



CITY OF MILPITAS

Planning Commission

MEETING MINUTES

7:00pm

JUNE 11, 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 7:01 pm.

PLEDGE OF ALLEGIANCE

Chair Gupta led the pledge of allegiance.

ROLL CALL

Recording Secretary Medina called the roll.

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

ABSENT: Galang, Kong, and Medina-Ashby.

STAFF: Jay Lee, Christopher Creech, Holly Pearson, Kristina Phung, Jennifer Murillo (consultant), 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 June 11, 2025.

Motion/Second Albana/Awasthi

Motion carried by a vote of AYES: 4 NOES: 0

APPROVAL OF THE MEETING MINUTES

By motion, approve the meeting minutes for March 26, 2025.

Motion/Second Caulkins/Gupta

Motion carried by a vote of AYES: 4 NOES: 0

By motion, approve the meeting minutes for April 9, 2025.

Motion/Second Caulkins/Albana

Motion carried by a vote of AYES: 4 NOES: 0

ANNOUNCEMENTS

Vice Chair Caulkins expressed appreciation to staff, planning, and building teams for their hard work despite recent turnover and heavy workloads. Multiple commissioners voiced agreement and gratitude for the staff's dedication and contributions to the city.

Planning Director Lee announced that the June 25th Planning Commission meeting is canceled due to a lack of public hearing items, with the next meeting scheduled for August 13th following the city's July recess. He also provided an update on the Gateway Main Street Specific Plan, noting that the public draft was released and remains available online, with the comment period closing on June 1st; feedback will be incorporated before the plan returns to the Planning Commission and City Council for recommendation and adoption. In addition, the Supplemental Environmental Impact Report draft has been released, with its public comment period open until July

24th, after which staff will work with consultants to prepare responses to all comments received.

PUBLIC FORUM

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

PUBLIC HEARING

IX-1 GENERAL PLAN AMENDMENT (GP25-0001), ZONING TEXT AMENDMENT and ZONING MAP AMENDMENT ZA25-0001) – Citywide: City-initiated amendments to the General Plan Land Use Element, Zoning Ordinance, and Zoning Map to adopt a comprehensive update to the City's Zoning Ordinance (currently Title XI, Chapter 10 of the Milpitas Municipal Code); and to adopt minor changes to the General Plan Land Use Element text and the Zoning Map for consistency with the proposed Zoning Ordinance update.

(29:08) Project Manager Holly Pearson and Jenn Murillo (consultant w/ LWC) addressed commissioners' clarifying questions on various topics.

- **Zoning & Land Use:** No conversion of commercial/industrial land to residential; only overlay zone updates.
- **ADUs:** New regulations effective 30 days after Council's second reading; projects already deemed complete may proceed under previous code upon request.
- **Interactive Tools:** City provides an online GIS zoning map and "Build Business" tool to identify allowable uses by address.
- **Comparison to Other Cities:** Milpitas' zoning incorporates best practices while tailoring standards to local needs, especially around parking and land use flexibility.
- **Revitalization of Deteriorating Centers:** New ordinance reduces permit barriers, updates parking and signage requirements, and streamlines approvals to encourage reinvestment.
- **Water Infrastructure:** General Plan EIR already accounts for water supply/distribution needs; coordination with Public Works ensures upgrades as needed, with potential development impact fees applied for new infrastructure.
- **Security Standards:** No direct zoning requirements, but security is addressed in project reviews with police input and conditions of approval; indirect standards include fencing, lighting, and design. Existing businesses are generally grandfathered unless major renovations occur.

Motion to close the Public Forum.

Motion/Second Caulkins/Awasthi

Motion carried by a vote of AYES: 4 NOES: 0

Recommendation: Staff recommends that the Planning Commission consider and adopt Resolution No. 25-007 recommending that the City Council approve General Plan Amendment GP25-0001 and Zoning Text and Zoning Map Amendment ZA25-0001 to comprehensively update the Zoning Ordinance and to achieve consistency between the General Plan Land Use Element, Zoning Ordinance, and Zoning Map.

Motion/Second Caulkins/Albana

Motion carried by a vote of AYES: 4 NOES: 0

NEW BUSINESS

NO ITEMS.

ADJOURNMENT

Chair Gupta adjourned the meeting at 8:00 pm

Motion/Second Caulkins/Albana

Motion carried by a vote of AYES: 4 NOES: 0

Meeting Minutes submitted by
Planning Commission Secretary Elizabeth Medina