



# DIRECTOR'S HEARING AGENDA

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To be held at **3:00 p.m., Thursday, December 20, 2007** in the Palo Alto City Council Conference Room, Civic Center, 250 Hamilton Avenue, Palo Alto, California.

## ***Hearing Officer***

Curtis Williams, Assistant Director of Planning, Department of Planning and Community Environment

## ***Hearing Procedures***

*Please be advised the normal order of agenda items is as follows:*

- *Director's Hearing statement and any agenda changes announced by Hearing Officer*
- *Hearing Officer announces agenda item and requests input from staff and applicants*
- *Hearing Officer asks for public comment on the item – each speaker should limit their comments to approximately five (5) minutes, and please do not repeat comments made by previous speakers but rather, acknowledge your support of that comment.*
- *Hearing Officer asks applicant and staff for any clarification and closing comments*
- *Hearing Officer will close the public comments portion and either continue to the item to a date certain or date uncertain or conclude the hearing on the item*
- *Director's decision on items for which the hearing is concluded will be posted at the Downtown Library ten working days from the Director's Hearing date.*

## **NEW BUSINESS:**

**212 Santa Rita Avenue [07PLN-00183]:** Request by Lai Ping Tin (Agnes) for a Director's Hearing regarding the Single Family Individual Review application for a second story addition proposed by David Easton, Architect.

## ***Appeals***

The appeal period is fourteen calendar days following the mailing of the Director's Decision. Appeal forms and a fee must be submitted to planning staff at the Development Center during business hours. Appeals filed after 4 pm must be submitted to staff on the 5<sup>th</sup> floor of City Hall, 250 Hamilton Avenue.

If you wish to appeal any item on this agenda, contact the Planning Division (329-2441) regarding time and fee. If you challenge this land use decision in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Palo Alto, at or prior to the public hearing.

In compliance with the Americans with Disabilities Act of 1990, listening assistive devices are available in the Council Chambers and Council Conference Room, Sign language interpreters will be provided upon request with 72 hours advance notice.

The City of Palo Alto does not discriminate against individuals with disabilities. To request accommodations to access City facilities, services or programs, to participate at public meetings, or to learn more about the City's compliance with the Americans with Disabilities Act of 1990 (ADA), please contact the City's ADA Coordinator at 650.329.2550 (voice) or by e-mailing [ada@cityofpaloalto.org](mailto:ada@cityofpaloalto.org).