



# Planning & Transportation Commission

## Regular Meeting Agenda: December 11, 2019

Council Chambers  
250 Hamilton Avenue  
6:00 PM

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### Call to Order / Roll Call

### Oral Communications

The public may speak to any item not on the agenda. Three (3) minutes per speaker.<sup>1,2</sup>

### Agenda Changes, Additions, and Deletions

The Chair or Commission majority may modify the agenda order to improve meeting management.

### City Official Reports

1. Directors Report, Meeting Schedule and Assignments

### Study Session

Public Comment is Permitted. Three (3) minutes per speaker.<sup>1,3</sup>

### Action Items

Public Comment is Permitted. Applicants/Appellant Teams: Fifteen (15) minutes, plus three (3) minutes rebuttal. All others: Three (3) minutes per speaker.<sup>1,3</sup>

2. PUBLIC HEARING/QUASI-JUDICIAL. 470 Olive Avenue [18PLN-00148]: Recommendation on Applicant's Request for a Zoning Code Text Amendment to Allow an Exception to the Nonconforming Use Amortization Provisions that are Applicable to the Site. The Applicant has Requested the Text Amendment to Allow an Existing Office Use to Remain in a Single Family Residential Zoning District for Five Years. The Existing Commercial Structure is Located on Two Parcels: 470 Olive Avenue is Zoned Single Family Residential (R-1) and 2951 El Camino Real is Zoned Service Commercial (CS). Environmental Assessment: Exempt from CEQA Per Guidelines Section 15301 (Existing Facilities). For More Information Contact the Project Planner Samuel Gutierrez at [samuel.gutierrez@cityofpaloalto.org](mailto:samuel.gutierrez@cityofpaloalto.org)

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1. Spokespersons that are representing a group of five or more people who are identified as present at the meeting at the time of the spokesperson's presentation will be allowed up to fifteen (15) minutes at the discretion of the Chair, provided that the non-speaking members agree not to speak individually.  
2. The Chair may limit Oral Communications to 30 minutes for all combined speakers.  
3. The Chair may reduce the allowed time to speak to two minutes or less to accommodate a larger number of speakers.

## **Approval of Minutes**

Public Comment is Permitted. Three (3) minutes per speaker.<sup>1,3</sup>

3. November 13, 2019 Draft PTC Meeting Minutes

## **Committee Items**

Chair's letter

**Commissioner Questions, Comments, Announcements or Future Agenda Items**

## **Adjournment**

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# Palo Alto Planning & Transportation Commission

Commissioner Biographies, Present and Archived Agendas and Reports are available online: <http://www.cityofpaloalto.org/gov/boards/ptc/default.asp>. The PTC Commission members are:

Chair William Riggs  
Vice Chair Michael Alcheck  
Commissioner Ed Lauing  
Commissioner Giselle Roohparvar  
Commissioner Doria Summa  
Commissioner Carolyn Templeton  
Commissioner Asher Waldfogel

Get Informed and Be Engaged!

View online: <http://midpenmedia.org/category/government/city-of-palo-alto/> or on Channel 26.

Show up and speak. Public comment is encouraged. Please complete a speaker request card located on the table at the entrance to the Council Chambers and deliver it to the Commission Secretary prior to discussion of the item.

Write to us. Email the PTC at: [Planning.Commission@CityofPaloAlto.org](mailto:Planning.Commission@CityofPaloAlto.org). Letters can be delivered to the Planning & Development Services Department, 5<sup>th</sup> floor, City Hall, 250 Hamilton Avenue, Palo Alto, CA 94301. Comments received by 2:00 PM two Tuesdays preceding the meeting date will be included in the agenda packet. Comments received afterward through 2:00 PM the day of the meeting will be presented to the Commission at the dais.

Material related to an item on this agenda submitted to the PTC after distribution of the agenda packet is available for public inspection at the address above.

## Americans with Disability Act (ADA)

It is the policy of the City of Palo Alto to offer its public programs, services and meetings in a manner that is readily accessible to all. Persons with disabilities who require materials in an appropriate alternative format or who require auxiliary aids to access City meetings, programs, or services may contact the City's ADA Coordinator at (650) 329-2550 (voice) or by emailing [ada@cityofpaloalto.org](mailto:ada@cityofpaloalto.org). Requests for assistance or accommodations must be submitted at least 24 hours in advance of the meeting, program, or service.

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