



MEMORANDUM

DATE: September 6, 2012
TO: Planning and Transportation Commission
FROM: David Kornfield, Planning Services Manager
SUBJECT: GOALS AND OBJECTIVES 2012-2013

RECOMMENDATION

Recommend goals and objectives for 2012-2013 to the City Council.

BACKGROUND

This memorandum is in preparation for the upcoming joint meeting with the City Council. The Planning and Transportation Commission's duties are outlined in the Municipal Code as follows (Section 2.08.060):

1. The Planning and Transportation Commission shall have those powers and duties given it by the State Planning Act (Title 7 of Chapter 3 of the Government Code of the state, commencing with Section 65100), as amended from time to time, and such other powers as granted it by the other provisions of this Municipal Code, or as may be entrusted to it by the Council from time to time, and shall submit an annual report to the Council;
2. The Planning and Transportation Commission shall act in an advisory capacity to the Council on transportation issues. Transportation issues shall include automobile circulation, pedestrian, bicycle and handicapped access, and public transportation on all public streets, roadways and paths within the city limits of the City of Los Altos;
3. The Planning and Transportation Commission shall advise the Council on existing and proposed City policies related to traffic calming and traffic enforcement; and
4. The Planning and Transportation Commission shall advise the Council on projects and budget priorities for traffic-related capital improvements.

Additionally, in its role, the Commission applies our General Plan including but not limited to policies in the Community Design & Historic Resources Element, Land Use Element, Housing Element, Economic Development Element and Circulation Element.

DISCUSSION

Much of the Planning and Transportation Commission's workload is set by its mandated response to development review applications and certain functions in accordance with State law such as periodically reviewing the City's Capital Improvement Plan. In addition to acting on planning and transportation applications, it is typically the Commission's goal to continue advising the City Council on matters relating to land use in the City including the development and implementation of the General Plan, zoning regulations and other land use regulations as well as providing recommendations on various transportation issues.

In terms of accomplishments, so far the Commission's main work has been to provide recommendations on a significant land use applications for a mixed-use project at 400 Main Street and the a renovation of Pinewood School.

Typically, at the joint meeting, the Council accepts a brief report from the Commission Chair and sets its expectations for the next year. The joint meeting also provides a good opportunity to discuss any concerns with regard to the Commission's duties.