



**TOWN OF LOS GATOS  
PLANNING COMMISSION  
REPORT**

MEETING DATE: 06/10/2020

ITEM NO: 1

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**DRAFT  
MINUTES OF THE PLANNING COMMISSION MEETING  
MAY 13, 2020**

The Planning Commission of the Town of Los Gatos conducted a Regular Meeting on Wednesday, May 13, 2020, at 7:00 p.m.

**This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic. The live stream of the meeting may be viewed on television and/or online at: <https://meetings.municode.com/PublishPage/index?cid=LOSGATOS&ppid=4bc370fb-3064-458e-a11a-78e0c0e5d161&p=0>. In accordance with Executive Order N-29-20, the public may only view the meeting on television and/or online and not in the Council Chamber.**

**MEETING CALLED TO ORDER AT 7:00 P.M.**

**ROLL CALL**

Present: Chair Melanie Hanssen, Vice Chair Kathryn Janoff , Commissioner Mary Badame, Commissioner Jeffrey Barnett, Commissioner Kendra Burch, Commissioner Matthew Hudes, and Commissioner Reza Tavana

Absent: None.

**PLEDGE OF ALLEGIANCE**

Chair Hanssen led the Pledge of Allegiance. The audience was invited to participate.

**VERBAL COMMUNICATIONS**

None.

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

**1. Approval of Minutes – March 11, 2020**

**MOTION:** Motion by Commissioner Hudes to approve adoption of the Consent Calendar. **Seconded** by Commissioner Badame.

**VOTE:** Motion passed unanimously.

## **OTHER BUSINESS**

### **2. Draft Proposed Five-Year Capital Improvement Program for Fiscal Years 2020/21 to 2024/25**

Matt Morley, Parks and Public Works Director, presented the staff report.

Opened and Closed Public Comment.

Commissioners discussed the matter.

**MOTION:**       **Motion by Commissioner Hudes** to recommend approval to the Town Council of the Five-Year Capital Improvement Program for Fiscal Years 2020/21 to 2024/25. **Seconded by Commissioner Badame.**

**VOTE:**               **Motion passed unanimously.**

## **REPORT FROM THE DIRECTOR OF COMMUNITY DEVELOPMENT**

Joel Paulson, Director of Community Development

- The Town Council met April 7, 2020: Considered the Family Daycare Ordinance amendment; amendments to the Accessory Dwelling Unit Ordinance; and the preferred land use alternative framework for the General Plan update. All items were adopted.
- The Town Council and Planning Commission have held their first virtual teleconference meetings via Zoom. The technology will be carried forward to other boards and commissions and continue to be used until no longer necessary. The Development Review Committee will meet on May 19, 2020 and the Historic Preservation Committee on May 27, 2020.
- The Town is looking at options for getting the General Plan Advisory Committee up and running to keep the momentum going for the General Plan update.
- There are currently no plans to open Town Hall until at least June 1, 2020, but that date is subject to change moving forward.
- Director Paulson thanked assorted Town personnel for their parts in conducting and broadcasting the Town's public hearings via Zoom, including Assistant Town Manager Arn Andrews, Deputy Town Clerk Jenna De Long, Town Clerk Shelley Neis, and the IT Department.

## **SUBCOMMITTEE REPORTS/COMMISSION MATTERS**

None.

**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 May 13, 2020 meeting as approved by the Planning Commission.

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/s/ Vicki Blandin

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