



**TOWN OF LOS GATOS  
PLANNING COMMISSION  
REPORT**

MEETING DATE: 05/25/2022

ITEM NO: 1

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**DRAFT  
MINUTES OF THE PLANNING COMMISSION SPECIAL MEETING  
MAY 2, 2022**

The Planning Commission of the Town of Los Gatos conducted a Special Meeting on Monday, May 2, 2022, 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 P.M.**

**ROLL CALL**

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

Absent: None.

**VERBAL COMMUNICATIONS**

None.

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

None.

**PUBLIC HEARINGS**

1. Review and Make Recommendations on the Draft 2040 General Plan and Final Environmental Impact Report to the Town Council.

Jennifer Armer, Planning Manager, presented the staff report.

Commissioners discussed the matter.

**MOTION:**                    **Motion by Commissioner Janoff** to accept the suggested changes listed in Exhibit 7 as Items 43, 48, and 53 with language modified to include any food producing trees; 54 with the word “public” added to the existing Policy CD-11.6 in the Community Design Element; and add 55 as an implementation program to study the Mills Act and its implementation. **Seconded by Commissioner Thomas.**

**Commissioner Clark requested the motion be amended to include the definition of “rafters” to the key terms.**

**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.**

Commissioners discussed the matter.

**MOTION:**                    **Motion by Commissioner Clark** to recommend Item 20 from Exhibit 7 under the Land Use Element with the following changes: 1) Remove housing from Office and Service Commercial designations to reduce the development capacity by 313 units; 2) Reduce Low-Density Residential to a maximum density of 10 dwelling units per acre; 3) Reduce Medium-Density Residential to a maximum density of either 20 or 22 dwelling units per acre, whichever results in more than 500 parcels.

Commissioners discussed the matter.

**The maker of the motion withdrew the motion.**

Commissioners discussed the matter.

**MOTION:**                    **Motion by Commissioner Clark** to recommend Item 20 from Exhibit 7 under the Land Use Element with the following changes: 1) Remove additional housing from Office and Service Commercial designations to reduce the development capacity by 313 units; 2) Reduce Low-Density Residential to a maximum density of 10 dwelling units per acre; 3) Reduce Medium-Density Residential to a maximum density of either 20 or 22 dwelling units per acre, whichever results in more than 500 parcels that are large enough to allow a four-plex. **Seconded by Vice Chair Barnett.**

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

**MOTION:**                    **Motion by Commissioner Janoff** to forward the Draft 2040 General Plan and Final Environmental Impact Report to Town Council with a recommendation for approval of the Draft 2040 General Plan with the changes that the Planning Commission has documented over the last four meetings, and to certify the Final Environmental Impact Report.  
**Seconded by Commissioner Thomas.**

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

## **OTHER BUSINESS**

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

Joel Paulson, Director of Community Development

- Director Paulson thanked the Planning Commission for its thoughtful discussion and consideration over the past four meetings in getting the Draft 2040 General Plan and Final Environmental Impact Report to the Town Council, as well as members of the public who participated throughout the GPAC process, the GPAC, the Town's consultants, Ms. Armer for leading the way on the General Plan Update, and other Town colleagues.
- The results of the community survey were given to the Finance Commission on May 2, 2022 and will be reviewed by the Town Council on May 3, 2022.
- A community meeting related to cannabis is scheduled for May 4, 2022.

## **SUBCOMMITTEE REPORTS/COMMISSION MATTERS**

### **Historic Preservation Committee**

Commissioner Raspe

- HPC met on April 27, 2022 and reviewed four matters, one of which was the requested removal of a pre-1941 structure from the inventory. The HPC found the structure to be without historical significance and in need of significant repairs and granted the request. The three remaining matters were requests for modifications to homes. The HPC provided its thoughts and comments on those requests.

### **Housing Element Advisory Board**

Chair Hanssen

- HEAB met on April 21, 2022 to discuss the inventory of sites for production of affordable housing toward the Town's RHNA number with the goal of making the inventory smaller and saving the sites for a possible future RHNA cycle. HEAB will meet on May 5, 2022 to continue discussion regarding the potential sites by district. HEAB is also looking for input from staff as to what potential housing production could come out various sites before HEAB makes its final recommendation to Town Council.

**Commission Matters**

Chair Hanssen

- Chair Hanssen thanked her fellow Commissioners for the time they have put into hundreds of pages of documents and comments over multiple very long meetings to go through all parts of the General Plan.

**ADJOURNMENT**

The meeting adjourned at 10:14 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the May 2, 2022 special meeting as approved by the Planning Commission.

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/s/ Vicki Blandin