

**APPROVED MINUTES  
WEDNESDAY, JULY 8, 2020  
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.

**ROLL CALL**

**PRESENT:** Chair Razi Mohiuddin, Commissioners Sunil Ahuja, Kookie Fitzsimmons, Anjali Kausar, Tina Walia and Herman Zheng

**ABSENT:** None

**ALSO PRESENT:** Debbie Pedro, Community Development Director  
Christopher Riordan, Senior Planner  
Nicole Johnson, Senior Planner

**APPROVAL OF MINUTES**

Action Minutes from the Regular Planning Commission Meeting of June 10, 2020.

**Recommended Action:**

Approve Minutes of Regular Planning Commission Meeting of June 10, 2020.

WALIA/KAUSAR MOVED TO **APPROVE THE MINUTES OF THE JUNE 10, 2020 MEETING**. MOTION PASSED. AYES: AHUJA, FITZSIMMONS, KAUSAR, MOHIUDDIN, WALIA, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEM: None

1. NEW BUSINESS - None
2. PUBLIC HEARING

2.1 Application PDR19-0033/ARB19-0072; Monte Vista Drive (397-08-057); Yella Venkata Trustee Et Al – The applicant is requesting Design Review approval to construct a 5,672 square foot single story residence. The height of the residence will not exceed 24'. Seventeen protected trees are requested for removal. The site is R-1-40,000 with a General Plan Designation of RVL (Residential Very Low Density). Staff Contact: Nicole Johnson (408) 868-1209 or [njohnson@saratoga.ca.us](mailto:njohnson@saratoga.ca.us).

Recommended Action:

Adopt Resolution No. 20-009 approving the proposed residence subject to conditions of approval included in Attachment 1.

WALIA/FITZSIMMONS MOVED TO **ADOPT RESOLUTION NO. 20-009, APPROVING APPLICATION PDR19-0033 SUBJECT TO THE CONDITIONS OF APPROVAL.** MOTION PASSED. AYES: AHUJA, FITZSIMMONS, KAUSAR, MOHIUDDIN, WALIA, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

2.2. Application ZOA20-0002 – City Code Amendments (City Wide): Amendments to Saratoga City Code Article 15-56 (Accessory Dwelling units) pursuant to State Legislation. These amendments include reducing onsite parking requirements for accessory dwelling units; allowing detached accessory dwelling units to be located within side and rear setback areas of parcels located in residential zoning districts subject to height and floor area limitations; the elimination of minimum parcel size requirements; allowing both a Junior Accessory Dwelling Unit and a Detached Accessory Dwelling Unit to be located on a single-family zoned parcel; allowing a lot with a multifamily dwelling to have two detached accessory dwelling units subject to setback, height, and floor area limitations; the conversion of existing non-livable space within a multifamily dwelling to accessory dwelling units; restricting the use of accessory dwelling units as short-term rentals; removing the owner-occupancy restrictions on parcels which contain an accessory dwelling unit; and reducing the time period that the City must act on an accessory dwelling unit application from 120 days to 60 days. Staff contact: Christopher Riordan: (408) 868-1235 or [criordan@saratoga.ca.us](mailto:criordan@saratoga.ca.us).

Recommended Action:

Adopt Resolution No. 20-011 recommending the City Council adopt an ordinance amending Article 15-56 (Accessory Dwelling Units) of the Saratoga City Code.

Commissioner Kausar moved to adopt Resolution 20-011 as amended. Motion failed for lack of a second.

WALIA/FITZSIMMONS MOVED TO **ADOPT RESOLUTION NO. 20-011, WITH CHANGES, RECOMMENDING THE CITY COUNCIL ADOPT ORDINANCE AMENDING ARTICLE 15-56 (ACCESSORY DWELLING UNITS) OF THE SARATOGA CITY CODE.** MOTION PASSED. AYES: AHUJA, FITZSIMMONS, KAUSAR, MOHIUDDIN, WALIA, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

3. DIRECTOR ITEMS:

1.1 – Communications from City Attorney

Director Pedro said that staff will schedule a Parliamentary Procedure Workshop after the new Commissioner is appointed.

Councilmember Manny Cappello announced his resignation from the City Council because of his new role as Associate Vice Chancellor of Government Relations and Public Communications for the West Valley Mission Community College District.

City Arborist Kate Bear will be retiring at the end of July.

COMMISSION ITEMS:

Commissioner Walia and Fitzsimmons thanked Arborist Kate Bear for her service to the City.

ADJOURNMENT

FITZSIMMONS/KAUSAR MOVED TO ADJOURN THE MEETING AT 8:09 PM.

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

Approved at 8/12/2020 Planning Commission Meeting