



**TOWN OF LOS GATOS
DEVELOPMENT REVIEW COMMITTEE
MAY 05, 2026
110 EAST MAIN STREET
TOWN COUNCIL CHAMBERS
10:00 AM**

IMPORTANT NOTICE

This meeting will be held in person at the location listed above. Members of the public may provide written or oral comments on agenda items by following the instructions listed at the end of the agenda.

CALL MEETING TO ORDER

ROLL CALL

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Development Review Committee on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Committee. During special meetings, members of the public are welcome to address the Committee only on items listed on the agenda. Town resources may not be used to facilitate audio or visual presentations. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment. Each speaker is limited to three minutes or such time as authorized by the Chair.)*

CONSENT ITEMS *(Items appearing on the Consent are considered routine Town business and may be approved by one motion. Members of the public may provide input on any Consent Item(s) when the Chair asks for public comment on the Consent Items. Each speaker is limited to three minutes or such time as authorized by the Chair.)*

1. Draft Minutes of the April 28, 2026 Development Review Committee Meeting

PUBLIC HEARINGS *(Presentations during the Public Hearings portion of the agenda by appellants and applicants, including any expert or consultant assisting with the presentation, shall be limited to a total of no more than five (5) minutes for all speakers. Appellants and applicants shall be provided no more than three (3) minutes to rebut at the end of the public hearing. Visual presentations that require the use of staff resources shall be limited to appellants and applicants. Members of the public testifying at public hearings shall be limited to no more than three (3) minutes, or such time as authorized by the Chair. Items requested/recommended for continuance are subject to the Committee's consent at the meeting. Items requested/recommended for continuance are subject to the Committee's consent at the meeting.)*

**2. 16845 Hicks Road <https://www.losgatosca.gov/2374/H>
Architecture and Site Application S-25-039**

Consider a Request for Approval to Construct an Accessory Structure and Site Improvements Requiring a Grading Permit on Property Zoned HR-1. APNs 567-23-040, -043, and -044. Exempt Pursuant to the CEQA Section 15301: Existing Facilities, and Section 15303: New Construction or Conversion of Small Structures. Property Owner: The Christian Church of Los Gatos dba Venture Christian Church. Applicant: Claire Whiteside. Project Planner: Ryan Safty.

OTHER BUSINESS *(Each speaker is limited to three minutes or such time as authorized by the Chair.)*

ADJOURNMENT

ADA NOTICE - In compliance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354-6834. Please notify the Clerk's Office at least two (2) business days prior to the meeting so that reasonable arrangements can be made to ensure accessibility in compliance with 28 CFR §35.102-35.104 and related provisions.

NOTICE REGARDING SUPPLEMENTAL MATERIALS - Materials related to an item on this agenda submitted to the Committee after initial distribution of the agenda packets are available for public inspection in the Clerk's Office at Town Hall, 110 E. Main Street, Los Gatos, and on the Town's website at www.losgatosca.gov. Town Committee agendas and related materials can be viewed online at <https://losgatos-ca.municodemeetings.com/>.

HOW TO PARTICIPATE

The Town of Los Gatos strongly encourages your active participation in the public process. If you are interested in providing oral comments during the meeting, you must attend in-person, complete a speaker's card, and return it to the staff. If you wish to speak to an item on the agenda, please list the item number on the speaker card. The time allocated to speakers may change to better facilitate the meeting. If you are unable to attend the meeting in-person, you are welcome to submit written comments via email to planning@losgatosca.gov.

Public Comment During the Meeting:

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 Town meeting.

Speakers at public meetings may be asked to provide their name and to state whether they are a resident of the Town of Los Gatos. Providing this information is not required.



**DRAFT
MINUTES OF THE DEVELOPMENT REVIEW COMMITTEE MEETING
APRIL 28, 2026**

The Development Review Committee of the Town of Los Gatos conducted a regular meeting in person.

MEETING CALLED TO ORDER AT 10:00 AM

ROLL CALL

Present: Sean Mullin, CDD Planning; Robert Gray, CDD Building; Corvell Sparks, PPW Engineering; and Kenny Ip, SCCFD.

Absent: None.

VERBAL COMMUNICATIONS

None.

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

1. **Approval of Minutes** – April 14, 2026

(Audio time: 00:01:14)

MOTION: Motion by **Corvell Sparks** to approve adoption of the Consent Calendar.
Seconded by **Kenny Ip**.

VOTE: Motion passed unanimously.

PUBLIC HEARINGS

2. **321 Bachman Avenue**
Architecture and Site Application S-25-049
APN 510-17-100
Property Owner: Stanley and Jean Melax
Applicant: Jennifer Kretschmer, AIA
Project Planner: Suray Nathan

Consider a request for approval to construct an addition with reduced setbacks to an existing non-contributing single-family residence located in the Almond Grove Historic District on nonconforming property zoned R-1D:LHP. APN 510-17-100. Categorically exempt pursuant to the CEQA Guidelines Section 15303: New Construction or Conversion of Small Structures.

Suray Nathan, Associate Planner, presented the staff report.

Sean Mullin, Planning Manager, opened Public Comment.

The following individual spoke on this item:

1. Stanley and Jean Melax, Owners

Sean Mullin, Planning Manager, closed Public Comment.

(Audio time: 00:03:40)

MOTION: **Motion by Robert Gray** to approve with required findings and recommended conditions of approval. **Seconded by Corvell Sparks.**

Committee members discussed the matter.

Friendly Amendment by Sean Mullin to omit: "The required findings for demolition of an existing residence can be made," because it is not necessary.

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

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

VOTE: **Motion passed unanimously.**

Appeal rights were recited.

OTHER BUSINESS

None.

ADJOURNMENT

The meeting adjourned at 10:05 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the April 28, 2026 meeting as approved by the Historic Preservation Committee.

Sean Mullin, Planning Manager

16845 Hicks Road

