

TOWN OF LOS GATOS  
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SUMMARY MINUTES OF A SPECIAL MEETING OF THE GENERAL PLAN COMMITTEE  
OF THE TOWN OF LOS GATOS, **JANUARY 12, 2005** HELD IN THE TOWN COUNCIL  
CHAMBERS, CIVIC CENTER, 110 EAST MAIN STREET, LOS GATOS, CALIFORNIA.  
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The meeting was called to order at 5:30 pm by Vice-Chair Mark Sgarlato.

**ATTENDANCE**

Members present: Mike Burke, Steve Glickman, Diane McNutt, Phil Micciche, Tom O'Donnell, Jane Ogle, Mark Sgarlato, Barry Waitte

Members absent: Josh Bacigalupi

Staff present: Bud Lortz, Director of Community Development; Randy Tsuda, Assistant Community Development Director; Suzanne Davis, Associate Planner

Others present: Mark Weiner, outgoing GPC member

**VERBAL COMMUNICATIONS**

*None.*

**ITEM 1      COMMERCIAL DESIGN GUIDELINES**

*Diane McNutt* talked about the explosion that had occurred at the Los Gatos Auto Mall last week. She would like the Committee's input on an expedited process for rebuilding.

*Bud Lortz* explained that this situation is similar to the earthquake restoration process that was established after the Loma Prieta earthquake. We could take an urgency ordinance to the Council. It would establish a very clear set of parameters that the property owner would have to follow. It would tell the property owner and dealership owners that we want to keep them in Town. The owners have been notified that they need to demolish the building.

- Building similar in size to damaged building
- Minor expansion can be considered
- Building location similar to previous location
- Previous height may not be exceeded
- New facility could allow for a franchised auto dealer
- Process would include a noticed public hearing
- Goal is to maintain architectural excellence

This will be going to the Council for consideration on Tuesday, January 19.

*Mike Burke* asked if the flexibility built into the urgency ordinance will allow dealership to meet its needs and have the optimal building for its use. *Bud Lortz* said yes, a win-win situation is the goal.

*Steve Glickman* asked if all of the guidelines in the draft Commercial Design Guidelines can be met *Bud Lortz* answered yes.

*Tom O'Donnell* asked if the landlord should be consulted. *Bud Lortz* said the Town has been trying to contact the owner and they will be involved in the process. Staff hopes to contact them prior to the Council meeting and a copy of the staff report and attachments will be sent to them.

There was Committee consensus on this approach.

### Commercial Design Guidelines

*Phil Micciche* asked for comments on the revised draft Commercial Design Guidelines

*Mike Burke* said he is happy with the document and wishes the General Plan was as good. Other Committee members agreed, and there were no further requested changes.

### Draft Policy on Minor Commercial Projects

*Bud Lortz* discussed the draft policy on minor commercial projects. The policy establishes criteria for DRC level approval on commercial projects. There is always the ability to refer projects to the Planning Commission if it is questionable.

*Steve Glickman* said he is in favor of the direction, but questioned the language used to describe a minor change. The bullet points seem to be much more restrictive. *Bud Lortz* explained that the two Code sections that are referenced include thresholds for traffic impact and intensification of use.

Discussion ensued on changes of use.

*Steve Glickman* suggested adding “As an example of minor architectural changes” in front of the bullet points.

*Mike Burke* said that a project has to meet the definition to qualify for DRC approval. The changes listed are examples, and there may be other projects that can be approved at staff level.

*Bud Lortz* clarified that the policy should be changed to include language under examples that they are examples of architectural changes, and add in the language from the Zoning Ordinance on minor commercial uses.

### Zoning Code Amendment

*Bud Lortz* summarized the draft Zoning Code amendment. Traffic generation factors are assigned by the ITE. If a use changes the traffic generation rate it is considered an intensification of use. The next criteria is peak hour trips. If a use or change in use will result in five or more peak hour trips, it is an intensification of use. If additional parking spaces are needed, they must fit on the site.

*Mark Weiner* asked about new activities and whether it is needed. *Bud Lortz* suggested adding language to clarify what type of new activities are considered an intensification of use.

*Steve Glickman* agreed with Mark W. He suggested dropping (c) and (d).

*Tom O'Donnell* said material changes that have an adverse impact or have the potential to adversely impact on the neighborhood should be addressed.

*Bud Lortz* said that language could be added to state that "commencement of new activities or changes in existing activities that will have a material impact on the surrounding area".

*Mike Burke* said that use of additional land can change the parameters of a CUP. *Tom O'Donnell* suggested deleting item (c) since a use permit covers specified land, and added land would not be covered by the use permit.

*Steve Glickman* commented that if someone comes in for a new use, the information about the operation is not known as it is with an existing use coming in for expansion. If a use has established a pattern, that can be used to evaluate the impact. He is more concerned about impact.

*Phil Micciche* suggested that the draft amendment be revised and brought back to the Committee. Staff will work on revisions with the Town Attorney.

## **ITEM 2 APPROVAL OF MINUTES**

*Steve Glickman* made a motion to approve the minutes of December 8, 2004. The motion was seconded by *Mark Sgarlato* and passed unanimously.

## **ADJOURNMENT**

The meeting was adjourned at 6:35 pm by *Chair Phil Micciche*. The next meeting of the General Plan Committee is scheduled for Wednesday, January 26, 2004 at 5:30 pm.

Prepared By:

General Plan Committee  
Regular Meeting of January 12, 2005  
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