City of Santa Clara

PLANNING COMMISSION MEETING MINUTES

Wednesday, February 29, 2012 – 7:00 P.M.

CITY COUNCIL CHAMBERS
1500 Warburton Avenue
Santa Clara, CA 95050

Please refer to the Planning Commission Procedural Items coversheet for information on all procedural matters.
An audio recording of this meeting is available in the Planning Office for review or purchase the Friday following the meeting.

ITEMS FOR COUNCIL ACTION

The following items from this Planning Commission agenda 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:

None

1. PLEDGE OF ALLEGIANCE and INVOCATION

Chair Marine initiated the Pledge of Allegiance, and the Invocation was read.

2. ROLL CALL

The following Commissioners responded to roll call: Chair Tony Marine, Commissioners Ian Champeny, Deborah Costa, Robert Mayer, and Keith Stattenfield. Commissioner Fitch was excused and Commissioner O'Neill arrived at 7:15.

Staff present were Director of Planning and Inspection Kevin Riley, Assistant City Attorney Alexander Abbe, and Office Specialist IV Megan Zimmershead.

3. DISTRIBUTION OF AGENDA AND STAFF REPORTS

Copies of current agendas and staff reports for each of the items on the agenda are available from the Planning Division office on the Friday afternoon preceding the meeting and are available at the Commission meeting at the time of the hearing.

4. DECLARATION OF COMMISSION PROCEDURES

Chair Marine reviewed the Planning Commission procedures for those present.

5. REQUESTS FOR EXCEPTIONS, WITHDRAWALS AND CONTINUANCES

A. Withdrawals – None.
B. Continuances without a hearing – None.
C. Exceptions (requests for agenda items to be taken out of order) – None.

6. ORAL PETITIONS/ ANNOUNCEMENTS AND COMMUNICATIONS

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

No comments were received.

7. 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.

7.A. Planning Commission Minutes of January 11, 2012

Motion/Action: The Commission approved the Minutes of January 11, 2012 (4-0-2-1, Fitch and O'Neill absent, Mayer abstained).

7.B. Planning Commission Minutes of February 8, 2012

Motion/Action: The Commission approved the Minutes of February 8, 2012 (4-0-2-1, Fitch and O'Neill absent, Costa abstained).

7.C. Planning Commission Budget for FY2012-13

Motion/Action: The Commission approved the Planning Commission Budget for FY2012-13 (5-0-2-0, Fitch and O'Neill absent

**********END OF CONSENT CALENDAR**********

8. PUBLIC HEARING ITEMS

None

9. SPECIAL ORDER OF BUSINESS: DISCUSSION ITEMS

9.A. General guidelines for discussion items

The Commission and Staff collaborated on a list various topics that could be discussed at future Planning Commission meetings that are light on Agenda items. The Commissioners agreed to individually prioritize their interest on each topic and have Chair Marine submit a finalized list of topics at a future meeting.

9.B. Study Session: Discussion on SB 375 Sustainable Communities Strategy

The Director of Planning and Inspection, Kevin Riley, lead a discussion on Senate Bill (SB) 375, Sustainable Communities Strategy, and it's requirement for Metropolitan Planning Organizations (MPOs) to develop strategies to reduce greenhouse gas emissions and vehicle use throughout the state. Mr. Riley discussed the local projects that are coming forward to address the goals presented by SB 375 including Bus Rapid Transit (BRT), mixed-use developments, and general improvements to the infrastructure and accessibility to public transit to support the growth that is projected for our area.

10. OTHER BUSINESS

10.A. Commission Procedures and Staff Communications

i. **Announcements/Other Items**

ii. **Report of the Director of Planning and Inspection**

- City Council Action

iii. **Commission/Board Liaison and Committee Reports**

- Architectural Committee: Commissioners Stattenfield and Mayer
- Station Area Plan: Commissioner Champeny
- General Plan sub-Committee: Commissioners Champeny and O'Neill

iv. **Commission Activities**

- Commissioner Travel and Training Reports

It was noted that Commissioner O'Neill will attend the League of California Cities Planning Exposition in March.

- CalAPA Basic Planning 101 Workshop Series
- National APA Conference: Los Angeles, April 14-17, 2012

v. **Upcoming agenda items**

a. Planning Commission Procedures

11. ADJOURNMENT

The meeting adjourned at 8:36 p.m. The next regular Planning Commission meeting will be held on Wednesday, March 21, 2012, at 7:00 p.m.

Prepared by: _____
Megan Zimmershead
Office Specialist IV

Approved by: _____
Kevin L. Riley
Director of Planning & Inspection

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