



# CITY OF MILPITAS

## Planning Commission

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### MEETING MINUTES

7:00 PM

Wednesday, February 24, 2021

via Teleconference (Virtual Meeting)

#### CALL TO ORDER

Chair Tao called the meeting to order at 7:01 PM. Recording Secretary Elizabeth Medina called the roll.

#### PLEDGE OF ALLEGIANCE

Commissioner Alcorn led the pledge of allegiance.

#### ROLL CALL

**PRESENT:** Chair Tao, Vice Chair Chuan, Albana, Alcorn, Belong, Ciardella, Galang

#### **ABSENT:**

**STAFF:** Ned Thomas, Jessica Garner, Martin de los Angeles, Alex Andrade, Steve Chan, Albert Zamora, Jaime Garcia, Elizabeth Medina

#### CONFLICT OF INTEREST DECLARATION

City Attorney Martin de los Angeles asked if any member of the Commission had any personal or financial conflict of interest related to any of the items on the agenda and there were none.

#### APPROVAL OF THE MEETING AGENDA

By motion, approve the meeting agenda for February 24, 2021.

Motion/Second Vice Chair Chuan/Commissioner Ciardella  
Motion carried by a vote of AYES: 5 NOES: 0

#### APPROVAL OF MINUTES

By motion, approve the regular meeting minutes of November 18.

Motion/Second Commissioner Belong/Commissioner Alcorn  
Motion carried by a vote of AYES: 5 NOES: 0 ABSTAIN: 2

By motion, approve the regular meeting minutes of December 9.

Motion/Second Commissioner Belong/Commissioner Alcorn  
Motion carried by a vote of AYES: 5 NOES: 0 ABSTAIN: 2

By motion, approve the regular meeting minutes of January 27.

Motion/Second Vice Chair Chuan/Commissioner Alcorn  
Motion carried by a vote of AYES: 5 NOES: 0 ABSTAIN: 2

#### ANNOUNCEMENTS

Planning Director Ned Thomas shared that the City Council Special Meeting for the adoption of the 2040 Milpitas General Plan Update has been rescheduled to March 9th.

#### PUBLIC FORUM

Chair Tao invited members of the public to address the commission and there were none.

**PUBLIC HEARING**    **XI.1    The Zoning Text Amendment – Food Trucks – P-ZA21-0001:** A City-initiated Zoning Ordinance Text Amendment to regulate food trucks on private property within the City of Milpitas. This project is categorically exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption). Project Planner: Rozalynne Thompson, (408) 586-3278, [rthompson@ci.milpitas.ca.gov](mailto:rthompson@ci.milpitas.ca.gov)

Project Planner Rozalynne Thompson, Project Consultant [*Holly Pearson/First Carbon Solutions*], City Planning Staff [*Jessica Garner/Planning Manager, Ned Thomas/Planning Director*], City Fire Department Staff [*Albert Zamora/Chief Final Marshal*] addressed commissioners' clarifying questions in regards to permits for special events in residential areas (block/personal parties/National Night Out), distance regulations from restaurants, communicating permit requirements to residents about food trucks in residential areas, any standing issues with food trucks, current food truck language in ordinance, the strictness of ordinance proposed, food trucks at gas stations, exceptions for food trucks on smaller plots of land, Fire's process of citing violations/violations fees, restaurant vs. food truck vs. ice cream truck standards/regulations/business licenses, operation sites and duration permit requirements, mobile food vending definition, and food trucks standard being under the purview of County of Santa Clara Health Department.

Chair Tao invited members of the public to address the commission. The following resident(s) commented: Urvish Mehta

Motion to close the Public Hearing.

Motion/Second Commissioner Ciardella/Commissioner Alcorn  
Motion carried by a vote of    AYES: 7        NOES: 0

**Recommendation:** Staff recommends that the Planning Commission adopt Resolution No. 21-002 recommending that the City Council approve Zoning Text Amendment P-ZA21-0001. *\*The Planning Commission recommended to add an exception language for block parties and special events in neighborhoods, and language limiting the number of food trucks, location/curb cut requirements and operational hours - with the approval of both Planning and Fire department ensuring the safety of the community.*

Motion/Second Commissioner Alcorn/Commissioner Ciardella  
Motion carried by a vote of    AYES: 7        NOES: 0

**IX.-2    Zoning Text Amendment – Hotel Parking – P-ZA21-0002:** A City-initiated Zoning Ordinance Text Amendment to modify parking requirements for hotels within the City of Milpitas. This project is categorically exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption). Project Planner: Rozalynne Thompson, (408) 586-3278, [rthompson@ci.milpitas.ca.gov](mailto:rthompson@ci.milpitas.ca.gov)

Project Planner Rozalynne Thompson, Project Consultant [*Holly Pearson/First Carbon Solutions*], City Planning Staff [*Jessica Garner/Planning Manager, Ned Thomas/Planning Director*], City Economic Development staff [*Alex*

*Andrade/Economic Development Director*], City Engineering Department [*Steve Chan/Transportation and Traffic Manager*] City Fire Department Staff [*Albert Zamora/Chief Final Marshal*] addressed commissioners' clarifying questions in regards to the parking count including the site employees, parking ratio including all components of project site (restaurant/conference rooms/restaurants), designated area for Uber/Lyft, special events (conferences at hotel) being factored into the new parking requirements, decrease of Vehicle Miles Traveled (VMT) due to ride share/public transportation/working from home, the changes in demand for hotels considering the current pandemic, current industry standards, conditional use permits for parking needs of different hotels, and all-valet parking concerns.

Chair Tao invited members of the public to address the commission. The following resident(s) commented: Urvish Mehta and John Doll.

Motion to close the Public Hearing.

Motion/Second Commissioner Alcorn/Commissioner Galang  
Motion carried by a vote of AYES: 7 NOES: 0

Recommendation: Staff recommends that the Planning Commission adopt Resolution No. 21-003 recommending that the City Council approve Zoning Text Amendment P-ZA21-0002.

Motion/Second Commissioner Galang/Commissioner Albana  
Motion carried by a vote of AYES: 7 NOES: 0

**IX.-3 Zoning Text Amendment – Accessory Dwelling Units – P-ZA21-0003:** A City-initiated Zoning Ordinance Text Amendment to regulate accessory dwelling units (ADUs) within the City of Milpitas. The proposed amendments would modify regulations related to ADUs to comply with Government Code Sections 65852.2 and 65852.22. The proposed amendment is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15282(h) (ordinance regarding second units in a single-family or multifamily residential zone)).

Project Planner: Rozalynne Thompson, (408) 586-3278,  
rthompson@ci.milpitas.ca.gov

**Recommendation:** Recommendation: Staff recommends to move the item to a date certain, being April 14, 2021.

## **NEW BUSINESS**

XI-1 The Planning Commission considered and appointed Commissioner Alcorn and Chair Tao as Ad hoc sub-committee members to provide input on topics related to the Midtown Specific Plan area.

Motion/Second Commissioner Alcorn/Commissioner Belong  
Motion carried by a vote of AYES: 7 NOES: 0

XI-2 The Planning Commission considered and appointed Vice Chair Chuan and Commissioner Belong as Ad hoc sub-committee to provide input on topics related to the Metro Plan Specific area.

Motion/Second Commissioner Ciardella/Commissioner Alcorn

Motion carried by a vote of AYES: 7 NOES: 0

## **ADJOURNMENT**

Chair Tao adjourned the meeting at 9:36 pm

Motion/Second Commissioner Alcorn/Vice Chair Chuan

Motion carried by a vote of AYES: 7 NOES: 0

Meeting Minutes submitted by  
Planning Commission Secretary Elizabeth Medina