



PLANNING DIVISION

STAFF REPORT

TO: PLANNING & TRANSPORTATION COMMISSION

FROM: Roland Rivera
Planner

DEPARTMENT: Planning

AGENDA DATE: March 30, 2005

SUBJECT: **Review of Comprehensive Plan Implementation Status Report for 2005**

RECOMMENDATION:

Staff recommends that the Planning Commission review and comment on the Comprehensive Plan Implementation Plan Status Report and direct staff to forward the comments to the City Council.

PROJECT DESCRIPTION:

The Comprehensive Plan Implementation Plan Status Report highlights the City's progress in implementing the Comprehensive Plan. With City Council's adoption of the 1998-2010 Comprehensive Plan, staff committed to ensuring that the Comprehensive Plan remained a dynamic document that shaped the future of Palo Alto. To better accomplish this, the Comprehensive Plan called for completion of an annual Status Report.

The Status Report is distributed prior to completion of the budget process to enable the report to be utilized in evaluating budget allocations. The Status Report is organized by Comprehensive Plan elements; the template for the report is the Comprehensive Plan Implementation Plan. The Status Report will be forwarded to the City Council prior to its consideration of the 2005-2007 budget document scheduled for June 2005.

POLICY IMPLICATIONS:

All of the programs and a few program-like policies included in the Implementation Plan and evaluated in the Status Report are part of the Comprehensive Plan document. The purpose of the Status Report is ensure that the programs are still timely and report progress on their implementation.

SUMMARY OF SIGNIFICANT ISSUES:

The Comprehensive Plan provides the foundation for development of department work programs that form the basis for allocation of budget resources. The Status Report can act as a tool for weighing policy decisions and allocating budget resources and assist the Commission in its review of the Capital Improvement Program (CIP) for conformity with the Comprehensive Plan.

The seven major themes of the Comprehensive Plan adopted in 1998 area:

- Building community and neighborhoods
- Maintaining and enhancing community character
- Reducing reliance on the automobile
- Meeting housing supply challenges
- Protecting and repairing natural features
- Meeting residential and commercial needs
- Providing responsive governance and regional leadership

Each year the City Council reevaluates its priorities in conjunction with these themes in order to accomplish the goals of the Comprehensive Plan. For the year 2005, the City Council has reaffirmed the following five priorities first established in 2002 in which to focus City efforts and allocate City resources. The priorities are considered consistent with the seven major themes of the Comprehensive Plan and include:

1. City Finances
2. Infrastructure
3. Affordable Housing
4. Land Use Planning
5. Alternative Transportation and Traffic Calming

The Implementation Plan, identifies the lead department or division responsible for implementation of each of the programs and program-like policies of the various elements of the Comprehensive Plan and indicates the anticipated timing of each item based on 1998 projections. The Status Report updates the Implementation Plan by listing the current projected timing of each program and provides information on the status of the program and the funding for its accomplishment.

The timing of items in the Status Report corresponds to the following categories:

- a) *Ongoing*, which indicates that the program is currently being addressed and that activities will periodically occur over the remaining life of the Comprehensive Plan;
- b) *Completed*, indicates the implementation of the program was completed
- c) *0 to 2 years* indicates that implementation of the program is anticipated to be completed by the end of 2005;
- d) *3 to 7 years* indicates that a program will be completed in the remaining 3 to 7 years of the Comprehensive Plan;
- e) *0 to 7 years* which indicates that the program will be initiated within the next 7 years; and
- f) *N/A*, indicates that the program is not under consideration at this time or no longer applicable.

As the Status Report indicates, most of the approximately 330 programs in the Comprehensive Plan are funded in the operating budget. Only 19 of the programs have CIP funds allocated directly to them. These include programs B4, C19, C21, C26, C27, G5, G6, L16, L21, L69, L70, L72, L80, L81, N22, N40, N65, T10, and T24 (see Attachment B for specific details related to each of these programs). Those programs are identified in the "Financing" column of the Status Report as having "Funds in proposed capital budget". Eight of the 19 programs are completely funded by the CIP while 11 have funds allocated in both the capital and operating budgets.

The timing assigned to each policy and program indicates when a particular item will commence. Around 90 of the programs should be completed in 2005 with the completion of the Zoning Ordinance Update. The majority of the remaining programs funded by the operating budget are ongoing. Examples of completed programs include the development of a citywide retail strategy, the adoption of the wood burning stove ordinance, the revision of the grading ordinance, the implementation of the Tree Task Force, completion of Coordinated Area Plans for SOFA 1 and 2, evaluation of the northwest corner of Page Mill Road and El Camino Real for a hotel and conference facility, completion of an area analysis for the Stanford Medical Center, allowing attached second units or small detached second units through a ministerial process, extension of Sand Hill Road to El Camino Real, and completion of the Infrastructure Management Plan. At this time all of the programs identified in the Status Report are still anticipated to begin prior to the 2010 horizon year of the Comprehensive Plan; however, given recent budget constraints, it is possible that in succeeding years some of the items scheduled to begin by 2010 may not be initiated within that timeframe.

Also attached to this report are the results of the annual monitoring program to review progress made in construction housing, rezoning of sites for housing and implementation of policies to encourage the production of affordable housing. See Attachment C for the results of the annual monitoring program.

ENVIRONMENTAL REVIEW:

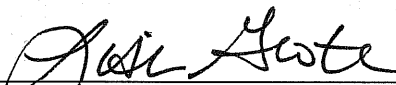
The Status Report and Implementation Plan are not considered projects subject to environmental review by the California Environmental Quality Act (CEQA). As individual projects associated with specific programs in the Plan are implemented, the appropriate environmental review will be conducted for the projects.

ATTACHMENTS/EXHIBITS:

- Attachment A: 2005 Comprehensive Plan Implementation Status Report
(Commissioners only)
- Attachment B: List of CIP-Funded Programs and their Details
- Attachment C: Annual Housing Monitoring Report

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Reviewed by: Julie Caporgno, Advance Planning Manager

Department/Division Head Approval: 
Lisa Grote, Chief Planning Official

ATTACHMENT B
LIST OF CIP-FUNDED PROGRAMS

Program	Details	Financing
B-4	Develop the City Council approved fiber optic ring around the City as recommended in the 1996 Telecommunications Strategy Study and evaluate and implement enhancements to the system.	Existing funds for the dark fiber system are in both the CIP and Operating budgets. CIP financing occurs annually for system improvements. Customer service extensions are financed in advance by the customer. Dark fiber revenue covers annual operating expenses, but is not sufficient to have paid off all cumulative capitalization (system improvements). If fiber to the home is to be implemented it will probably require long term financing.
C-19	Develop improvement plans for the maintenance, restoration and enhancement of community facilities, and keep these facilities viable community assets by investing the necessary resources.	Funds in proposed capital and operating budgets and through public/private partnerships with interested organizations. Art Center Foundation is continuing to embark on a 10 million dollar capital campaign. The Library Foundation continues fund raising activities in support of new furniture for the renovated Children's Library.
C-21	Incorporate as an additional criterion used in prioritizing sidewalk repairs, a standard related to the level of pedestrian usage.	Funds in proposed capital budget.
C-26	In conjunction with new development proposals, pursue creation of park, plaza, or other public gathering places that meet neighborhood needs.	Funds in proposed operating and capital budgets.
C-27	Continue to implement Americans with Disabilities Act (ADA) requirements in City facilities including, but not limited to, sidewalk curb cuts, building entrances, meeting room access and sight and hearing adjuncts.	Existing funds in capital budget.
G-5	Create electronic bulletin boards to increase opportunities for interaction between citizens and government, including the posting of meeting agendas and other items of broad interest.	Funds in approved operating and/or capital budget. Maintenance, ongoing development and new applications will be budgeted in future operating and CIP budgets.
G-6	Provide advanced communication opportunities for the public at City Libraries.	Funding in approved capital budget for Internet stations. Upgrades to wireless public networks and loaner laptop program funded by grants from the Friends of the Library.
L-16	Study the feasibility of using public and private funds to provide and maintain landscaping and public spaces such as parks, plazas and sidewalks within commercial areas.	Existing funds in capital budget.
L-21	Improve the University Avenue/Downtown area by adding landscaping and bicycle parking and encouraging large development projects to benefit the public by incorporating public art.	Funds in approved operating and capital budgets.
L-69	Enhance all entrances to Mitchell Park Community Center so that they are more inviting and facilitate public gatherings	CIP funds exist for park improvements but future funding sources are yet to be determined for Mitchell Park building improvements.
L-70	Study the potential for landscaping or park furniture that would promote neighborhood parks as outdoor gathering places and centers of neighborhood activity.	Existing funds in capital budget.
L-72	Develop a strategy to enhance gateway sites with special landscaping, art, public spaces and/or public buildings. Emphasize the creek bridges and riparian settings at the entrances to the city over Adobe Creek and San Francisquito Creek.	Funds in approved Capital and operating budgets.

L-80	Continue the citywide undergrounding of utility wires. Minimize the impacts of undergrounding on street tree root systems and planting areas.	Existing funds in the Capital budget for construction of UG 38 of \$2,400,000 and \$3,200,000 for design and construction of UG 39 and 40. Funds are included in 2005-06 for UG 41 of \$3,100,000.
L-81	Encourage the use of compact and well-designed utility elements, such as transformers, switching devices and backflow preventers. Place these elements in locations that will minimize their visual intrusion.	Existing funds in both the capital and operating budgets for backflow preventers, transformers and switches are adequate to meet costs of current specifications and designs.
N-22	Work with the Santa Clara Valley Water District to identify and map key groundwater recharge areas for use in land use planning and permitting and the protection of groundwater resources.	Existing funding in the Water Capital Budget is \$1,790,000. Funds to study groundwater issues have been incorporated into the budget.
N-40	Expand the use of alternative fuels for City vehicles and establish a program to encourage expanded use of such fuels in private vehicles. To support this program, encourage the development of alternative fuel infrastructure (for instance, electric plug-ins) in parking facilities and other key locations around the city.	Existing Funding in the Gas Capital Budget is \$400,000.
N-65	Incorporate cost-effective energy conservation measures into construction, maintenance, and City operation and procurement practices.	Funds available in "Sustainability CIP" for incremental improvements to existing CIP projects.
T-10	Expand the range of City services that can be received via computers or through the mail.	Funds in approved operating and/or capital budget. Maintenance, ongoing development and new applications will be budgeted in future operating and CIP budgets.
T-24	Provide adequate outside through-lane widths for shared use by motorists and bicyclists when constructing or modifying roadways, where feasible.	Funds in approved capital improvement budget.

ATTACHMENT C
2005 Annual Housing Monitoring Program H24

A. Planning Department

Housing Projects Approved between 01/01/04 – 12/31/04

1. 2701 El Camino Real – Zone Change approved from CN and RM-40 to PC, 07/21/04
 - Project proposes 81 new dwelling units in a senior assisted living facility.
2. 940 E. Meadow – ARB approved 10/26/04
 - Project proposes 76 new condominium type dwelling units.

Total new proposed dwelling units approved – 157 dwelling units

B. Building Department

Housing Projects with Building Permits issued between 01/01/04 – 12/31/04

1. 800 High St. - Mixed Use Building - July, 2004
 - 60 new dwelling units
2. 33 – 45 Encina Avenue – Opportunity Center - August, 2004
 - 89 new dwelling units

Total new dwelling units with building permits issued – 149 dwelling units