



Director's Hearing Agenda

Regular Meeting Agenda: January 26, 2023

Council Conference Room
3:30 PM

<https://zoom.us/join> Meeting ID: 991 2250 8272 Phone number: 1 669 900 6833

Pursuant to [AB 361](#) Palo Alto Commission meetings will be held as “hybrid” meetings with the option to attend by teleconference/video conference or in person. To maximize public safety while still maintaining transparency and public access, members of the public can choose to participate in the meeting from home or attend the meeting in person. Information on how the public may observe and participate in the meeting is located at the end of the agenda or [online here](#). Masks are strongly encouraged if attending in person.

Members of the public may comment by sending an email to pdsdirector@cityofpaloalto.org or by attending the meeting in person or via Zoom virtual meeting to give live comments. Instructions for the Zoom meeting can be found on the last page of this agenda.

Call to Order

Oral Communications

The public may speak to any item not on the agenda. Three (3) minutes per speaker.^{1,2}

Agenda Changes, Additions, and Deletions

The hearing officer may modify the agenda order to improve meeting management.

Action Items

Public Comment is Permitted. Applicants/Appellant Teams: Ten (10) minutes, plus five (5) minutes rebuttal. All others: Three (3) minutes per speaker.^{1,3}

1. PUBLIC HEARING / QUASI-JUDICIAL. 3877 Corina Way [22PLN-00062]: Request for Director’s Review on a Tentative Approval of an Individual Review Application to Allow the Deconstruction of an Existing 1,600 Square Foot Single Story Home and Allow the Construction of a new two-story 2,467.6 Square Foot Single Family Residence With an Attached 246.99 Square Foot one-car Garage and a 499.93 Square Foot Junior Accessory Dwelling Unit. Zoning District: R-1 (8,000). Environmental Assessment: Pending. For More Information, Contact the Project Planner Kristina Paulauskaite.

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1. Spokespersons that are representing a group of five or more people who are identified as present at the meeting at the time of the spokesperson’s presentation will be allowed up to fifteen (15) minutes at the discretion of the Hearing Officer, provided that the non-speaking members agree not to speak individually.
 2. The Hearing Officer may limit Oral Communications to 30 minutes for all combined speakers.
 3. The Hearing Officer may reduce the allowed time to speak to two minutes or less to accommodate a larger number of speakers.

2. 234 Walter Hays [22PLN-00203]: Request for Director's Review of a Tentative Approval of an Individual Review Application to Allow a 638 Square Foot Second Story Addition to a 3,619 Square Foot Existing Two Story Single Family Residence. Environmental Assessment: Exempt From CEQA in Accordance With Guideline Section 15301 (Existing Facility) and Section 15303 (New Construction). Zoning District: R-1 (Single Family Residential). For More Information Contact the Project Planner Bhavani Potharaju at bpotharaju@m-group.us
3. PUBLIC HEARING / QUASI-JUDICIAL. 55 Tulip Lane [22PLN-00149]: Request for Director's Review on a Tentative Approval of an Individual Review Application for Deconstruction of an Existing one-Story 1,811 Square Foot Home and Construction of a two-Story approximately 3,038 square foot home with a detached garage and an attached 496 square foot JADU. Environmental Assessment: Exempt from the Provisions of CEQA under Guideline 15303 (New Construction). Zoning District: R-1 (Single Family Residential). For More Information Contact the Project Planner Emily Foley at Emily.Foley@CityofPaloAlto.org.

Adjournment

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Director's Hearings

Director's hearings may be requested for certain applications that the director, or his/her designee, has issued a tentative decision, such as Individual Review applications. A director's hearing is required for Parcel Map applications.

A decision is not rendered at the public hearing. Rather, the director or designee will consider evidence for and against the application or its modification and prepare a written decision approving, approving with conditions, or denying the project application within fourteen days of the hearing.

Notice of the decision will be mailed to the project applicant, the owners and occupants of all adjacent properties, and any person requesting notice of the decision.

The director's decision shall become final fourteen days after the date notice is mailed unless an appeal is filed. The director may, for good cause, specify in writing a longer period for filing an appeal at the time he or she issues the proposed decision.

The applicant or the owner or occupier of an adjacent property may file an appeal of the director's decision by filing a written request with the City Clerk before the date the director's decision becomes final. The written request shall be accompanied by a fee, as set forth in the municipal fee schedule.

Americans with Disability Act (ADA)

It is the policy of the City of Palo Alto to offer its public programs, services and meetings in a manner that is readily accessible to all. Persons with disabilities who require materials in an appropriate alternative format or who require auxiliary aids to access City meetings, programs, or services may contact the City's ADA Coordinator at (650) 329-2550 (voice) or by emailing ada@cityofpaloalto.org. Requests for assistance or accommodations must be submitted at least 24 hours in advance of the meeting, program, or service.

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Public Comment Instructions

Members of the Public may provide public comments to teleconference meetings via email, teleconference, or by phone.

1. **Written public comments** may be submitted by email to the project planner.
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Board, click on the link below. Please read the following instructions carefully.
 - You may download the Zoom client or connect to the meeting in-browser. If using your browser, make sure you are using a current, up-to-date browser.
 - You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
 - When you wish to speak on an agenda item, click on “raise hand”. The moderator will activate and unmute attendees in turn. Speakers will be notified shortly before they are called to speak. The Zoom application will prompt you to unmute your microphone when it is your turn to speak.
 - When called, please limit your remarks to the time limit allotted.
 - A timer will be shown on the computer to help keep track of your comments.
3. **Spoken public comments using a smart phone** will be accepted through the teleconference meeting. To address the Council, download the Zoom application onto your phone from the Apple App Store or Google Play Store and enter the Meeting ID below.
4. **Spoken public comments using a phone** use the telephone number listed below. When you wish to speak on an agenda item hit *9 on your phone so we know that you wish to speak. When called please limit your remarks to the agenda item and time limit allotted.

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(you may need to exclude the initial “1” depending on your phone service)

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