

**APPROVED MINUTES
WEDNESDAY FEBRUARY 10, 2021
SARATOGA PLANNING COMMISSION REGULAR MEETING**

Chair Mohiuddin called the virtual Regular Meeting to order at 7:00 p.m. via teleconferencing through Zoom. Prior to Roll Call, the Chair and Community Development Director explained that the Planning Commission meeting was conducted pursuant to provisions of the Brown Act and a recent Executive Order issued by the Governor to facilitate teleconferencing to reduce the risk of COVID-19 transmission at public meetings. Ordinarily the Brown Act sets strict rules for teleconferencing. The Governor's Executive Order has suspended those rules. The Executive Order does require that public agencies continue to notice meetings in advance and provide members of the public an opportunity to observe the meeting and offer public comment. The Planning Commission met all the applicable notice requirements and the public is welcome to participate in this meeting. Information on how the public can observe the meeting and provide public comment was also shared. Additionally, the Chair explained that votes would be taken through roll call.

Note on February 10, 2021 Minutes: Due to a technical issue a portion of this meeting was not properly recorded. When the problem was discovered, near the beginning of Agenda Item 2.3, a backup recording was started. The recording can be found online at: <https://www.saratoga.ca.us/361/Agenda-Packets-Meeting-Videos>. The meeting minutes for the unrecorded portion have been compiled with more detail than the Action Minutes style typically used.

ROLL CALL

PRESENT: Chair Razi Mohiuddin, Vice Chair Anjali Kausar, Commissioners Sunil Ahuja, Clinton Brownley and Herman Zheng

ABSENT: None

ALSO: Debbie Pedro, Community Development Director

PRESENT: Christopher Riordan, Senior Planner
Victoria Banfield, Associate Planner

Special Procedural Note by Commission Chair:

A quorum requires four (4) members regardless of the number of vacancies. An affirmative vote of at least four (4) members is required to pass resolutions. However, for administrative matters, such as election of chair and vice chair and procedural matters, a majority of a quorum would suffice, meaning if there are only five (5) Commissioners, three (3) are needed for to pass a motion on administrative matters.

APPROVAL OF MINUTES

Action Minutes from the Regular Planning Commission Meeting of December 9, 2020.

Recommended Action:

Approve Minutes of Regular Planning Commission Meeting of December 9, 2020.

KAUSAR/AHUJA MOVED TO **APPROVE THE MINUTES OF THE DECEMBER 9, 2020 MEETING**. MOTION PASSED. AYES: AHUJA, BROWNLEY, KAUSAR, MOHIUDDIN, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS: NONE

REPORT ON APPEAL RIGHTS

1. NEW BUSINESS: NONE

2. PUBLIC HEARING

2.1 Application PSP20-0002; 12029 Saratoga Sunnyvale Road (336-22-022); Lands of Danna Blue Hill LLC – The applicant is requesting approval of a modification to an existing sign program for the retail and office buildings on the property. The site is zoned CN (Neighborhood Commercial) with a General Plan Designation of CR (Commercial Retail). Staff contact: Christopher Riordan (408) 868-1235 or criordan@saratoga.ca.us.

Recommended Action:

Adopt Resolution No. 21-001 approving the proposed sign program subject to conditions of approval included in Attachment 1.

Daniel Onn asked how the sign will address the needs of people with disabilities. Project Planner Christopher Riordan responded that the sign will be internally illuminated to help with wayfinding.

AHUJA/BROWNLEY MOVED TO **APPROVE RESOLUTION 21-001 APPROVING APPLICATION PSP20-0002**. MOTION PASSED. AYES: AHUJA, BROWNLEY, KAUSAR, MOHIUDDIN, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

2.2 **Continued to April 14, 2021 at the request of the applicant.** Application SUB20-0001; 20034 Herriman Avenue (397-25-080); John Christol – The applicant is requesting Tentative Map approval to subdivide an existing 43,887 square foot parcel located at 20034 Herriman Avenue into two lots. Parcel One would be 33,767 square feet and Parcel Two would be 10,118 square feet. Both lots would have frontage on Herriman Avenue. All existing buildings will remain and be located on Parcel One. No protected trees are proposed for removal. No other development is proposed at this time. The site is zoned R-1-10,000 with a General Plan Designation of M-10 (Medium Density Residential). Staff Contact: Christopher Riordan (408) 868-1235 or criordan@saratoga.ca.us.

Recommended Action:

Adopt Resolution No. 21-002 approving Tentative Map SUB20-0001 subject to conditions included in Attachment 2.

Daniel Onn commented on the project as a representative of the Beaumont Thelma Neighborhood Safety Group. He noted to the Commission that the property has been for sale for over a year and historically there have been noise problems and parking issues on Beaumont and Herriman Avenues. He stated he doesn't think the property should be subdivided and requested the Planning Commission deny the application.

AHUJA/ZHENG MOVED TO **CONTINUE APPLICATION SUB20-0001 TO APRIL 14, 2021 AS REQUESTED BY APPLICANT**. MOTION PASSED. AYES: AHUJA, BROWNLEY, KAUSAR, MOHIUDDIN, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

3. DIRECTOR ITEMS:

Director Pedro announced that the annual joint Planning Commission/City Council work plan meeting is scheduled for April 21, 2021. Also, at the Council retreat study session on January 25th, the Council received a report on the Housing Element Update Kickoff. Staff will make a presentation on this topic for the Planning Commission in April.

4. COMMISSION ITEMS: NONE

5. ADJOURNMENT - Meeting was adjourned at 7:35 PM

Minutes respectfully submitted:
Frances Reed, Administrative Technician
City of Saratoga