



SARATOGA PLANNING COMMISSION SPECIAL MEETING

NOVEMBER 10, 2020

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

Teleconference/Public Participation Information to Mitigate the Spread of COVID-19

This meeting will be entirely by teleconference. All Commission members and staff will only participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

The public will not be able to participate in the meeting in person. Members of the public view and participate in the meeting by:

1. Using the Zoom website <https://us02web.zoom.us/j/82018726231> App (Webinar ID 820 1872 6231) and using the tool to raise their hand in the Zoom platform when directed by the Chair to speak on an agenda item; **OR**
2. Calling 1.669.900.6833 or 1.408.638.0968 and pressing *9 to raise their hand to speak on an agenda item when directed by the Chair; **OR**
3. Viewing the meeting on Saratoga Community Access Television Channel 15 (Comcast Channel 15, AT&T UVerse Channel 99) and calling 1.669.900.6833 or 1.408.638.0968 and pressing *9 to raise their hand to speak on an agenda item when directed by the Chair; **OR**
4. Viewing online at http://saratoga.granicus.com/MediaPlayer.php?publish_id=2 and calling 1.669.900.6833 or 1.408.638.0968 and pressing *9 to raise their hand to speak on an agenda item when directed by the Chair.

During the meeting the Chair will explain the process for members of the public to be recognized to offer public comment.

As always, members of the public can send written comments to the Commission prior to the meeting by commenting online at www.saratoga.ca.us/pc prior to the start of the meeting. These emails will be provided to the members of the Commission and will become part of the official record of the meeting.

In accordance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting due to a disability, please contact the City Clerk at debbieb@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.

ROLL CALL

APPROVAL OF MINUTES

Action Minutes from the Planning Commission Meeting of October 14, 2020.

Recommended Action:

Approve Minutes of October 14, 2020 Planning Commission Meeting.

[101420 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.

1. NEW BUSINESS

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 **Application PDR18-0035/GEO18-0030/ARB18-0065; 18600 Twin Creeks Road (410-37-017); Willard 2, LLC**– The applicant is requesting Design Review approval to construct a 5,188 square foot two story residence with a 3,499 square foot basement and a 208 square foot detached accessory dwelling unit (ADU). The height of the residence will not exceed 26'. Two protected trees are requested for removal. The site is zoned R-1-40,000 with a General Plan Designation of RVLD (Residential Very Low Density). Staff contact: Nicole Johnson: (408) 868-1209 or njohnson@saratoga.ca.us.

Recommended Action:

Adopt Resolution No. 20-018 approving the proposed residence and detached ADU subject to conditions of approval included in Attachment 1.

[Staff Report](#)

[Attachment 1-Resolution 20-018](#)

[Attachment 2-Arborist Report dated October 15, 2020](#)

[Attachment 3 -Renderings & Materials Board](#)

[Attachment 4- Story Pole Certification](#)

[Attachment 5-Site Development Plans](#)

[Supplemental Item #1 - Plan set sheet A3.1](#)

2.2 Application PDR19-0028/ARB19-0066/FER19-0002/VAR19-0004/PCUP19-0001; 19249 Citrus Lane (510-06-070); ODS Architecture (Applicant); Janice and Frank Cho (Property Owner) – The applicant is requesting Design Review approval for a new 4,975 square foot two-story single-family residence with a 1,364 square foot basement and a 565 square feet detached garage. The project also includes a request for a fence exception for a six foot tall existing fence in the front setback area which exceeds the maximum allowable height of three feet; a request for a variance for an existing accessory structure (12.3’ tall covered bocce ball court) to be located within the front setback area; and a conditional use permit for the detached garage to be located within the rear setback area. Eight protected trees are proposed for removal. The site is zoned R-1-40,000 with a General Plan Designation of RVLD (Residential Very Low Density). Staff Contact: Christopher Riordan (408) 868-1235 or criordan@saratoga.ca.us.

Recommended Action:

Adopt Resolution No. 20-020 approving the proposed residence subject to conditions of approval included in Attachment 1: and

Adopt Resolution No. 20-021 denying the requested setback variance and fence exception.

[Staff Report](#)

[Attachment 1 - Resolution No. 20-020](#)

[Attachment 2 - Resolution No. 20-021](#)

[Attachment 3 - Applicant Written Project Description](#)

[Attachment 4 - Arborist Report dated September 10, 2020](#)

[Attachment 5 - Neighbor Review Letters](#)

[Attachment 6 - Story Pole Certification Letter](#)

[Attachment 7 - Project Plans](#)

3. OLD BUSINESS

3.1 Status of General Plan Update

[Staff Report](#)

[Attachment 1 - Drafts Elements and Policy Matrices](#)

[Attachment 2 - Public Comment](#)

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 Assistant for the City of Saratoga, declare that the foregoing agenda for the meeting of the Planning Commission was posted and available for review on November 6, 2020 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us. Signed this 6th day of November 2020 at Saratoga, California. Frances Reed, Administrative Technician.

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. Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

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