

**Los Altos Hills
Environmental Design & Protection Committee
Regular Meeting Minutes**

Date: Tuesday, August 12, 2025, at 5:00 p.m.

Location: Duxbury Conference Room, Town Hall, 26379 Fremont Road, Los Altos Hills, CA 94022

Committee Meetings are held in-person. As a courtesy, and in compliance with applicable state law, staff and members of the public may participate in the meeting in person at Town Hall or virtually via Zoom Video Conference.

To attend the meeting in person:

Duxbury Conference Room, Town Hall, 26379 Fremont Road, Los Altos Hills, CA 94022

To participate in the meeting via Zoom Video Conference:

The Committee meeting will be live streamed on the Town's website via Zoom using the following link:

<https://us02web.zoom.us/j/84168618321?pwd=VjdpVGRZdHc5a3h5Rk9sT2Fyd0M2dz09>

Meeting ID: 841 6861 8321 // Passcode: 955779 // Dial in: +1 669 900 6833 US (San Jose)

To provide Public Comment:

Members of the public who wish to speak are asked to complete a speaker card and submit it to the Committee Chair at the meeting. Those attending online may raise their virtual hand and wait to be recognized by the Chair.

Committee Members: Grace Tsang (chair), Anne Hsiao (secretary), Elizabeth Loinaz (Vice-Chair), Carol Gottlieb, Vijay Chawla, Ivy Mei

Associate Members: Kjell Karlsson, Hajime Murakami, Peter Brown

City Council Liaison: Mayor Kavita Tankha

1. Call to Order and Roll Call:

- a. **Members:** Grace, Elizabeth, Carol, Anne (roll call), Ivy (Zoom)
- b. **Guests:** Jay Bradford, Jonathan Fox, Bageshri Thakar, and Melissa Elian-Carrillo
- c. **Associate Members:** Peter Brown
- d. **City Council Liaison:** Kavita Tankha

2. Presentations from the Floor

- a. Melissa Elian-Carrillo – Heritage House update
- b. Bageshri – introduction w/ Jonathan
- c. Jay – Follow up on View Ordinance and Town Hall Fire Safety Survey

3. Future Committee Dates of Interest & Assignments

- a. EDPAC Meeting: 9/9/2025 2nd Tuesdays at 5pm
- b. City Council Meeting: (8/21) 3rd Thursdays, 6:00 pm
- c. Planning Commission Meeting: (9/4) 1st Thursdays, 6:00 pm
- d. Field Trips: Friday mornings coordinated by Carol
 - 08/08/2025 Elizabeth Carol
 - 08/15/2025 Grace Carol
 - 08/22/2025 Anne Carol
 - 08/29/2025 Peter Carol

- e. Fast Track/Site Development Meetings: Tuesday mornings, 10:00 am, Ivy to coordinate

4. Review of Field Trip Reports

- a. **7/18/2025** – 13830 Page Mill Road (Peter +Carol)
- b. **8/1/25** – 13021 North Alta Lane & 27446 Black Mountain Road (Carol + Grace)
- c. **8/8/25** – 12400 El Monte Road (Elizabeth + Carol)

5. Review of Site Development and Fast Tracks

a. 7/8/25

11170 Magdalena Road – File #SD25-0020 – Lands of The Taori Family Trust: landscape screening plan and minor hardscape improvements

26321 Alexander Place – File #SD25-0030 – Lands of Field: landscape screening plan, outdoor lighting, and minor hardscape

26451 Ascension Drive – File #CUP23-0004 – Lands of Purissima Hills Water District

b. 7/22/25

24140 Dawnridge Drive – File #SD25-0008 – Lands of Andrews

c. 8/12/25

26405 Ascension Drive – File #SD24-0034 – Lands of Petterson: new outdoor lighting, fence/gate, and hardscape improvements associated with an approved single-family residence

13830 Page Mill Road – File #SD25-0025 – Lands of Green Apple DE LLC: grading and landscaping associated with the construction of a private-use golf course as an accessory use to an existing single-family residence.

6. Planning Commission Meeting Reports – 7/10/25

- a. 26451 Ascension Drive – File #CUP23-0004 – Lands of Purissima Hills Water District

7. City Council Meeting Report – 7/21/25

- a. OS easement 26875 Nina Place

Building permit date extensions: 26880 Ortega Drive, 14735 Saltamontes Way

Consideration of an Ordinance Making Amendments to Article 8 of Chapter 2, Title 10 of the Los Altos Hills Municipal Code related to the Water Efficient Landscape Ordinance; Town of Los Altos Hills; File #MCA25-0002. Waiver of reading and Introduction of an ordinance to amend the Town's Water Efficient Landscape Ordinance (WELO) to decrease the current Water Conservation Factor, and to increase the landscape deposit to an amount which the City Council deems necessary. (Staff: J. Bradford)

8. Old Business

- a. Heritage House Renovation
- b. Native Plant Garden - summer watering of north hedge
- c. Updates to the View Ordinance
- d. Discussion and vote on updates to the fence ordinance for the Objective Design Standards in the Housing Element (CG PB)
- e. EDPC file storage

9. New Business: Potential pruning event

10. Subgroup projects

- a. Wildlife Corridors/Fence Ordinance (CG/PB)
- b. Committee Web Pages (PB)
- c. Standing Committees Resolution, Committee Charter (PB)

- d. Definition of Ridgelines and Hilltops (GT/CG/EL)
- e. Artificial turf, full area to be in MDA (VC)
- f. View Ordinance
- g. WELO
- h. Planting list for Michael (swales, Heritage House, other spaces) / Use of native plants for landscaping (PB/EL/AH/GT)

11. Approval of Minutes: 7/8/2025 Carol (moved), Grace (second), Anne, Elizabeth

12. Adjournment at 7:11 PM

Any writings or documents provided to a majority of the Environmental Design and Protection Committee regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at Town Hall, 26379 Fremont Road, Los Altos Hills, California during normal business hours.