



PRESS RELEASE

FOR IMMEDIATE RELEASE

Tuesday, February 24, 2009
(408) 354-6832
www.losgatosca.gov

NEW PLANNING, BUILDING, AND BUSINESS LICENSE HOURS

Los Gatos, CA – Due to the economic downturn and reduced staffing, the Town will be closing public counters in the Planning, Building, and Business License Departments between the hours of 1:00 p.m. – 5:00 p.m. Effective Monday, March 16, the new business hours will be 8:00 a.m. – 1:00 p.m. for the public counters in the Planning, Building, and Business License Departments. The Town is taking steps to provide the public 30 days advance notice of the change in hours to minimize impacts to customers.

During closure hours, the Clerk Department, located on upper level, will be available to provide assistance with the following services:

- Business License Payments
- Bus Pass Purchases
- Building Inspection Requests
- Vendor Deliveries

The Planning Department will be available by appointment only during closure hours

Additionally, effective March 16, the Police Department will reduce its Police Public Records counter hours to maximize its productivity. The proposed counter hours would be 9:00 a.m.-4:00 p.m., instead of 8:00 a.m.-5:00 p.m.

Questions about the new public counter hours can be to Jenny Haruyama, Assistant to the Town Manager/Finance Manager (jharuyama@losgatosca.gov) at (408) 354-6832.

cc: Town Council
Los Gatos Weekly Times
San Jose Mercury News