



**TOWN OF LOS GATOS
GENERAL PLAN COMMITTEE
FEBRUARY 12, 2025
110 EAST MAIN STREET
TOWN COUNCIL CHAMBERS
5:30 PM**

*Ryan Rosenberg, Chair
Emily Thomas, Vice Chair
Rob Moore, Council Member
Maria Ristow, Council Member
Jeffrey Barnett, Planning Commissioner Steve
Rob Stump, Planning Commissioner
Stephen Shelton, Public Representative*

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.

Deadlines to Submit Written Comments:

If you are unable to participate in person, you may email planning@losgatosca.gov with the subject line "Public Comment Item #_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to the Committee must provide the comments as follows:

- For inclusion in the regular packet: by 11:00 a.m. the Friday before the Committee meeting.
- For inclusion in the agenda packet supplemental materials: by 11:00 a.m. the Monday or Tuesday before the Committee meeting.
- For inclusion in a Desk Item: by 11:00 a.m. the day of the Committee meeting.

CALL MEETING TO ORDER

ROLL CALL

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.)*

1. Draft Minutes of the June 26, 2024 General Plan Committee Meeting

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the General Plan Committee on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Committee. 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.)*

PUBLIC HEARINGS *(Applicants 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 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 Committee's consent at the meeting.)*

2. Consider Forwarding a Recommendation to the Planning Commission to Amend the General Plan to Allow 100 Percent Affordable Housing Projects as a By-Right Use in the Mixed-Use Commercial General Plan Land Use Designation and Amend Chapter 29 (Zoning Regulations) of the Town Code to Add 100 Percent Affordable Housing Projects as a Permitted Use in the Restricted Commercial Highway (CH) Zone Pursuant to Implementation Program AB of the 2023-2031 Housing Element. Adoption of this Resolution and Ordinance are Exempt Pursuant to CEQA, Section 15061(b)(3) in that it Can be Seen with Certainty that they Will Not Impact the Environment. General Plan Amendment Application GP-24-004 and Zoning Code Amendment Application A-24-010.
Project Location: Town Wide. Applicant: Town of Los Gatos. Project Planner: Ryan Safty.

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

3. Select a Chair and Vice Chair.
4. 2025 General Plan Committee Meeting Schedule

ADJOURNMENT

ADA NOTICE In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354- 6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR §35.102-35.104]



**TOWN OF LOS GATOS
GENERAL PLAN COMMITTEE
REPORT**

MEETING DATE: 01/08/2025

ITEM NO: 1

**DRAFT
MINUTES OF THE GENERAL PLAN COMMITTEE SPECIAL MEETING
JUNE 26, 2024**

The General Plan Committee of the Town of Los Gatos conducted a special meeting on June 26, 2024, at 5:30 p.m.

MEETING CALLED TO ORDER AT 5:30 P.M.

ROLL CALL

Present: Chair Ryan Rosenberg, Vice Chair Emily Thomas, Council Member Maria Ristow, Commissioner Melanie Hanssen, Commissioner Kathryn Janoff, Committee Member Joseph Mannina, Committee Member Stephen Shelton.

Absent: Council Member Rob Moore.

VERBAL COMMUNICATIONS

None.

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

1. Approval of Meeting Minutes of October 11, 2023.

MOTION: **Motion by Commissioner Hanssen to Approve Consent Item. Seconded by Vice Chair Thomas.**

VOTE: **Motion passes (5-0) with Committee Member Shelton and Committee Member Mannina abstaining.**

PUBLIC HEARINGS

2. Requesting Approval for Subdivision of One Lot into Two Lots and a General Plan Amendment to Change the Land Use Designation of Parcel A from Public to Low Density Residential on Property Zoned R-1:10. APN: 527-25-005. CEQA Review is Pending. Subdivision Application M-24-011 and General Plan Amendment Application GP-24-002. **Project Location: 220 Belgatos Road.** Property Owner: Union School District. Applicant: Robson Homes, LLC. Project Planner: Jocelyn Shoopman.

Jocelyn Shoopman, Senior Planner, presented the staff report.

Open Public Comment.

Mark Robson, Applicant

We have been working in the Town for a long time, and we are currently working to integrate new homes within an existing neighborhood. Parcel A, which is 4.3 acres, is the site we are looking to change. We submitted a Builder's Remedy application last year, but there were concerns about it not matching the neighborhood. This current application is just a General Plan amendment to allow us to move forward with a future project. We held a large neighborhood meeting and received feedback. This time, more members are more pleased with the potential project ahead.

Rich Dobner

I am a resident of the Belwood neighborhood, and the President of a nonprofit association called Preserve Belwood. We created this nonprofit because of the potential changes to this property wanting to preserve our community. While we were worried about this project at first, we are feeling better about this project after more conversations with the school district and the applicant team. We look forward to having the new additions to our neighborhood.

Closed Public Comment.

Commissioners discussed the matter.

MOTION: **Motion by Commissioner Hanssen to Recommend Approval to the Planning Commission for a General Plan Amendment to Change the Land Use Designation of Parcel A from Public to Low Density Residential Contingent Upon Approval of the Subdivision Application. **Seconded** by Council Member Ristow.**

VOTE: **Motion** passes unanimously.

OTHER BUSINESS

None.

ADJOURNMENT

The meeting adjourned at 5:51 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the June 26, 2024, meeting as approved by the General Plan Update Advisory Committee.

Joel Paulson, Director of Community Development



**TOWN OF LOS GATOS
PLANNING COMMISSION
REPORT**

MEETING DATE: 02/12/2025

ITEM NO: 2

DATE: February 7, 2025

TO: General Plan Committee

FROM: Joel Paulson, Community Development Director

SUBJECT: Consider Forwarding a Recommendation to the Planning Commission to Amend the General Plan to Allow 100 Percent Affordable Housing Projects as a By-Right Use in the Mixed-Use Commercial General Plan Land Use Designation and Amend Chapter 29 (Zoning Regulations) of the Town Code to Add 100 Percent Affordable Housing Projects as a Permitted Use in the Restricted Commercial Highway (CH) Zone Pursuant to Implementation Program AB of the 2023-2031 Housing Element. Adoption of this Resolution and Ordinance are Exempt Pursuant to CEQA, Section 15061(b)(3) in that it Can be Seen with Certainty that they Will Not Impact the Environment. General Plan Amendment Application GP-24-004 and Zoning Code Amendment Application A-24-010. Project Location: Town Wide. Applicant: Town of Los Gatos. Project Planner: Ryan Safty.

RECOMMENDATION:

Consider forwarding a recommendation to the Planning Commission to amend the General Plan to allow 100 percent affordable housing projects as a by-right use in the Mixed-Use Commercial General Plan Land Use Designation and amend Chapter 29 (Zoning Regulations) of the Town Code to add 100 percent affordable housing projects as a permitted use in the Restricted Commercial Highway (CH) Zone pursuant to Implementation Program AB of the 2023-2031 Housing Element.

CEQA:

Adoption of this ordinance and resolution are exempt pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3), because it can be seen with certainty that they will not significantly affect the physical environment in that they allow affordable housing as a permitted use in the Mixed-Use Commercial General Plan Land Use Designation and CH zone and residential uses are already allowed in the Mixed-Use Commercial General Plan Land

PREPARED BY: Ryan Safty
Associate Planner

Reviewed by: Community Development Director, Planning Manager, and Town Attorney

Use Designation with a mixed-use project and residential uses are already allowed with a Conditional Use Permit in the CH zone as a part of a mixed-use project.

BACKGROUND:

With certification of the 2023-2031 Housing Element, the Town committed to completing the Implementation Programs contained in the Housing Element. The Town is required to report the progress made on the Housing Element Implementation Programs to the California Department of Housing and Community Development (HCD) to demonstrate compliance with the Housing Element and maintain its certification. Implementation Program AB of the Housing Element requires amendments to the Mixed-Use Commercial Land Use Designation of the General Plan and the CH zone (Chapter 29 of Town Code) to allow for 100 percent affordable residential development in these areas without the need of a commercial component within the Mixed-Use General Plan Land Use Designation and CH zone (Attachment 1). Specifically, Implementation Program AB states the following:

- Amend the General Plan and the Municipal Code to allow for 100 percent affordable residential development without the requirement of commercial uses.

The role of the General Plan Committee (GPC) is to assist the Planning Commission and Town Council on matters relating to the General Plan or any specific plans. As a legislative item, the Planning Commission will make a recommendation to Town Council on the proposed amendments.

DISCUSSION:

The following is a summary of the required amendments for consideration by the GPC.

A. Mixed-Use Commercial General Plan Land Use Designation

The Mixed-Use Commercial Land Use Designation within the Town of Los Gatos 2020 General Plan Land Use Element currently permits, among other things, a mixture of retail, office, and residential uses in a mixed-use project. However, a residential use is not permitted unless associated with a commercial use within a mixed-use project.

Housing Element Implementation Program AB requires amending this Designation to also allow a standalone residential use when the development would be 100 percent affordable. The proposed General Plan amendment would affect all Town parcels with a Mixed-Use Commercial Land Use Designation and is not limited to the properties included in the Sites Inventory of the Housing Element. Attachment 2 shows the draft amendment to the Mixed-Use Commercial General Plan Land Use Designation.

B. Restricted Commercial Highway (CH) Zone

Generally speaking, Town properties with a Mixed-Use Commercial General Plan Land Use Designation are zoned CH, and these properties are located along Los Gatos Boulevard, north of Shannon Road. According to Town Code Section 29.60.415, “the CH or restricted highway commercial zone is intended for development of vehicular-oriented activities and sales along highway frontages, intermingled with compatible retail, service, and administrative activities.”

Housing Element Implementation Program AB would involve amending Town Code Section 29.60.420 (CH Zone – Permitted Uses), adding “100 percent affordable housing developments” as a permitted use in the zone. The proposed Town Code amendment would affect all Town parcels that are zoned CH and is not limited to the properties included in the Sites Inventory of the Housing Element. Attachment 3 shows the draft amendment to Town Code Section 29.60.420.

PUBLIC NOTIFICATION:

Public notification included a legal ad in the paper, published on February 7, 2025.

PUBLIC COMMENTS:

As of the drafting of this report, no comments from the public have been received.

CONCLUSION:

The GPC should consider the draft amendments to the 2020 General Plan Land Use Element and Chapter 29 (Zoning Regulations) of the Town Code regarding 100 percent affordable residential development in the Mixed-Use Commercial General Plan Land Use Designation and the CH Zone of the Town Code, and make a recommendation to the Planning Commission.

ATTACHMENTS:

1. Housing Element Implementation Program AB
2. Draft General Plan Amendment
3. Draft Zoning Code Ordinance Amendment

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10. Housing Element

Programs	
<p>would result amendments to the Municipal Code, as follows :</p> <ul style="list-style-type: none"> Align parking requirements with the preparation of Objective Design Standards. Reduce parking requirements near transit. Remove guest parking requirements for all residential and mixed-use projects in all zones. Allow parking to be unbundled from residential units. 	Responsible Department/Review Authority
	Community Development Department
	Timeframe
	Complete study by January 2025 and implement Town Code changes by June 2025
	Funding Source
	None required
	Quantified Objective
	Zoning Code amendment to reduce parking standards
	Performance Metric(s)
	Zoning Code amendment
<p>AB Allow for 100 Percent Affordable Residential Development in Mixed-Use General Plan Designations</p> <p>Amend the General Plan and the Municipal Code to allow for 100 percent affordable residential development without the requirement of commercial uses.</p>	Implementation
	HE-3.1 Regulatory Incentives for Affordable Housing
	Responsible Department/Review Authority
	Community Development Department
	Timeframe
	Implement General Plan and Municipal Code changes by June 2024
	Funding Source
	None required
	Quantified Objective
	Amend the General Plan and Zoning Code to allow for 100 percent affordable housing development in Mixed-Use General Plan designations
<p>AC SB 35 Process Improvements</p> <p>Develop an SB 35 checklist and written procedures for processing SB 35 applications to ensure efficient and complete application processing.</p>	Performance Metric(s)
	Measure the number of mixed-use units entitled annually
	Implementation
	HE-3.3 Efficient Development Processing HE-3.1 Regulatory Incentives for Affordable Housing
	Responsible Department/Review Authority
	Community Development Department
	Timeframe
	Implement by December 2023
	Funding Source
	Staff Time
	Quantified Objective

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Town of Los Gatos 2020 General Plan - Land Use Element

2. Non-Residential Land Use Designations

For non-residential land uses, the specific uses mentioned are illustrative, and other compatible uses, including those authorized in any other Zoning District within the Town, may be permitted where authorized by a Conditional Use Permit or Planned Development Overlay Zone. In a mixed-use project residential uses may be permitted in conjunction with other permitted uses in non-residential Zoning Districts with the exception of the Commercial Industrial and Controlled Manufacturing Zoning Districts. For non-residential land uses, building intensity limits are indicated by either allowable land coverage or floor area ratio (FAR) and a maximum height limit.

[...]

- Mixed-Use Commercial: Up to 50 percent land coverage with a 35-foot height limit

The Mixed-Use Commercial designation permits a mixture of retail, office, and residential in a mixed-use project, along with lodging, service, auto-related businesses, non-manufacturing industrial uses, recreational uses, ~~and~~ and 100 percent affordable housing developments. Projects developed under this designation shall maintain the smalltown, residential scale and natural environments of adjacent residential neighborhoods, as well as provide prime orientation to arterial street frontages and proper transitions and buffers to adjacent residential properties. This designation should never be interpreted to allow development of independent commercial facilities with principal frontage on the side streets.

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DIVISION 5. - CH OR RESTRICTED HIGHWAY COMMERCIAL ZONE

[...]

Sec. 29.60.420. - Permitted uses.

- (a) Activities allowed in the CH or restricted highway commercial zone are those which do not unreasonably interfere with nearby residential uses and which are in the following categories:
- (1) Retailing, including formula retail up to ten thousand (10,000) square feet.
 - (2) Personal service businesses and service businesses necessary for the conduct of households.
 - (3) Office activities.
 - (4) Limited manufacturing activities when a majority of sales are made on site to the ultimate consumer.
 - (5) Group classes.
 - (6) Specialty food retail without alcoholic beverages.
 - (7) 100 percent affordable housing developments.
- (b) Examples of proper CH activities are grocery stores, laundrettes or dry-cleaning agencies, drugstores, barbershops, appliance repair shops, and offices. Examples of activities which are not proper in the CH zone are palmists and soothsayers, manufacturing, wholesaling, or laundry or dry-cleaning plants.

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**TOWN OF LOS GATOS
GENERAL PLAN COMMITTEE
REPORT**

MEETING DATE: 01/08/2025

ITEM NO: 3

DATE: January 2, 2025
TO: General Plan Committee
FROM: Joel Paulson, Community Development Director
SUBJECT: Select a Chair and Vice Chair.

RECOMMENDATION:

Select a Chair and Vice Chair.

REMARKS:

Annually, a Town Committee appoints its Chair and Vice Chair for the upcoming year.

PREPARED BY: Alexa Nolder
Administrative Technician

Reviewed by: Planning Manager and Community Development Director

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General Plan Committee 2025 Meeting Schedule

January 8

February 12

March 12

April 9

May 14

June 11

~~July 11~~ Cancelled due to Town Council Break

August 13

September 10

October 8

November 12

December 10

Regular meetings are held on the 2nd Wednesday of every month and start at 5:30 p.m. unless otherwise noted on agenda. Meetings are held in the Town Council Chambers, 110 E. Main Street.

**Special meetings may be scheduled with Committee consensus.*

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