

RESOLUTION NO. 1984-21

RESOLUTION ESTABLISHING A TOWN POLICY FOR HANDLING ABANDONED APPLICATIONS

RESOLVED, by the Town Council of the Town of Los Gatos, that the following procedures be adopted as Town policy:

1. Where there has been no activity for at least three (3) months, the applicants shall be notified in writing that the matter is being set for public hearing before the Planning Commission with a recommendation for denial.
2. If no additional response is received within 15 days of the date the letter is sent, or if the applicant advises staff that he decides not to pursue it, the application will be set for public hearing for denial/withdrawal as appropriate. No mailed notice will be made unless required by State law, the legal advertisement and the agenda shall note the recommended action and reason for such action.
3. For projects deemed complete, the Planning Commission action shall be completed within six (6) months after the project is deemed complete, unless the applicant requests and the Planning Commission grants a further extension. For projects not yet deemed complete, such action shall be completed within six (6) months of the last Development Review Committee meeting on the matter.
4. A request to extend the processing time can be granted by the Planning Director at any time before the matter is set for public hearing. If after such an extension is granted, and there is still no satisfactory action to complete the application, the matter will automatically be set for public hearing as described under 2. above.
5. There shall be no fee refunds or off-sets on future applications.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos held on the 21st day of February, 1984, by the following vote:

AYES: COUNCIL MEMBERS Joanne Benjamin, Eric D. Carlson, Terrence J. Daily, Brent N. Ventura and Mayor Thomas J. Ferriro

NOES: COUNCIL MEMBERS None

ABSTAIN: COUNCIL MEMBERS None

ABSENT: COUNCIL MEMBERS None

SIGNED: Thomas J. Ferriro
MAYOR OF THE TOWN OF LOS GATOS

ATTEST:

Rebecca L. Yates
DEPUTY CLERK OF THE TOWN OF LOS GATOS