

Proposed Fiscal Year 2025/2026 Planning Commission Workplan

Background

On May 21, 2025 the Planning Commission reviewed the upcoming FY2025/2026 workplan and proposes to work on the following list of items.

1. Conferences and Trainings
2. Study Sessions
3. Land Use Priorities for Council Consideration

Current Membership

Name	Appointed	Re-Appointed	Term Ends
Nancy Biagini *appointed to a serve a partial and full term	04/01/19 (22)	03/22/22 (26)	2026
Mario Bouza	08/16/22 (26)		2026
Yashraj Bhatnagar *appointed to a serve a partial term	05/27/21 (23)	05/09/23 (27)	2027
Priya Cherukuru	05/21/19 (23)	05/09/23 (27)	2027
Eric Crutchlow *appointed to a serve a partial and full term	06/13/23 (24)	02/06/24 (28)	2028
Lance Saleme *appointed to a serve a partial and full term	11/07/17 (20)	06/23/20 (24) 03/00/24 (24)	2028
Qian Huang *appointed to a serve a partial and full term	01/12/21 (21)	03/10/21 (25) 03/11/25 (29)	2029

Purpose, Role and Duties of Planning Commission

Based on the Charter, the Planning Commission is a quasi-judicial body which acts in an advisory capacity to the City Council in all matters pertaining to the physical development of the City and consists of seven commissioners that are volunteers and are appointed by the City Council and who meet once a month, except in the month of July.

As prescribed by Ordinance, after a public hearing, the Commission makes a recommendation to the City Council on:

- General Plan Amendments
- Zoning of Real Property
- Changes to the Zoning Code
- Land Subdivisions

And, after a public hearing, the Commission takes final action, except in the event of an appeal, for the granting of any:

- Conditional Use Permit
- Variances
- Appeals of Director's Decision's for Single-Family residential projects, Minor Modifications, and CEQA determinations.

Per the City Code, when making decisions, the Planning Commission must find that a project is:

- consistent with the General Plan
- any applicable Specific Plan
- the subject zone
- applicable provisions of the Zoning Code and the City Code
- that the design, location, size, and operating characteristics of the proposed use are compatible with the allowed uses
- that the operation of the use at the location would not be detrimental to the harmonious and orderly growth of the City or constitute hazard to the public convenience, health, interest, safety, or general welfare
- that the site is physically suitable for the project/use in terms of design, location, operating characteristics, shape, size, topography, and the provision of public and emergency vehicle access and public services and utilities
- that the site is served by highways and streets adequate in width and improvement to carry the type and quantity of traffic the proposed use would likely generate

To make informed decisions, the Commission seeks trainings on topics relevant to their decision making by attending conferences and procuring study sessions on relevant topics. These items are reflected in their workplan. In addition, during the course of its work, the Planning Commission has also identified a list of land use priorities for City Council to consider during its priority setting process, which is also reflected in the workplan.

Workplan

1. Conferences and Trainings				
Organization	Timeline	Notes	Budget	Website
Joint Venture Silicon Valley State of the Valley	Yearly March 7, 2025		\$100 per ticket	https://jointventure.org/events/state-of-the-valley
League of California Cities (LCC)	Yearly March 2025	Planning Commissioner Academy	\$660 per ticket	https://www.calcities.org/education-and-events
APA National Conference	Yearly Online April 23-25, 2025 Denver March 29–April 1, 2025	Online: \$350 (member), \$400 (non-member) In-Person: \$785 (member), \$1,225 (non-member)		https://www.apacalifornia.org/conference/
APA California Conference	Yearly Monterey, CA September 28 – October 1, 2025	Member: \$782.50 Non-member: \$966.25 <i>(early-bird rate before July 28th \$100 off)</i>		https://www.planning.org/conference/
Institute for Local Government (ILG)	No upcoming – Monitor	Webinars and Trainings		https://www.ca-ilg.org/post/upcoming-ilg-webinars
Silicon Valley Business Journal	May 15, 2025	Events The Future of Santa Clara	\$135.00 per person	https://www.bizjournals.com/sanjose/event
California Environmental Quality Act (CEQA)		Association of Environmental Professionals (AEP) Webinars		https://www.califaep.org/webinars.php

2. Study Sessions

Topic	Timeline	Notes	Budget	
Yearly Housing Legislation Enacted by the State Legislature	January 15, 2025	Presented by Assistant CAO	No Cost	
City Council Study Session - State of Santa Clara Real Estate & Development Market	February 13, 2025	Presented by the Urban Land Institute (ULI)	No Cost	
Mobile Food Vendor Ordinance	April 16, 2025	Presented by staff	No Cost	
CEQA	May 21, 2025	Presented by David J. Powers & Associates	No cost	
Data Centers	May 20, 2025	Joint Study Session w/ City Council	No Cost	
Due Process Requirements (e.g. how to respond to reporters)	September 2025	Assistant CAO	No Cost	
Infrastructure Planning to Support Future Growth				
VTA Transit Planning				
Code Enforcement: Rights & Obligations (enforcement of COA's)				
Capital Improvement Program (CIP) Budget Environmental Determinations and General Plan Conformity Findings				

3. Land Use Priorities for Council Consideration

Topic	Timeline	Notes		
Data Center Development Standards and Location Requirements				
Entertainment District				
Supportive Housing Solutions – Tiny Homes; Moveable Homes				
Sustainability				
Vacant & Blighted Building Ordinance				
Skilled Labor Policy				
Citizen Commission Overseeing SVP				