



**COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION**

CITY HALL
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PLANNING COMMISSION STAFF REPORT

Meeting: September 10, 2019

Subject

Study Session on the General Plan Annual Review/Implementation Plan

Recommended Action

Provide direction on the format of the General Plan Annual Review/Implementation Plan.

Discussion

Background:

State law (Government Code Section 65400) requires that the City provide an annual report, on or before April 1 of each year, to the legislative body (the City Council in the case of Cupertino) regarding the status of the General Plan and progress in its implementation, including meeting its share of regional housing needs, and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing. The report must also be sent to the Office of Planning and Research and Department of Housing and Community Development¹. See Government Code § 65400(a)(2)(A)-(J).

On April 2, 2019, the General Plan Annual Review/Implementation Plan was presented to the City Council in compliance with State law and past practice. Councilmembers comments included the following:

- The Planning Commission should be included in the review of the General Plan Annual Review prior to presentation to Council, possibly over multiple meetings.
- Reports by neighboring jurisdictions, such as Mountain View and Palo Alto, should be reviewed as examples for future implementation plans, and additional detail should be included for the Council to understand the progress being made with the General Plan implementation.

¹ This housing element of the annual report must be made using standards, forms, and definitions adopted by HCD. For 2019, this report was presented to the Council on March 19, 2019 and submitted to the HCD by April 1. Government Code § 65400(a)(2)(B).

Paul moved and Willey seconded the motion to accept the 2019 General Plan Annual Progress Report, and the motion carried unanimously with direction for future annual update reports to include narrative updates on each item and to be evaluated by the Planning Commission prior to presentation to Council.

Analysis:

The current General Plan Annual Review/Implementation Plan has been used for the past three years. The Policies and Strategies that support the General Plan Goals in each Element have been arranged in tabular form as the General Plan Implementation Plan (See Attachment 1). A timeframe for implementation of each item is identified along with responsible and supporting departments and agencies in the implementation of each of the Strategies and Policies. Most Strategies and Policies are implemented on an ongoing process through the Municipal Code and development project review and are identified as such in the Implementation Plan.

It should be noted that another purpose of the Implementation Plan is to help the City Council identify Work Plan items to ensure continued implementation of the General Plan, and appropriate funding is allocated.

Next Steps

Upon receiving comments from the Planning Commission, this item will be brought back for review. Upon Planning Commission review, the 2020 General Plan Annual Review will be presented to City Council in March 2020.

Prepared by: Gian Paolo Martire, Associate Planner

Reviewed by: Piu Ghosh, Planning Manager

Approved for Submission by: Benjamin Fu, Director of Community Development

Attachments:

1. April 2, 2019 City Council Staff Report and Attachment