

**APPROVED MINUTES  
SARATOGA PLANNING COMMISSION  
SPECIAL MEETING  
APRIL 7, 2020**

This meeting was held entirely by teleconference. All Commission members and staff participated via the Zoom platform. The meeting was 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.

Members of the public were provided instructions to access the teleconference meeting in accordance with Saratoga’s public posting requirements on-site AT 13777 Fruitvale Ave. and at [www.saratoga.ca.us](http://www.saratoga.ca.us).

Chair Ahuja called the Planning Commission Special Meeting to order at 5:00 p.m.

**ROLL CALL**

PRESENT: Chair Sunil Ahuja, Vice Chair Razi Mohiuddin, Commissioners Kookie Fitzsimmons, Anjali Kausar, Lucas Pastuszka, Tina Walia, Herman Zheng.

ABSENT: None.

ALSO PRESENT: Debbie Pedro, Community Development Director  
Christopher Riordan, Senior Planner  
Nicole Johnson, Planner II  
Victoria Banfield, Planner I

**ELECTION OF CHAIR AND VICE CHAIR**

AHUJA/KAUSAR MOVED TO NOMINATE COMMISSIONER MOHIUDDIN AS PLANNING COMMISSION CHAIR. MOTION PASSED. AYES: AHUJA, FITZSIMMONS, KAUSAR, MOHIUDDIN, PASTUSZKA, WALIA, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

WALIA/FITZSIMMONS MOVED TO NOMINATE COMMISSIONER PASTUSZKA AS PLANNING COMMISSION VICE CHAIR. MOTION PASSED. AYES: AHUJA, FITZSIMMONS, KAUSAR, MOHIUDDIN, PASTUSZKA, WALIA, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

Commissioner Walia noted that due to this being an unusual time, the Commission is taking a vote during a special meeting which normally occurs at a regularly scheduled Planning Commission meeting.

**ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS**

None

**AGENDA ITEMS**

**1. General Plan Update**

Commission received the report.

**2. CEQA Primer**

Commission received the report.

**3. Planning Commission Site Visits under Shelter In Place Order**

In lieu of site visits, staff will provide the commission with photos of the story poles, a photo of the site and vicinity using google earth, and photos from neighbors (if any).

**ADJOURNMENT**

FITZSIMMONS/KAUSAR MOVED TO ADJOURN THE MEETING AT 6:46 PM. MOTION PASSED. AYES: AHUJA, FITZSIMMONS, KAUSAR, MOHIUDDIN, PASTUSZKA, WALIA, ZHENG. NOES: NONE. ABSENT: NONE. ABSTAIN: NONE.

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