



CITY OF MILPITAS

Planning Commission

MEETING MINUTES

7:00pm

April 9, 2025

CITY COUNCIL CHAMBERS,
455 E CALAVERAS BLVD, MILPITAS, CA
and
via TELECONFERENCE (Zoom Webinar)

CALL TO ORDER

Chair Gupta called the meeting to order at 7:00 pm.

PLEDGE OF ALLEGIANCE

Commissioner Kong led the pledge of allegiance.

ROLL CALL

Recording Secretary Medina called the roll.

PRESENT: Chair Gupta, Vice Chair Caulkins, Galang, Albana, Awasthi, and Kong.

ABSENT: Medina-Ashby

STAFF: Jay Lee, Christopher Creech, Randy Baez, and Elizabeth Medina

CONFLICT OF INTEREST/CAMPAIGN CONTRIBUTION DECLARATION

Assistant City Attorney Christopher Creech 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 April 9, 2025.

Motion/Second Galang/Awasthi

Motion carried by a vote of AYES: 6 NOES: 0

ANNOUNCEMENTS

Planning Director Lee announced that the public draft of the Gateway Main Street Specific Plan is now available on the city and project websites for public review and feedback, with additional outreach forthcoming. The accompanying Supplemental Environmental Impact Report will be released soon. Commissioners were also reminded of the Appreciation Dinner scheduled for April 17, and it was announced that the April 23 Planning Commission meeting is canceled due to a lack of agenda items; the next meeting will be held on May 14.

PUBLIC FORUM

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

PUBLIC HEARING

VIII-1 DECK VARIANCE – 860 EVANS RD – P-MS24-0257 and P-VA25-0001: A Minor Site Development Permit and Variance to allow for an attached 1,082 square-foot covered deck to an existing single-family dwelling on a 0.8-acre site in the Single-Family Residential – Hillside Zoning District, located at 860 Evans Road. The Variance request is to encroach into the required 40-foot side setback of the Hillside Combining District.

(20:26) Project Planner Randy Baez addressed commissioners' clarifying questions on various topics.

1. **Applicant's Proposal:**
 - Seeks to build a covered deck extending from the current patio area to the front of the house.
 - Current patio has direct access from the living room and kitchen.
 - The design includes asphalt shingle roofing, low railings, and landscaping for privacy.
 - Intent is to improve functionality, create an identifiable entryway, and enhance usability of the limited home space.
2. **Alternative Options Discussed by Staff:**
 - Freestanding covered deck in the back.
 - Attached deck without a roof.
 - Detached structure such as a gazebo.
 - Staff clarified these options could potentially meet setback requirements, but further review and re-submission would be required.
3. **Applicant's Justifications:**
 - Alternatives are either inaccessible, impractical due to slope/topography, or aesthetically and functionally unviable.
 - Concerns about harsh sun, wind exposure, safety, and usability without a roof.
 - Applicant emphasized small lot size, steep slope, and architectural limitations as special circumstances requiring variance.
4. **Key Issues Raised:**
 - **Variance Requirement:** Current design violates 40-ft setback requirement due to roof attachment.
 - **Precedent Concern:** Staff and some commissioners worried that approving the variance without full justification sets a precedent.
 - **Code Compliance:** Staff emphasized all five variance findings must be met; inconvenience alone isn't sufficient.
 - **Lack of Analysis:** Staff noted that no formal analysis was submitted to justify why alternatives wouldn't work.
5. **Public & Neighbor Input:**
 - No objections from adjacent neighbors; two were present and expressed support.
 - No public comments submitted.
6. **Commission Discussion:**
 - Mixed perspectives: some commissioners supported the applicant based on minimal impact and hardship.
 - Others emphasized adherence to policy and the need for a consistent standard.
 - Uncertainty remained regarding feasible alternative designs and their compliance with current code.
7. **Outcome:**
 - Commissioners discussed either seeking more information or directing the applicant to submit a revised proposal with feasible alternatives that better align with code requirements.

Next Steps:

- Applicant may revise and resubmit a new design proposal.
- Commission to review if alternative solutions are proposed.
- Staff to evaluate any new submission against all five required variance findings.

Motion to close the Public Forum.

Motion/Second Caulkins/Galang

Motion carried by a vote of AYES: 6 NOES: 0

Recommendation: The Milpitas Planning Commission recommends that the Milpitas City Council approve the Variance request for Minor Site Development Permit No. MS24-0257 and Variance No. VA25-0001 to allow for a proposed covered deck to encroach into the required side yard setback

Motion/Second Caulkins/Galang

Motion carried by a vote of AYES: 4 NOES: 1 (Kong) ABSTAIN: 1 (Awasthi)

NEW BUSINESS

NO ITEMS.

ADJOURNMENT

Chair Gupta adjourned the meeting at 8:32 pm

Motion/Second Awasthi/Kong

Motion carried by a vote of AYES: 6 NOES: 0

Meeting Minutes submitted by
Planning Commission Secretary Elizabeth Medina