meeting.

## **POTENTIAL FUTURE AGENDA ITEMS**

Planning Services Manager Persicone provided an overview of upcoming projects on the Commission's meeting agendas.

## **ADJOURNMENT**

Chair Ahi adjourned the meeting at 9:45 P.M.

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Jon Biggs  
Community Development Director