



**DRAFT
Minutes of the Regular Town Council Policy Committee Meeting
July 23, 2019**

The Town Council Policy Committee of the Town of Los Gatos conducted a regular meeting on Tuesday, July 23, 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: Laurel Prevetti, Town Manager; Robert Schultz, Town Attorney; Joel Paulson, Community Development Director; Matt Morley, Parks and Public Works Director; Lisa Petersen, Assistant Parks and Public Works Director/Town Engineer; Sally Zarnowitz, Planning Manager; Holly Zappala, Management Analyst.

VERBAL COMMUNICATIONS

None.

OTHER BUSINESS

1. Approval of the June 25, 2019 Council Policy Committee Minutes.

Approved.

2. Review and Provide Direction on Regulations for Dedications of Public Right-of-Way, Installation of Curbs, Gutters, and Sidewalk, and Undergrounding of Utilities.

Lisa Petersen, Assistant Parks and Public Works Director/Town Engineer, presented the staff report.

After discussion, the Committee asked staff to return to the Committee with a draft ordinance that succinctly makes dedications of public right-of-way, installation of curbs, gutters, and sidewalk, and undergrounding of utilities applicable to building permits. The Committee also requested that staff review the current policy regarding when and how "in-lieu" fee money is used.

PAGE 2 OF 2

SUBJECT: Draft Minutes of the Regular Town Council Policy Committee Meeting of July 23, 2019

DATE: August 27, 2019

3. Discuss and Provide Direction on the Land Use Appeal Process.

Robert Schultz, Town Attorney, presented the staff report.

After discussion, the Committee asked staff to return to the Committee with revised language reflecting the following 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
- The Town Council's review of appeals is based solely on the verbal and paper transcript record of the Planning Commission, and any new information would need to return to the Planning Commission and not be considered by the Town Council as part of the appeal.

The Committee remained in agreement that the duty to make a finding should fall on the land use appellant and not the Town Council.

ADJOURNMENT

The meeting adjourned at 5:48 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the July 23, 2019 meeting as approved by the Town Council Policy Committee.

Holly Zappala, Management Analyst