



CITY OF  
**PALO  
ALTO**

## Architectural Review Board Staff Report

**From: Jonathan Lait, Planning and Development Services Director**  
**Lead Department: Planning and Development Services**

**Meeting Date: October 5, 2023**  
**Report #: 2309-2005**

### **TITLE**

Transmittal of 1) the ARB Meeting Schedule and Attendance Record, 2) Tentative Future Agenda Items and 3) Recently Submitted Projects

### **RECOMMENDATION**

Staff recommends the Architectural Review Board (ARB) review and comment as appropriate.

### **BACKGROUND**

The attached documents are provided for informational purposes. The Board may review and comment as it deems appropriate. If individual Board members anticipate being absent from a future meeting, it is requested that this be brought to staff's attention when considering this item.

The first attachment provides a meeting and attendance schedule for the current calendar year. Also included are subcommittee assignments, which are assigned by the ARB Chair as needed.

The second attachment is a Tentative Future Agenda that provides a summary of upcoming projects or discussion items. The hearing dates for these items are subject to change. The attachment also has a list of pending ARB projects and potential projects.

Approved projects can be found on the City's Building Eye webpage at <https://paltoalto.buildingeye.com/planning>. Any party, including the applicant, may request a hearing by the ARB on the proposed director's decision(s) within the 10-day or 14-day appeal period by filing a written request with the planning division. There shall be no fee required for requesting such a hearing. However, there is a fee for appeals.

Pursuant to 18.77.070(b)(5) any project relating to the installation of cabinets containing communications service equipment or facilities, pursuant to any service subject to Palo Alto Municipal Code Chapter 2.11, Chapter 12.04, Chapter 12.08, Chapter 12.09, Chapter 12.10, or Chapter 12.13 is not eligible for a request for hearing by any party, including the applicant.

No action is required by the ARB for this item.

**ATTACHMENTS**

Attachment A: 2023 Meeting Schedule & Assignments

Attachment B: Tentative Future Agenda and New Projects List

**AUTHOR/TITLE:**

ARB Liaison<sup>1</sup> & Contact Information

Claire Raybould, AICP, Senior Planner

(650) 329-2116

[Claire.Raybould@CityofPaloAlto.org](mailto:Claire.Raybould@CityofPaloAlto.org)

---

<sup>1</sup> Emails may be sent directly to the ARB using the following address: [arb@CityofPaloAlto.org](mailto:arb@CityofPaloAlto.org).