



# SARATOGA PLANNING COMMISSION REGULAR MEETING

JANUARY 12, 2022

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

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This meeting will be entirely by teleconference and will be conducted in compliance with Government Code section 54953(e) of the Ralph M. Brown Act allowing teleconferencing during a proclaimed state of emergency when state or local officials have imposed or recommended measures to promote social distancing.

The public will not be able to participate in the meeting in person. During the meeting the Chair will explain the process for members of the public to be recognized to offer public comment.

Members of the public view and participate in the meeting by:

1. Using the Zoom website <https://us02web.zoom.us/j/82652375945> App (Webinar ID 826 5237 5945) 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](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.

Members of the public can send written comments to the Commission prior to the meeting by commenting online at [www.saratoga.ca.us/pc](http://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.

### ROLL CALL

### APPROVAL OF MINUTES

Action Minutes from the Planning Commission Meeting of December 8, 2021.

#### **Recommended Action:**

Approve Minutes of December 8, 2021 Planning Commission Meeting.

[12082021 Minutes - Draft](#)

### 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 PDR21-0014; 20896 Fourth Street (503-26-004); Jason Mundy (Applicant)** – The applicant is requesting Design Review approval to remodel an existing 2,442 square foot one story single-family residence. The project would include remodeling the first floor for a total square footage of 2,804 square feet and the addition of a new 553 square foot second story for a total project square footage of 3,358 square feet. No protected trees are proposed for removal. The site is zoned R-1-10,000 with a General Plan Designation of Medium Density Residential (M-10). Staff Contact: Christopher Riordan (408) 868-1235 or [criordan@saratoga.ca.us](mailto:criordan@saratoga.ca.us).

Recommended Action:

Adopt Resolution No. 22-003 approving the project subject to conditions of approval included in Attachment 1.

[Staff Report](#)

[Attachment 1 - Resolution No. 22-0003](#)

[Attachment 2 - Neighbor Comment Forms](#)

[Attachment 3 - Story Pole Certification](#)

[Attachment 4 - Materials Board](#)

[Attachment 5 - Project Plans](#)

**2.2 Application PDR21-0008/ARB21-0034; 13514 Hammons Avenue (393-34-009; Tom Sloan, AIA (Applicant)** – The applicant is requesting Design Review approval for a project which would include removal of an existing 3,972 square foot one story single-family residence and the construction of a new 4,206 square foot one story single-family residence with an overall height of 25'-10". Two protected trees are proposed for removal which include an apple tree and a Japanese maple. The site is zoned R-1-10,000 with a General Plan Designation of Medium Density Residential (M-10). Staff Contact: Christopher Riordan (408) 868-1235 or [criordan@saratoga.ca.us](mailto:criordan@saratoga.ca.us).

Recommended Action:

Adopt Resolution No. 22-001 approving the project subject to conditions of approval included in Attachment 1.

[Staff Report](#)

[Attachment 1 - Resolution No. 22-001](#)  
[Attachment 2 - Arborist Report](#)  
[Attachment 3 - Neighbor Notification Forms](#)  
[Attachment 4 - Story Pole Certification](#)  
[Attachment 5 - Materials Board](#)  
[Attachment 6 - Project Plans](#)  
[Supplemental Memo No. 1](#)  
[Supplemental Memo No. 2](#)

**2.3 Application PDR21-0033; 12531 Paseo Cerro (386-11-031; Thanh Truong (Applicant)** – The applicant is requesting Planning Commission Design Review approval to modify a previously approved Administrative Design Review application (ADR19-0011) to construct a new 3,162 square foot one story single-family residence with an overall height of 17’-11”. The proposed modifications would increase the overall height of the residence to 22’-11”. The project also includes the conversion of an existing 375 square feet nonconforming detached garage to an accessory dwelling unit without an increase in the nonconformity of the structure. The site is zoned R-1-10,000 with a General Plan Designation of Medium Density Residential (M-10). Staff Contact: Christopher Riordan (408) 868-1235 or [criordan@saratoga.ca.us](mailto:criordan@saratoga.ca.us).

**Recommended Action:**

Adopt Resolution No. 22-002 approving the project subject to conditions of approval included in Attachment 1.

**Staff Report**

[Attachment 1 - Resolution No. 22-002](#)  
[Attachment 2 - Colors and Materials Board](#)  
[Attachment 3 - Public Comment](#)  
[Attachment 4 - Site Development Plans](#)  
[Supplemental Memo No. 1](#)

**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, 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 January 6, 2022 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).*

*Signed this 6th day of January 2022 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](http://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](mailto: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]*