



SARATOGA PLANNING COMMISSION REGULAR MEETING

FEBRUARY 14, 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 Planning Commission Meeting of January 10, 2024.

Recommended Action:

Approve Minutes of January 10, 2024 Regular Planning Commission Meeting.

[01102024 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

Any interested person objecting to the whole, or any portion of decision on this Agenda, may file an Appeal Application with the City Clerk within fifteen (15) calendar days of the date of the decision. The City Council conducts de novo review of appeals.

2. PUBLIC HEARINGS

2.1 Application PDR23-0011/ARB23-0067: 20294 La Paloma Ave; (397-23-011) Kyle Chan Architect, INC (Applicant): The applicant is requesting Design Review approval for a new 3,037 square foot two-story single-family residence with a 686 square foot attached accessory dwelling unit (ADU) (maximum height 26'). One protected tree is proposed for removal. The site is zoned R-1-10,000 with a General Plan Designation of Medium Density Residential (M-10). Staff Contact: Kyle Rathbone (408) 868-1212 or krathbone@saratoga.ca.us.

Recommended Action:

Adopt Resolution No. 24-003 approving the project subject to conditions of approval included in Attachment 1.

[Staff Report](#)

[Attachment 1 - Resolution No. 24-003](#)

[Attachment 2 - Arborist Report Approval](#)

[Attachment 3 - Neighbor Comments and Project Notification](#)

[Attachment 4 - Story Pole Certification](#)

[Attachment 5 - Materials Board](#)

[Attachment 6 - Project Plans](#)

2.2 Application PDR23-0015/ARB23-0088: 20301 La Paloma Ave; (397-23-022) Wentao Wu (Applicant): The applicant is requesting Design Review approval for a new 2,756 square foot two-story single-family residence with an 800 square foot attached accessory dwelling unit (ADU) (maximum height 26'). One protected tree is proposed for removal. The site is zoned R-1-10,000 with a General Plan Designation of Medium Density Residential (M-10). Staff Contact: Kyle Rathbone (408) 868-1212 or krathbone@saratoga.ca.us.

Recommended Action:

Adopt Resolution No. 24-004 approving the project subject to conditions of approval included in Attachment 1.

[Staff Report](#)

[Attachment 1 - Resolution No. 24-004](#)

[Attachment 2 - Arborist Report Approval](#)

[Attachment 3 - Neighbor Comments and Project Notification](#)

[Attachment 4 - Story Pole Certification](#)

[Attachment 5 - Materials Board](#)

[Attachment 6 - Project Plans](#)

2.3 Update of the City of Saratoga Housing Element, City of Saratoga General Plan Update, Zoning Code Amendments, and The Final Environmental Impact Report. The project would update the City of Saratoga's General Plan Housing Element, update other elements of the General Plan, and would amend the Saratoga Zoning Code. The Planning Commission will also review, and the City Council will certify, the Final Environmental Impact Report for the project.

Recommended Action:

1. Adopt Resolution No. 24-005 included in Attachment A, recommending that the City Council certify the Final Environmental Impact Report, which covers the entirety of the proposed Project, including the 2023-2031 Housing Element Update, an update to the City's Safety Element, the 2040 General Plan Updates, which include updates to the City's Land Use, Open Space and Conservation, and Circulation Elements, and amendments to the noise contour data and related maps of the City's Noise Element (2040 General Plan Updates); associated General Plan amendments to create new mixed-use land use designations and change the land use designations of certain sites in the Housing Element Update's Housing Sites Inventory; amendments to the

Zoning and Subdivision chapters of the Saratoga Municipal Code related to the 2023-2031 Housing Element Update; and Zoning Map Amendments related to the 2023-2031 Housing Element Update:

2. Adopt Resolution No. 24-006 included in Attachment B, recommending that the City Council:
 - a. Adopt the 2023-2031 Housing Element Update;
 - b. Adopt the updated Safety Element;
 - c. Adopt the updated Land Use Element;
 - d. Adopt the updated Circulation Element;
 - e. Adopt the updated Open Space and Conservation Element;
 - f. Amend the Noise Element to include updated noise contour data and related maps; and

3. Adopt Resolution No. 24-007 included in Attachment C, recommending that the City Council adopt amendments to Chapter 14 (Subdivisions) and Chapter 15 (Zoning Regulations) of the Saratoga Municipal Code to implement of the 2023-2031 Housing Element Update, including amendments to the Zoning Map for properties proposed for re-zoning in the 2023-2031 Housing Element Update; and to make minor zoning corrections.

[Staff Report](#)

[Attachment A - Resolution No. 24-005](#)

[Attachment B - Resolution No. 24-006](#)

[Attachment C - Resolution No. 24-007](#)

[Attachment D - 2023-2031 Housing Element](#)

[Attachment E - Land Use Element](#)

[Attachment F - Circulation Element](#)

[Attachment G - Open Space and Conservation Element](#)

[Attachment H - Safety Element](#)

[Attachment I - Updated Noise Contour Map](#)

[Attachment J - Proposed General Plan Land Use Map Amendments](#)

[Attachment K - List of Parcels with General Plan Map Amendments \(revised 2/13/24\)](#)

[Attachment L - Complete General Plan Land Use Map](#)

[Attachment M - Proposed Zoning Map Amendments \(revised 2/13/24\)](#)

[Attachment N - List of Parcels with Zoning Map Amendments \(revised 2/13/24\)](#)

[Attachment O - Complete Zoning Map](#)

[Attachment P - Proposed Subdivision \(Chapter 14\) and Zoning Regulations \(Chapter 15\)](#)

[Municipal Code Amendments](#)

[Attachment Q - Final Environmental Impact Report/Response to Comments](#)

[Attachment R - Draft Environmental Impact Report](#)

[Attachment S - Public Comment](#)

[Supplemental Memo #1](#)

[Supplemental Memo #2](#)

[Supplemental Memo #3](#)

4. DIRECTOR ITEMS

5. COMMISSION ITEMS

6. ADJOURNMENT

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

*I, Frances Reed, 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 February 9, 2024 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.
Signed this 9th day of February 2024 at Saratoga, California.
Frances Reed, 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].