



**TOWN OF LOS GATOS  
PLANNING COMMISSION  
REPORT**

MEETING DATE: 05/22/2024

ITEM NO: 2

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**DRAFT  
MINUTES OF THE PLANNING COMMISSION MEETING  
MAY 8, 2024**

The Planning Commission of the Town of Los Gatos conducted a Regular Meeting on Wednesday, May 8, 2024, at 7:00 p.m.

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

**ROLL CALL**

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

Absent: None.

**PLEDGE OF ALLEGIANCE**

**VERBAL COMMUNICATIONS**

None.

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

None.

**OTHER BUSINESS**

**1. Draft Proposed Capital Improvement Program (CIP) Budget**

Forward a recommendation of approval to the Town Council for the Draft Proposed Capital Improvement Program (CIP) Budget for Fiscal Years (FY) 2024/25 – 2028/29.

Nicolle Burnham, Parks and Public Works Director, presented the staff report.

Opened and Closed Public Comment.

Commissioners discussed the matter.

**MOTION:**                   **Motion by Commissioner Hanssen** to forward a recommendation of approval to the Town Council for the Draft Proposed Capital Improvement Program (CIP) Budget for Fiscal Years (FY) 2024/25 – 2028/29. **Seconded by Commissioner Janoff.**

**VOTE:**                      **Motion passed 6-1 with Commissioner Burnett dissenting.**

**PUBLIC HEARINGS**

**2. 230 La Terra Court**

Architecture and Site Application S-24-006

APN 527-12-006

Applicant: David Fox

Property Owner: Greenridge Terrace Development, LLC

Project Planner: Sean Mullin

Requesting approval for construction of a Neighborhood Identification Sign on property zoned HR- 2½:PD. Not subject to CEQA pursuant to Section 15061 (b)(3).

Sean Mullin, Senior Planner, presented the staff report.

Opened Public Comment.

David Fox, Applicant

- In answer to the Commission's query regarding neighborhood signs, the subdivision next door, the Highlands of Los Gatos, has a neighborhood sign at the entry on Shady Lane. Part of the reason for this neighborhood sign request is to differentiate this new subdivision from the Highlands of Los Gatos and Sahadi subdivisions. The requested sign would be on a private road, not on a public street, and the gates close off the private road. The retaining wall is three feet tall on one end and one foot on the other, and the letters are only one foot high, so the sign is not intrusive or lit.

Mark Ellenbogen, Owner's Representative

- We have already set up our Home Owners Association (HOA). The signage was included as a maintenance and reserve item.

Closed Public Comment.

Commissioners discussed the matter.

**MOTION:**                      **Motion by Vice Chair Thomas to approve an Architecture and Site application for 230 La Terra Court.**

**Commissioner Janoff requested the motion be amended to include language making it explicit that Vice Chair Thomas' Condition of Approval stating that when 75 percent of the properties have been sold the sign maintenance responsibility would transfer to the HOA would be added to the other Conditions of Approval in Exhibit 3.**

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

**Seconded by Commissioner Janoff.**

**Commissioner Barnett requested the motion be amended to include the considerations to be made on page 10 of the staff report.**

**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.**

**3. 32 Euclid Avenue**

Request for Review Application PHST-24-001

APN 529-30-064

Property Owner/Applicant/Appellant: David Wilson

Project Planner: Sean Mullin

Consider an appeal of a Community Development Director decision to deny a Request to Remove a Presumptive Historic Property (Pre-1941) from the Historic Resources Inventory on property zoned R-1:8. Exempt pursuant to CEQA Section 15061 (b)(3).

**Chair Raspe reported that the applicant had requested the public hearing be continued to a date certain of June 12, 2024.**

Sean Mullin, Senior Planner, presented the staff report.

Opened and Closed Public Comment.

**MOTION: Motion by Chair Raspe to continue the public hearing for 32 Euclid Avenue to a date certain of June 12, 2024. Seconded by Commissioner Barnett.**

Opened Public Comment.

Kevin Forbes, Neighbor

- I am in favor of the requested changes. The property needs updating because it is currently bringing down the value of the neighborhood. This is a welcome update to our neighborhood.

Closed Public Comment.

**VOTE: Motion passed unanimously.**

## **REPORT FROM THE COMMUNITY DEVELOPMENT DEPARTMENT**

Jennifer Armer, Planning Manager

- The Town received a letter from the State on May 3, 2024, stating that the Draft Housing Element meets the statutory requirements for State certification. The final steps in the Housing Element certification process include Planning Commission review on May 22, 2024, and Town Council consideration on June 4, 2024. The required seven-day public comment period begins tomorrow.
- Town Council met April 16, 2024:
  - An appeal for 501 Monterey Avenue was on the agenda, however the applicant withdrew their appeal.
  - Consideration and adoption of the revised Story Pole Policy was completed.
- Town Council met May 7, 2024:
  - Discussed increased distance of neighbor noticing for some of the larger projects coming into Town. Council directed expanding the standard 300-foot notification for projects three stories or higher to 1,000 feet at the receipt of either the preliminary application or formal application, and the notification for public hearing would also use 1,000 feet.
  - Discussed whether additional objective design standards should be pursued.
  - Adopted the Sign Code modifications with a slight modification for signs related to specific events, saying that they must be removed within seven days.
  - Adopted changes to the Senate Bill 9 regulations with some minor modifications to the Planning Commission's recommendations.

## **SUBCOMMITTEE REPORTS/COMMISSION MATTERS**

### **Historic Preservation Committee**

Commissioner Barnett

- The HPC met April 24, 2024.

## **ADJOURNMENT**

The meeting adjourned at 7:49 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the May 8, 2024 meeting as approved by the Planning Commission.

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/s/ Vicki Blandin