



# City of Santa Clara

## Meeting Agenda

### Planning Commission

**Wednesday, March 11, 2026**

**6:00 PM**

**Hybrid Meeting  
City Hall Council  
Chambers/Virtual  
1500 Warburton Avenue  
Santa Clara, CA 95050**

The City of Santa Clara is conducting the Planning Commission Hearing meeting in a hybrid manner (in-person and method for the public to participate remotely)

Via Zoom:

- <https://santaclaraca.zoom.us/j/91729202898>

- Webinar ID: 917 2920 2898 or

Phone: 1(669) 900-6833

How to Submit Written Public Comment Before Planning Commission Meeting:

1. By email to [planningpubliccomment@santaclaraca.gov](mailto:planningpubliccomment@santaclaraca.gov) by 12 p.m. the day of the meeting. Those emails will be forwarded to the Planning Commission and will be uploaded to the Planning Commission Agenda as supplemental meeting material. Emails received after the 12 p.m. cutoff time up through the end of the meeting will form part of the meeting record. Please identify the Agenda Item Number in the subject line of your email.

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#### **6:00 PM REGULAR MEETING**

#### **Call to Order**

**Pledge of Allegiance and Statement of Values****Roll Call****DECLARATION OF COMMISSION PROCEDURES****CONTINUANCES/EXCEPTIONS****CONSENT CALENDAR**

Consent Calendar items may be enacted, approved or adopted, based upon the findings prepared and provided in the written staff report, by one motion unless requested to be removed by anyone for discussion or explanation. If any member of the Planning Commission, staff, the applicant or a member of the public wishes to comment on a Consent Calendar item, or would like the item to be heard on the regular agenda, please notify Planning staff, or request this action at the Planning Commission meeting when the Chair calls for these requests during the Consent Calendar review. Items listed on the Consent Calendar with associated file numbers constitute Public Hearing items.

**1. 26-274 [Planning Commission Meeting Minutes of February 11, 2026](#)**

**Recommendation:** Approve the Planning Commission Meeting Minutes of the February 11, 2026 Meeting.

**PUBLIC PRESENTATIONS**

Members of the public may briefly address the Commission on any item not on the agenda.

**PUBLIC HEARING**

Items listed above under Items for Council Action will be scheduled for Council review following the conclusion of hearings and recommendations by the Planning Commission. Due to timing of notices for Council hearings and the preparation of Council agenda reports, these items will not necessarily be heard on the date the minutes from this meeting are forwarded to the Council. Please contact the Planning Division office for information on the schedule of hearings for these items.

**2. 25-1744 [Study Session: Role of the Planning Commission in the Charter Review Process](#)****REPORTS OF COMMISSION/BOARD LIAISON AND COMMITTEE:**

1. Announcements/Other Items
2. Commissioner Travel and Training Reports, Requests to attend Trainings

**DIRECTOR OF COMMUNITY DEVELOPMENT REPORTS:**

1. Planning Commission Budget Update
2. Upcoming Agenda Items
3. City Council Actions

**ADJOURNMENT:**

*The next regular scheduled meeting is on April 8, 2026 at 6:00 PM in the City Hall Council Chambers and via Zoom.*

**MEETING DISCLOSURES**

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# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
santaclaraca.gov  
@SantaClaraCity

## Agenda Report

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**26-274**

**Agenda Date: 3/11/2026**

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### **REPORT TO PLANNING COMMISSION**

#### **SUBJECT**

Planning Commission Meeting Minutes of February 11, 2026

#### **RECOMMENDATION**

Approve the Planning Commission Meeting Minutes of the February 11, 2026 Meeting.



# City of Santa Clara

## Meeting Minutes

### Planning Commission

02/11/2026

6:00 PM

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 Chambers/Virtual  
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#### **6:00 PM REGULAR MEETING**

**Call to Order**

**Chair Crutchlow** called the meeting order at 6:04 p.m.

**Pledge of Allegiance and Statement of Values**

**Secretary Cherukuru** read the Statement of Values.

**Roll Call**

**Present** 7 - Commissioner Yashraj Bhatnagar, Commissioner Nancy A. Biagini, Commissioner Priya Cherukuru, Commissioner Qian Huang, Vice Chair Mario Bouza, Commissioner Lance Saleme, and Chair Eric Crutchlow

**DECLARATION OF COMMISSION PROCEDURES**

**Secretary Cherukuru** read the Declaration of Procedures.

**CONTINUANCES/EXCEPTIONS**

None.

**CONSENT CALENDAR**

**Chair Crutchlow** announced translation services would be used for the Appellant for Public Hearing Item 2.

1. [26-114](#) Planning Commission Meeting Minutes of January 14, 2026

**Recommendation:** Approve the Planning Commission Meeting Minutes of the January 14, 2026 Meeting.

**A motion was made by Commissioner Cherukuru, seconded by Commissioner Bouza to approve this item.**

**Commissioners Bhatnagar and Biagini were not in attendance at the January 14, 2026 meeting and abstained from voting.**

**Aye:** 5 - Commissioner Cherukuru, Commissioner Huang, Vice Chair Bouza, Commissioner Saleme, and Chair Crutchlow

**Abstained:** 2 - Commissioner Bhatnagar, and Commissioner Biagini

**PUBLIC PRESENTATIONS**

None.

Meeting went into recess at 6:10 p.m. and reconvened at 6:21 p.m.

**PUBLIC HEARING**

2. [26-35](#) Action on an Appeal (PLN25-00562) of the Community Development Director's Denial of a Zoning Clearance (PZC25-00381) for a Smoke Shop Located at 770 Kiely Boulevard.

**Recommendation:** Overrule the appeal and affirm the Community Development Director's decision to deny the Zoning Clearance for a smoke shop to operate at 770 Kiely Boulevard.

**Chair Crutchlow and Commissioner Bouza** both disclosed they had visited the site of the Smoke Shop but had not had conversations with the Appellant.

**Associate Planner Tracy Tam** provided the staff presentation and announced a correction to the staff report that smoke shops are not allowed in the R6 Zoning District.

**Appellant Xiangqiong Wu** provided details on the Appeal.

**Commissioners** inquired upon several items including ordinances related to smoke shops and proximity to schools, details of the appeal letter sent to the Appellant; if there was a business license for the site; and the zoning clearance process.

The meeting went into recess at 7:37 p.m. and reconvened at 7:42 p.m.

**Assistant City Attorney Jennifer Beyers** provided clarification on the business permit and the role of the City to review and provide permits.

**Public Comments**

Public Speaker.

**A motion was made by Commissioner Biagini, seconded by Commissioner Huang to close public hearing.**

**Aye:** 7 - Commissioner Bhatnagar, Commissioner Biagini, Commissioner Cherukuru, Commissioner Huang, Vice Chair Bouza, Commissioner Saleme, and Chair Crutchlow

**A motion was made by Commissioner Biagini, seconded by Commissioner Bouza to approve staff recommendation.**

**Aye:** 7 - Commissioner Bhatnagar, Commissioner Biagini, Commissioner Cherukuru, Commissioner Huang, Vice Chair Bouza, Commissioner Saleme, and Chair Crutchlow

3. [26-52](#) Public Hearing: Action on Appeal (PLN25-00561) of Development Review Officer's Approval at 2892 Mesquite Drive for an Architectural Review (PLN25-00295) for a 621 Square Foot First Floor Addition and a 397 Square Foot Second Floor Addition to an Existing Two-Story 2,081 Square Foot Single-Family Residence with a 500 Square Foot Attached Garage on a 7,351 Square Foot Lot. CEQA Status: Exempt from CEQA per Section 15332.

**Recommendation:** The project is consistent with the General Plan, Zoning Code and Design Guidelines and therefore staff recommends the Planning Commission deny the appeal application and:

1. Determine the project to be exempt from the California Environmental Quality Act (CEQA) formal pursuant to CEQA Guidelines Section 15301 (Class 1 - Existing Facilities); and
2. Affirm the decision of the Development Review Officer to approve the Architectural Review for the construction of a 621 square foot first floor addition and a 397 square foot second floor addition to an existing two-story 2,081 square foot single-family residence with a 500 square foot attached garage on a 7,351 square foot lot at 2892 Mesquite Drive, subject to findings and conditions of approval.

The meeting went into recess at 8:26 p.m. and reconvened at 8:34 p.m.

**Assistant Planner Alex Tellez** provided the staff presentation.

**Appellant Sorin Spanoche** provided a presentation.

**Applicant/Homeowner Ling ("Annie") Zhou** provided comments.

**Applicant's Architect Michael Hyde** provided details on the proposed project.

**A motion was made by Commissioner Cherukuru, seconded by Commissioner Biagini to close public hearing.**

**Aye:** 7 - Commissioner Bhatnagar, Commissioner Biagini, Commissioner Cherukuru, Commissioner Huang, Vice Chair Bouza, Commissioner Saleme, and Chair Crutchlow

**A motion was made by Commissioner Biagini, seconded by Commissioner Huang to approve staff recommendation 1.**

**Aye:** 7 - Commissioner Bhatnagar, Commissioner Biagini, Commissioner Cherukuru, Commissioner Huang, Vice Chair Bouza, Commissioner Saleme, and Chair Crutchlow

**A motion was made by Commissioner Biagini, seconded by Commissioner Huang to Adopt a Resolution to affirm the decision of the Development Review Officer.**

**Aye:** 4 - Commissioner Bhatnagar, Commissioner Biagini, Commissioner Huang, and Commissioner Saleme

**Nay:** 3 - Commissioner Cherukuru, Vice Chair Bouza, and Chair Crutchlow

**REPORTS OF COMMISSION/BOARD LIAISON AND COMMITTEE:**

- 1. Announcements/Other Items

None.

- 2. Commissioner Travel and Training Reports, Requests to attend Trainings

**Staff Aide II Elizabeth Elliott** provided updates.

**DIRECTOR OF COMMUNITY DEVELOPMENT REPORTS:**

- 1. Planning Commission Budget Update

**Staff Aide II Elizabeth Elliott** provided budget updates.

- 2. Upcoming Agenda Items

**Planning Manager Lesley Xavier** provided updates.

- 3. City Council Actions

**Planning Manager Lesley Xavier** provided updates.

**ADJOURNMENT:**

**The meeting adjourned at 9:48 p.m. The next regular schedule meeting is on March 11, 2026 at 6 p.m.**

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## Agenda Report

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25-1744

Agenda Date: 3/11/2026

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### REPORT TO PLANNING COMMISSION

#### SUBJECT

Study Session: Role of the Planning Commission in the Charter Review Process

#### DISCUSSION

City Attorney Glen Googins will provide a presentation on the Role of the Planning Commission in the Charter Review Process.