



# City of Santa Clara

## Meeting Minutes

### Planning Commission

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01/29/2020

6:00 PM

City Hall Council Chambers

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#### **6:00 PM REGULAR MEETING**

##### **Call to Order**

**Chair Becker** called the meeting to order at 6:12 p.m.

##### **Pledge of Allegiance and Statement of Values**

##### **Roll Call**

**Present** 6 - Commissioner Steve Kelly, Commissioner Yuki Ikezi, Commissioner Sudhanshu Jain, Chair Anthony Becker, Commissioner Nancy A. Biagini, and Commissioner Priya Cherukuru

**Absent** 1 - Vice Chair Lance Saleme

**A motion was made by Commissioner Ikezi, seconded by Commissioner Biagini to excuse Commissioner Saleme from the meeting.**

**Aye:** 6 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 1 - Vice Chair Saleme

#### **DECLARATION OF COMMISSION PROCEDURES**

**Chair Becker** read the Declaration of Commission Procedures.

#### **CONTINUANCES/EXCEPTIONS**

None.

#### **CONSENT CALENDAR**

**Development Review Officer Gloria Sciara** noted there had been a revision to Item 1.B, condition C-7, to clarify that the site's primary warehouse distribution with delivery service use, including off-site alcohol

sales, could operation within the hours authorized by state law, while the retail business hours would be limited to 10 a.m. to 7 p.m.

Commissioners asked questions regarding the ABC License Type 21. **Associate Planner Rebecca Bustos** stated that staff had confirmed with ABC that a on-site retail component was required in conjunction with the off-site alcohol delivery and sales. **Travis Brooks spoke on behalf of the Applicant, Prime Now, LLC**, and confirmed that the on-site retail component is only proposed to meet ABC's requirements.

**A motion was made by Commissioner Ikezi, seconded by Commissioner to Kelly to close the public hearing.**

**Aye:** 6 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 1 - Vice Chair Saleme

#### CONSENT CALENDAR

**A motion was made by Commissioner Jain, seconded by Commissioner Biagini to approve the consent calendar.**

**Aye:** 6 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 1 - Vice Chair Saleme

**1.A**     [20-37](#)     Planning Commission Meeting Minutes of December 11, 2019

**Recommendation:** Approve the Planning Commission Minutes of the December 11, 2019 Meeting.

**1.B**     [20-39](#)     Consent: Action on Use Permit for ABC License Type 21 for the existing warehouse building located at 750 Laurelwood Road

**Recommendation:** Adopt a resolution approving a Use Permit for the sale of prepackaged alcoholic beverages for consumption off the premises (ABC License Type 21) for the existing warehouse building located at 750 Laurelwood Road, subject to conditions of approval.

#### **PUBLIC PRESENTATIONS**

There were no public presentations.

#### **PUBLIC HEARING**

**2.**       [20-53](#)       Study Session: Related Santa Clara Development Area Plans

**Associate Planner Jeff Schwilk** provided a presentation. The first Development Area Plan (DAP) application of the project will be brought to the Planning Commission on February 20, 2020 and this presentation is an overview of the project and process for the review of Development Area Plans for consistency with the PD-MC zoning and the Master Community Plan (MCP). The presentation provided information on the MCP and Entitlements. A copy of the MCP is located on the city's website along with the Environmental Impact Report, past agenda reports and minutes.

**Planning Manager Reena Brilliot** noted there is uniqueness to the City's process for reviewing DAP applications; the Planning Commission's role is to find conformance with the MCP. The Applicant has an option to provide architectural materials as part of the DAP application that goes before the Planning Commission and City Council or at a later date, and they have chosen to submit the architectural materials to the Community Development Director at a later date. **Associate Planner Jeff Schwilk** noted that at the February 20, 2020 meeting the Planning Commission will review the application and must make the three required findings under the MCP in order to forward a recommendation of approval to the City Council.

**Commissioner Ikezi** had questions regarding the transit station and **Associate Planner Jeff Schwilk** clarified this will not be part of the Planning Commission approval of the DAP. **Assistant City Manager Ruth Shikada** spoke and confirmed the transit plan constitutes infrastructure improvements that will be worked through separately from DAP review process for each phase. There will be better access and improvements for a grand vision for the train station, there will be a study and VTA will review and then the next steps on funding will be coordinated. The Developer is required to fund the study. The City will be working collaboratively with the developer.

**Commissioner Jain** inquired on the role of the Planning Commission and this project. **Associate Planner Jeff Schwilk** said The MCP is part of the Zoning Map and contains provisions in Appendix C that establish the framework for the City's review of DAP applications. **Assistant City Attorney Alexander Abbe** noted that the amendment to the General Plan is in the 2016 resolution that adopted the General Plan.

**Planner Manager Reena Brilliot** stated that the City's regular Architectural Review Process under the Zoning Ordinance is not

part of the MCP process. Related is working with city resources and a contract planner will be utilized for DAP 2. The Priority Project Planner was hired and is working through the City Manager's Office. **Commissioner Cherukuru** expressed concerns that the public will have little input on design. **Development Review Officer Gloria Sciara** stated that primary land use decisions were made under the approval to rezone the overall 240 acre project site to PD-MC in 2016, and the Planning Commission is reviewing the individual DAP applications for each phase within the project area at this point for a determination of consistency with the MCP.

**Commissioner Biagini** asked questions on the past Planning Commission consensus for the project, **Associate Planner Jeff Schwilk** replied the previous discussions are noted in past City reports and meeting minutes are included on the project page of City's website for review.

**Chair Becker** requested that Commissioners write down the questions they have on this item and **Planner Manager Reena Brilliot** requested that Commissioners send emails with their questions in advance of the February 20 meeting so staff will have time to research and reply.

**A motion was made by Commissioner Kelly, seconded by Commissioner Jain to close public hearing.**

**Aye:** 6 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 1 - Vice Chair Saleme

3. [20-48](#) Study Session: State Housing Legislation Updates 2020

**Chair Becker** requested to be excused from the meeting at 8:15 p.m.

**Commissioner Biagini** was appointed to act as Chair for the remainder of the meeting.

**Development Review Officer Gloria Sciara** left the meeting at 8:13 p.m.

**A motion was made by Commissioner Ikezi, seconded by Commissioner Biagini to excuse Chair Becker from the meeting at 8:15 p.m.**

**Aye:** 6 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 1 - Vice Chair Saleme

**Assistant City Attorney Alexander Abbe** provided a presentation on housing legislation that passed in 2019. There are over 100 bills introduced and 40 signed. The topics covered during the presentation were:

- Accessory Dwelling Units (ADUs)
- New streamlining for affordable housing projects
- New density bonuses for 100% affordable housing
- New by-right housing types for unsheltered persons
- Revisions to the Surplus Lands Act related to housing developments
- New mandatory on-line disclosures on development standards and fees
- New rent control laws and other protections for tenants

**A motion was made by Commissioner Cherukuru, seconded by Commissioner Kelly to close public hearing.**

**Aye:** 5 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 2 - Vice Chair Saleme, and Chair Becker

**REPORTS OF COMMISSION/BOARD LIAISON AND COMMITTEE:**

1. Announcements/Other Items

**Commissioner Jain** attended an event at University Electric to showcase all electric kitchens.

2. Architectural Committee

**Commissioner Biagini and Commissioner Saleme** attended the Architectural Review Committee meeting on January 15, 2020.

3. Commissioner Travel and Training Reports, Requests to attend Trainings

**Commissioner Biagini and Commissioner Cherukuru** attended the CLE CEQA conference in San Francisco on December 12 - 13, 2019. **Commissioner Cherukuru** thanked the City for the opportunity to attend the conference. Tribal Consultation was discussed at the conference, **Assistant City Attorney Alexander Abbe** stated that to date we have never had a tribe request consultation, we send out the notification but have not had a request for a consultation.

**Commissioner Jain** announced that he and **Commissioner Biagini**

will be attending the State of the Valley Conference on February 14, 2020. **Commissioner Cherukuru** requested to attend the event also.

**A motion was made by Commissioner Kelly, seconded by Commissioner Kelly to expend funds for 3 commissioners to attend the 2020 State of the Valley Conference on February 14, 2020 in San Jose.**

**Aye:** 5 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 2 - Vice Chair Saleme, and Chair Becker

### **3. Commissioner Travel and Training Reports, Requests to attend Trainings**

**Commissioner Biagini** requested that staff provide a list of annual trainings and conferences that would be helpful for Commission planning and budget purposes.

**A motion was made by Commissioner Kelly, seconded by Commissioner Jain to expend funds for two commissioners to attend the League of California Cities Planning Commission Academy March 4 - 6, 2020 in Sacramento, California**

**Aye:** 5 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 2 - Vice Chair Saleme, and Chair Becker

### **DIRECTOR OF COMMUNITY DEVELOPMENT REPORTS:**

**Planning Manager Reena Brilliot** provided updates.

#### **1. Planning Commission Budget Update**

**Planning Manager Reena Brilliot** provided budget updates and a discussion took place on possible upcoming Study Session topics, and expenditures for these study sessions, and announced staff would do further research and get back to Commissioners with dates and topics for upcoming sessions.

#### **2. Upcoming Agenda Items**

**Planning Manager Reena Brilliot** provided updates.

#### **3. City Council Actions**

**Planning Manager Reena Brilliot** provided updates:  
Process Change for Architectural Committee  
Freebird Project on Monroe was approved by Council

**ADJOURNMENT:**

The meeting was adjourned at 9:29 p.m.

A motion was made by Commissioner Ikezi, seconded by Commissioner Cherukuru to adjourn the meeting.

The next meeting is a Special Planning Commission meeting on Thursday, February 20, 2020 at 6 p.m. in the City Hall Council Chambers.

**Aye:** 5 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Commissioner Biagini, and Commissioner Cherukuru

**Excused:** 2 - Vice Chair Saleme, and Chair Becker