

CC 10-07-2025

Item No. 15

Study Session on
amendments to Audit
Committee Duties,
Powers, and
Responsibilities

Presentation

Audit Committee Duties and Responsibilities Study Session

October 7, 2025



CUPERTINO

History



May 20th City Council directs audit committee to consider amending their scope and to return to the City Council with Recommendations



July 28th Audit Committee makes recommendations to amend duties and forwards to City Council

Audit Committee Recommended Changes

- Change the committee's name to "Audit and Finance Committee."
- Modify Section 2.88.100(g) to read: "To review the City's internal controls and internal audit reports."
- Add Section 2.88.100(i): "To review the use of artificial intelligence in the City's financial reporting, internal controls over financial reporting, risk management, and compliance."

Next Steps

- With Council direction, staff will:
 - Prepare amendments to Municipal Code Section 2.88.100 for Council consideration.
 - Tentatively scheduled for first reading on October 21, 2025,
 - With second reading on November 4, 2025.

Questions



CUPERTINO

CC 10-07-2025

Item No. 16

MCA-2024-004
Municipal Code
Updates

Presentation

MCA-2024-004

Municipal Code Updates

Cupertino City Council
October 7, 2025



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CUPERTINO

State Law Overview (SB 9)

Development Criteria:

- In Single Family zoning
- Cannot demolish affordable or rental housing
- Not in sensitive areas identified under SB 35
- Not a historic landmark or in historic district
- No short-term rentals permitted

State Law Overview (SB 9)

Additional Urban Lot Split Criteria:

- Must reside on one lot for at least three years
- Resulting lots must be 1,200 square feet min.
- Resulting lot area must be 40% of original lot
- Can only be used once
- Cannot be used by same owner across neighboring lots
- Lot limited to residential uses

State Law Overview (SB 9)

Development Allowances:

- Unit Size - 800 square feet
- Setback – 4 feet
 - No setback if built within existing structure footprint
- One parking space per unit

Urban Lot Split Allowances:

- No off-site improvements required
- Non-conforming zoning conditions can remain

Senate Bill (SB) 450

Effective January 1, 2025, applied to SB 9 projects:

- Requires a decision within 60 days, or project is automatically approved
- Subdivision standards must be related to parcel design or improvements
- **SB9 standards cannot be stricter than those for other developments in the same zone**



Overview

- Consistency with Senate Bill 450
 - New and moved standards
 - Objective language
- Minor corrections or edits
 - Typos and references
 - Improved readability
- Potential to streamline City review

Planning Commission Summary

- September 9th - Unanimously recommended Council adopt the ordinance with the following modification:
 - Removal of any modifications not related to State law, typos, and minor readability improvements
- Modifications based on recommendation have been incorporated into the proposed ordinance.

Analysis – Chapters 18.20 and 18.52

Chapter 18.20 (Parcel Maps)

New section added for two-lot subdivision with Objective Subdivision Standards carried over from SB9:

- Lot configuration standards
- Driveway standards
- Building pad siting requirements
- Grading limitations

Chapter 18.52 (Hillside Subdivisions)

Reference to new section added

Analysis – Chapters 19.28 and 19.40

Single-Family (R1) and Residential Hillside (RHS)

Modification to development and design standards to make objective and reflect SB9 standards

Removal of SB9 development standards:

- 2,000 square foot size limitation
- Basement and balcony restriction
- 50% second to first story ratio
- Smaller first story building envelope
- Maximum grade elevation change
- Architectural design requirements

Analysis – Chapter 19.28 (Single Family)

Modification to single-family design standards to make objective and reflect previous SB9 standards (SB450):

- Garage design and location
- AC unit screening recommendation
- Entry feature requirement
- Private open space requirement
- Outdoor stair limitation
- Architectural style and feature requirements

Analysis – Chapter 19.28 (Single Family)

Addition of SB9 development standards (SB450):

- Grading limitations
- Design requirements for lots with >10% slope
- Curb cut and driveway limitations
- Easement recording and covenant requirements
- Maximum floor area on lots with >30% slope
- Second story building envelope
- Refuse, recycling, and container storage

Analysis – Chapter 19.40 (RHS)

Modification to RHS design standards to make objective and reflect previous SB9 standards (SB450):

- Visible wall face limitation
- Garage design and location
- Entry feature requirement
- Private open space requirement
- Architectural style and feature requirements
- Refuse, recycling, and container storage

Analysis

Chapter 19.08 (Definitions)

New definitions:

- Front Entry Porch
- Porch

Minor edits made to:

- Bay Window
- Lot
- Usable Rear Yard

Minor Corrections

Chapters 19.16, 19.36, 19.38, 19.44, 19.46, 19.60, 19.100
19.102, 19.104, 19.124, 19.134

These chapters contained minor edits limited to the correction of spelling, phrasing, or references



Recommended Actions

Conduct first reading to adopt the ordinance to:

- a. Modify Chapters 14.15, 14.18, 18.20, 18.52, 19.08, 19.12, 19.16, 19.28, 19.36, 19.38, 19.40, 19.44, 19.46, 19.60, 19.100, 19.102, 19.104, 19.124, and 19.132 of the Municipal Code; and
- b. Find the actions exempt from CEQA.

