



**TOWN OF LOS GATOS  
PLANNING COMMISSION  
REPORT**

MEETING DATE: 05/24/2023

ITEM NO: 2

DESK ITEM

---

DATE: May 24, 2023  
TO: Planning Commission  
FROM: Joel Paulson, Community Development Director  
SUBJECT: Forward a Recommendation to the Town Council on Modifications to the Town Height Pole and Netting Policy for Additions and New Construction. The Proposed Amendments to Town Policy are Not Considered a Project Under the California Environmental Quality Act. **Project Location: Town Wide.** Applicant: Town of Los Gatos.

REMARKS:

Exhibit 6 includes Planning Commissioner comments.

EXHIBITS:

Previously received with the April 26, 2023, Staff Report:

1. Current Story Pole Policy
2. Story Pole Installer Input

Previously received with the April 26, 2023, Addendum Report:

3. Public Comments received between 11:01 a.m., Friday, April 21, 2023, and 11:00 a.m., Tuesday, April 25, 2023

Previously received with the May 24, 2023, Staff Report:

4. Story Pole Policy Examples

Received with the May 24, 2023, Addendum Report:

5. Public Comments received between 11:01 a.m., Friday, May 19, 2023, and 11:00 a.m., Tuesday, May 23, 2023

Received with this Desk Item Report:

6. Commissioner Comments

PREPARED BY: Jennifer Armer, AICP  
Planning Manager

---

Reviewed by: Community Development Director

---

*This Page  
Intentionally  
Left Blank*

**From:** Emily Thomas  
**Sent:** Wednesday, May 24, 2023 10:15 AM  
**To:** Alexa Nolder  
**Cc:** Joel Paulson; Jennifer Armer; Jocelyn Fong  
**Subject:** Re: ADDENDUM: Planning Commission Meeting - 05/24/2023

Hi,

Can the following suggestions to the Story Pole Policy recommendations be shared as a Desk Item, please?

***II. Height Poles and Netting:***

*Height story poles and netting shall be used for the following types of Community Development Department, Planning Division, land use applications:*

- *For Hillsides and Open Space:*
  - *New Buildings*
  - *Second story additions*
  - *Additions exceeding 900 square feet and increases in roof height*
  - *Accessory structures exceeding 900 square feet*
  - *Tees proposed to be removed (marked with ribbons, tags, or other approved & obvious marker)*
- *Other:*
  - *Projects in Historic Districts asking for exceptions to height, FAR, setbacks (?), etc*
  - *Special Story Pole Requirements for "Specific Plans" (ie North 40 Specific Plan) (if legal and possible)*

***III. Project Identification Signs:***

*All development applications that must comply with the story pole and netting requirements shall also provide project identification signs on the development site consistent with the following requirements.*

*E. Sign Content:*

- *Requirements need to be updated (the address and phone number of the planning department is less helpful than website information) - what information should be required to be included?*
- *How can we make sure these signs act as a "visual notice" for the community?*
- *Can we require a QR code and/or website link for people to scan to get to the application? Contact information for town staff or developers? Town Meeting & Agenda page? AND any digital representations required?*

The above ideas are informed by the following:

- The Town's Current Height Pole and Netting Policy
- The Town of Los Altos' findings that story poles (1) add subjectivity, (2) extend the review process, and (3) add additional cost
- Los Altos Hills current Story Pole Policy
- Information provided in the staff report and exhibits (including public comment)

Thanks,  
Emily Thomas

***This Page  
Intentionally  
Left Blank***