



SARATOGA PLANNING COMMISSION REGULAR MEETING

JANUARY 10, 2024

7:00 P.M. - PLANNING COMMISSION REGULAR MEETING

Civic Theater | 13777 Fruitvale Avenue, Saratoga, CA 95070

Public Participation Information

In accordance with Saratoga's Remote Public Participation Policy, members of the public may participate in this meeting in person at the location listed below or via remote attendance using the Zoom information below.

1. Accessing the meeting via Zoom
 - <https://us02web.zoom.us/j/82652375945> (Webinar ID 826 5237 5945)
 - Calling 1.669.900.6833 or 1.408.638.0968; **OR**
2. Viewing the meeting on Saratoga Community Access Television Channel 15 (Comcast Channel 15, AT&T UVerse Channel 99) and calling the numbers listed above; **OR**
3. Viewing online at http://saratoga.granicus.com/MediaPlayer.php?publish_id=2 and calling the numbers listed above.

Written Communication

Comments can be submitted in writing at www.saratoga.ca.us/pc. Written communications will be provided to the members of the Planning Commission and included in the Agenda Packet and/or in supplemental meeting materials.

PLEDGE OF ALLEGIANCE

ROLL CALL

1. APPROVAL OF MINUTES

Action Minutes from the Regular Planning Commission Meeting of November 8, 2023.

Recommended Action:

Approve the minutes of the Regular Planning Commission Meeting on November 8, 2023.

[11-8-2023 DRAFT MINUTES](#)

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Any member of the public will be allowed to address the Planning Commission for up to three (3) minutes on matters not on this agenda. This law generally prohibits the Planning Commission from discussing or taking action on such items. However, the Planning Commission may instruct staff accordingly regarding Oral Communications.

REPORT ON APPEAL RIGHTS

If you wish to appeal any decision on this Agenda, you may file an Appeal Application with the City Clerk within fifteen (15) calendar days of the date of the decision.

2. PUBLIC HEARING

Applicants and/or their representatives have a total of ten (10) minutes maximum for opening statements. All interested persons may appear and be heard during this meeting regarding the items on this agenda. If items on this agenda are challenged in court, members of the public may be limited to raising only issues raised at the Public Hearing or in written correspondence delivered to the Planning Commission at, or prior to the close of the Public Hearing. Members of the public may comment on any item for up to three (3) minutes. Applicants and/or their representatives have a total of five (5) minutes maximum for closing statements.

2.1. The applicant is requesting Design Review approval for a new 2,880 square foot two-story single-family residence with an 800 square foot attached accessory dwelling unit (ADU). One protected tree is proposed for removal.

Recommended Action:

Adopt Resolution No. 24-0001 approving the project subject to conditions of approval included in Attachment 1.

[Springer Ave 14251-Staff Report](#)

[Attachment 1 - Resolution No. 24-001](#)

[Attachment 2- Arborist Report](#)

[Attachment 3-Public Comments](#)

[Attachment 4 - Story Pole Certification](#)

[Attachment 5- Material Board](#)

[Attachment 6- Development Plans](#)

2.2. Appeal by a neighbor at 18640 Ravenwood Drive on an administrative decision to approve an application for the removal of one coast redwood (*Sequoia sempervirens*) at 18639 Ravenwood Drive (TRP23-0465).

Recommended Action:

Adopt Resolution No.24-002 denying the appeal.

[Staff Report -Ravenwood Dr 18639](#)

[Attachment 1 - Resolution No. 24-002](#)

[Attachment 2 - Tree Permit Application TRP23-0465](#)

[Attachment 3 - Appeal Application APTR23-0003](#)

[Supplemental Communications from Applicant](#)

3. DIRECTOR ITEMS

4. COMMISSION ITEMS

5. ADJOURNMENT

CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF THE AGENDA PACKET, COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

I, Debbie Bretschneider, Temp Administrative Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Planning Commission was posted and available for review on January 4, 2024 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 4th day of January 2024 at Saratoga, California.

Debbie Bretschneider, Temp Administrative Analyst.

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Planning Commission by City staff in connection with this agenda, copies of materials distributed to the Planning Commission concurrently with the posting of the agenda, and materials distributed to the Planning Commission by staff after the posting of the agenda are available on the City Website at www.saratoga.ca.us or available at 13777 Fruitvale Avenue, Saratoga, CA 95070.

In Compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at bavrit@saratoga.ca.us or calling 408.868.1216 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety [28 CFR 35.102-35.104 ADA title II].