



**CITY OF MILPITAS  
PLANNING ZONING ADMINISTRATOR  
HEARING AGENDA**

**DECEMBER 13, 2023 9:00 AM  
PLANNING CONFERENCE ROOM  
455 E CALAVERAS BLVD, MILPITAS, CA**

The Zoning Administrator Hearing is held in the Planning Conference Room, 455 E. Calaveras Blvd., Milpitas and via teleconference/Zoom webinar.

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**PUBLIC COMMENT INSTRUCTIONS**

Oral public comments may only be provided live during the Zoning Administrator hearing in person. All comments provided shall be limited to three minutes or less as determined by the Zoning Administrator. All members of the public will be limited to one comment per agenda item, and one comment for non-agenda items. Members of the public may submit written comments by email to [PlanningDepartment@milpitas.gov](mailto:PlanningDepartment@milpitas.gov)

The meeting will be streamed via Zoom for viewing purposes only. To watch via Zoom, please register at: <https://ci-milpitas-ca-gov.zoom.us/meeting/register/tZ0vf-6prD8oG9b35S6LnYcU7drDwZ5RxOzI>

The Planning Zoning Administrator is the Planning Director or his/her designee who has approval authority for Site Development Permits, Minor Site Development Permits, Minor Conditional Use Permits and other minor project reviews not involving public hearings.

**I. CALL MEETING TO ORDER**

**II. PUBLIC FORUM**

Members of the public are invited to speak on any item that does not appear on today's agenda. Comments will be limited to three minutes or less at the Zoning Administrator's discretion. When called to speak, you are encouraged to state your name for the record. As an item not listed on the agenda, no action can be taken, however the Zoning Administrator may instruct the staff to place the item on a future meeting agenda.

**III.**

**PUBLIC HEARING**

**III-1 NEW TWO-STORY SINGLE-FAMILY RESIDENCE – 874 BERRYESSA ST. – SD23-0010:** A Site Development Permit to demolish an existing one-story, single-family residence and develop an approximately 2,805-square foot, two-story single-family residence with a 492-square foot attached garage on a 0.10-acre lot located in the R1-6 Single-family Residential Zoning District located at 874 Berryessa Street. The maximum height of the new residence will be 27 feet and 5.5-inches above grade level. The project is categorically exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures), Section 15332 (In-fill Development Projects) and, as a separate and independent basis, Section 15183 (Projects Consistent with a Community Plan, General Plan, or Zoning).

Project Planner: Kristina Phung, (408) 586-3278, [kphung@milpitas.gov](mailto:kphung@milpitas.gov)

*Recommendation:* Staff recommends that the Zoning Administrator adopt Resolution 23-022, approving Site Development Permit SD23-0010 to demolish an existing 1,697-square foot, one-story single-family residence and develop an approximately 2,805-square foot, two-story single-family residence with a 492-square foot attached garage on 874 Berryessa Street, subject to the Conditions of Approval.

## **ZONING ADMINISTRATOR REVIEW**

**III-2 BAY VIEW GOLF CLUB FACADE IMPROVEMENTS – 1500 COUNTRY CLUB DR. - MS23-0178:** A Minor Site Development Permit to allow façade modifications to an existing 5,841-square foot commercial building located within the Hillside Combining District at 1500 Country Club Drive. The project is categorically exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines Section 15301 (Existing Facilities), and as a separate and independent basis, Section 15183 (Projects Consistent with a Community Plan, General Plan, or Zoning).

Project Planner: Randy Baez, (408) 586-3287, [rbaez@milpitas.gov](mailto:rbaez@milpitas.gov)

*Recommendation:* Staff recommends that the Zoning Administrator approve Minor Site Development Permit MS23-0178 to allow façade modifications to an existing 5,841 square-foot commercial building located at 1500 Country Club Drive, subject to the Conditions of Approval.

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Any person aggrieved by any final decision of any, board, commission, or department head to the City of Milpitas may appeal the decision to the City Council by filing a written notice of the appeal with the City Clerk within 12 calendar days of the date of said decision and paying the required fee. This time limit shall be strictly enforced.

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## **IV. ADJOURNMENT**

### **KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other City agencies exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035 Phone: 408-586-3040

*The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website [www.milpitas.gov](http://www.milpitas.gov) by selecting the Milpitas Municipal Code link.*

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The Planning Division will provide a recorded agenda or minutes printed in large type upon request for the visually impaired. In compliance with the Americans with Disabilities Act, individuals requiring accommodation for this meeting should notify the Planning Division prior to the meeting at 408-586-3279.

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