



**TOWN OF LOS GATOS  
PLANNING COMMISSION  
REPORT**

MEETING DATE: 03/08/2023

ITEM NO: 2

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**DRAFT  
MINUTES OF THE PLANNING COMMISSION MEETING  
JANUARY 25, 2023**

The Planning Commission of the Town of Los Gatos conducted a Regular Meeting on Wednesday, January 25, 2023, at 7:00 p.m.

**This meeting was conducted utilizing teleconferencing and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.). Consistent with AB 361 and Town of Los Gatos Resolution 2021-044, all planning commissioners and staff participated from remote locations and all voting was conducted via roll call vote.**

**MEETING CALLED TO ORDER AT 7:00 PM**

**ROLL CALL**

Present: Chair Jeffrey Barnett, Vice Chair Steve Raspe, Commissioner Susan Burnett, Commissioner Kylie Clark, Commissioner Melanie Hanssen, Commissioner Kathryn Janoff, and Commissioner Emily Thomas

Absent: None.

**VERBAL COMMUNICATIONS**

None.

**CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)**

**1. 202 University Avenue**

APN 529-04-001

Variance Application V-22-003

Applicant: Jay Plett, Architect

Property Owner: Tyler and Kristine Shewey

Project Planner: Sean Mullin

Requesting approval for construction of an accessory structure requiring variances to accessory structure lot coverage standards and side and rear setback requirements in the University-Edelen Historic District on property zoned R-1D:LHP.

MINUTES OF PLANNING COMMISSION MEETING OF JANUARY 25, 2023

Planning Manager Armer reported that additional time was needed for staff to review the applicant's modifications and bring the application back to the Historic Preservation Committee, and recommended continuing the item to a date certain of March 8, 2023.

**MOTION:**                    **Motion by Commissioner Hanssen to approve adoption of the Consent Calendar. Seconded by Commissioner Clark.**

**VOTE:**                    **Motion passed unanimously.**

**PUBLIC HEARINGS**

**2. 300 Mountain Laurel Lane**

Planned Development Amendment PD-22-001

APN 567-24-023

Applicant: Kunling Wu, Trustee

Property Owner: Bright Smile Dental Office Defined Benefit Plan

Project Planner: Sean Mullin

Requesting approval for modification of Planned Development Ordinance 2172 to increase the maximum residence size allowed on Lot 14 on property zoned HR-5:PD. This request for modification of a Planned Development Ordinance is not considered a project under the California Environmental Quality Act.

**Commissioner Hanssen recused herself from participating in the public hearing for 300 Mountain Laurel Lane due to the proximity of her residence to the subject site.**

Sean Mullin, Senior Planner, presented the staff report.

Opened Public Comment.

Derrick, on behalf of the Kunling Wu, Trustee

- We have gone with the staff recommendations to communicate with the HOA and the neighbors. The HOA has given us some feedback regarding future site development and their concerns regarding building a driveway, drainage, etc. According to Mr. Mullin this is not an actual proposal for any kind of development on the site yet, simply a change to the size of what is permitted to be built, similar to Lots 1-13, which is within the HOA neighborhood. I believe we have done our best as a non-commercial entity to meet the Town's requests. We will be happy to take any further necessary actions.

Closed Public Comment.

Commissioners discussed the matter.

**MOTION:**                    **Motion by Commissioner Clark** to recommend Town Council approval of a Planned Development amendment for 300 Mountain Laurel Lane.  
**Seconded by Commissioner Thomas.**

**Commissioner Thomas requested the motion be amended to include language that the application is exempt from CEQA.**

**The maker of the motion accepted the amendment to the motion.**

**Commissioner Janoff requested the motion be amended to include Exhibit 14.**

**The maker of the motion accepted the amendment to the motion.**

**The seconder of the motion accepted the amendment to the motion.**

**VOTE:**                    **Motion passed unanimously with Commissioner Hanssen recused.**

**Commissioner Hanssen returned to the meeting.**

## **OTHER BUSINESS**

### **REPORT FROM THE DIRECTOR OF COMMUNITY DEVELOPMENT**

Jennifer Armer, Planning Manager

- The Town Council held a meeting on January 17, 2023:
  - Approved the Hazards and Safety Element modifications recommended by the Planning Commission.
  - Granted the Fence Height Exception Appeal for the project at 755 Blossom Hill Road.
- A Special Town Council meeting is scheduled for January 30, 2023 to discuss the Housing Element.

## **SUBCOMMITTEE REPORTS/COMMISSION MATTERS**

### **Historic Preservation Committee**

Vice Chair Raspe

- HPC met on January 25, 2023 and considered one matter:
  - Approved the removal of a home from the Historic Inventory.
- Planning Commissioner Burnett has been elected HPC vice chair for the coming term.

**Commission Matters**

Chair Barnett

- Chair Barnett thanked the Commissioners for their preparation and participation and staff for its hard work.

**ADJOURNMENT**

The meeting adjourned at 7:43 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the January 25, 2023 meeting as approved by the Planning Commission.

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/s/ Vicki Blandin