



## **ZONING ADMINISTRATOR MEETING MINUTES**

**4:00 PM – Wednesday, November 20, 2024**

***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 Zornes and Development Services Deputy Director Williams

STAFF: Associate Planner Healy 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 August 7, 2024.

Action: Zoning Administrator Zornes approved the meeting minutes for the regular meeting of August 7, 2024.

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

AYES: Zornes

NOES: None

### **PUBLIC HEARING**

**2. SC24-0007 - Chris Kummerer - 134 Marvin Avenue**

Design Review application for a new 3,353 square-foot, two-story residence. This project is categorically exempt from 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 SC24-0007 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application SC24-0007 per the staff report findings and conditions.

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

AYES: Zornes

NOES: None

3. **MOD24-0004 - Chris Kummerer - 241 Sunkist Lane**

Modification of the approved design review application SC23-0013 of a new 4,621 square-foot, two-story residence. This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 ("New Construction or Conversion of Small Structures"). *Project Planner: Healy*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application MOD24-0004 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

None.

Action: Zoning Administrator Zornes approved design review application MOD24-0004 per the staff report findings and conditions.

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

AYES: Zornes

NOES: None

4. **SC24-0005 - Minerva Abad - 707 Benvenue Avenue**

Design review application for the construction of a new 3,942 square-foot, two-story residence. This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 ("New Construction or Conversion of Small Structures"). *Project Planner: Healy*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application SC24-0005 subject to the listed findings and conditions of approval.

PUBLIC COMMENT

Residents Jim Fenton and Kevin Cheng provided public comments.

Action: Zoning Administrator Zornes approved design review application SC24-0005 per the staff report findings and conditions with the additional conditions to plant four (4) 24-inch box screening trees at the back property line.

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

AYES: Zornes

NOES: None

**ADJOURNMENT**

Zoning Administrator Zornes adjourned the meeting at 4:24 PM.

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Nick Zornes  
Zoning Administrator