



# Architectural Review Board Regular Meeting Agenda: June 17, 2021

Virtual Meeting  
8:30 AM

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**\*\*\*BY VIRTUAL TELECONFERENCE ONLY\*\*\***

<https://zoom.us/join>

Meeting ID: 965 6189 1491

Phone number: 1 669 900 6833

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of Covid-19, this meeting will be held by virtual teleconference only, with no physical location. The meeting will be broadcast live on Cable TV and through Channel 26 of the Midpen Media Center at [bit.ly/MidPenwatchnow](http://bit.ly/MidPenwatchnow).

Members of the public may comment by sending an email to [arb@cityofpaloalto.org](mailto:arb@cityofpaloalto.org) or by attending the Zoom virtual meeting to give live comments. Instructions for the Zoom meeting can be found on the last page of this agenda. Visit [bit.ly/PAPendingprojects](http://bit.ly/PAPendingprojects) to view project plans and details.

## Call to Order / Roll Call

## Oral Communications

The public may speak to any item not on the agenda. Three (3) minutes per speaker.<sup>1,2</sup>

## Agenda Changes, Additions, and Deletions

The Chair or Board majority may modify the agenda order to improve meeting management.

## City Official Reports

1. Transmittal of 1) the ARB Meeting Schedule and Attendance Record, 2) Tentative Future Agenda items and 3) Recent Project Decisions

## Action Items

Public Comment is Permitted. Applicants/Appellant Teams: Ten (10) minutes, plus ten (10) minutes rebuttal. All others: Three (3) minutes per speaker.<sup>1,3</sup>

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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 Chair, provided that the non-speaking members agree not to speak individually.
  2. The Chair may limit Oral Communications to 30 minutes for all combined speakers.
  3. The Chair may reduce the allowed time to speak to two minutes or less to accommodate a larger number of speakers.

2. PUBLIC HEARING / QUASI-JUDICIAL. 160 Waverley Street [20PLN-00301]: Consideration of a Major Architectural Review to Allow the Demolition of the Existing Residential Structures (3 units total) for the Construction of Two New Structures Containing Three Apartment Flats and Six Tuck Under Parking Stalls at Grade. Environmental Assessment: Pending. Zoning District: RM-30. For More Information Contact the Project Planner Samuel Gutierrez at [samuel.gutierrez@cityofpaloalto.org](mailto:samuel.gutierrez@cityofpaloalto.org).
3. PUBLIC HEARING / QUASI-JUDICIAL. 3241 Park Boulevard [20PLN-00032]: Recommendation on a Major Architectural Review to demolish an existing 4,501 square foot building and construct a new 7,861 square foot office building. Environmental Assessment: Exempt per CEQA Guidelines Sections 15303 and 15332. Zoning District: GM. For More Information Contact the Project Planner Garrett Sauls at [Garrett.Sauls@CityofPaloAlto.org](mailto:Garrett.Sauls@CityofPaloAlto.org).
4. Discuss the Draft Architectural Review Board's (ARB) Draft Work Plan, Suggest Changes, and Recommend Submitting the Draft Work Plan to the City Council; and Discuss the ARB's Annual and any Bylaw Changes Needed.

## **Approval of Minutes**

Public Comment is Permitted. Three (3) minutes per speaker.<sup>1,3</sup>

5. Draft Architectural Review Board Meeting Minutes for April 15, 2021

## **Board Member Questions, Comments or Announcements**

North of Ventura Coordinated Area Plan (NVCAP) Working Group Updates –  
Boardmember Lew

## **Adjournment**

## **Ad Hoc Committee Items**

6. 4256 El Camino Real [21PLN-00034]: Ad Hoc Committee Review of a Previously Approved Project That was Conditioned to Return With Additional Details to ensure that the garage changes do not change the exterior design of the building. Environmental Assessment: An EIR was certified on June 3, 2020. Zone District: CS (Service Commercial). For More Information Contact the Project Planner Samuel Gutierrez at [samuel.gutierrez@cityofpaloalto.org](mailto:samuel.gutierrez@cityofpaloalto.org).

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# Palo Alto Architectural Review Board

Boardmember Biographies, Present and Archived Agendas and Reports are available online: <http://www.cityofpaloalto.org/gov/boards/architectural/default.asp>. The ARB Boardmembers are:

Chair Osma Thompson  
Vice Chair Grace Lee  
Boardmember Peter Baltay  
Boardmember David Hirsch  
Boardmember Alex Lew

Get Informed and Be Engaged!

View online: <http://midpenmedia.org/category/government/city-of-palo-alto/> or on Channel 26.

Public comment is encouraged. Email the ARB at: [arb@CityofPaloAlto.org](mailto:arb@CityofPaloAlto.org).

Material related to an item on this agenda submitted to the ARB after distribution of the agenda packet is available for public inspection at [bit.ly/paloaltoARB](http://bit.ly/paloaltoARB).

## 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](mailto: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 [arb@CityofPaloAlto.org](mailto:arb@CityofPaloAlto.org)
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Board, click on the link below for the appropriate meeting to access a Zoom-based meeting. Please read the following instructions carefully.
  - A. 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: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
  - B. 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.
  - C. 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.
  - D. When called, please limit your remarks to the time limit allotted.
  - E. 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. Please follow instructions B-E above.
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. You will be asked to provide your first and last name before addressing the Board. You will be advised how long you have 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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