



**DRAFT
MINUTES OF THE TOWN COUNCIL REGULAR POLICY COMMITTEE MEETING
JUNE 25, 2019**

The Town Council Policy Committee of the Town of Los Gatos conducted a regular meeting on Tuesday, June 25, 2019, at 5:00 p.m.

MEETING CALLED TO ORDER AT 5:01 P.M.

ROLL CALL

Members Present: Marcia Jensen, Barbara Spector.

Staff Present: Robert Schultz, Town Attorney; Joel Paulson, Community Development Director; Sally Zarnowitz, Planning Manager; Holly Zappala, Management Analyst.

VERBAL COMMUNICATIONS

None.

OTHER BUSINESS

1. Approval of the May 28, 2019 Council Policy Committee Minutes.

Approved.

Vice Mayor Jensen requested Item 3 be reviewed next, as it was the only item that had public comment.

3. Discuss and provide direction on demolition regulations.

Joel Paulson, Community Development Director, presented the staff report.

Tom Sloan, Architect

-Commented in favor of changing the existing demolition regulations. He said that the integrity of a building still exists without outside and inside wall coverings as long as the studs remain. He said that putting a new "skin" on the studs allows the building to be more structurally sound and last longer.

Jennifer Kretschmer, Architect

-Commented that the existing demolition policy creates a health and life safety issue because there may be cases when people allow mold to remain on their sheetrock in order to save the substantial cost and time delay of the Architecture and Site process required for a technical demolition. She also said that a time delay of a couple months with an open structure can lead to materials being destroyed by inclement weather and stated that removing interior/exterior finishes should not be considered a demolition.

Gary Kohlsaas, Architect

-Commented that it is difficult to match the siding on all sides of a house or cover up existing siding material without it being considered a technical demolition under the current regulations. He mentioned that technical demolitions require large additional expenses for homeowners, including putting in curbs and gutters and undergrounding utilities. He said that the building process is meant to go in a certain order for safety reasons and trying to avoid a technical demolition requires builders to go out of sequence.

Bess Wiersema, Architect

-Commented that the demolition policy should protect the mass of an existing house and the framing is what holds a house together as opposed to the inside and outside coverings. She said that removing the interior/exterior coverings allows construction to be done properly, better materials to be used, and the building to look better and last longer.

After discussion, the Committee agreed to forward a recommendation to the Planning Commission that interior wall structure (framing) should be considered in place of wall surface material when retaining existing walls. The Committee also requested that staff return to the Policy Committee with a review of the requirements for installing sidewalks/gutters and undergrounding utilities with the goal that both items should be considered together as a package by Town Council.

2. Discuss and provide direction on the land use appeal process.

Joel Paulson, Community Development Director, presented the staff report.

After discussion, the Committee agreed that the duty to make a finding should fall on the land use appellant and not the Town Council. The Policy Committee asked staff to return to the Committee with language reflecting two options for the land use appeal process:

- The Town Council may consider additional findings/information as part of the land use decision appeal; and
- Any new information would go back to the Planning Commission and the Town Council would not consider it as part of the land use decision appeal.

PAGE 3 OF 3

SUBJECT: DRAFT MINUTES OF THE REGULAR TOWN COUNCIL POLICY COMMITTEE
MEETING OF JUNE 25, 2019

DATE: JULY 23, 2019

4. Review proposed amendments and legal analysis to the Town Agenda Format and Rules Policy regarding time limits for applicant and appellant presentations and rebuttals.

Robert Schultz, Town Attorney, presented the staff report.

After discussion, the Committee agreed to forward a recommendation to the Town Council to modify the time limits in the Town Agenda Format and Rules Policy regarding time limits for applicant and appellant presentations and rebuttals to five minutes for each of the presentations and three minutes for each of the rebuttals.

ADJOURNMENT

The meeting adjourned at 6:15 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the June 25, 2019 meeting as approved by the Town Council Policy Committee.

/s/ Holly Zappala, Management Analyst