



**TOWN OF LOS GATOS
PLANNING COMMISSION
REPORT**

MEETING DATE: 10/23/2024

ITEM NO: 1

**DRAFT
MINUTES OF THE PLANNING COMMISSION MEETING
OCTOBER 9, 2024**

The Planning Commission of the Town of Los Gatos conducted a Regular Meeting on Wednesday, October 9, 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, and Commissioner Melanie Hanssen

Absent: None.

PLEDGE OF ALLEGIANCE

VERBAL COMMUNICATIONS

None.

Chair Raspe announced that Sean Mullin had been selected as the Town's new Planning Manager.

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

1. Approval of Minutes – July 24, 2024

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

VOTE: Motion passed 4-0 with Commissioner Barnett abstaining.

PUBLIC HEARINGS

None.

OTHER BUSINESS

2. Revised Sign Ordinance, Town Code Amendment

Town Code Amendment Application A-24-004

Project Location: Town Wide

Applicant: Town of Los Gatos

Consider and make a recommendation to the Town Council on adoption of the Draft Revised Sign Ordinance.

Gabrielle Whelan, Town Attorney, presented the staff report.

Opened Public Comment.

None.

Closed Public Comment.

Commissioners discussed the matter.

MOTION: **Motion by Vice Chair Thomas** to recommend Town Council adoption of the Draft Revised Sign Ordinance as outlined in Exhibit 2 and with changes highlighted in Exhibit 1. **Seconded by Commissioner Hansen.**

VOTE: **Motion passed unanimously.**

REPORT FROM THE COMMUNITY DEVELOPMENT DEPARTMENT

Sean Mullin, Planning Manager

- The Town Council met August 6, 2024, and directed staff to prepare an RFP for the development of additional objective design standards related to high-quality building design, architectural style, and height transitions. That RFP has been released and has a closing date of October 27, 2024.
- Town staff continues to work on the implementation programs included in the Housing Element and anticipates several items, including changes to Town Code, will be forwarded to the Planning Commission at upcoming meetings.

SUBCOMMITTEE REPORTS/COMMISSION MATTERS

Historic Preservation Committee

Commissioner Barnett

- The HPC met September 12, 2024, to consider six items:
 - o 145 Tait Avenue – Proposal for a second story addition. The Committee continued the item.

- 15116 Blossom Hill Road – The Committee approved removal of the property from the Historic Resources Inventory.
 - 134 Hernandez Avenue – Proposal for a second story addition. The Committee recommended approval with direction.
 - 14344 La Rinconada Drive – Preliminary review of construction of an addition and exterior alterations. The Committee provided feedback to the applicant.
 - 311 Johnson Avenue – Preliminary review of a second story addition. The Committee provided feedback to the applicant.
 - 128 University Avenue – Item was withdrawn at the applicant’s request and not discussed.
- The HPC met September 25, 2024, to consider four items:
- 200 Hernandez Avenue – Item was continued at the request of the applicant.
 - 14340 Browns Lane – The Committee recommended removal from the Historic Resources Inventory.
 - 228 Bachman – The Committee recommended the site to remain as a contributor to the Historic District.
 - 145 Tait Avenue – The Committee denied a request for recommendation of holding the Committee’s September 11, 2024, action to continue the item with direction to the applicant.

ADJOURNMENT

The meeting adjourned at 7:17 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the October 9, 2024 meeting as approved by the Planning Commission.

/s/ Vicki Blandin

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