



**TOWN OF LOS GATOS
PLANNING COMMISSION AGENDA
JUNE 08, 2022
110 EAST MAIN STREET
LOS GATOS, CA**

*Melanie Hanssen, Chair
Jeffrey Barnett, Vice Chair
Kylie Clark, Commissioner
Kathryn Janoff, Commissioner
Steven Raspe, Commissioner
Reza Tavana, Commissioner
Emily Thomas, Commissioner*

PARTICIPATION IN THE PUBLIC PROCESS

How to participate: The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item on the agenda, please follow the participation instructions on page 2 of this agenda. If you wish to speak to an item NOT on the agenda, you may do so during the “Verbal Communications” period, by following the participation instructions on page 2 of this agenda. The time allocated to speakers may change to better facilitate the Planning Commission meeting.

Effective Proceedings: The purpose of the Planning Commission meeting is to conduct the business of the community in an effective and efficient manner. For the benefit of the community, the Town of Los Gatos asks that you follow the Town’s meeting guidelines while attending Planning Commission meetings and treat everyone with respect and dignity. This is done by following meeting guidelines set forth in State law and in the Town Code. Disruptive conduct is not tolerated, including but not limited to: addressing the Commissioners without first being recognized; interrupting speakers, Commissioners or Town staff; continuing to speak after the allotted time has expired; failing to relinquish the podium when directed to do so; and repetitiously addressing the same subject.

Deadlines for Public Comment and Presentations are as follows:

- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email, to the Planning Department by 1 p.m. or the Clerk’s Office no later than 3:00 p.m. on the day of the Planning Commission meeting.
- Persons wishing to submit written comments to be included in the materials provided to the Planning Commission must provide the comments to the Planning Department as follows:
 - For inclusion in the regular packet: by 11:00 a.m. the Friday before the meeting
 - For inclusion in any Addendum: by 11:00 a.m. the day before the meeting
 - For inclusion in any Desk Item: by 11:00 a.m. on the day of the meeting

***Planning Commission meetings are broadcast Live on KCAT, Channel 15 (on Comcast) on the 2nd and 4th Wednesdays at 7:00 p.m.
Live and Archived Planning Commission meetings can be viewed by going to:
www.LosGatosCA.gov/TownYouTube***

***IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING,
PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN
TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]***

IMPORTANT NOTICE REGARDING PLANNING COMMISSION MEETING

This meeting is being conducted utilizing teleconferencing and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.). Consistent with AB 361 and Town of Los Gatos Resolution 2021-044 this meeting will not be physically open to the public and the Council and/or Commissioners will be teleconferencing from remote locations. Members of the public can only participate in the meeting by joining the Zoom webinar (log in information provided below). The live stream of the meeting may be viewed on television and/or online at: <https://losgatos-ca.municodemeetings.com/>.

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 Chambers.

PARTICIPATION

If you are not interested in providing oral comments real-time during the meeting, you can view the live stream of the meeting on television (Comcast Channel 15) and/or online at <https://www.youtube.com/channel/UCFh35XRBWer1DPx-F7vvhcg>.

If you are interested in providing oral comments in real-time during the meeting, you must join the Zoom webinar at: <https://losgatosca-gov.zoom.us/j/82288595330?pwd=aOVmNmFFRXNHhVlZZ2pqdVJRREVTdz09>. Passcode: 215028.

Please be sure you have the most up-to-date version of the Zoom application should you choose to provide public comment during the meeting. Note that participants cannot turn their cameras on during the entire duration of the meeting.

During the meeting:

- When the Chair announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press *9 on your telephone keypad to raise your hand. If you are participating by calling in, press #2 on your telephone keypad to raise your hand.
- When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Council meeting.

If you are unable to participate in real-time, you may send an email to PlanningComment@losgatosca.gov with the subject line “Public Comment Item # ” (insert the item number relevant to your comment) or “Verbal Communications – Non Agenda Item.” Comments will be reviewed and distributed before the meeting if received by 11:00 a.m. on the day of the meeting. All comments received will become part of the record. The Chair has the option to modify this action on items based on comments received.

REMOTE LOCATION PARTICIPANTS

The following Planning Commissioners are listed to permit them to appear electronically or telephonically at the Planning Commission meeting: CHAIR MELANIE HANSSEN, VICE CHAIR JEFFREY BARNETT, COMMISSIONER KYLIE CLARK, COMMISSIONER KATHRYN JANOFF, COMMISSIONER STEVEN RASPE, COMMISSIONER REZA TAVANA, AND COMMISSIONER EMILY THOMAS. All votes during the teleconferencing session will be conducted by roll call vote.

**TOWN OF LOS GATOS
PLANNING COMMISSION AGENDA
JUNE 08, 2022
7:00 PM**

RULES OF DECORUM AND CIVILITY

To conduct the business of the community in an effective and efficient manner, please follow the meeting guidelines set forth in the Town Code and State law.

The Town does not tolerate disruptive conduct, which includes but is not limited to:

- Addressing the Planning Commission without first being recognized;
- Interrupting speakers, Planning Commissioners, or Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the microphone when directed to do so; and
- Repetitiously addressing the same subject.

Town Policy does not allow speakers to cede their commenting time to another speaker. Disruption of the meeting may result in a violation of Penal Code Section 403.

MEETING CALL TO ORDER

ROLL CALL

VERBAL COMMUNICATIONS *(Members of the public may address the Commission on any matter that is not listed on the agenda. Unless additional time is authorized by the Commission, remarks shall be limited to three minutes.)*

CONSENT ITEMS *(Items appearing on the Consent Items are considered routine Town business and may be approved by one motion. Any member of the Commission may request to have an item removed from the Consent Items for comment and action. Members of the public may provide input on any or multiple Consent Item(s) when the Chair asks for public comments on the Consent Items. If you wish to comment, please follow the Participation Instructions contained on Page 2 of this agenda. If an item is removed, the Chair has the sole discretion to determine when the item will be heard.)*

1. Draft Minutes of the May 25, 2022 Planning Commission Meeting

PUBLIC HEARINGS *(Applicants/Appellants and their representatives may be allotted up to a total of five minutes maximum for opening statements. Members of the public may be allotted up to three minutes to comment on any public hearing item. Applicants/Appellants and their representatives may be allotted up to a total of three minutes maximum for closing statements. Items requested/recommended for continuance are subject to the Commission's consent at the meeting.)*

2. Requesting Approval of a Mixed-Use Project with One Dwelling Unit in an Existing Commercial Building, with Shared Parking on Property Zoned C-1. **Located at 465 N. Santa Cruz Avenue.** APN 410-16-004. Conditional use Permit Application U-22-001. PROPERTY OWNER: Jamie Pfister.
APPLICANT: Marcie MacDonough. PROJECT PLANNER: Erin Walters.

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

REPORT FROM THE DIRECTOR OF COMMUNITY DEVELOPMENT

SUBCOMMITTEE REPORTS / COMMISSION MATTERS

ADJOURNMENT *(Planning Commission policy is to adjourn no later than 11:00 p.m. unless a majority of the Planning Commission votes for an extension of time)*

Writings related to an item on the Planning Commission meeting agenda distributed to members of the Commission within 72 hours of the meeting are available for public inspection at the reference desk of the Los Gatos Town Library, located at 100 Villa Avenue; the Community Development Department and Clerk Department, both located at 110 E. Main Street; and are also available for review on the official Town of Los Gatos website. Copies of desk items distributed to members of the Commission at the meeting are available for review in the Town Council Chambers.

Note: The Town of Los Gatos has adopted the provisions of Code of Civil Procedure §1094.6; litigation challenging a decision of the Town Council must be brought within 90 days after the decision is announced unless a shorter time is required by State or Federal law.



**TOWN OF LOS GATOS
PLANNING COMMISSION
REPORT**

MEETING DATE: 06/08/2022

ITEM NO: 1

**DRAFT
MINUTES OF THE PLANNING COMMISSION MEETING
MAY 25, 2022**

The Planning Commission of the Town of Los Gatos conducted a Regular Meeting on Wednesday, May 25, 2022, at 7:00 p.m.

This meeting was conducted utilizing teleconferencing and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.). Consistent with AB 361 and Town of Los Gatos Resolution 2021-044, all planning commissioners and staff participated from remote locations and all voting was conducted via roll call vote.

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

ROLL CALL

Present: Chair Melanie Hanssen, Vice Chair Jeffrey Barnett, Commissioner Kylie Clark, Commissioner Kathryn Janoff, Commissioner Steve Raspe, and Commissioner Emily Thomas
Absent: Commissioner Reza Tavana

VERBAL COMMUNICATIONS

None.

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

- 1. Approval of Minutes** – Draft Minutes of the May 2, 2022 Planning Commission Special Meeting
- 2. Approval of Minutes** – Draft Minutes of the May 11, 2022 Planning Commission Meeting

MOTION: **Motion by Commissioner Raspe to approve adoption of the Consent Calendar. Seconded by Commissioner Thomas.**

VOTE: **Motion passed unanimously.**

PUBLIC HEARINGS

3. 147 Arroyo Grande Way

Minor Residential Development Application MR-21-027

APN 424-23-030

Applicant: Bilal Ilter

Property Owner: Ayhan Mutlu

Project Planner: Sean Mullin

Requesting approval for construction of a new second-story addition to an existing single-family residence on property zoned R-1:8.

Sean Mullin, Associate Planner, presented the staff report.

Opened Public Comment.

Ayhan Mutlu (Owner)

- We need additional space to help care for our parents and children. Our goal is to have five bedrooms to accommodate everyone as well as our work from home needs. A single-story design would have required major compromises such as keeping 50% of the walls, the garage in the middle, dividing the house into two regions, and an awkward style. Moving the garage would have required removing protected trees in the front. We began neighbor outreach in April 2021, seven months before our application. We decided on a two-story design after consulting with all our immediate neighbors and accommodating their requests, and also accommodating the Town consulting architect's requests. Our neighbors support our project. Our remodel is neighborhood friendly, with major compromises such as 8-foot plate heights; a roof as low as possible at 23 feet, 30% less than allowed; no second-story side windows except small stained glass in the bathroom; minimal wall expansion towards the neighbors; and yard landscaping for privacy. This would be the largest home in the neighborhood, but we have the second largest lot and are in compliance with the allowable FAR, coverage, and setbacks. We tried reducing the second-story bulk after the consulting architect's feedback, but it would have resulted in extending the house to the right, leading to a non-stylish, small second story and large first-story design. There are 11 two-story homes in the neighborhood.

Ayhan Mutlu (Owner)

- The construction of this home is almost as costly as buying a new home, which we considered, but we love it here and are invested in the neighborhood and our neighbors, and that is why we decided to remodel our home.

Levent Aksin (Project Architect)

- From the beginning we did many studies for a single-story home to address the Mutlu's needs. We tried to avoid having a second floor because it would be much more costly, but due to the odd shape of the lot and a significant 10-foot public utility easement on the right side, we could not come up with a successful working design. Our two-story design totally complies with the zoning regulations in terms of height, FAR, building coverage, and setbacks. The height is still 7 feet below the allowable 30-foot height, and the plate heights are at minimum, which is 8 feet. The roof slope is almost at the minimum as well at 4:12. The home's height is only 6 inches higher than similar two-story homes on the same block. Our project is not the only large two-story home in the immediate neighborhood; there are other two-story homes on the next street to the back. We have addressed the Town consulting architect's concerns. There are two homes in the neighborhood that have larger FARs.

Closed Public Comment.

Commissioners discussed the matter.

Opened Public Comment.

Commission questions of the applicant.

Closed Public Comment

MOTION: **Motion by Commissioner Thomas** to continue the public hearing for 147 Arroyo Grande Way to a date certain of June 22, 2022. **Seconded by Commissioner Raspe.**

Commissioners discussed the matter.

VOTE: **Motion passed unanimously.**

OTHER BUSINESS

REPORT FROM THE DIRECTOR OF COMMUNITY DEVELOPMENT

Jennifer Armer, Planning Manager

- Town Council will consider the Draft Sites Inventory as recommend by the Housing Element Advisory Board at its June 7, 2022 meeting.
- Town Council will hold a special meeting on June 20, 2022 to consider the Draft 2040 General Plan and Final EIR.

SUBCOMMITTEE REPORTS/COMMISSION MATTERS

Historic Preservation Committee

Commissioner Raspe

- HPC met on May 25, 2022 and considered eight matters: three requests for exterior alternations; two requests for removal from historic inventory; two technical demolitions; and one preliminary review.

Housing Element Advisory Board

Chair Hanssen

- HEAB met on May 19, 2022 to discuss the Draft Housing Site Inventory, which will be considered by the Town Council at its June 7, 2022 meeting.
- It is hoped that the public will take advantage of the Balancing Act tool that is set up for the public to decide where new housing could be built. Balancing Act is accessible on the Housing Element website.

Commission Matters

None.

ADJOURNMENT

The meeting adjourned at 8:34 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the May 25, 2022 meeting as approved by the Planning Commission.

/s/ Vicki Blandin



**TOWN OF LOS GATOS
PLANNING COMMISSION
REPORT**

MEETING DATE: 06/08/2022

ITEM NO: 2

DATE: June 3, 2022
TO: Planning Commission
FROM: Joel Paulson, Community Development Director
SUBJECT: Requesting Approval of a Mixed-Use Project with One Dwelling Unit in an Existing Commercial Building, with Shared Parking on Property Zoned C-1. **Located at 465 N. Santa Cruz Avenue.** APN 410-16-004. Conditional use Permit Application U-22-001. PROPERTY OWNER: Jamie Pfister.
APPLICANT: Marcie MacDonough. PROJECT PLANNER: Erin Walters.

RECOMMENDATION:

Consider approval of a mixed-use project with one dwelling unit in an existing commercial building, with shared parking on property zoned C-1, located at 465 N. Santa Cruz Avenue.

PROJECT DATA:

General Plan Designation: Neighborhood Commercial
Zoning Designation: C-1 (Neighborhood Commercial)
Applicable Plans & Standards: General Plan, Commercial Design Guidelines
Parcel Size: 6,500 square feet
Surrounding Area:

	Existing Land Use	General Plan	Zoning
North	Commercial	Neighborhood Commercial	C-1
South	Commercial	Neighborhood Commercial	C-1
East	Commercial	Neighborhood Commercial	C-1:PD
West	Single-Family Residential	Medium Density Residential	R-1D

PREPARED BY: ERIN WALTERS
Associate Planner

Reviewed by: Planning Manager and Community Development Director

CEQA:

The project is Categorically Exempt pursuant to the adopted Guidelines for the Implementation of the California Environmental Quality Act, Section 15301: Existing Facilities.

FINDINGS:

- The project is Categorically Exempt pursuant to the adopted Guidelines for the Implementation of the California Environmental Quality Act, Section 15301: Existing Facilities.
- As required by Section 29.20.190 (a) of the Town Code for granting a Conditional Use Permit.
- As required by Section 29.10.150 (b) of the Town Code for granting less visitor parking.
- As required by Section 29.10.150(e) of the Town Code for granting a Shared Parking Agreement.

ACTION:

The decision of the Planning Commission is final unless appealed within ten days.

BACKGROUND:

The proposed mixed-use project would occupy an existing commercial building, that was formerly occupied by a retail use, a personal service use, a vacuum repair shop, and a nail salon.

PROJECT DESCRIPTION:

A. Location and Surrounding Neighborhood

The subject property is located on the west side of N. Santa Cruz Avenue, approximately 240 feet south of the intersection with Andrews Street (Exhibit 1). The property is surrounded by commercial uses to the north, east, and south, and single-family residential uses are located to the west directly behind the subject property.

B. Conditional Use Permit

The applicant is requesting approval of a Conditional Use Permit (CUP) for a commercial mixed-use project with one dwelling unit in an existing commercial building. The proposed exterior alterations to the building will be reviewed for conformance with the Commercial Design Guidelines as part of a future building permit. Any signage will be reviewed through a future sign application.

PROJECT DESCRIPTION (continued):

When reviewing a CUP, the deciding body should consider the information in the applicant's business plan; however, the key consideration should be the proposed use since the business plan can change from owner to owner. The CUP runs with the land, and the deciding body should review the application based on the use described in the recommended Conditions of Approval (Exhibit 3) as opposed to the applicant's business plan.

C. Zoning Compliance

The zoning designation allows a mixed-use project with residential subject to the approval of a CUP. The proposed project is on a site with existing non-conforming parking, and requests: a Shared Parking Agreement between the two proposed uses; a request for the reduction of one residential guest parking space; and proposes to pay parking in-lieu fees per Town Code to remedy the existing non-conforming parking situation.

DISCUSSION:

A. Project Summary

The proposed mixed-use project would occupy an existing 2,430-square foot commercial building. The project proposes to reconfigure the existing commercial building into a 1,941-square foot office and a 489-square foot residential studio apartment located at the rear of the building. The project proposes removal of an existing carport and storage area located to the rear of the existing building.

The proposed hours of operation for the office use are 9:00 a.m. to 5:00 p.m., Monday through Friday.

The applicant provided a written description and letter of justification (Exhibit 4), materials and colors board (Exhibit 6), and development plans (Exhibit 7). Hours of operation are included in the recommended Conditions of Approval (Exhibit 3).

B. Parking

Existing Parking

The existing site provides a total of six parking spaces and per Town Code the existing commercial use requires a total of nine on-site parking spaces. The site is therefore non-conforming for parking. The parking analysis on the following page summarizes the total number of required parking spaces per Town Code based on existing uses.

DISCUSSION (continued):

Existing On-Site Parking			
Use	Square Feet	Downtown Parking Ratio	Required Spaces
Commercial	2,430	1/300	8.1 = 9
		Total required:	9 spaces
		Provided:	6 spaces
		Deficit:	-3 spaces

Proposed Parking

The proposed mixed-use project requires a total of eight on-site parking spaces pursuant to Town Code if less guest parking is allowed and a Shared Parking Agreement is approved. The proposed project provides a total of five on-site parking spaces as a result of complying with the requirement to convert one of the existing parking spaces to an accessible ADA space. Pursuant to Town Code the applicant is given credit for a total of six on-site spaces because of this requirement. The existing site is constrained and unable to accommodate additional on-site parking spaces.

The parking analysis below summarizes the total number of required on-site parking spaces per Town Code based on proposed uses if less guest parking is allowed and a Shared Parking Agreement is approved.

Proposed On-Site Parking			
Use	Square Feet	Downtown Parking Ratio	Required Spaces
Office	1,941	1/250	7.8
Multi-Family (1 - Apt Studio)			1.5
Guest Multi-Family			1
Zero guest parking request			-1
Shared Parking Agreement			-1.5
		Total required:	7.8 = 8 spaces
		Provided:	5 = 6 (ADA credit)
		Deficit:	-2 spaces

In order to meet the required parking requirements per Town Code, the project proposes the use of three different sections of Town Code to address the on-site parking deficiencies for the proposed uses and site constraints:

1. A request for the reduction of one residential guest parking space;
2. A Shared Parking Agreement between the office and residential use; and

DISCUSSION (continued):

3. Payment of a parking in-lieu fee for the two deficient parking spaces.

Residential Guest Space

The applicant requests a reduction in the guest parking requirement (-1 space) for the residential studio apartment from Planning Commission. Pursuant to Town Code Section 29.10.150. Number of off-street spaces required:

- (b) Parking requirements for downtown. In addition to other parking requirements, one visitor parking space for each residential unit other than detached single-family or two-family dwelling shall be required unless the Planning Commission makes a finding that more or less visitor parking is necessary due to the size or type of housing unit(s).

The applicant has provided justification requesting that the Planning Commission allow a reduction in guest parking as the site currently has non-conforming parking, the site is constrained, and parking has been provided to the maximum extent possible. The applicant states that the proposed mixed-use project will not make the parking burden worse as they are proposing to utilize a Shared Parking Agreement between the residential and office uses on site. In addition, the applicant states the project's location provides a walkable neighborhood and access to public transportation (Exhibit 4).

Shared Parking Agreement

Pursuant to Town Code Section 29.10.150. Number of off-street spaces required:

- (e) Shared Parking. Where uses are required by this division to be served by off-street parking spaces, and where some of the uses generate parking demands primarily during hours when the remaining uses are closed, shared parking is allowed, but only if specifically authorized by the Community Development Director. Issuance of a shared parking permit must be supported by findings that the shared parking spaces will not result in the effective provisions of fewer off-street parking spaces than required by this division. The permit may contain such conditions as are necessary to assure the facts found will continue to exist, including:

- (1) Submission of satisfactory statements by the party or parties providing the proposed shared parking, describing the users and their times of operation where applicable, and showing the absence of conflict between them;
- (2) Written agreements between the parties setting forth the terms and conditions under which the shared parking spaces will be operated including: location, number of spaces, and times of operation where applicable;

DISCUSSION (continued):

- (3) Documents showing maintenance provisions; and
- (4) Other documents or commitments deemed necessary.

Whenever shared parking spaces are authorized to serve multiple uses, the number of spaces required shall be based upon the use which generates the largest number required.

The applicant has proposed the following shared parking hours:

Proposed Shared Parking Agreement Hours	
Office	9:00 a.m. to 5:00 p.m. - Monday through Friday
Residential Dwelling Unit	5:00 p.m. to 9:00 a.m. - Monday through Friday 24 hours – Saturday and Sunday

A Shared Parking Agreement will allow the office use to utilize the existing parking spaces during office hours and the residential use to utilize the parking spaces during non-office hour. (Condition of Approval #6, Exhibit 3).

Parking In-Lieu Fee

Pursuant to Town Code Section. 29.10.207. Effect of nonconforming use as to parking on commercial uses:

(c) Notwithstanding subsection (b) above or section 29.10.215 below, a commercial use located between Los Gatos-Saratoga Road and Ashler Avenue with lot frontage on North Santa Cruz Avenue or the northside of Los Gatos-Saratoga Road and west of State Highway 17 that is nonconforming as to parking may improve and remodel the interior or the exterior of an existing building that is occupied by the nonconforming commercial use if:

- (1) There is no increase in the floor area of the building;
- (2) There is no reduction in the number of parking spaces provided for the use; and
- (3) The parking in lieu fee established by Council resolution is paid to the Town.

However, the payment of the in-lieu fee under this subsection shall make the use conforming as to parking only for those improvements allowed under this subsection.

The analysis on the following page summarizes the number of deficient parking spaces and required parking in-lieu fee per the total number of required parking spaces per Town Code based on the proposed uses.

DISCUSSION (continued):

Parking In-Lieu Fee – Office Use	
Office Use Required Spaces	7.8 = 8 spaces
Provided Spaces	5 = 6 (ADA credit)
Deficit	-2 spaces
Parking In-Lieu Fee	2 spaces x \$2,000 = \$4,000

The proposed project does not propose an increase in existing floor area. The proposed project does not reduce the number of parking spaces provided for the use with the exception of the loss of one parking space due to ADA requirements. The applicant shall pay an in-lieu fee of \$2,000 per deficient parking space for a total in-lieu fee of \$4,000 (Condition #7, Exhibit 3).

C. Conditional Use Permit Findings

Pursuant to Town Code Section 29.20.190(a), in order to grant approval of a CUP, the deciding body must make the following findings:

- (1) The proposed use of the property is essential or desirable to the public convenience or welfare; and
- (2) The proposed use would not impair the integrity and character of the zone; and
- (3) The proposed use would not be determinantal to public health, safety, or general welfare; and
- (4) The proposed use of the property is in harmony with the various elements or objectives of the General Plan and the purposes of the Town Code.

In regards to finding one, the use is essential or desirable to the public convenience because it would provide a housing opportunity within an existing building that is within walking distance to Downtown and other amenities. In regards to the second finding, the proposed use would not impair the integrity of the zone, in that the proposed mixed-use project would be developed within an existing commercial building. In regards to the third finding, the proposed use would not be detrimental to public health, safety, or general welfare, as the conditions placed on the permit would maintain the welfare of the community. In regards to the final finding, the proposed use would be in conformance with the Town Code and General Plan as the mixed-use project would provide a new housing unit, the proposed use would reduce vehicle miles traveled as the site is located within walking distance to the Downtown and neighboring amenities, and the proposed office use would provide employment opportunities in the C-1 zone.

DISCUSSION (continued):

D. Environmental Review

The project is Categorically Exempt pursuant to the adopted Guidelines for the Implementation of the California Environmental Quality Act, Section 15301: Existing Facilities. No significant effect on the environment will occur since the project uses an existing structure with no increase in floor area.

PUBLIC COMMENTS:

Written notice of the Planning Commission hearing was sent to property owners and tenants within 300 feet of the subject property. The applicant has reached out to the neighboring tenants and property owners and provided a summary (Exhibit 5). At the time of this report's preparation, the Town has not received any public comment.

CONCLUSION:

A. Summary

The project would allow a mixed-use project with one dwelling unit in an existing commercial building. The project meets all zoning regulations, if approved through a CUP, with the exception of parking. The project proposes the use of three different sections of Town Code to address the on-site parking deficiencies for the proposed uses and site constraints to meet the parking requirements:

- A request for the reduction of one residential guest parking space;
- A Shared Parking Agreement between the office and residential use; and
- Payment of a parking in-lieu fee for the two deficient parking spaces.

The proposed project meets the objectives of the 2020 General Plan and will provide a mixed-use development with a new housing unit located within walking distance to the Downtown and neighboring amenities.

B. Recommendation

Based on the analysis above, staff recommends approval of the Conditional Use Permit subject to the recommended Conditions of Approval (Exhibit 3). If the Planning Commission finds merit with the proposed project, it should:

1. Make the finding that the proposed project is categorically exempt, pursuant to Section 15301 of the California Environmental Quality Act (Exhibit 2);

CONCLUSION (continued):

2. Make the required findings as required by Section 29.20.190 (a) of the Town Code for granting approval of a CUP (Exhibit 2);
3. Make the required findings as required by Section 29.10.150 (b) of the Town Code for granting less visitor parking (Exhibit 2);
4. Make the required findings as required by Section 29.10.150 (e) of the Town Code for granting a Shared Parking Agreement (Exhibit 2);
5. Approve CUP Application U-22-001 with the conditions contained in Exhibit 3, and the plans in Exhibit 7.

C. Alternatives

Alternatively, the Commission can:

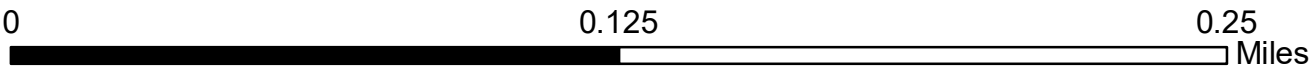
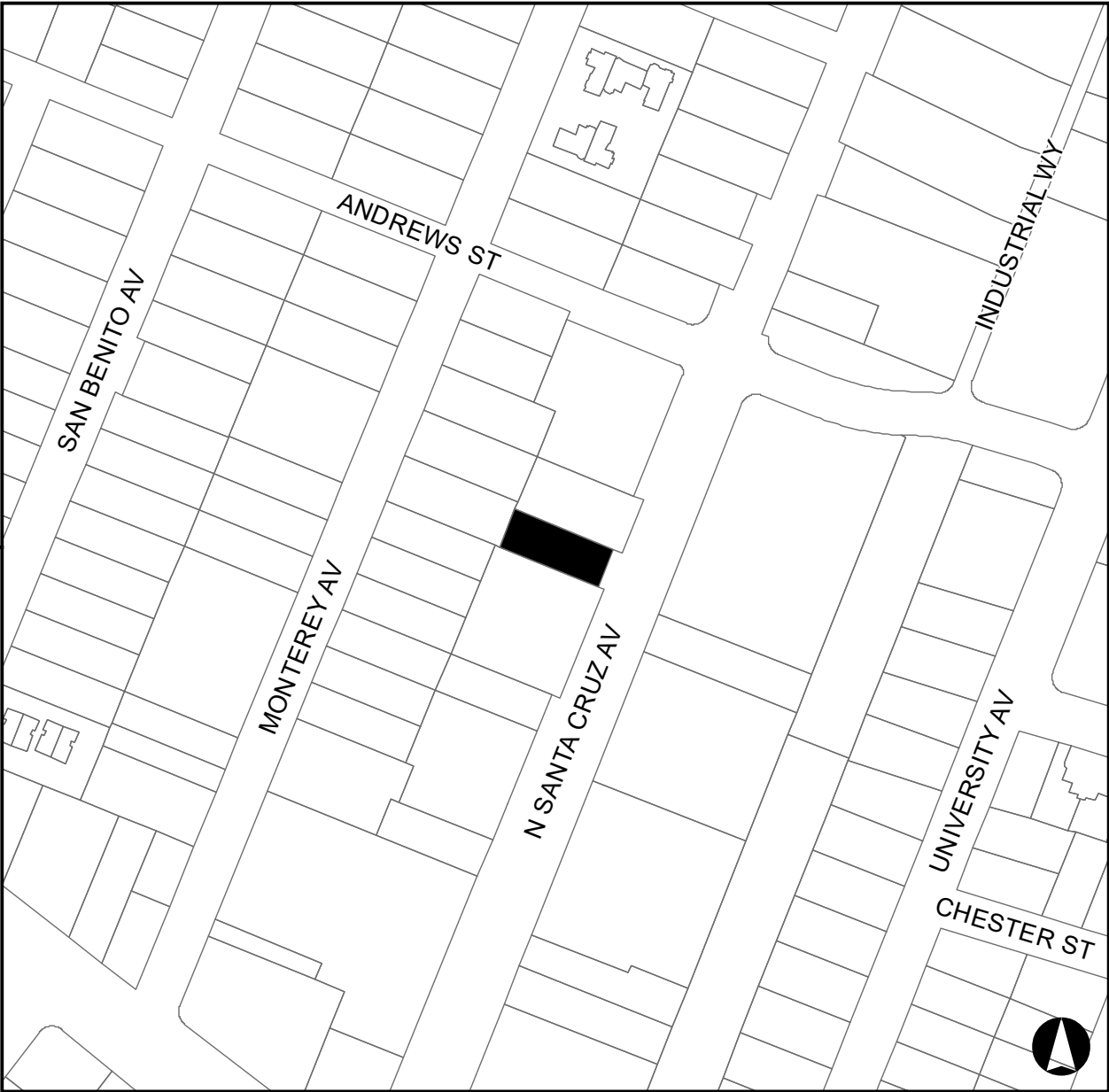
1. Continue the matter to a date certain with specific direction;
2. Approve the application with additional and/or modified conditions; or
3. Deny the application.

EXHIBITS:

1. Location Map
2. Required Findings
3. Recommended Conditions of Approval
4. Written Description and Letter of Justification
5. Applicant's Neighborhood Outreach
6. Materials and Colors Board
7. Development Plans

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PLANNING COMMISSION – June 8, 2022
REQUIRED FINDINGS FOR:

465 N. Santa Cruz Avenue
Conditional Use Permit U-22-001

Requesting Approval of a Mixed-Use Project with One Dwelling Unit in an Existing Commercial Building, with Shared Parking on Property Zoned C-1. APN 410-16-004.

PROPERTY OWNER: Jamie Pfister

APPLICANT: Marcie MacDonough

FINDINGS

Required finding for CEQA:

- The project is Categorically Exempt pursuant to Section 15301 of the State Environmental Guidelines as adopted by the Town. No significant effect on the environment will occur since the project uses an existing structure with no increase in floor area.

Required findings for a Conditional Use Permit:

- As required by Section 29.20.190 (a) of the Town Code for granting a Conditional Use Permit:

The deciding body, on the basis of the evidence submitted at the hearing, may grant a conditional use permit when specifically authorized by the provisions of this chapter if it finds that:

1. The proposed use is essential and desirable to the public convenience because it would provide a housing opportunity within an existing commercial building that is within walking distance to Downtown and other amenities; and
2. The proposed use would not impair the integrity of the zone, in that the proposed mixed-use project would be developed within an existing commercial building; and
3. The proposed use would not be detrimental to public health, safety, or general welfare, as the conditions placed on the permit and existing regulations would maintain the welfare of the community; and
4. The proposed use is in conformance with the Town Code and General Plan as the mixed-use project would provide a new housing unit, the proposed use would reduce vehicle miles traveled as the site is located within walking distance to the Downtown and amenities, and the proposed office use would provide employment opportunities in the C-1 zone.

Required findings for a Granting Less Visitor Parking:

- As required by Section 29.10.150 (b) of the Town Code for granting less visitor parking:

The Planning Commission, may make the finding that less visitor parking is necessary due to the size or type of housing unit(s).

The proposed mixed-use project will not make the parking burden worse as they are proposing to utilize a Shared Parking Agreement between the residential and office uses on site.

Required findings for a granting a Shared Parking Agreement:

- As required by Section 29.10.150 (e) of the Town Code for granting a Shared Parking Agreement:

Where uses are required by this division to be served by off-street parking spaces, and where some of the uses generate parking demands primarily during hours when the remaining uses are closed, shared parking is allowed, but only if specifically authorized by the Community Development Director. Issuance of a shared parking permit must be supported by findings that the shared parking spaces will not result in the effective provisions of fewer off-street parking spaces than required by this division. The permit may contain such conditions as are necessary to assure the facts found will continue to exist, including:

- (1) Submission of satisfactory statements by the party or parties providing the proposed shared parking, describing the users and their times of operation where applicable, and showing the absence of conflict between them;
- (2) Written agreements between the parties setting forth the terms and conditions under which the shared parking spaces will be operated including: location, number of spaces, and times of operation where applicable;
- (3) Documents showing maintenance provisions; and
- (4) Other documents or commitments deemed necessary.

Whenever shared parking spaces are authorized to serve multiple uses, the number of spaces required shall be based upon the use which generates the largest number required.

The applicant has proposed the following shared parking hours:

Proposed Shared Parking Agreement Hours	
Office	9:00 a.m. to 5:00 p.m. - Monday through Friday
Residential Dwelling Unit	5:00 p.m. to 9:00 a.m. - Monday through Friday 24 hours - Saturday and Sunday

A Shared Parking Agreement will allow the office use to utilize the existing parking spaces during office hours and the residential use to utilize the parking spaces during non-office hours (Condition of Approval #6, Exhibit 3).

PLANNING COMMISSION – June 8, 2022
CONDITIONS OF APPROVAL

465 N. Santa Cruz Avenue
Conditional Use Permit U-22-001

Requesting Approval of a Mixed-Use Project with One Dwelling Unit in an Existing Commercial Building, with Shared Parking on Property Zoned C-1. APN 410-16-004.
PROPERTY OWNER: Jamie Pfister
APPLICANT: Marcie MacDonough

TO THE SATISFACTION OF THE DIRECTOR OF COMMUNITY DEVELOPMENT:

Planning Division

1. **APPROVAL:** This application shall be completed in accordance with all of the conditions of approval and in substantial compliance with the approved plans. Any intensification beyond this authorized use requires a Conditional Use Permit amendment.
2. **EXPIRATION:** The approval will expire two years from the approval date pursuant to Section 29.20.320 of the Town Code, unless the approval has been vested per Section 29.20.335 of the Town Code. Reasonable extensions of time not exceeding one year may be granted upon application, and can be granted if approved by the deciding body prior to the expiration date. Therefore, it is recommended that applications for a time extension be filed with the Community Development Department at least 60 days prior to the expiration date of the approval.
3. **LAPSE FOR DISCONTINUANCE:** If the activity for which the Conditional Use Permit has been granted is discontinued for a period of one (1) year, the approval lapses pursuant to Section 29.20.340 of the Zoning Ordinance.
4. **USE:** The approved use is for a mixed-use project with one residential dwelling unit.
5. **HOURS OF OPERATION:** The hours of non-residential operation shall be limited to the following:
 - 9:00 a.m. to 5:00 p.m., Monday through Friday
6. **SHARED PARKING AGREEMENT:** A Shared Parking Agreement shall be obtained and approved pursuant to Town Code prior the issuance of building permits. The Shared Parking Agreement hours are:
 - Non-Residential Parking Hours - 9:00 a.m. to 5:00 p.m. - Monday through Friday
 - Residential Parking Hours - 5:00 p.m. to 9:00 a.m. - Monday through Friday and 24 hours on Saturday and Sunday
7. **PARKING FEE:** The appropriate in-lieu parking fee for two spaces, \$4,000.00, shall be paid to the Finance Department prior to issuance of building permits.
8. **SIGN PERMIT:** A Sign Permit from the Los Gatos Community Development Department must be obtained prior to any changes to existing signs or installation of new signs.
9. **ROOFTOP EQUIPMENT:** Any new or modified roof mounted equipment shall be fully screened prior to issuance of an occupancy permit.
10. **OUTDOOR LIGHTING:** Prior to final occupancy all exterior lighting shall be kept to a

minimum and shall be down directed fixtures that will not reflect or encroach onto adjacent properties. All exterior lighting shall utilize shields so that no bulb is visible and to ensure that the light is directed to the ground surface and does not spill light onto neighboring parcels or produce glare when seen from nearby homes. No flood lights shall be used unless it can be demonstrated that they are needed for safety or security.

11. EXISTING TREES: All existing trees shown on the plan and trees required to remain or to be planted are specific subjects of approval of this plan and must remain on the site.
12. TREE FENCING: Protective tree fencing, and other protection measures shall be placed at the drip line of existing trees prior to issuance of demolition and building permits and shall remain through all phases of construction. Include a tree protection plan with the construction plans.
13. TREE REPLACEMENT: Prior to issuance of final occupancy replacement trees must be planted.
14. TREE STAKING: All newly planted trees shall be double-staked using rubber tree ties.
15. WATER EFFICIENCY LANDSCAPE ORDINANCE: The final landscape plan shall meet the requirements of the Town of Los Gatos Water Conservation Ordinance or the State Water Efficient Landscape Ordinance, whichever is more restrictive. Submittal of a Landscape Documentation Package pursuant to WELO is required prior to issuance of a building permit. A review fee based on the current fee schedule adopted by the Town Council is required when working landscape and irrigation plans are submitted for review. A completed WELO Certificate of Completion is required prior to final inspection/certificate of occupancy.
16. BUSINESS LICENSE: A business license from the Town of Los Gatos Finance Department including a Certificate of Use and Occupancy approval from Planning must be obtained prior to the commencement of any new or change of use.
17. CERTIFICATE OF USE AND OCCUPANCY: A Certificate of Use and Occupancy must be obtained prior to commencement of use.
18. CONFORMANCE WITH CODE: No part of this approval shall be construed to permit a violation of any part of the Code of the Town of Los Gatos.
19. COMPLIANCE WITH LOCAL, STATE, and FEDERAL LAWS: The subject use shall be conducted in full compliance with all local, state, and federal laws.
20. TOWN INDEMNITY: Applicants are notified that Town Code Section 1.10.115 requires that any applicant who receives a permit or entitlement from the Town shall defend, indemnify, and hold harmless the Town and its officials in any action brought by a third party to overturn, set aside, or void the permit or entitlement. This requirement is a condition of approval of all such permits and entitlements whether or not expressly set forth in the approval, and may be secured to the satisfaction of the Town Attorney.
21. COMPLIANCE MEMORANDUM: A memorandum, in compliance with standard Town practice, shall be prepared and submitted with the building permit detailing how the conditions of approval will be addressed.

Building Division

22. REVIEW: A comprehensive plan review has not been completed for this CUP modification under consideration by the Development Review Committee and compliance with applicable codes have not been verified.
23. PERMITS: No work requiring Building Permits can commence without issuance of any required Building Permits. Building Permit plan review, including review by the Santa Clara County Fire Department and the Parks and Public Works Department, will be part of any required Building Permit application process. No change in the character of occupancy or change to a different group of occupancies as described by the Building Code shall be made without first obtaining a Certificate of Occupancy from the Building Official.
24. ACCESSIBILITY: In addition to all new work complying with the Code for accessibility, when existing buildings are altered or remodeled, they must be made accessible to persons with physical disabilities in accordance with the CBC Section 11B-202, "Existing buildings and facilities".

TO THE SATISFACTION OF THE DIRECTOR OF PARKS AND PUBLIC WORKS:

Engineering Division

25. GENERAL: All work shall conform to the applicable Town ordinances. The adjacent public right-of-way shall be kept clear of all job-related mud, silt, concrete, dirt and other construction debris at the end of the day. Dirt and debris shall not be washed into storm drainage facilities. The storing of goods and materials on the sidewalk and/or the street will not be allowed unless an encroachment permit is issued by the Engineering Division of the Parks and Public Works Department. The Owner and/or Applicant's representative in charge shall be at the job site during all working hours. Failure to maintain the public right-of-way according to this condition may result in the issuance of correction notices, citations, or stop work orders and the Town performing the required maintenance at the Owner and/or Applicant's expense.
26. APPROVAL: This application shall be completed in accordance with all the conditions of approval listed below and in substantial compliance with the latest reviewed and approved development plans. Any changes or modifications to the approved plans or conditions of approvals shall be approved by the Town Engineer.
27. RESTORATION OF PUBLIC IMPROVEMENTS: The Owner and/or Applicant or their representative shall repair or replace all existing improvements not designated for removal that are damaged or removed because of the Owner and/or Applicant or their representative's operations. Improvements such as, but not limited to: curbs, gutters, sidewalks, driveways, signs, pavements, thermoplastic pavement markings, etc., shall be repaired and replaced to a condition equal to or better than the original condition. Any new concrete shall be free of stamps, logos, names, graffiti, etc. Any concrete identified that is displaying a stamp or equal shall be removed and replaced at the Contractor's sole expense and no additional compensation shall be allowed therefore. Existing improvement to be repaired or replaced shall be at the direction of the Engineering Construction Inspector and shall comply with all Title 24 Disabled Access provisions. The

- restoration of all improvements identified by the Engineering Construction Inspector shall be completed before the issuance of a certificate of occupancy. The Owner and/or Applicant or their representative shall request a walk-through with the Engineering Construction Inspector before the start of construction to verify existing conditions.
28. DESIGN CHANGES: Any proposed changes to the approved plans shall be subject to the approval of the Town prior to the commencement of any and all altered work. The Owner and/or Applicant's project engineer shall notify, in writing, the Town Engineer at least seventy-two (72) hours in advance of all the proposed changes. Any approved changes shall be incorporated into the final "as-built" plans.
 29. PLANS AND STUDIES: Any studies imposed by the Planning Commission or Town Council shall be funded by the Owner and/or Applicant.
 30. CONSTRUCTION VEHICLE PARKING: Construction vehicle parking within the public right-of-way will only be allowed if it does not cause access or safety problems as determined by the Town.
 31. CONSTRUCTION HOURS: All construction activities, including the delivery of construction materials, labors, heavy equipment, supplies, etc., shall be limited to the hours of 8:00 a.m. to 6:00 p.m., weekdays and 9:00 a.m. to 4:00 p.m. Saturdays, holidays excluded. The Town may authorize, on a case-by-case basis, alternate construction hours. The Owner and/or Applicant shall provide written notice twenty-four (24) hours in advance of modified construction hours. Approval of this request is at discretion of the Town.
 32. CONSTRUCTION NOISE: Between the hours of 8:00 a.m. to 8:00 p.m., weekdays and 9:00 a.m. to 7:00 p.m. weekends and holidays, construction, alteration or repair activities shall be allowed. No individual piece of equipment shall produce a noise level exceeding eighty-five (85) dBA at twenty-five (25) feet from the source. If the device is located within a structure on the property, the measurement shall be made at distances as close to twenty-five (25) feet from the device as possible. The noise level at any point outside of the property plane shall not exceed eighty-five (85) dBA.
 33. RELOCATION OF TRASH AND RECYCLING COLLECTION LOCATION: If required with the proposed improvements, prior to the issuance of any permits, an approval letter from West Valley Collection & Recycling accepting the change with the trash and recycling collection location shall be provided to the Town.

TO THE SATISFACTION OF THE SANTA CLARA COUNTY FIRE DEPARTMENT:

34. REVIEW: Review of this Developmental proposal is limited to acceptability of site access, water supply and may include specific additional requirements as they pertain to fire department operations, and shall not be construed as a substitute for formal plan review to determine compliance with adopted model codes. Prior to performing any work, the applicant shall make application to, and receive from, the Building Department all applicable construction permits.
35. FIRE SPRINKLERS: (As Noted on Sheet A0.0) An automatic sprinkler system shall be provided throughout existing buildings and structures when alterations or additions are made to create conditions described in CFC Sections 903.2.1 through 903.2.18. New

created R3 unit considered change of occupancy and will therefore require installation of an automatic fire sprinkler system.

36. NOTE: Note that a plan review is required prior to any proposed tenant improvement.
37. GENERAL: This review shall not be construed to be an approval of a violation of the provisions of the California Fire Code or of other laws or regulations of the jurisdiction. A permit presuming to give authority to violate or cancel the provisions of the fire code or other such laws or regulations shall not be valid. Any addition to or alteration of approved construction documents shall be approved in advance. (CFC, Ch.1, 105.3.6)

Additional Agency Review

38. ADDITIONAL REQUIREMENTS: Additional agencies may require conformance review or permits for additional requirements, including but not limited to, Santa Clara County Environmental Health Department, West Valley Sanitation, and West Valley Collection and Recycling.

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RE: 465 N. Santa Cruz Ave.

Conditional Use Permit for Residential Conversion.

Written Description

The project is at 465 N. Santa Cruz Avenue, Los Gatos. The current site has a 2,430 sf building. It historically has been used for small storefront businesses, such as a vacuum cleaner repair shop and a nail salon. The new owners, Jamie and Dan Pfister are owners of a Real Estate business and plan to move their offices into the front portion of the existing building. They would like to convert the rear 489 sf into a studio apartment.

In addition to the residential conversion other work includes improvements of various aspects of the building, such as:

- Reconfigure interior non-bearing walls
- Replace all of the existing windows
- Upgrade HVAC system
- Upgrade electrical system
- Add accessible parking
- Add an accessible bathroom,
- Demolish the false eave around the back half of the building
- Remove the clay tile roof on the front portion of the building and replace it with new composition roofing
- Replace the roofing on the flat portion of the building
- Remove the carport and shed at the rear of the property
- Add stucco to the concrete block walls
- Add a Cornice to the top of the walls
- Add window flower boxes along the driveway side of the property
- Add a deep wood header trim above the windows
- Repaint all exterior finishes
- Refresh and add more landscape areas as the parking area allows.
- Add insulation as needed
- Remove paint from the existing brick

Justification

The proposed uses of the property are essential and desirable for the Los Gatos community. The new Real Estate offices and a studio apartment will not impair the integrity and the character of the zone. In fact, the improvements made will only reinforce the character desired in Los Gatos. Nor will the proposed uses be detrimental to public health, safety or general welfare.

Maintaining and improving existing commercial spaces are both essential and desirable. The current building is serviceable but does not add to the overall curb appeal that the community desires. The improvements that we will make to the site and building, such as covering existing concrete block with stucco, adding window planter boxes and additional trim work, will create a building that will reinforce the unique scale and character desired in Los Gatos. Please see the Design Justification Section for further visual improvements.

Although this portion of the street is primarily commercial, adding more housing to the area will help reduce the pressure on an overtaxed housing market. The idea of mixed-use projects has long been universally championed by urban planners. Mixed-use developments promote improvements in home affordability, walkability to homes, workplaces, and amenities, and strong neighborhoods. It reduces an individual's dependence on expensive and time-consuming transportation modes that syphon resources from better long-term investments. As Los Gatos's housing shortage deepens, innovative strategies for creating new housing are needed. The owners realize this and have cleverly decided that the extra space in the rear of their building would make an efficient, cost effective, studio residence. By utilizing this existing un-used space for a residence, the owners will be creating a new, desirable and essential housing unit that is within walking distance of downtown Los Gatos. Residents will have walking access to groceries, restaurants, etc. In addition, the VTA 27 route runs along Santa Cruz Avenue, which allows potential tenants easy access to Light Rail, Cal Train and other forms of public transportation.

Regardless of the use, the site is currently under parked (see below for calculations). Given the sites limitations, parking has been provided to the maximum extent possible. Even though the zoning parking rules make it appear as if our project is making the parking burden worse, we would argue that we are not increasing the burden. Because it is a mixed-use project there is potential for a Shared Parking Agreement between the residential and office uses on site. We would also argue that, given the neighborhood's walkability and the access to public transportation, two parking spaces for a 489-square foot studio apartment is likely sufficient without an additional visitor parking space. We formally request the reduction of one guest parking space for the studio apartment.

The proposed shared parking agreement hours are:

Office: 9am-5pm Monday -Friday

Residence: 5pm-9am Monday-Friday, all week-end

The various improvements to the property in conjunction with the change in use will only add value and character to the neighborhood and is in harmony with the objectives of the Los Gatos's General Plan.

Parking:

Existing Use:

Retail Downtown: 1 space per 300 sf

2,430 sf of space = 8.1 (9) spaces needed

Existing spaces provided = 6

No ADA space and access aisle provided

Deficit = - 3 spaces

Proposed Use:

Office: 1 space per 250 sf spaces

1941 sf of space: 7.8

Residential: 1.5

Guest Parking: 1

Request for less guest parking: -1

Shared Parking Agreement: -1.5

Total Required: 7.8

Total Provided: 5=6 (ADA Credit)

Deficit: -2 spaces

We agree to pay the parking in-lieu fee for office use, two deficient parking spaces x \$2,000 = \$4,000 per town code.

Design Guidelines Justification

Common Design Guidelines

1.5.1 -1.54

The building is of a size and scale that matches the surrounding buildings. The front and sides of the front portion of the building have a series of large windows that help break up the front to make it a comfortable scale. The front portion of the building is made of natural brick between posts and beams. These post and beams of the structure are and will remain evident and add to the character and the richness of the facade. New fiberglass black windows will be installed to add another layer of depth and interest. On the recessed wall near the entry new stained wood will be added with black business letters, further adding to the layering of the front portion of the building.

The rear portion of the building is currently exposed concrete block. The concrete block will be covered over with stucco. This stucco will be tied into the front portion of the building by painting it the same cream color that the post and beams will be painted. A cornice capping the top of the parapet will be added along the side and rear elevations. The side wall along the driveway currently has metal windows. These windows will be replaced with the black fiberglass windows to match the new front windows. The windows will help unify the two portions of the building. Under the windows along the driveway, new window plant boxes will be added to soften and to add interest to this long wall. Additionally, a wide header trim will be added above these windows.

1.5.5

The new trash enclosures will be in the back, well away from public view. However, the enclosure will be made of stucco to match the new stucco on the concrete block walls.

1.5.6

No rooftop equipment will be visible from the public way. Please see A2.1, Roof Plan and Site Line Diagram

1.5.7-1.5.8

The front parking area only has one regular space and one Van Accessible space. As space allows (about 4'), new landscaping will be added to the area between the first spot and sidewalk. There will also continue to be landscaping between the building and the parking area and the side property line and the parking area.

1.5.9

Paint will be removed from the existing brick exposing the rich natural colors of the brick. The heavy timbers and trim will be freshly painted. The exposed concrete block will be covered with stucco. The asphalt at all paved areas in the front portion of the property will be removed and permeable pavers will be used. Please see the color board.

1.5.10

Landscaping will be used to surround and soften the front parking area. Potted plants will be utilized near the front door under the covered entry.

1.5.11

Dark or reflective glazing will not be used

1.5.12

The colors will be muted and will consist of creams, grays and the natural colors of brick and stained wood. Window frames and lighting fixtures will be black.

C-1 District

2.2.1

The current entry does not face the street. However, the welcoming front porch, expansive windows on both the front and the sign, the new stained wood wall with black lettering will all serve to make the entrance easily found and to welcome pedestrians into the building.

2.2.2 and 2.2.3, 2.2.5, 2.2.8

Current parking is split between the rear and the front and that will remain the same. We have softened the parking area by adding a landscape buffer and changing the lot surface from asphalt to a permeable herringbone paver. Additional landscaping surrounding the parking area will be maintained and improved upon.

2.2.6

New planted pots will be added surrounding the front entry

2.2.7

No parking area lighting currently exists. If lighting in the parking area is required, the pole will be less than 15' high and will have luminaires with shielding to direct the light downward

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Neighbor Outreach

Project Address: 465 N. Santa Cruz Avenue

Project Name: Conditional Use Permit U-22-001

The owner, Jamie Pfister, reached out to her surrounding neighbors and introduced herself and shared her plans regarding the improvements and the residential studio idea with them. Her neighbors were pleased to hear of the planned improvements to the building to make it more attractive and better tended to. The following is the list of neighbors and the dates that she reached out to them.

3/25/22

[REDACTED] - McKenna
[REDACTED] - John Ellis
[REDACTED] - John Ellis
[REDACTED] - Yousef Doman
[REDACTED] - Thang
[REDACTED] - Brenton

2/18/22

[REDACTED] - Edward Morimoto

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Pfister Remodel and Change of Use
465 N. Santa Cruz Avenue, Los Gatos, CA

Painted Accents

BENJIMIN MOORE, 2127-40 Wolf Gray

- Stucco Cornice
- Window box
- Fascia
- Other wood trim, that is unable to be stained due to condition of existing wood



Stucco

BENJIMIN MOORE,
2127-40 White Dove

Stained Accents –

BENJIMIN MOORE, ES-77 Georgetown Gray

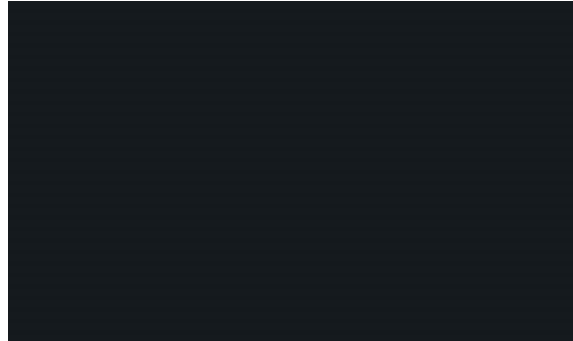
- Window lintels
- Posts and Beams
- Pilasters between windows



Pfister Remodel and Change of Use
465 N. Santa Cruz Avenue, Los Gatos, CA

Windows –

Milgard Trinsic Vinyl Windows, Black Bean



Roof–

Composition Shingle

Dark Gray

Exterior Lighting Fixture –

The Steel Lighting Company, the Gardena,
16" dome barn light with gooseneck mount



Pfister Remodel and Change of Use

465 N. Santa Cruz Avenue, Los Gatos, CA

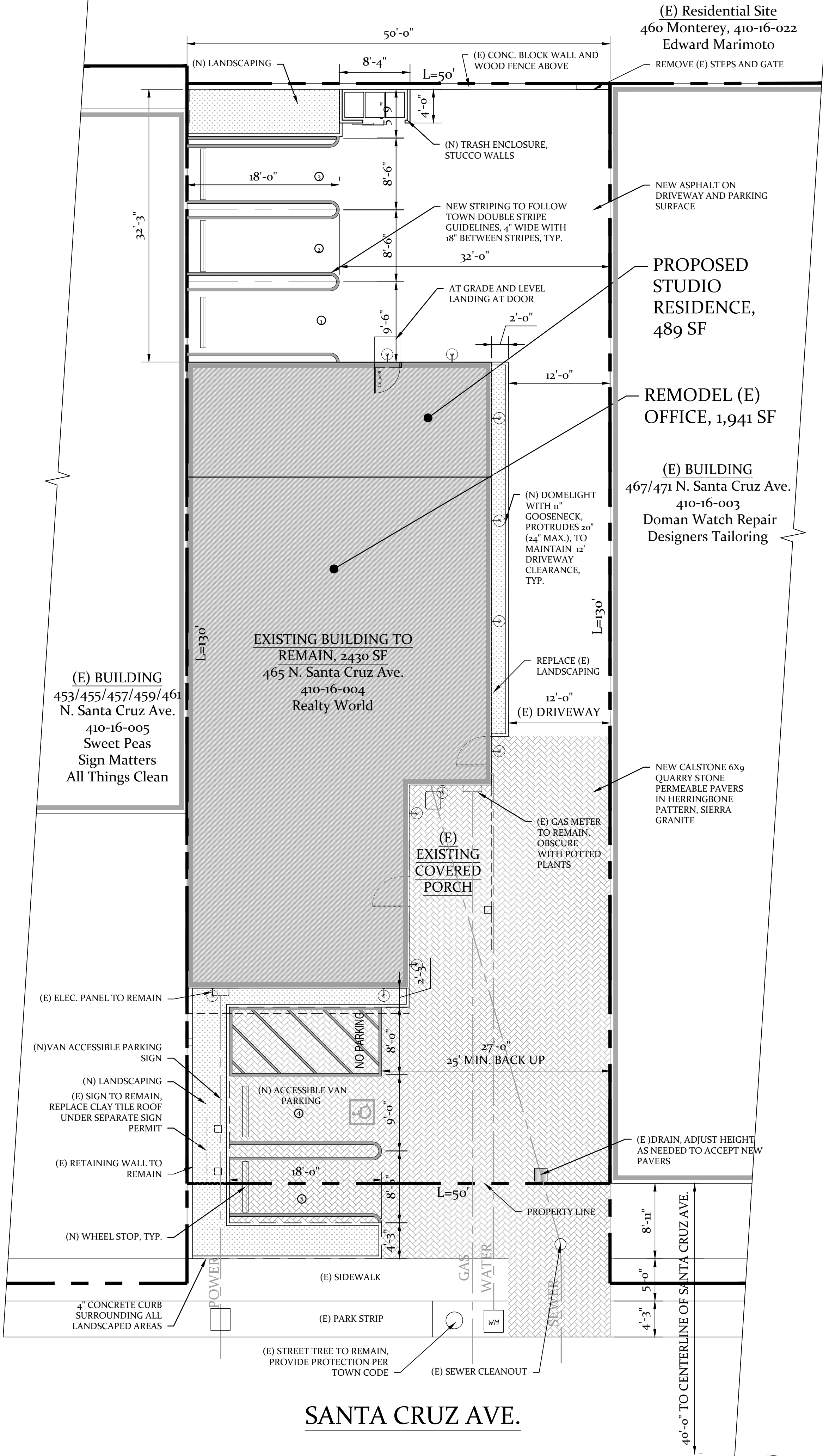
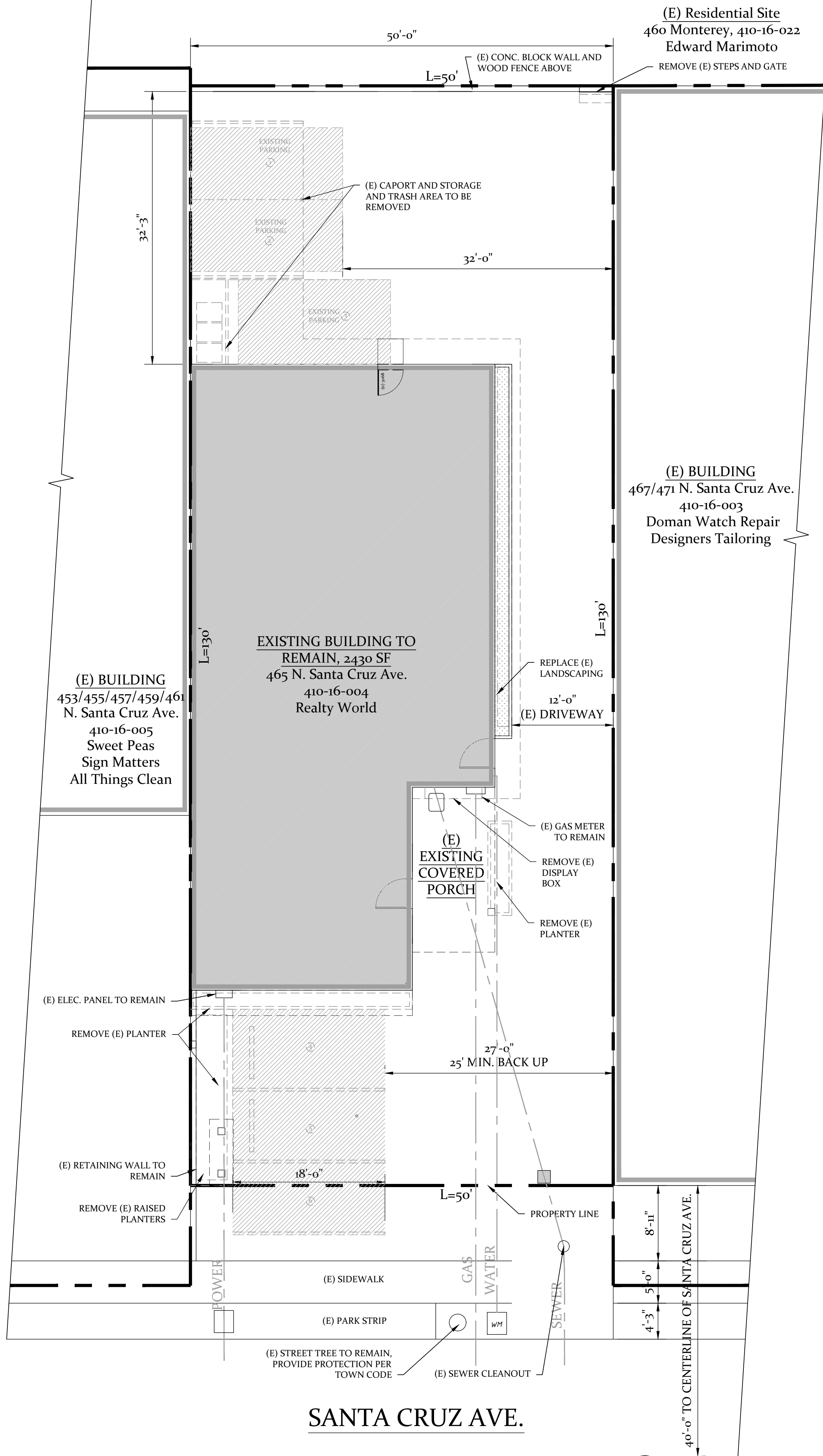
Pavers –

CalStone permeable Quarry Stone

Sierra Granite 6x9 in Herringbone Pattern



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**Conditional Use
Permit Set**
Residential Conversion:
Dan and Jamie Pfister
465 N. Santa Cruz Ave.
Los Gatos, California

Scope of Work

- Convert the existing rear 489 sf of office space into a studio apartment.
- Reconfigure interior non-bearing walls
- Replace all of the existing windows
- Upgrade HVAC system
- Upgrade electrical system
- Add accessible parking
- Add an accessible bathroom
- Demolish the false eave around the back half of the building
- Remove the clay tile roof on the front portion of the building and replace it with new composition roofing
- Replace the roofing on the flat portion of the building
- Remove the carport and shed at the rear of the property
- Add stucco to the concrete block walls
- Add a Cornice to the top of the walls
- Add window flower boxes along the driveway
- Add a wide wood header trim above the windows
- Repaint all exterior finishes
- Refresh and add more landscape areas as the parking area allows.
- Add insulation as needed
- Remove paint from the existing brick

Project Data

Address: 665 N. Santa Cruz Ave.
Los Gatos, CA 95030
Owners: Dan and Jamie Pfister
APN: 410-16-004
Zoning: C-1
Type of Construction: V-B
Number of Stories: 1
Occupancy Type: B (With R-3 mixed use Proposed)
Sprinklers: YES

Area and Parking Data

Lot Area: 6,500 sf

Existing Building Area: 2,430 sf

Parking

Existing Use:
Retail Downtown: 1 space per 300 sf
2,430 sf of space = 8.1 (9) spaces needed

Existing spaces provided = 6
No ADA space and access aisle provided

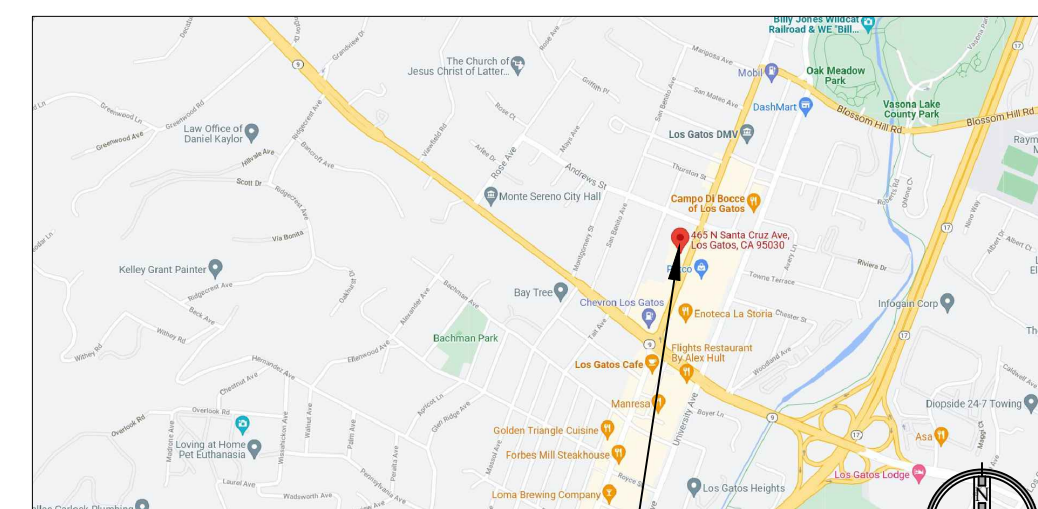
Proposed Use:
Office: 1 space per 250 sf
1941 sf of space = 7.7 (8) spaces
Residential = 2 spaces + 1 guest
Total: = 11 spaces needed

Proposed spaces provided: 4
ADA and Access aisle provided: 1

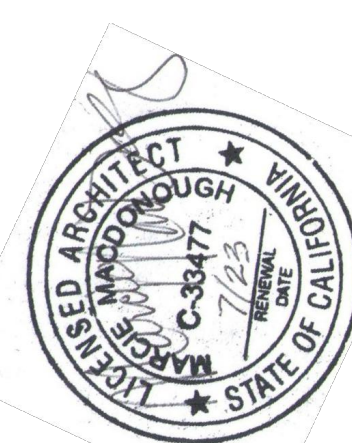
Sheet Index

- A0.0 Cover Sheet, New and Existing Site Plans & Project Data
- A1.0 Existing / Demo Floor Plan & Elevations
- A2.0 Proposed Floor/Roof Plans
- A2.1 Roof Plan and Site line Schematic Sections
- A3.0 Proposed Elevations

Vicinity Map



Project Location



Mac Donough Architecture
(408) 455-5103
MARDENAGD@GMAIL.COM

Dan and Jamie Pfister
Remodel and Residential Conversion
465 N. Santa Cruz Ave. Los Gatos, CA

Submittal:

Cover Sheet/Site Plan

SCALE: See Drawings

DATE: May 11, 2022

A0.0

EXHIBIT 7

2 Existing/Demo Site Plan

1 Proposed Site Plan

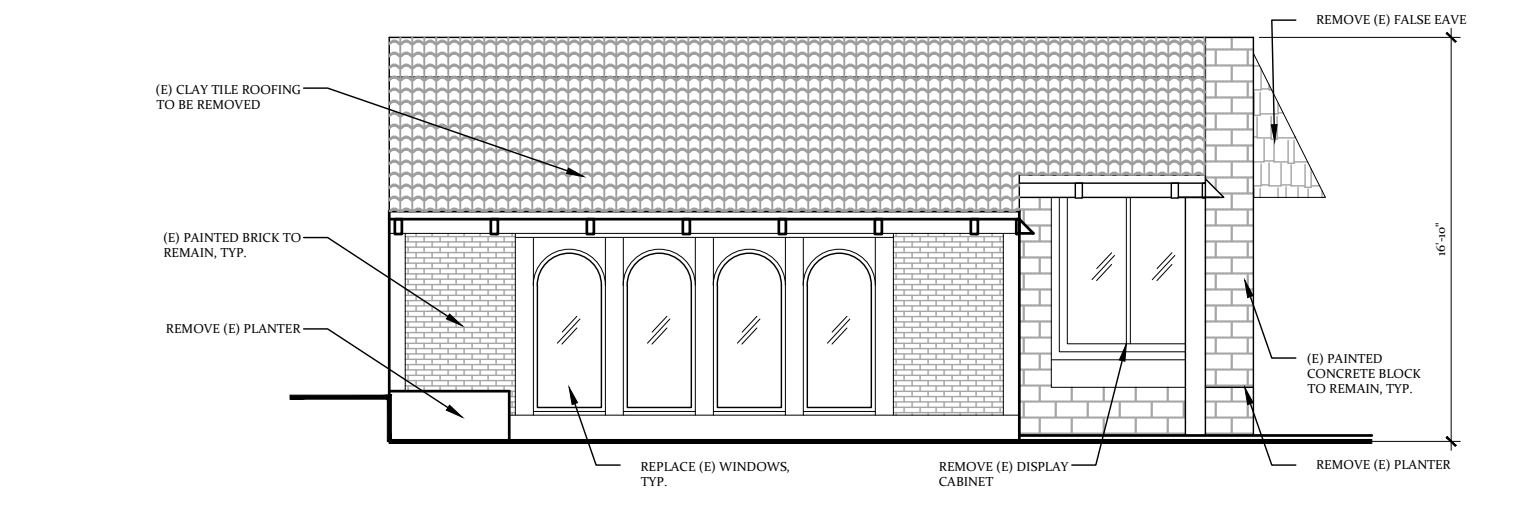


Photo of Front of Existing Building

2 Existing Front Elevation
1/8" = 1'-0"



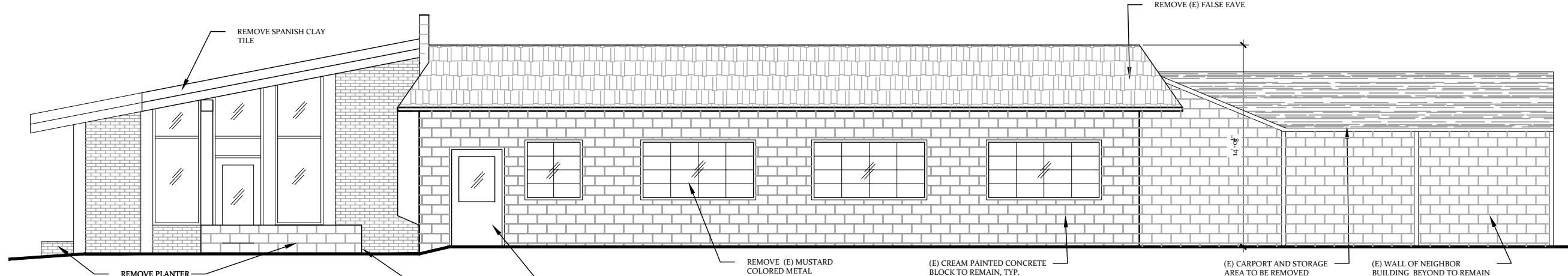
Photo of Corner of Existing Building



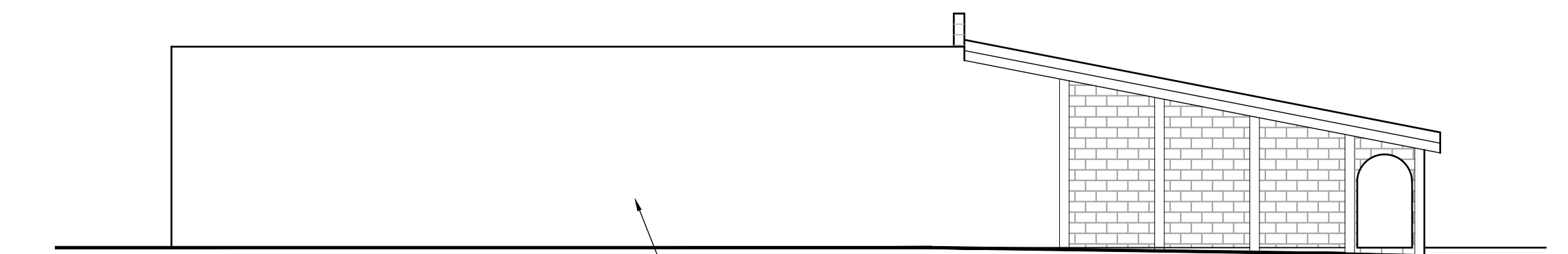
Photo of Side of Existing Building



Photo of Side of Existing Building



3 Existing Side Elevation
1/8" = 1'-0"



4 Existing Side Elevation
1/8" = 1'-0"

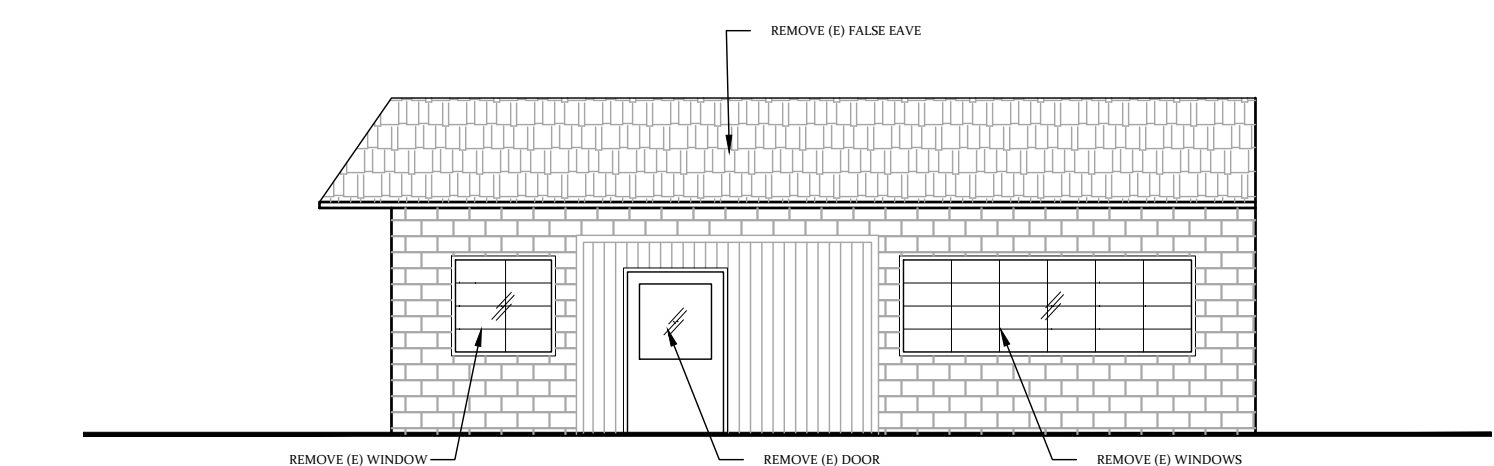
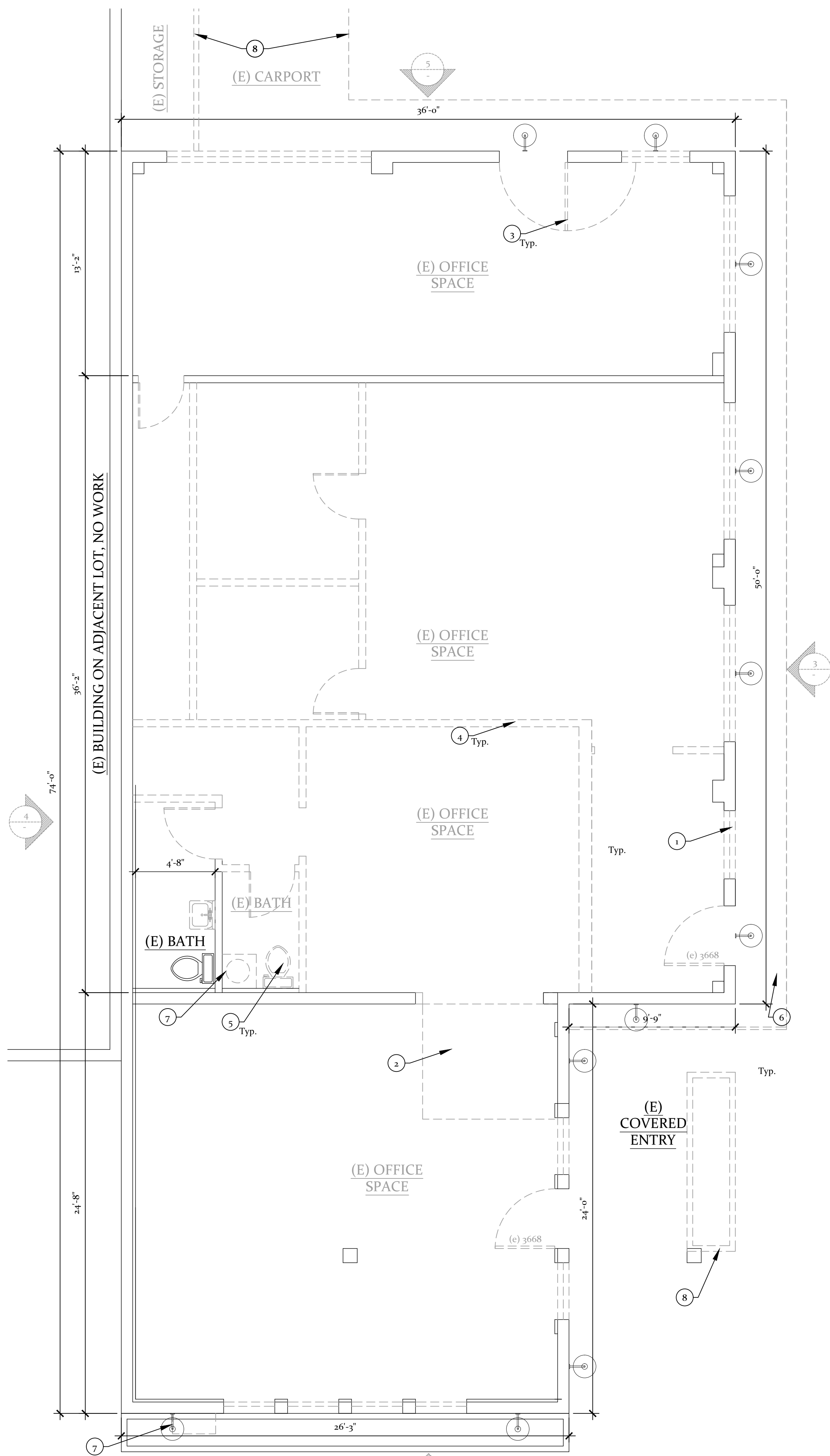


Photo of Rear of Existing Building

5 Existing Rear Elevation
1/8" = 1'-0"



1 Existing / Demolition 1st Floor Plan
1/4" = 1'-0"

Demo Keynotes:

1. Remove windows, dispose of as directed by the owner, typical where shown
2. Remove (e) ramp
3. Remove doors and save as directed by the owner, typical where shown
4. Demolish existing walls as indicated by legend. Prior to removal ensure structural stability. Contractor shall be responsible for all temporary shoring of the structure during construction.
5. Remove plumbing fixtures and cap. Save or dispose of per owners' instructions.
6. Remove (E) false eave
7. Remove and replace (e) HVAC and Hot Water heater
8. Remove (e) carport and storage, see site plan, roof plan, and elevation for extent of carport

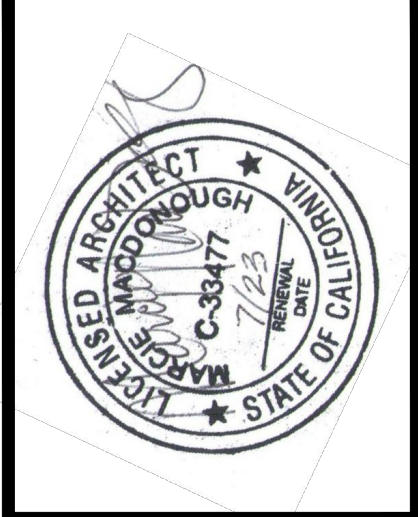
Demolition General Notes:

- Contractor shall perform demolition as required to achieve new floor plan
- Contractor shall consult with owner regarding all materials scheduled for removal to determine what will be re-used, stored or discarded
- Contractor shall patch and repair all construction scheduled to remain which is affected during demolition.
- Cap off or relocated all plumbing as required per new plan layout.
- Recycle and/or salvage for re-use a minimum of 50% of the nonhazardous construction and demolition waste in accordance with either Section 4.408.2., 4.408.3, or 4.408.4.

Demolition Plan Legend:

- Indicates Construction to be Removed
- Indicates Existing Construction to Remain

NO EXTERIOR WALLS
TO BE REMOVED. NEW
WINDOWS TO FIT IN
EXISTING OPENINGS



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Submittal:

Existing / Demo
Plans

SCALE: See Drawings
DATE: May 11, 2022

A1.0



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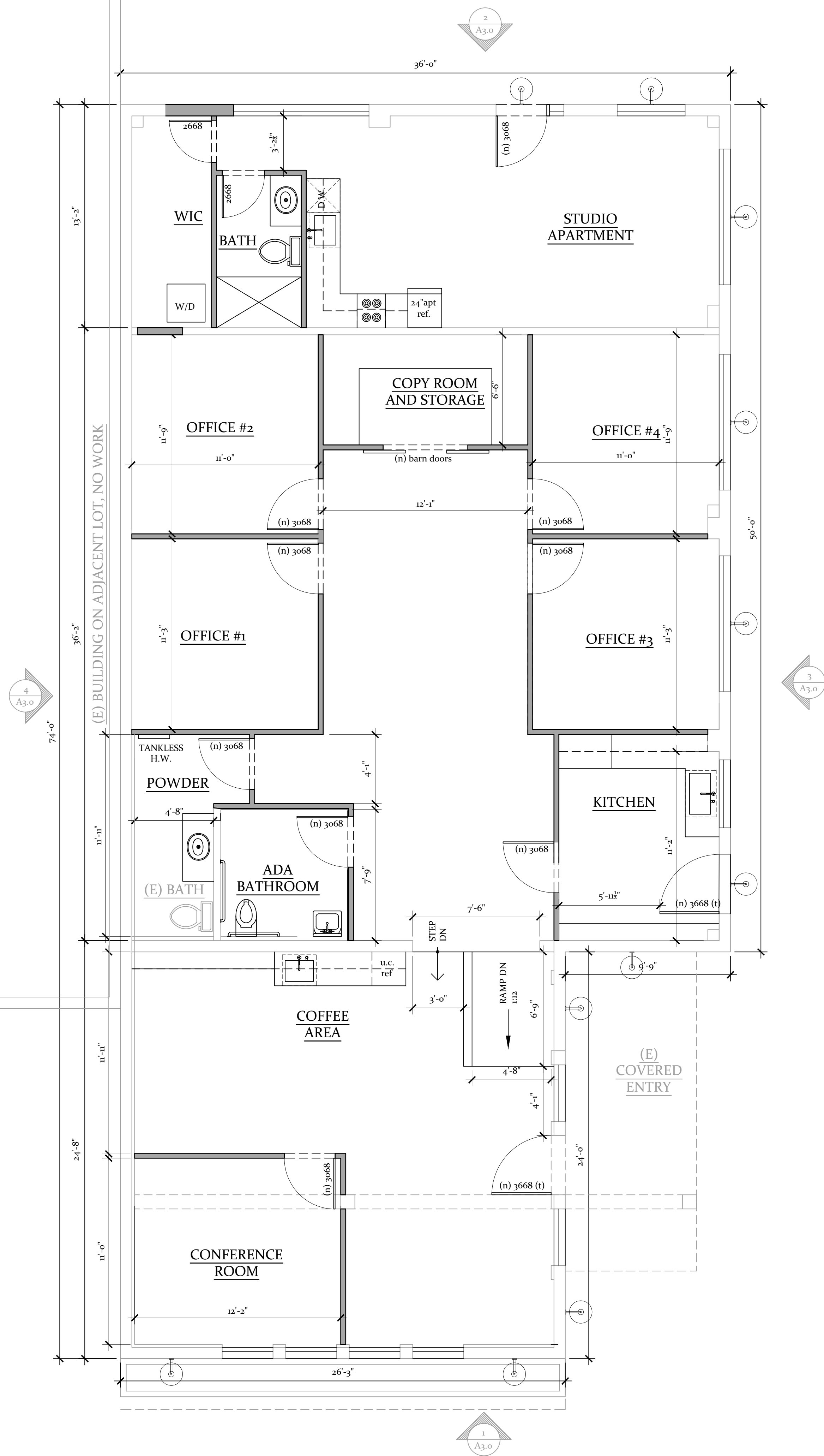
Submittal:

Proposed Floor Plan

SCALE: See Drawings

DATE: May 11, 2022

A2.0



Proposed Floor Plan



$1/4'' = 1'-0''$

Floor Plan Legend:

-  Indicates New Construction
 Indicates Existing Construction to Remain



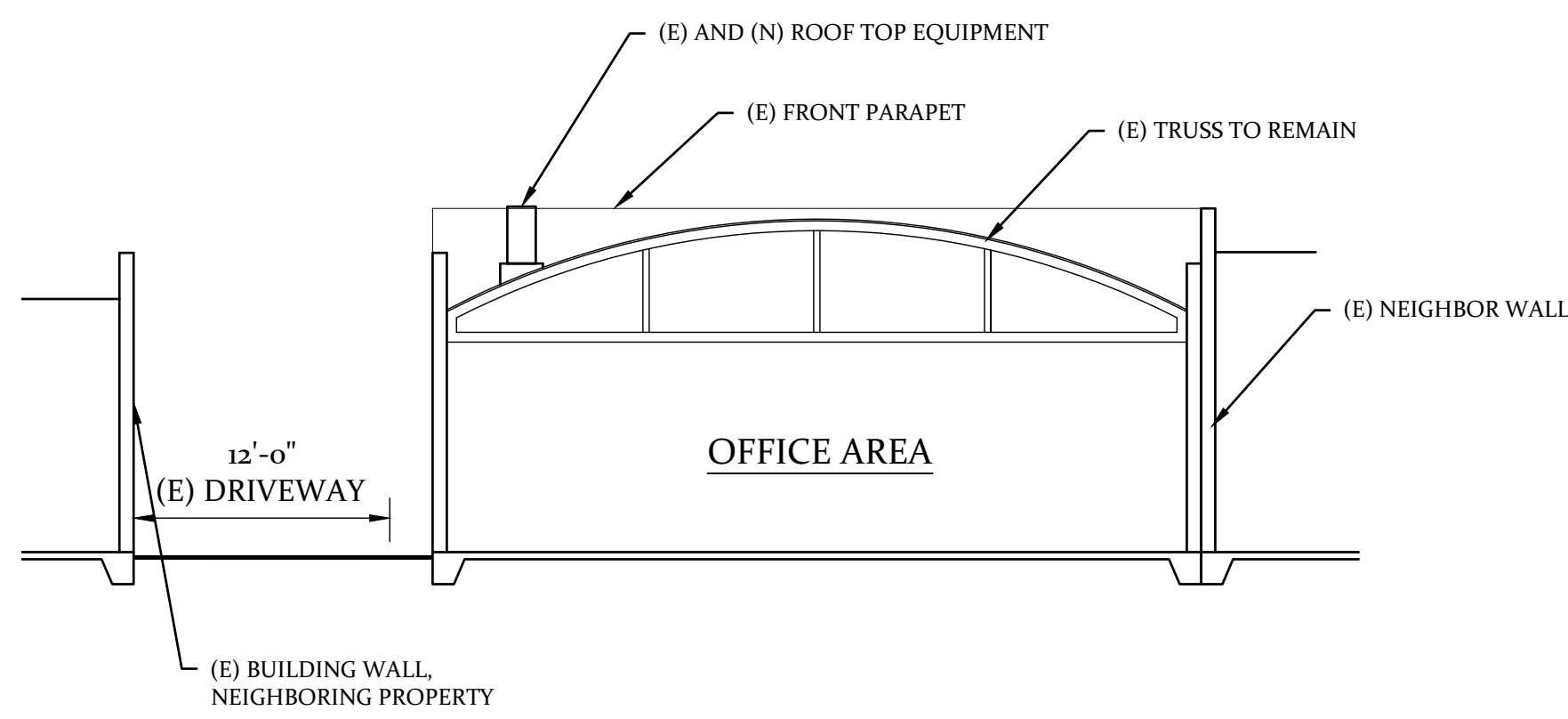
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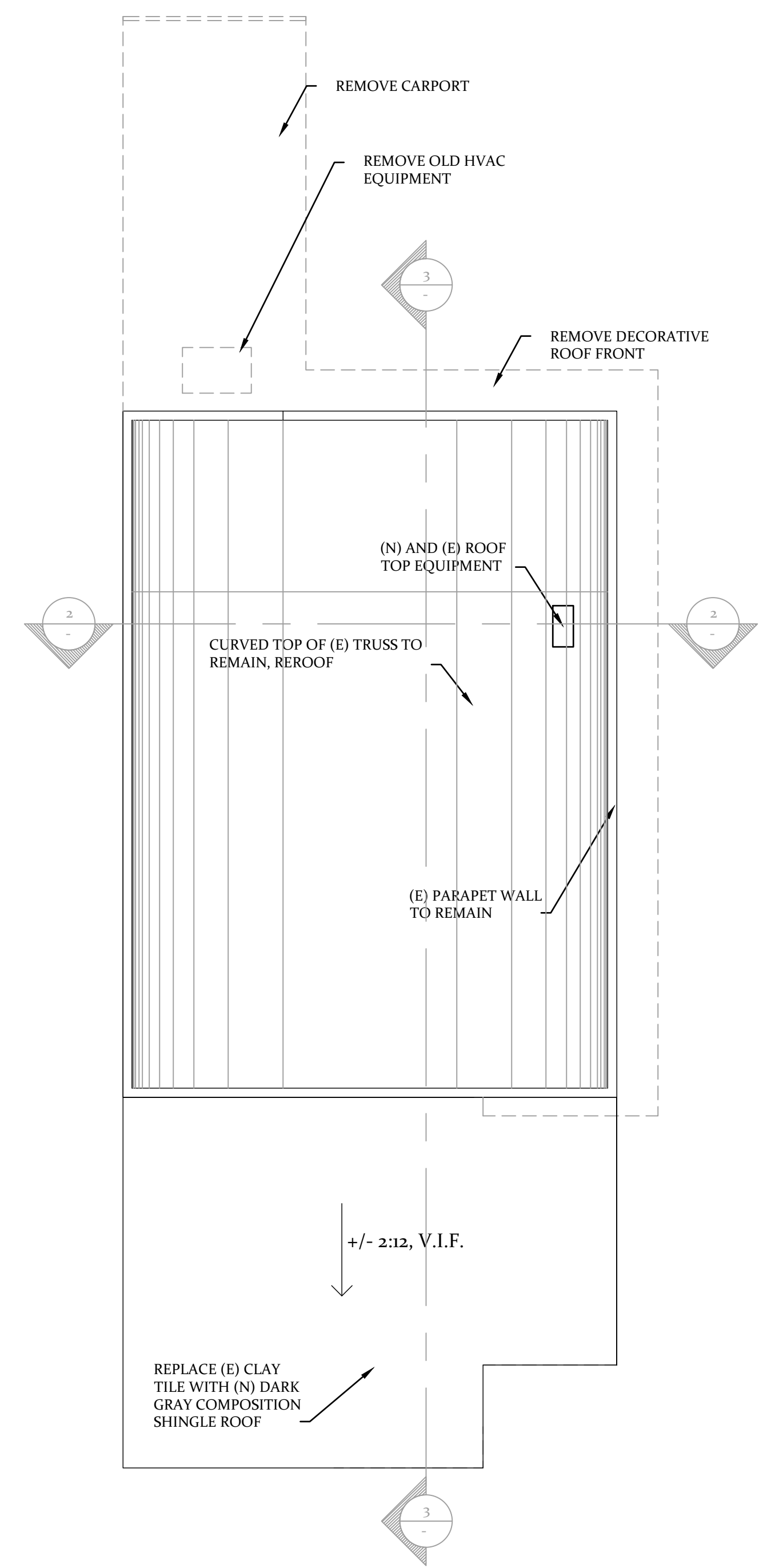
Submittal:

Proposed Roof Plan
SCALE: See Drawings
DATE: May 11, 2022

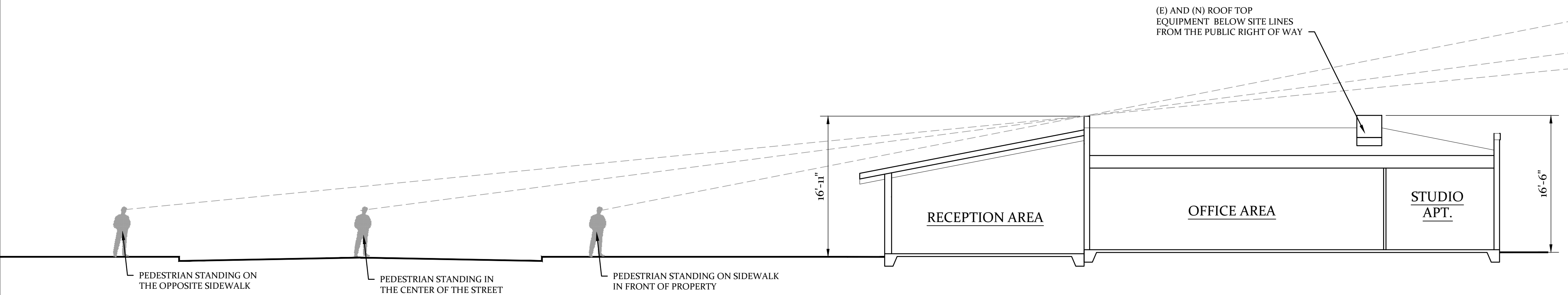
A2.1



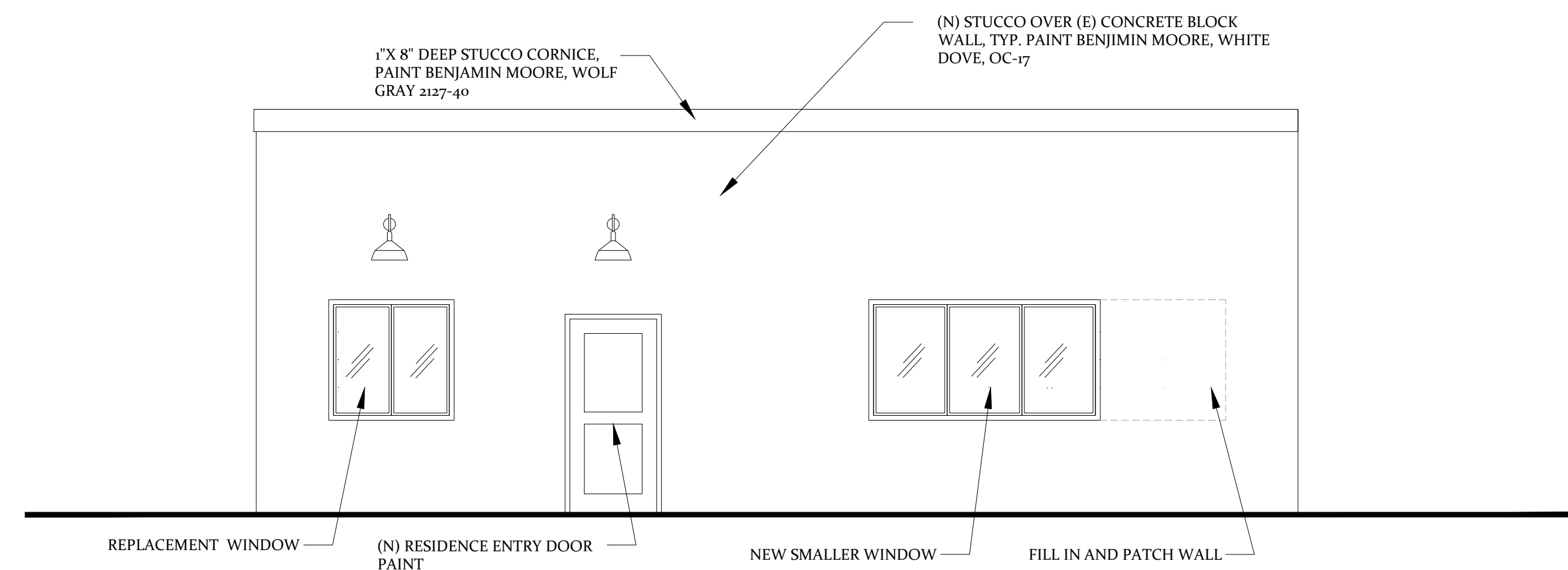
2 Schematic Section for Rooftop Equipment
1/8" = 1'-0"



1 Existing / Proposed Roof Plan
1/8" = 1'-0"

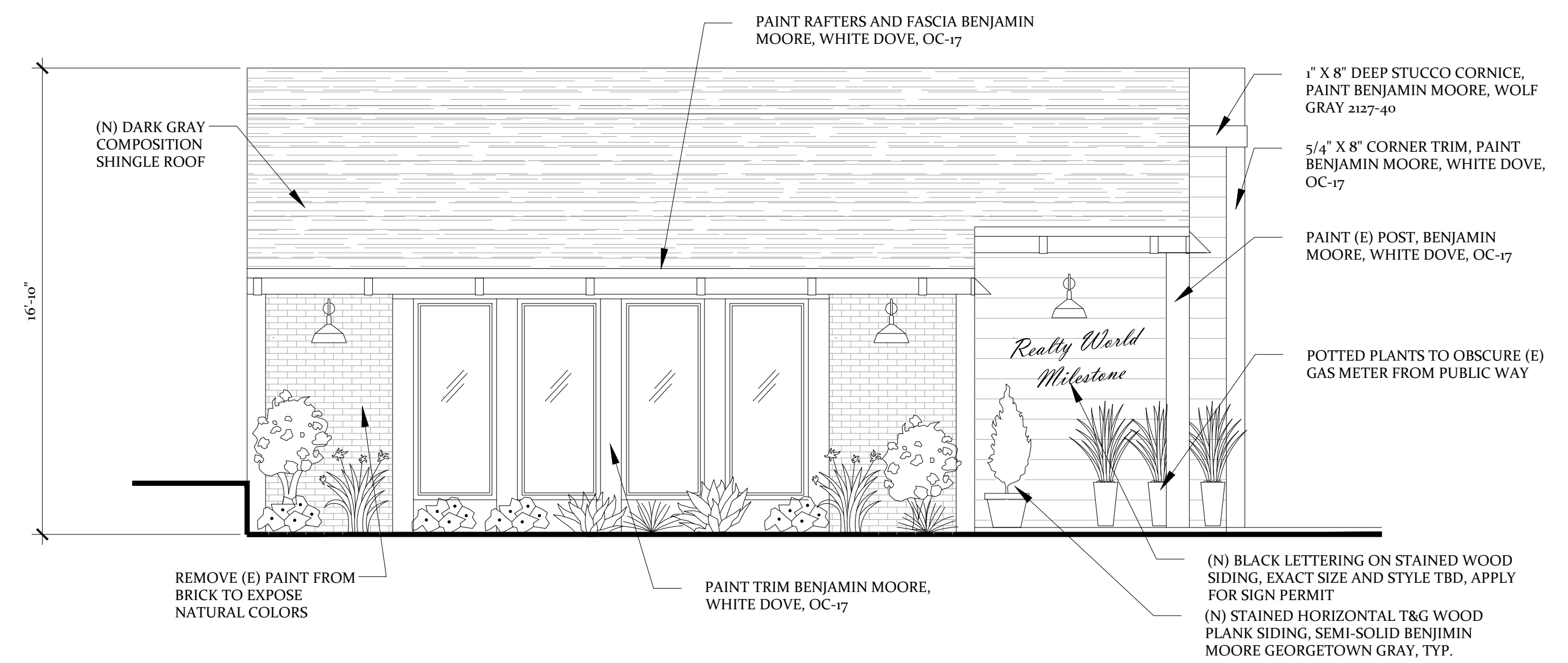


3 Site Line Diagram for Rooftop Equipment
1/8" = 1'-0"



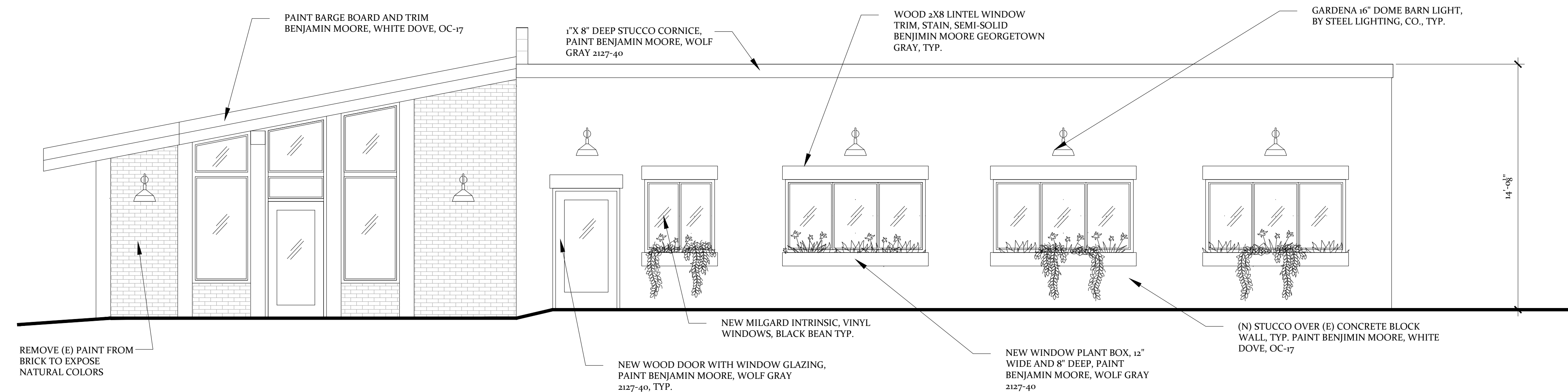
2 Proposed Rear Elevation

1/4" = 1'-0"



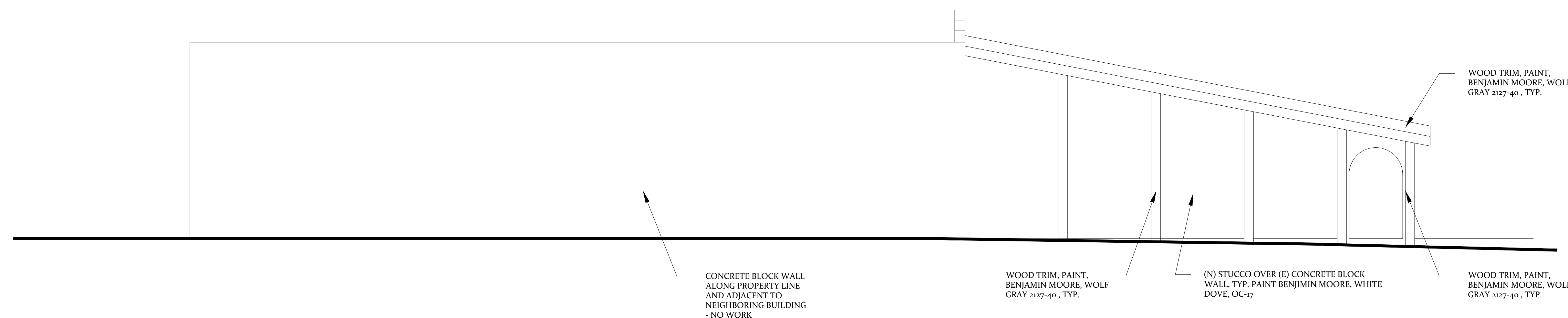
1 Proposed Front Elevation

1/4" = 1'-0"



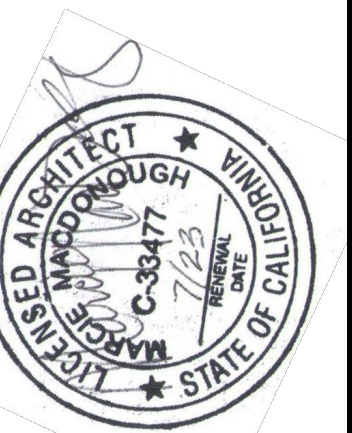
3 Proposed Side (Driveway) Elevation

1/4" = 1'-0"



4 Proposed Side Elevation

1/4" = 1'-0"



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Submittal:

Elevations

SCALE: See Drawings
DATE: May 11, 2022

A3.0

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