



MEMORANDUM

Date: July 2, 2026
From: Derek Farmer, Assistant Director of Community and Economic Development Initial
DF
Subject: **Actions of the Zoning Administrator**

The following actions were taken by the Zoning Administrator (ZA) within the past week.

P26-0383, Single-Family Design Review

Application for Single-Family Design Review for 1) Design Review for the construction of an approximately 300-square-foot addition on the first-floor and for an expansion of the existing second-floor balcony over the proposed addition at the rear of the existing residence, and 2) Reasonable Accommodation request per Pleasanton Municipal Code Chapter 18.86 for residents with disability access improvements to the existing residence located at 7315 Huntswood Court (APN 946-4592-18). The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant CEQA Guidelines Section 15301-Existing Facilities. CEQA's Class 1 exemption applies to minor alterations of existing facilities.

Action: Approved w/Conditions
Action Date: 7/1/2026
Effective date: 7/11/2026

P26-0474, Single-Family Design Review

Application for Single-Family Design Review to construct a single-story, 382-square-foot addition with a maximum height of 16 feet,5 inches at the rear of the residence located at 4511 Gatetree Circle (APN: 946-3379-93).The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant CEQA Guidelines Section 15301-Existing Facilities. CEQA's Class 1 exemption applies to minor alterations of existing facilities.

Action: Approved w/Conditions
Action Date: 7/1/2026
Effective date: 7/11/2026

How to Appeal a ZA Action:

All ZA actions become effective on the 11th day after the action is taken. Appeals must be filed within the 10-day appeal period by 5 pm on the last day. If you wish to appeal any of

the actions, please contact the Planning Division prior to the effective date. You may submit appeal requests via [email](#) or in person to the Planning Division office located at 200 Old Bernal Avenue during the following hours:

- Mondays: 9 am to 4 pm
- Tuesdays, Wednesdays, and Thursdays: 9 am to 1 pm

A written request for appeal shall include the pertinent facts and the basis for the appeal, indicating the specific grounds for the appeal, where there was an error or abuse of discretion by the previous review authority in the consideration and action on the matter being appealed, and/or where the decision was not supported by the evidence on the record. The appeal shall be accompanied by the [Application Form](#) and filing fee identified in the [Master Fee Schedule](#).