



DATE: October 19, 2017

AGENDA ITEM 4

TO: Planning and Transportation Commission

FROM: David Kornfield, Planning Services Manager—Advanced Planning

SUBJECT: Preparation for Annual Joint Meeting with City Council

BACKGROUND

Each year the City Council holds a joint meeting with the Commission. The purpose of the meeting is to review the Commission's accomplishments and to provide input on the work plan. The Joint Planning and Transportation Commission/City Council meeting is scheduled for Tuesday November 7, 2017. The Commission's last joint meeting with Council was on May 3, 2016.

DISCUSSION

The Planning and Transportation Commission had a productive year. The Commission provided input on 11 legislative items, considered 17 development review applications and discussed eight (8) interest items. Several items spanned multiple meetings such as considering changes to the CT District and Density Bonus regulations. The Commission's work since its last meeting with Council is summarized below:

Legislative Items

1. Code amendment establishing timelines for the disposition of applications, appeals for administrative-level commercial and multiple-family projects, and modification process for entitled projects;
2. Conformance review of FY 2016-17 Capital Improvement Program;
3. Annexation of six properties from Mountain View on Jardin Avenue;
4. Code amendments to the CT District regulations considering height, open space, loading, mechanical parking systems and standards for rooftop structures;
5. Code amendment to the City's Density bonus regulations;
6. Study session with Council regarding the Loyola Corners Specific Plan update;
7. Code amendment to allow office uses at the ground level on Sherwood Avenue in the CN District;

8. Recommendations on affordable housing linkage fees for commercial and residential development;
9. Code amendment to the City's accessory dwelling unit regulations;
10. Annual report regarding the City's Housing Element; and
11. Update to the Loyola Corners Neighborhood Commercial Center Specific Plan.

Development Review

1. Lot coverage variance for BridgePoint senior living complex for a trellis and covered walkway;
2. Variance to allow accessory structures on a nonconforming single-family use in a multiple-family district;
3. Design, use permit and subdivision review for a 21-unit, multiple-family project at 4880 El Camino Real;
4. Variance to allow an office use with nonconforming parking at 465 First Street;
5. Use permit for wine bar at 366 Main Street;
6. Design review for new clubhouse for Springwood Apartments at 2270 Homestead Court;
7. Study session for multiple-family residential project at 517 Tyndall Street;
8. Extension of a tentative subdivision map approval for a lot split and relocation of historic structures at 980 Covington Road;
9. Study session of the LACI project for 101-151 First Street;
10. Subdivision of 209 Portola Court into two lots;
11. Continued design and use permit review of a proposed office building for 40 Main Street;
12. Rezoning to establish a single-story overlay district for the Larkellen Lane neighborhood;
13. Design, use permit and subdivision review for a mixed-use retail and multiple-family development for 962 Acacia Avenue;
14. Subdivision, variance and historic review for a lot split of 160 W. Portola Avenue;

15. Design review for a modified height waiver for a multiple-family project at 4800 El Camino Real;
16. Design and subdivision review for a three-unit, multiple-family building at 517 Tyndall Street; and
17. Use permit review to allow a ground-level administrative office use at 400 Main Street.

Interest Items

1. General discussion regarding traffic and transportation activities and the Commission's role in such;
2. Field review of a multi-lift parking management system;
3. Discussion of downtown height limits and codes for rooftop structures;
4. Discussion of CT District regulations regarding height, open space, and setbacks;
5. Design review tour of recent projects;
6. Review of the City's stop sign policy;
7. Review of the City's engineering and traffic surveys; and
8. Provided input to the Hillview Community Center Task Force.

The Commission's work plan is largely set by its legislative and design review responsibilities. The City Council recently restructured the Planning and Transportation Commission to move the transportation responsibilities to a newly formed Complete Streets Commission. The soon to be named Planning Commission will still review transportation projects related to development review and by referral of the City Council. The Commission's draft work plan for the next year is attached for reference.

Attachment

- A. Planning and Transportation Commission Work Plan

PLANNING COMMISSION

2017/18 Work Plan

Goal	Project	Assignment	Target Date	City Council Priority	Status
Legislative/Municipal Functions	Annual Capital Improvement Plan Review for General Plan Conformance	As per City Council	April 2018		Pending
	Annual Housing Element Report	As necessary	March 2018		Pending
	Development Review	As per applications	Varies		Ongoing
	Annual Project Tour	Review past projects for lessons learned	Spring 2018		Pending
Transportation Issues	Development Review	As determined	Varies		Ongoing