

Los Altos Hills
Environmental Design and Protection Committee
Meeting Minutes

Date: September 10, 2019 at 5:45 p.m.

Location: Town Hall, Kitchen Area, 26379 Fremont Road, Los Altos Hills, CA 94022

Committee Members: Peter Brown (chair), Nancy Couperus, Carol Gottlieb, Wai Lee Wong, Birgitta Indaco, Buvana Dayanandan, ~~Vijay Laxmi Shaw, Hajime Murakami~~

Associate Members: ~~Neela Shukla~~, Kjell Karlsson

Council Liaison: Michelle Wu

1. **Call to Order and Roll Call**
2. **Presentations from the Floor**
 - a. Ethics training – for committee members to be completed.
 - b. Volunteer appreciation dinner Sept 20th– need to rsvp.
 - c. IRMA- Invitation for Code Enforcement – Oct EDPC meeting
 - d. Planning meeting until 1 AM – Meet with new planning director
 - e. Sept 26th Planning commission – discuss New ADU laws
3. **Future Committee Dates of Interest & Assignments**
 - a. EDPC Committee: Tuesday, October 8, 2019 @ 5:45 p.m.
 - b. City Council: Sept, 19, 2019 - Pathways discussion - Birgitta
 - c. Planning Commission: October 3, 2019
 - d. Field Trips: September 13 (Birgitta, Carol, Wai Lee), September 20(Birgitta, Buvana), September 27 (Peter, Vijay), October 4 (Vijay, Wai Lee)
 - e. Fast Tracks/Site Development Meeting:
 - o September 17 – 26495 Altamont, 25255 La Loma (1400 Sqft. fire truck turn around) – Birgitta, Nancy
 - o September 24 - Birgitta
 - o October 1 - Nancy
 - o October 8 – Carol, Birgitta
4. **Old Business**
 - a. Tree Ordinance – OSC input added. Planning staff has it.
 - b. Fast Track Guide - unknown
 - c. Outdoor Lighting Ordinance – Birgitta, Haj working on it – In progress. Planning commission presentation and 13W Fluorescent incandescent light for Crestridge property.
 - d. Fence Ordinance – Peter presented to council at 11:30 pm and need more definitions for wildlife occurrence. Define criteria to be used. Definition: Narrow trails near the creek, Eye witnessing, Trail cameras to prove existence of activity.
 - a. Peter and Nancy to meet with Kavita with supporting research, report from Neighborhoods around and create more verbiage to make the identification of wildlife corridor clearer.

- b. Type of fencing – 2 rail not 3 rail, unpainted, non-iron.
 - e. Wildfire as it affects landscaping – George Tyson/Fire dept.
 - a. Before construction, remove eucalyptus, pines that are flammable. Sited by Building Inspector and Tree Service. – Talk to George Tyson.
 - b. Building materials rated for better fire resistance.
 - f. Dropbox – Team to check the new drop box.
 - g. Old Minutes needed from past years for town archives.
 - h. Field Trip Report Forms – Birgitta update forms to add due date, file number, planner.
 - i. Town Beautification: Underground Utility Project –
 - a. Los Altos Community Fiber network engagement - Scott Vanderlip – fiber optics is a way to build out organically. Open Fiber to present at city council.
 - b. Underground utility funding related. George Tyson has an ad hoc committee for a pilot program with Fire District.
 - c. Michelle Wu – “Dig Once”
5. **New Business**
- a. August 13, 2019 Minutes Approval
6. **Review of Field Trip Reports (Review findings & provide members not on the Field Trip with detail information.)**
- a. August 16 - none
 - b. August 23 – Birgitta, Haj
 - a. 26634 Snell Court – extensive landscape screening plan with large grading and a mound of dirt to be moved. Surrounded by 6 neighbors and proposing perimeter fencing with deer spotted on site. Need more trees to screen, keep oleander hedge, reduce pathway lights, water drainage a problem since only 1 drainage location close to neighbor.
 - b. 13920 Fremont Pines Lane – New patio and redo of hardscape pathways. Visited site and took photos but notified by Steve Padovan not to do report since staff approved it.
 - c. 25621 Deerfield Drive – New pool and hardscape. The proposed site is well screened from street and neighbors.
 - c. August 30 - none
 - d. September 6 -Haj, Carol, Vijay
 - a. 14735 Saltamontes Way -New Residence. Plans missing existing house and driveway. Trees to be removed unknown – 25” oak needs to be preserved. No exterior lighting plan. No colors, roof material shown on plans. ADU needs to be closer to house. Soils report prepared?
 - b. 26495 Altamont Road – Landscape Screening. Evergreen trees preferred, solar panels on roof a concern, metal gate for driveway should be matte dark finish, LED strip lights on stairs a concern for light at night to neighbors.
7. **Review of Fast Tracks Meetings (Review findings & provide members not at meeting with outcome.)**
- a. August 20-
 - a. 12615 Miraloma Way – Landscape screening.
 - b. August 27 - Birgitta

- a. 14146 Amherst – Reduced exterior and driveway path lighting. ADU was previously approved.
- c. September 3-
 - a. 14510 Manuella Rd – Landscape Screening, three 16” redwoods to be planted for screening.
- d. September 10 – none
- 8. **Planning Commission Meeting Report** September 5, 2019
 - a. 27911 Via Ventana - Rooftop approved. Open Space Easement maintained.
 - b. 11545 Crestridge – 13W fluorescent lighting approved. Open space easement maintained. Removed pines.
- Planning Commission Meeting Report** August 1, 2019
- 9. **City Council Meeting Report** August 21, 2019
- 10. **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.