

Town of Los Altos Hills
Planning Commission Regular Meeting
October 02, 2025, Minutes

Zoom Meeting, Council Chambers at Town Hall, 26379 Fremont Road, Los Altos Hills, CA 94022

1. [ROLL CALL AND PLEDGE OF ALLEGIANCE](#)

Chair Indaco called the October 02, 2025, Planning Commission Regular Meeting to order at 6:00 p.m.

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

Absent: none

Staff: Community Development Director (CDD) Bradford, Assistant City Attorney Lai (via Zoom), Senior Planner Fox, Project Consultant McBirney, Administrative Clerk/Technician Ahumada, Assistant Administrative Clerk/Technician Brunner

2. [PRESENTATIONS FROM THE FLOOR](#)

Chair Indaco opened PRESENTATIONS FROM THE FLOOR.

John O'Connell asked if there was an update on the Housing Element Amendment and then continued with his comment, noting the purchase of some property by Foothill College. He continued with other comments about net loss and no net loss. He noted that the Town needed to pursue alternative strategies and shared other comments.

Commissioner Couperus noted he had prepared some slides and inquired where he could present those.

Chair Indaco noted that he would have more time during the study session of the portion of the meeting.

Chair Indaco closed PRESENTATIONS FROM THE FLOOR.

3. [CONSENT CALENDAR](#)

3.1 [Approval of July 10th, 2025, Planning Commission Special Meeting Draft Minutes](#)

3.2 [Approval of July 24th, 2025, Planning Commission Special Meeting Draft Minutes](#)

Chair Indaco noted that she had submitted some minor changes to both sets of draft minutes as supplementals.

The Commission unanimously APPROVED the CONSENT CALENDAR as amended.

No roll call vote.

Vice-Chair Waschura requested they discuss the agenda before proceeding to the next agenda item and asked that an item under the public hearing portion be addressed first.

Director Bradford also noted that the City Attorney would not be available until later in the meeting.

The Commission agreed to discuss the agenda items in this order: 4.0, 5.2, 5.1, 4.2.

4. STUDY SESSION

4.0 Discuss and Direct Staff Regarding Housing Element Implementation

Discuss and direct staff regarding Housing Element Implementation (Planning Commission discussion and direction)

Staff: Director Bradford

Director Bradford shared a presentation and provided some comments about the documents staff had prepared.

Chair Indaco asked how the public could navigate to where the Housing Element and other documents could be found on the Town's website.

Director Bradford navigated the Town's website and walked through to where each document could be located. He noted that the website was updated recently, so the look was a bit different.

Commissioner Couperus and **Chair Indaco** asked staff questions about the Town website and **Director Bradford** responded.

Vice-Chair Waschura asked a question about the timeline of the items they were working on updating.

Commissioner Couperus shared a presentation and provided comments regarding strategy and tactics and their consequences.

Director Bradford responded to Commissioner Couperus' comments and concerns.

Commissioner Patel agreed with Director Bradford's comments. He noted that there was a strategy and explained that strategy.

Chair Indaco agreed with Commissioner Patel's comments.

Vice-Chair Waschura agreed with the previous Commissioners' comments.

Commissioner Bredo commented.

Commission Couperus provided comments.

Chair Indaco opened PUBLIC COMMENTS.

Public Comment

John O'Connell shared his concerns with the Housing Element to the Commission, staff and the public.

City Attorney Lai responded to John O'Connell's concerns.

Chair Indaco asked a clarifying question to City Attorney Lai regarding the timeline.

A question-and-answer session ensued between the Commissioners, Director Bradford, and City Attorney Lai regarding the timelines for the Housing Element Amendment, Objective Design Standards, and Multi-family documents.

No motion.

- 4.1 [Consideration and Direction on Amendments to the Town's SB 9 Ordinance; Amendments to the ADU Ordinance; and Review of the Town's ADU Permitting Process. \(No formal action will be taken.\)](#)
[CEQA Review: Exempt pursuant to California Environmental Quality Act \(CEQA\) Guidelines Section 15061\(b\)\(3\)](#)
Staff: Project Consultant McBirney

Chair Indaco introduced the agenda item and Project Consultant McBirney.

Project Consultant McBirney presented the staff report.

Commissioner Patel commented about the timeline and details and Vice-Chair Waschura asked clarifying questions.

City Attorney Lai provided clarifying comments based on the items Commissioner Patel and Vice-Chair discussed.

Commissioner Patel provided further comments.

A question-and-answer session between the commissioners, the city attorney, and staff ensued.

Chair Indaco opened PUBLIC COMMENTS.

Public Comment

Carol Gottlieb, a Town resident and attending via Zoom, asked clarifying questions and provided comments.

The commissioners discussed the question Carol posed.

John O'Connell provided comments.

The Commissioners discussed the points John raised.

Cheryl Evans commented on a point raised by John O'Connell and added her own comment related to fire and sewer issues on ADU permitting.

Vice-Chair Waschura noted that there was a listening session scheduled to discuss the topic of ADUs and Commissioner Patel provided other comments.

Commissioner Couperus commented and the other commissioners responded.

Mark Blackman, provided comments related to fire and ADUs.

The commissioners discussed the timeline regarding modifying the Town's municipal code on ADUs and SB9.

A question-and-answer session between the commissioners and staff ensued regarding ADU heights and setbacks.

Vice-Chair Waschura commented that he felt ad hoc committees needed to be created for the discussion of SB9s and ADUs.

Chair Indaco requested that Commissioner Patel be added to the SB9 ad hoc committee.

Vice-Chair Waschura noted he was working on the definition of ridgelings but volunteered to be on the ADU ad hoc committee.

Chair Indaco volunteered to be on the SB9 ad hoc committee.

Commissioner Bredo volunteered to be on the ADU ad hoc committee.

Commissioner Couperus noted he would be in reserve.

Chair Indaco created an ad hoc committee to discuss SB9 with herself and Commissioner Patel.

Chair Indaco created a second ad hoc committee to discuss the ADU process with Commissioner Bredo and Vice-Chair Waschura.

4.2 [Consideration of Objective Design Standards \(ODS\) to apply to previously approved land uses approved through Housing Element Programs E-4: Transitional and Supportive Housing, E-5: Residential Care, E-8: Farmworker and Employee Housing, and E-9: Single Room Occupancy \(SROs\)](#)

Consideration of new Objective Design Standards recommendation to the City Council on an Ordinance amending Sections of the municipal code 10-1.202, and various other sections of the Los Altos Hills Municipal Code to create objective design standards for previously approved residential uses.

CEQA Review: Exempt pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3)

Staff: Project Consultant McBirney

Project Consultant McBirney presented the staff report.

A question-and-answer session between staff and the Commissioners ensued.

Chair Indaco commented on the timing and projected schedule of these items, including the item that was removed from the agenda.

Discussion regarding the elements of this presentation ensued between the Commissioners and staff.

Chair Indaco opened PUBLIC COMMENTS.

Public Comment

Carol Gottlieb, a resident and attending via Zoom, provided comments.

The commissioners responded to those comments.

No motion.

4.3 ~~[Study session to consider potential zoning code amendments to meet Housing Element Programs B-9, E-6, and E-11 regarding reasonable accommodations procedure, priority water and sewer service for affordable housing, and incentives for lower income housing developments.](#)~~

~~Study session to consider and provide direction to staff regarding potential zoning code amendments, including incentive and permit streamlining programs for the development of disability housing, low income, and extremely low income housing, that would be necessary and appropriate to meet Housing Element Programs B-9:~~

~~Reasonable Accommodations Procedure, E-6: Priority Water and Sewer Planning Commission Regular Meeting Agenda October 2, 2025 Service for Affordable Housing Developments, and E-11: Incentives for Lower Income Housing Development. No action will be taken.~~
~~CEQA Review: Exempt pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3)~~
~~Staff: Project Consultant McBirney~~

5. PUBLIC HEARINGS

Public hearings are specially noticed items for discussion. Anyone wishing to speak regarding a public hearing should fill out a speaker card prior to the completion of the staff report and give it to staff. The order of business for public hearings is as follows:

- | | |
|--|---|
| 1. Staff Presentation | 4. Public Comments - 3 Minutes per person |
| 2. Applicant Presentation - 15 Minutes | 5. Applicant Response - 5 Minutes |
| 3. Commission Questions/Clarifications | 6. Commission Comments/Questions/Action |

If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described below, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

Any interested party may appeal a determination of the Planning Commission to the City Council by filing a written notice of appeal with the City Clerk within twenty-two (22) days of the decision. A nonrefundable filing fee and a deposit for services shall accompany each notice of appeal, except that any member of the Council may file such an appeal without payment of a fee.

ex parte for Items 5.1 and 5.2

Commissioner Patel had communications with Mark Blackman, the owner's agent, on Item 5.2.

Commissioner Couperus had phone communications with Mark Blackman, the owner's agent, on Item 5.2.

Vice-Chair Waschura had phone communications with Steve Skanoni, of RJ Daily, and Mark Blackman, the owner's agent.

5.1 [27299 Arastradero Road – File #CUP25-0007 – Lands of Purissima Hills Water District Conditional Use Permit for a 10-year renewal of an existing T-Mobile Crown Castle-operated wireless communications facility \(monopine\) with no changes to equipment or structures.](#)

[CEQA Review: Categorical Exemption per Section 15304\(b\)](#)

[Staff: Tim McBirney](#)

The meeting reconvened at 9:42 PM.

Chair Indaco returned and resumed chairing the meeting.

Project Consultant McBirney presented the staff report.

Vice-Chair Waschura asked a question about the height of the mono-pine.

The applicant, **Jacob Hamilton**, representing Crown Castle and attending via Zoom, provided comments and answered questions from the commissioners.

Project Consultant McBirney provided an answer to Vice-Chair Waschura's question, and the commissioners noted they did not remember approving this project in the past.

Mr. Hamilton noted that there most likely was not a significant modification that would have triggered a review by the Planning Commission.

Discussion ensued between the commissioners regarding this possibility.

Mr. Hamilton found a height of 87 ft. and the Commissioners noted that they tended to approve 37 ft.

Project Consultant McBirney shared a photo of the mono-pine and the surrounding trees.

It was noted by **Mr. Hamilton** that the mono-pine needed to clear the surrounding canopy for efficiency.

Commissioner Couperus shared a presentation and provided comments regarding the visibility of the mono-pine and the landscaping surrounding it. He also pointed out that the Town has some unsightly elements on some of its property.

Mr. Hamilton commented on the storage container.

Steve Jordan, with Purissima Hills Water District and attending via Zoom, asked via Zoom chat, "Does Crown intend to install a backup generator?"

A question-and-answer session between the commissioners and Mr. Hamilton ensued surrounding the backup generator.

Steve Jordan commented on the backup generator conversation. He noted that Crown Castle was leasing the land from Purissima Water District.

Chair Indaco opened PUBLIC COMMENTS.

No comments.

Chair Indaco closed PUBLIC COMMENTS.

MOTION MADE AND SECONDED: Vice-Chair Waschura motioned to Adopt a resolution (Attachment 1) to forward a recommendation to the City Council to make a Categorical Exemption under CEQA pursuant to Section 15301(b) and approve the Conditional Use Permit, subject to the attached conditions of approval

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

MOTION PASSED: 5-0-0-0

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

NOES: none

ABSTAIN: none

RECUSE: none

ABSENT: none

- 5.2 [13810 La Paloma Road – File #SD25-0054, VAR25-0007 – Lands of Tsyganskiy](#)
Request for Site Development Permit and Variance to install a pad-mounted transformer
at 3 feet 9 inches from the side property line, where a 30-foot setback is required.
CEQA Review: Categorical Exemption per Section 15303(d)
Staff: Jonathan Fox

Chair Indaco introduced item 5.2 and then noted she would recuse herself from chairing this item due to a conflict.

Vice-Chair Waschura would chair this portion of the meeting.

Senior Planner Fox presented the staff report.

A question-and-answer session between staff and the commissioners ensued.

Vice-Chair Waschura shared some slides, provided comments, and asked about the policy regarding building items in the setback and how the project was able to exceed the MDA.

Commissioner Couperus asked about the ownership of the portion of the land relative to the area beyond the bollards.

Staff clarified that Lindell Way was a collection of easements.

Commissioner Couperus asked another question regarding where residents think the border of this property is.

Staff shared a presentation illustrating the plan with a view to assist the commissioners with a visual regarding answering the commissioners' question regarding ownership.

Vice-Chair Waschura asked if the applicant get permission to build a curb in the setback.

Staff responded that the applicant noted they were rebuilding what was existing, and the policy was a repair would be grandfathered in on an item if they were not torn down.

Vice-Chair Waschura noted that these were torn down, but he wanted to understand the Town's policy in this situation and asked if they were silently approving the 500sqft in excess of MDA.

Commissioner Couperus comments on the enormity of the switch gear.

Staff reminded the Commissioners that there was a project involving a switch gear that was approved earlier this year.

Commissioner Couperus provided other comments related to the size of switch gears.

Mark Blackman, representing the applicant, shared a prepared presentation, addressed the Commissioners' concerns, and answered questions. (~9:05 PM)

Vice-Chair Waschura noted his support for this project.

Vice-Chair Waschura opened the PUBLIC COMMENTS.

Public Comments

Carol Gottlieb, a resident attending via Zoom, asked about the 4 screening plants around the transformer and staff provided a response.

Commissioner Patel noted that this plant came in the form of a multi-trunk shrub, and it was noted that this could be made as a condition of approval.

Mr. Blackman clarified that the 4 screening plants were shrubs.

Vice-Chair Waschura closed PUBLIC COMMENTS.

Commissioner Bredo noted she appreciated the presentation to help with understanding the project request. She also commented on her concerns regarding sound pollution.

Commissioner Couperus commented on his frustration with PG&E.

Commissioner Patel noted he has seen these types of applications around the Town before and noted that this was one of the most "invisible" ones. He also commented on the concern raised around noise pollution and his frustration with PG&E planning.

Vice-Chair Waschura noted that he was sensitive to noise pollution on behalf of the next-door neighbor and noted that when these types of items are placed in the setback, that contributes to the noise impact on neighbors. He noted he'd like to see as a condition of approval to have a sound study performed after installation and if noise mitigation was required, then they'd revisit that issue. He also commented on the design and history of the home, being former Mayor Radcliffe's home.

MOTION MADE AND SECONDED: Commissioner Couperus motioned to adopt a resolution (Attachment 1) to make a Categorical Exemption under CEQA pursuant to Sections 15303(d) and APPROVE the Site Development Permit and Variance, subject to conditions of approval.

WITH 2 ADDED CONDITIONS...

1. Amend COA 7 to specify the four (4) Pacific Wax Myrtles are to be shrubs
2. Add a COA requiring property owner to measure noise output of the transformer prior to final inspection to ensure it complies with the Town's noise limitations at the property line. If the noise output exceeds the limits, the property owner will be responsible for implementing mitigation to reduce the noise level to comply with the limits.

The motion was seconded by **Vice-Chair Waschura**.

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

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

NOES: none

ABSTAIN: none

RECUSE: Chair Indaco

ABSENT: none

The meeting recessed at 9:34 PM for a short break.

6. REPORTS FROM THE COMMISSIONERS

6.1. Past City Council Meetings

- September 18, 2025 – Commissioner Couperus

Chair Indaco provided a summary of the past September 18, 2025, City Council meeting, filling in for Commissioner Couperus.

Vice-Chair Waschura commented on a particular topic discussed at the past City Council meeting.

Commissioner Patel also commented on a particular topic discussed at the past City Council meeting.

6.2 Upcoming City Council Meeting Assignments

- October 16, 2025 – Commissioner Bredo
- November 20, 2025 – Commissioner Patel
- December 16, 2025 – Chair Indaco

Chair Indaco confirmed upcoming meeting assignments.

7. REPORTS FROM PAST FAST TRACK/SITE DEVELOPMENT MEETINGS

7.1 September 09, 2025

24020 Oak Knoll – File #SD25-0027 – Lands of Xie

Site Development Permit for a landscape screening plan associated with an approved swimming pool, spa, and sunroom (SD22-0015 – Previously Approved on October 6, 2022).

CEQA Review: Categorical Exemption per Section 15304(b)

CONTINUED FROM SEPTEMBER 02, 2025 – APPROVED

26429 Purissima Road – File #SD25-0007 – Lands of Krishnamurthy Site Development Permit for grading and landscaping associated with the construction of a private-use golf course as an accessory to an existing single-family residence. The project also involves the demolition of existing fencing and a shed, and removal of two non-heritage-oak trees.

CEQA Review: Categorical Exemption per Section 15304(a) and 15304(b)
APPROVED

7.2 September 16, 2025

13021 North Alta Lane– File #SD25-0005 – Lands of Ding

Site Development Permit for a landscape screening plan including outdoor lighting, 6-foot-tall fence, and minor hardscape improvements associated with an approved single-family residence (SD23-0039 – Previously Approved on April 9, 2024).

CEQA Review: Categorical Exemption per Section 15304(b) ~~APPROVED~~

Moved to October 14, 2025, a date certain.

7.3 September 23, 2025

14227 Amherst Court – File #SD25-0041 – Lands of Fuller

Site Development Permit for a landscape screening plan associated with an approved single-family residence, swimming pool, and cabana (SD23-0024 – Previously Approved on August 15th, 2023)

CEQA Review: Categorical Exemption per Section 15304(b) TBD

7.4 September 30, 2025
CANCELLED

Chair Indaco mentioned that there were some "abandoned" pathways and those needed to be "reinstated" and "reclaimed" back from the residents at the landscape screening review.

Discussion about needing the Pathways Committee to get more volunteers.

Commissioner Patel asked about the Purissima Road property.

Director Bradford noted that Item 7.3 was approved.

8. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Director Bradford shared a presentation and provided a staff report regarding updates to the Community Development page on the Town's website regarding the upcoming Listening and Feedback Session. He noted that the department would be circulating a survey to residents who received building permits and participated in a planning review process.

Vice-Chair Waschura asked who would be designing the survey and **Director Bradford** noted it would be done by staff.

Director Bradford provided an overview regarding the Planning Team's attendance at the American Planners Association (APA) event in Monterey, CA.

Commissioner Patel asked if a particular topic was discussed, and **Director Bradford** stated, n, but listed other topics of discussion.

A question-and-answer session between **Director Bradford** and the Commissioners ensued.

10. ADJOURNMENT

The public meeting was adjourned at 11:20 PM by **Chair Indaco**.

Respectfully submitted,

Keren Brunner

Keren Brunner
Administrative Clerk/Technician