

Los Altos Hills
Environmental Design & Protection Committee
Special Meeting Agenda

Date: Tuesday, August 4, 2026, at 4:30 p.m.

Location: Duxbury Conference Room, 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 via a computer, Join Zoom Meeting:

<https://us02web.zoom.us/j/88381643971?pwd=VWDsUOonJK1TTuQwvH0XbnDLsMouL7.1>

Meeting ID: 883 8164 3971 // **Passcode:** 279361

To provide Public Comment:

Members of the public wishing to speak are requested to raise their <virtual> hand at the meeting during the public comment portion of the agenda.

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

Associate Members: Kjell Karlsson, Hajime Murakami, Peter Brown

City Council Liaison: Mayor Kavita Tankha

1. Call to Order and Roll Call

2. Presentations from the Floor

- a. Jay Bradford - defensible space maintenance for open space areas and similar areas (see APPENDIX below)

3. Future Committee Dates of Interest & Assignments

- a. EDPC Meeting: 9/8/2026 2nd Tuesdays at 5pm
- b. City Council Meeting: (9/17/26) 3rd Thursdays, 6:00 pm
- c. Planning Commission Meeting: (9/3/26) 1st Thursday, 6:00 pm
- d. Field Trips: Friday mornings (and occasional afternoons to accommodate Ivy) coordinated by Carol
- e. Fast Track/Site Development Meetings: Tuesday mornings, 10:00 am, Ivy/Elizabeth to alert site reviewers

4. Review of Field Trip Reports

a. 7/17 CG AC PB

- > 14467 De Bell Road - Landscape Screening
- > 27200 Deer Springs Way – new residence, pool & pickle ball court
- > 27285 Elena Road – Landscape Screening

b. 7/24 CG EL GT

- > 13871 Robleda Road
- > 14520 De Bell Road
- > 26790 Taaffe Road

c. 7/31 - CG AC

- > Black Mountain Rd volleyball court

5. Review of Site Development and Fast Tracks

- a. 7/21 - canceled
- b. 7/28 - 13920 Mir Mirou Drive File #SD26-0007
- c. 8/4 -

6. Planning Commission Meeting Reports: none

7. City Council Meeting Reports: none

8. Old Business

- a. Heritage House Renovation - opening August 19 3pm
- b. Native Plant Garden - weed & restore barriers for north hedge; Michael S & town staff pruned orchard; \$25k approved; irrigation restarted (high water table noted); opportunity for grant funding for the NPG renovation project being considered by Public Works staff; weeding and updating/tidying of plant cages w/ Sue Welch Apr 30;
- c. Re-establish Irrigation
- d. Updates to the View Ordinance - not in staff work plan (needs additional hires)
- e. Discussion and vote on updates to the fence ordinance for the Objective Design Standards in the Housing Element (CG PB) - updated and at staff (needs additional hires)

9. New Business

- a. EDPC officer election
- b. EDPC statements for the revised town Green Sheets :
http://www.couperus.org/Scrapbooks/Grab_Bag/Greensheets/
- c. Draft guidelines on planting under oaks for planning staff (especially for Bageshri, as she works with the permit applicants for 13867 Robleda Rd). We discussed in April's meeting allowing planting in possibly the outer 1/3 of the canopy for oaks with a canopy beyond a certain size.

10. Subgroup projects - prioritize these re staff bandwidth

- a. Wildlife Corridors/Fence Ordinance (CG/PB) - at staff (intern reviewed): update to preclude wood from zone 0
- b. c. Standing Committees Resolution, Committee Charter (PB) – update charter with clearer wording
- c. Definition of Ridgelines and Hilltops (EL/CG/GT +Jim Waschura) - mapping& photos; invite EDPC to review work when writeup revised and illustrative photos added
- d. Artificial turf, full area to be in MDA (VC) - at staff (drainage important)
- e. EDPC & EPRC joint committee to work on firescaping ordinance(s) (CG/EL/PB/GT) - updated Landscape Guide re wildfire prep

11. Adjournment

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.

APPENDIX

Title 4 Public Safety Chapter 2 FIRE PREVENTION

Section 4-2.116.1 – Defensible Space in Open Space and Conservation Areas Definitions

Defensible space

is the buffer between structures and the surrounding area that acts as barrier to slow or halt the progress of fire that would otherwise engulf the property. Design standards for such space are established by Santa Clara County Fire Department.

Vegetation management

means landscape-scale treatments that reduce the chance and intensity of wildfires and help fire responders more easily contain a fire. Practices include creating defensible spaces and removing or modifying vegetation by performing the activities as identified in subsection(G).

A. Applicability

Defensible space and vegetation management requirements shall apply to all properties within the Town, including parcels or portions of parcels designated as conservation and open space easement, or subject to similar overlay designations.

Properties located within the boundaries of a Very High, High, or Moderate Fire Hazard Severity Zone, as established by the State Fire Marshal, shall create and maintain defensible space through vegetation management within 100 feet of any home, structure, or to the property line, whichever is nearer.

B. Ministerial Vegetation Management

Vegetation management conducted for the purpose of achieving defensible space in accordance with applicable state law and adopted Fire Code standards may be performed without discretionary approval, except as provided in subsection (C).

C. Environmentally Sensitive Areas – Permit Required

A vegetation management permit, subject to staff review and approval, shall be required prior to any clearing, thinning, pruning, or modification of vegetation within the following areas:

1. Riparian corridors, wetlands, or jurisdictional waters
2. Environmentally Sensitive Habitat Areas (ESHA) or mapped biological resource areas
3. Areas containing protected, heritage, or ordinance-sized trees. See Section 12-2.101 for definitions of heritage oaks and heritage trees.
4. Slopes exceeding 30 percent or areas with known erosion or geologic hazards
5. Conservation and open space easement, or other types of deed-restricted lands
6. Identified wildlife corridors or nesting habitats
7. Any area where vegetation removal may result in significant environmental impact

Exception: Routine agricultural operations and ordinary vegetation management activities conducted on areas subject to a Williamson Act contract or other agricultural preserve designation shall not require a permit under this subsection, provided such activities are consistent with the agricultural use of the property. This exception shall not apply to areas defined in subsection (C)(1)-(7).

D. Review Criteria

The Town shall evaluate whether the proposed vegetation management:

1. Meets minimum defensible space requirements under state and local fire regulations.
2. Minimizes impacts to biological resources, water quality, and slope stability. See Section 10.2.406 for the maximum cut and fill of slopes.
3. Avoids removal of native or protected vegetation beyond the minimum defensible space requirement.
4. Incorporates Best Management Practices for erosion control and habitat protection.
5. Is the minimum necessary to achieve fire safety objectives.

E. Limitations

Before conducting vegetation management, the applicant shall request a preliminary assessment by the Town to determine whether a permit is required under subsection (C).

No vegetation management within areas identified in subsection (C) shall occur unless approved by the Town. Unauthorized clearing shall constitute a violation of this Code

F. Coordination with Other Agencies

Where applicable, the applicant shall obtain required permits or clearances from state or federal agencies, including but not limited to the California Department of Fish and Wildlife, Regional Water Quality Control Board, or U.S. Army Corps of Engineers.

G. Creation and Maintenance

Vegetation management authorized under subsection(C) shall be conducted using the least intensive method feasible to create and maintain required defensible space and reduce fuel loading. All activities shall comply with the review criteria under subsection (D).

Creation and maintenance activities may be applied individually or in combination and shall be prioritized in the following order, from least intensive to most intensive:

1. Prescribed herbivory, with prescribed grazing as the preferred method;
2. Manual or mechanical treatment, including cutting, mowing, trimming, pruning, chopping, or hand removal of vegetation. Where feasible, hand-operated tools are preferred over motorized equipment;
3. Ground-disturbing treatment, including tilling, uprooting, or similar soil-disturbing activities. This category shall be used only where the methods listed in paragraphs (1) and (2) are infeasible to meet applicable defensible space requirements.