



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 10/07/2025

ITEM NO: 10

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DATE: October 2, 2025  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: **Adopt a Resolution Repealing the General Plan Committee Enabling Resolution and Designating the Planning Commission to Hear Requests for General Plan and Specific Plan Amendments**

**RECOMMENDATION:** Adopt a resolution repealing the enabling resolution that established the General Plan Committee and designate the Planning Commission to assume the duties of reviewing and making recommendations regarding General Plan and Specific Plan amendment requests.

**FISCAL IMPACT:**

There is no fiscal impact associated with this action.

**STRATEGIC PRIORITY:**

This item is not associated with a specific strategic priority; however, it aligns with the Town's core goal of good governance.

**BACKGROUND:**

The General Plan Committee (GPC) was established on May 4, 1998, to provide recommendations to the Planning Commission and Town Council on matters related to the General Plan or any Specific Plan. The GPC was also tasked with reviewing and reporting to the Planning Commission prior to any scheduled discussion regarding General Plan Amendment applications.

**PREPARED BY:** Wendy Wood  
Town Clerk

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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SUBJECT: Adopt a Resolution Repealing the General Plan Committee Enabling Resolution and Designating the Planning Commission to Hear Requests for General Plan and Specific Plan Amendments

DATE: October 7, 2025

Earlier in the year, the GPC requested that an item be placed on a future agenda to evaluate the necessity of maintaining a separate advisory body, given the limited activity over the past several years.

In preparing for the item, staff conducted a review of the number of GPC meetings held between January 2021 and April 2025. Of the 73 regularly scheduled meetings during this period, 65 were canceled. Only 8 meetings were held, in addition to GPC participation in 9 General Plan Advisory Committee (GPAC) and 20 Housing Element Advisory Board (HEAB) meetings as part of the 2040 General Plan and 2023–2031 Housing Element updates.

Staff also conducted a survey of surrounding jurisdictions, including Campbell, Saratoga, and Los Altos, and found that in those communities, the Planning Commission is responsible for reviewing General Plan and Specific Plan amendments. This governance model consolidates review authority and streamlines permit processing.

At its meeting on May 14, 2025, the GPC discussed whether to retain the GPC or consolidate its duties under the Planning Commission. After deliberation, the GPC voted unanimously to recommend to the Town Council the dissolution of the General Plan Committee and encouraged the continued use of citizen committees, as needed, that include members of the general public.

#### DISCUSSION:

Disbanding the GPC would allow for improved efficiency in processing requests for General Plan and Specific Plan amendments and reduce duplicative efforts by consolidating responsibilities within the Planning Commission.

This action would also result in resource savings by eliminating the need for:

- Preparing and posting public hearing notices specific to GPC meetings;
- Staff time spent drafting and reviewing reports for GPC consideration; and
- Staff time attending Committee meetings.

The Planning Commission currently possesses the necessary expertise and procedural framework to assume the duties previously assigned to the GPC. As demonstrated by other local municipalities, this approach aligns with standard practices in similar jurisdictions. This resolution would formally repeal the General Plan Committee's enabling resolution and designate the Planning Commission as the reviewing body for General Plan and Specific Plan amendments.

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SUBJECT: Adopt a Resolution Repealing the General Plan Committee Enabling Resolution  
and Designating the Planning Commission to Hear Requests for General Plan and  
Specific Plan Amendments

DATE: October 7, 2025

CONCLUSION:

Staff recommends adopting the attached resolution to disband the GPC and designate the Planning Commission to hear and make recommendations on General Plan and Specific Plan amendments. This action supports efficient government operations and aligns with regional best practices.

COORDINATION:

This report was prepared in coordination with the Community Development Department, the Town Attorney's Office, and the Town Manager's Office.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

ATTACHMENTS:

1. Draft Resolution