



**TOWN OF LOS GATOS  
CONCEPTUAL  
DEVELOPMENT ADVISORY  
COMMITTEE REPORT**

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**MINUTES OF THE CONCEPTUAL DEVELOPMENT ADVISORY COMMITTEE MEETING  
JANUARY 13, 2021**

The Conceptual Development Advisory Committee of the Town of Los Gatos conducted a Regular Meeting on January 13, 2021, at 4:30 p.m.

**This meeting was conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic and was conducted via Zoom. All committee members and staff participated from remote locations and all voting was conducted via roll call vote. In accordance with Executive Order N-29-20, the public could only view the meeting online and not in the Council Chamber.**

**MEETING CALLED TO ORDER AT 4:30 PM**

**ROLL CALL**

Present: Vice Chair Jeffrey Barnett, Council Member Mary Badame, Council Member Matthew Hudes, Planning Commissioner Melanie Hanssen, and Planning Commissioner Reza Tavana.  
Absent: None

**PLEDGE OF ALLEGIANCE**

**SUBCOMMITTEE REPORTS/COMMISSION MATTERS**

Will wait to elect chair and vice chair until after the Town Council appoints two new members to the Planning Commission on January 19, 2021.

**VERBAL COMMUNICATIONS**

- None.

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

1. Approval of Minutes – December 9, 2020

**MOTION:**                      **Motion by Planning Commissioner Melanie Hanssen to approve the consent calendar. Seconded by Planning Commissioner Reza Tavana.**

**VOTE:**                               **Motion passed, 3-0. Council Member Mary Badame and Council Member Matthew Hudes abstained since they were not part of the Committee for that meeting.**

## **PUBLIC HEARINGS**

2. 16203 Los Gatos Boulevard  
Conceptual Development Advisory Committee Application CD-20-007

Requesting preliminary review of a proposal for construction of an office building with underground parking; or construction of a multi-family dwelling in a mixed-use project with underground parking on property zoned CH. APN 529-16-069.

PROPERTY OWNER: Fox Creek Funds

APPLICANT: Gary Kohlsaat, Kohlsaat & Associates Inc.

PROJECT PLANNER: Jocelyn Shoopman

Applicant presented the proposed project.

Committee members provided the following questions and comments:

- In Concept 2, which includes residential units, does the height of the 3-story building meet the 35 feet max requirement?  
Applicant: Yes, it just hits the 35 feet limit.
- In Concept 1 which is solely office space, did you consider residential mix use?  
Applicant: Looked at a lot of options. The owners prefer to have a single or a few tenants, but they understand the Town's need for housing. The first idea was half office and half residential, but the issue of shared parking got complicated. That option was not pursued.
- In Concept 2 does underground parking provide enough parking for 41 residences?  
Applicant: No.
- What is the size of the residences?  
Applicant: One-bedroom units comprise almost 50 percent. For couples and families there are a few three-bedroom units. Office tenants expressed a need for housing. Exact size and count are flexible, if studios and one-bedroom units are more desirable.
- Does Concept 1 and 2 meet the current zoning?  
Applicant: Concept 1 does, but Concept 2 does not.
- In Concept 1 what is the increase in the number of parking spaces and traffic?  
Applicant: Don't know how many are there now. Retail has 20 to 40 cars there now. Would need to do traffic study.
- Didn't see 102 parking spaces.  
Applicant: There are 68 underground and 34 on grade. This doubles the amount of parking spaces and trips based on the formula.

MINUTES OF CONCEPTUAL DEVELOPMENT ADVISORY COMMITTEE MEETING OF  
JANUARY 13, 2021

- In Concept 2 how many low-cost units are provided? Does the proposal require SB35 by right development?

Applicant: If adopted by the Town Council, General Plan 2040 would permit 30 to 40

units per acre. Concept 2 is at 50 units per acre. One out of five comes to 12 to 16 units.

Staff: Will need to look at the numbers.

Opened Public Comment.

Barnaby James

- He is a neighbor. He is concerned about the congestion and safety on Roberts Road. One of the two entrances/exits of the underground parking is on Roberts Road. Children cross the street to the nearby Fisher Middle School.

Proposal 2 doesn't provide enough parking. The math is incorrect. Current stores/services already compete for the available parking and spill onto the streets.

Question from Committee:

Question: The Committee receives complaints about the lack of restaurants and cafes in that part of town. This proposal includes nearby restaurants and cafes you can walk to. How do you feel about that?

Answer: My family would welcome it.

Applicant and Owner provided closing remarks:

Committee feedback is crucial to the project decisions. Originally planned to build offices. But this is a unique opportunity to include residential units that would benefit the Town.

Closed Public Comment.

Committee members provided the following questions and comments:

- Is there any community benefit? Have any improvement or ideas been considered on safe routes to nearby schools?  
Applicant: Haven't worked with traffic engineers. It is a congested area. Willing to work on that.
- In both Concept 1 and 2, there is significant concern with parking and traffic congestion.
- A hybrid concept is most beneficial to the Town.
- True mixed-use live/work is preferable.
- Concept 2 has some real challenges. Need more details.
- In addition to traditional office space, consider start-up space in Town to encourage innovation.

MINUTES OF CONCEPTUAL DEVELOPMENT ADVISORY COMMITTEE MEETING OF  
JANUARY 13, 2021

- Project should meet existing and not future zoning codes. If zoning changes occur, it would be appropriate to return.
- Advise articulating community benefit if seeking variances.
- Like the articulation of the three buildings.
- Like that the style fits the Boulevard.
- Both concepts need a traffic study.
- Need to maintain 15-foot setback adjacent to Roberts Road to fit with the neighborhood.
- Working with neighbors will be important.
- If the 2040 General Plan passes, the Concept 2 live/work plan is preferable.
- Like the concept of condominium ownership.
- The smaller units of 633 square feet will be more affordable.
- There'll be an increase in traffic with another office proposed across street.
- People now consider living close to their workplace.
- The General Plan 2040 update would permit a maximum of 40 units per acre. Concept 2 exceeds that by 9 units.
- A three-story building is not compatible with area.

**OTHER BUSINESS**

- None.

**ADJOURNMENT**

The meeting adjourned at 5:24 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the January 13, 2021 meeting as approved by the Conceptual Development Advisory Committee.

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/s/Joel Paulson, Community Development Director