



OFFICE OF COMMUNITY DEVELOPMENT

CITY HALL

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PLANNING COMMISSION STAFF REPORT

Agenda Date: February 26, 2019

APPLICATION

Planning Commission Work Program for FY2019-20

RECOMMENDATION

Recommend that the City Council consider the Planning Commission Fiscal Year 2019-20 Work Program.

BACKGROUND

The Planning Commission may consider adopting a draft work program each year, which is forwarded to the City Council for consideration. The proposed FY2019-2020 work program is based on the City Council's adopted goals for FY2018-2019 (Attachment 1). List may include potential developments seeking to undergo the development review and approval process.

DISCUSSION

The projects that are anticipated for the Planning Division in Fiscal Year 2019-2020 include the projects listed below. There may be additional items incorporated at a later date based on Council feedback from the Work Program Study Session.

1. On-line Permitting System.

Enable applicants and members of the public access status of plan/development review through new online permitting system. The new system allows increased transparency and efficiency through heightened public access and improves accountability and overall customer experience. The internal module had been implemented for Planning, Building, Public Works and Business License functions. The transition is anticipated to continue through the year 2019.

2. Outreach.

- a. Collaboration with other departments to increase community outreach through new technologies. Build youth engagement by connecting with youth groups

- such as Teen Commission, De Anza College, and High Schools. Ongoing efforts in collaboration with various Departments and agencies including the schools.
- b. Monthly participation at the Creekside Farmers Market to encourage public communication and interaction with the Community Development Department staff regarding services, development requirements, and projects.
 - c. Expand outreach to the business community to address business needs through available and future City services. Ongoing efforts with the Economic Development Manager to engage the retail and business community.
 - d. Improve outreach and information sharing with internal staff and the public to create greater connectivity with the business base. Ongoing efforts with the Economic Development Manager and the communications staff to provide effective and efficient outreach, such as utilizing newsletters and publications.
3. Front Counter.
Further improvements to public access to planning and project update information and promote existing tools. On-going efforts to continue to explore outreach tools, website improvements, and increase e-subscriptions.
4. Public Document E-Library.
The creation of a digital on-line library of current and historical Planning, Building and Public Works documents. On-going process until all documents are digitized.
5. Implement "Paperless" Permit Application System.
Please see Item 1.
6. The Veranda.
The 19-unit low income senior housing project approved in 2017 has been under construction since summer of 2018 with anticipated completion in spring 2019.
7. Cupertino Village Hotel.
The general plan amendment application for a new 165-room hotel was submitted in the fall of 2018 and is slated for public meeting in spring 2019.
8. Hotel on Goodyear Tire site.
The application for a new hotel at the Good Year Tire site was recently authorized by the City Council to revise for general plan amendments.
9. The Forum.
The construction of 25 new independent living villas and associated building addition began in late 2018.

Other Projects

Any additional comments or projects suggested by the Planning Commission will be reported to the City Council for consideration based on Council priority and resources. The following projects in the Work Program have not yet commenced and may be rolled over to the Work Program for the next fiscal year based on resources.

1. Heart of the City Specific Plan.

The Commission requested to (a) Amend the street tree list to allow alternative trees of a larger canopy and defer the tree type to the city arborist (Public Works), and (b) Clarify the minimum street side setback requirements.

2. The Parking Ordinance.

The Commission requested exploring the inclusion of parking incentives when projects provide electric vehicles, charging stations, and alternative transportation methods.

3. Teacher Housing Project.

The Commission recommended to set a goal of 100 senior or "teacher" housing units per year for five years and/or provide incentive and priority for Cupertino residents.

4. Review Parking Requirements.

Evaluation and revision of current ordinance including conformance with State-required reduced parking requirements related to affordable housing and projects in Priority Development and transit areas as well as the potential of parking incentives for electric vehicles. This item will be reviewed along with any future update of the parking ordinance.

5. Eliminate the restriction on outdoor seating for restaurants. Currently, the ordinance allows only 20% of a restaurant's seating to be outdoors. This item will be reviewed in conjunction with any future update to the General Commercial (CG) ordinance.

6. Penalties for Violation of Conditions of Approval.

City Council requested the consideration to increase penalties for violations of conditions of approval. Item will be incorporated with the next major code amendment.

Items that have been reviewed, completed or conducted on an ongoing basis include the following:

7. BMR Linkage Fes Update.

City Council directed staff to study and evaluate the possibility of increasing fees for residential and non-residential projects to provide funding for BMR units. Nexus study is being finalized and should be ready for City Council study session in spring 2019 to obtain direction.

8. Economic Development Strategic Plan (EDSP).

Update to the EDSP is scheduled for City Council study session to confirm direction for next steps.

9. Accessory Dwelling Units (ADU).

Research and study to provide incentives for the construction of ADUs. Study is in progress and will be agendized for Planning Commission review in spring 2019.

10. Short Term Rental (STR).

City Council requested the development of a regulatory program to STRs and collection methods of transient occupancy tax (TOT). Staff have previously brought the item to Planning Commission for comments. Second round of study session will be scheduled in the spring 2019.

Prepared by: Benjamin Fu, Interim Director of Community Development

Attachments:

Attachment 1 – City Council Work Program FY 2018-2019