



**TOWN OF LOS GATOS
PLANNING COMMISSION
REPORT**

MEETING DATE: 10/8/2025

ITEM NO: 2

**DRAFT
MINUTES OF THE PLANNING COMMISSION MEETING
SEPTEMBER 24, 2025**

The Planning Commission of the Town of Los Gatos conducted a Regular Meeting on Wednesday, September 24, 2025, at 7:00 p.m.

MEETING CALLED TO ORDER AT 7:00 PM

ROLL CALL

Present: Chair Emily Thomas, Commissioner Jeffrey Barnett, Commissioner Susan Burnett, Commissioner Steve Raspe, Commissioner Joseph Sordi, Commissioner Rob Stump

Absent: Vice Chair Kendra Burch

PLEDGE OF ALLEGIANCE

VERBAL COMMUNICATIONS

Anonymous Member of the Public

- Commented on safety concerns and a memorial related to the upcoming World Cup.

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

Chair Thomas announced that Consent Calendar Item 1, Approval of September 10, 2025 Planning Commission minutes, would be pulled from the consent calendar to make a correction to the minutes.

PUBLIC HEARINGS

1. Approval of Minutes – September 10, 2025

Opened Public Comment.

Anonymous Member of the Public

- Commented on safety concerns related to recent national and political events.

Town Attorney Whelan indicated that the minutes are action minutes, a summary of what occurred at meeting. Full meetings are available on video and can be viewed verbatim on the video.

Closed Public Comment.

Commissioner discussed the matter.

MOTION: **Motion by Commissioner Barnett** that the Planning Commission minutes of September 10, 2025 be reserved for discussion at the next Planning Commission meeting, and in the interim staff make efforts to more fully describe the concerns of the speaker. **Seconded by Commissioner Raspe.**

Commissioner Raspe requested the motion be amended to change “Project 2026” to “Project 2025.”

The Maker and Seconder of the Motion accepted the amendment to the motion.

VOTE: **Motion passed 4-2 with Commissioner Stump and Commissioner Sordi dissenting.**

2. Town Code Amendment - Floodplain Management

Town Code Amendment Application A-25-004

Applicant: Town of Los Gatos

Project Location: Townwide

Consider making a recommendation to the Town Council to introduce an ordinance titled, “An Ordinance of the Town Council of the Town of Los Gatos replacing Town Code Section 29, Article IX, “Floodplain Management.” Exempt from CEQA pursuant to Section 15061 (b)(3), because the ordinance makes changes to floodplain management land use regulations involving no physical activities at this time.

Director of Parks and Public Works Burnham presented the staff report.

Town Attorney Whelan indicated an error on page 4 of the ordinance under Definition of Building Code, Subsection 6 containing a list of items, including the term “design flood.” Counsel Whelan said design flood should be a defined term on its own and placed after the list of items, and requested when the Planning Commission makes a motion that it recommend the Town Council introduce the ordinance proposed with the changes she described.

Opened Public Comment.
None.

Closed Public Comment.

MOTION: **Motion by Commissioner Stump** to recommend to Town Council to introduce, with revisions noted by the Town Attorney, an ordinance

titled, "An Ordinance of the Town of Council of the Town of Los Gatos replacing Town Code Section 29, Article IX, "Floodplain Management."
Seconded by Commissioner Burnett.

VOTE: **Motion passed unanimously.**

REPORT FROM THE COMMUNITY DEVELOPMENT DEPARTMENT

Joel Paulson, Director of Community Development

- None.

SUBCOMMITTEE REPORTS/COMMISSION MATTERS

Historic Preservation Committee

Commissioner Burnett

- HPC met September 24, 2025 and considered three items.
 - Preliminary review of a new construction for a pre-1941 home. The HPC gave its recommendations.
 - Review of new windows added, which was recommended approval.
 - Changes in some doors and lights indoors, which was recommended approval.
- HPC will host a special meeting, to be put on the agenda, for necessary changes and upgrades to Town documents, and to consider making Glenridge an historic district.

Commission Matters

MOTION: **Motion by Commissioner Burnett** to put discussion of a code amendment to be considered by the Town Council regarding below-grade FAR square footage for basements on a future Planning Commission agenda. **Seconded by Chair Thomas.**

Commissioners discussed the matter.

VOTE: **Motion passed 5-1 with Commissioner Barnett dissenting.**

ADJOURNMENT

The meeting adjourned at 7:41 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the September 24, 2025 meeting as approved by the Planning Commission.

/s/ Vicki Blandin

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