



# Planning & Transportation Commission Regular Meeting Agenda: March 30, 2022

Council Chamber & Virtual  
6:00 PM

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<https://zoom.us/join>

Meeting ID: 916 4155 9499

Phone number: 1 669 900 6833

Pursuant to [AB 361](#) Palo Alto Commission meetings will be held as “hybrid” meetings with the option to attend by teleconference/video conference or in person. To maximize public safety while still maintaining transparency and public access, members of the public can choose to participate in the meeting from home or attend the meeting in person. Information on how the public may observe and participate in the meeting is located at the end of the agenda or [online here](#).

Members of the public may comment by sending an email to [Planning.Commission@CityofPaloAlto.org](mailto:Planning.Commission@CityofPaloAlto.org) or by attending the meeting in person, or via Zoom virtual meeting to give live comments. Instructions for the Zoom meeting can be found on the last page of this agenda. Commissioner Names, Biographies, Present and Archived Agendas and Reports are available online: [bit.ly/PaloAltoPTC](http://bit.ly/PaloAltoPTC). Visit [bit.ly/PAPendingprojects](http://bit.ly/PAPendingprojects) to view project plans and details.

The meeting will be broadcast on Cable TV Channel 26, live on YouTube at <https://www.youtube.com/c/cityofpaloalto>, and streamed to Midpen Media Center at <https://midpenmedia.org>.

## TIME ESTIMATES

Listed times are estimates only and are subject to change at any time, including while the meeting is in progress. The Commission reserves the right to use more or less time on any item, to change the order of items and/or to continue items to another meeting. Particular items may be heard before or after the time estimated on the agenda. This may occur in order to best manage the time at a meeting or to adapt to the participation of the public.

## Call to Order / Roll Call

1. Adoption of a Resolution Authorizing Use of Teleconferencing for Planning and Transportation Commission Meetings During Covid-19 State of Emergency

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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 ten (10) 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 to accommodate a larger number of speakers.

## Oral Communications

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

## Agenda Changes, Additions, and Deletions

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

## City Official Reports

2. Directors Report, Meeting Schedule and Assignments

## Consent Calendar

3. Staff Recommend the Planning and Transportation Commission (PTC) adopts the 2022-2023 Work Plan and Forward the Plan to Council for Consideration and Approval.

## 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>2,3</sup>

### 6:20 PM – 9:20 PM

4. PUBLIC HEARING/QUASI JUDICIAL/LEGISLATIVE: Review of the Castilleja School's Requested Conditional Use Permit and Variance per Council Direction March 29, 2021, and Review of a Draft Ordinance per Council Direction Amending Section 18.04.030 Regarding Definition of Gross Floor Area in the R1 Zone for Below Grade Parking Garages. Zone District: R-1(10,000). Environmental Review: The Final Environmental Impact Report (EIR) was Published July 30, 2020 and the Draft EIR was Published July 15, 2019

### 9:20 PM – 10:35 PM

5. PUBLIC HEARING / LEGISLATIVE. Recommendation of an Ordinance Amending Title 18 (Zoning) of the Palo Alto Municipal Code, Chapters 18.04 (Definitions), 18.16 (Neighborhood, Community, and Service Commercial (CN, CC and CS) Districts), 18.18 (Downtown Commercial (CD) Districts) and 18.30 (A) and (C) – the Retail and Ground Floor Combining Districts to Update Definitions, Broaden Permissible Uses, Limit Certain Uses and Update Thresholds for Conditional Use Permits for Some Land Uses Throughout the City. Environmental Review: CEQA Exemption 15061(b)(3)

## Approval of Minutes

Public Comment is Permitted. Three (3) minutes per speaker.<sup>2,3</sup>

6. December 15, 2021 Draft Verbatim Meeting Minutes
7. January 12, 2022 Draft Meeting Minutes

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8. January 19, 2022 Draft Meeting Minutes

9. January 26, 2022 Draft Meeting Minutes

10. February 9, 2022 Draft Verbatim Meeting Minutes

## **Committee Items**

## **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: [bit.ly/PaloAltoPTC](http://bit.ly/PaloAltoPTC). The PTC Commission members are:

Chair Ed Lauing  
Vice Chair Doria Summa  
Commissioner Bryna Chang  
Commissioner Bart Hechtman  
Commissioner Keith Reckdahl  
Commissioner Giselle Roohparvar  
Commissioner Carolyn Templeton

Get Informed and Be Engaged!

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

Public comment is encouraged. Email the PTC at: [Planning.Commission@CityofPaloAlto.org](mailto:Planning.Commission@CityofPaloAlto.org).

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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## Public Comment Instructions

Members of the Public may provide public comments to teleconference meetings via email, teleconference, or by phone.

1. **Written public comments** may be submitted by email to [planning.commission@CityofPaloAlto.org](mailto:planning.commission@CityofPaloAlto.org)
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Board, click on the link below. Please read the following instructions carefully.
  - You may download the Zoom client or connect to the meeting in-browser. If using your browser, make sure you are using a current, up-to-date browser.
  - You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
  - When you wish to speak on an agenda item, click on “raise hand”. The moderator will activate and unmute attendees in turn. Speakers will be notified shortly before they are called to speak. The Zoom application will prompt you to unmute your microphone when it is your turn to speak.
  - When called, please limit your remarks to the time limit allotted.
  - A timer will be shown on the computer to help keep track of your comments.
3. **Spoken public comments using a smart phone** will be accepted through the teleconference meeting. To address the Council, download the Zoom application onto your phone from the Apple App Store or Google Play Store and enter the Meeting ID below.
4. **Spoken public comments using a phone** use the telephone number listed below. When you wish to speak on an agenda item hit \*9 on your phone so we know that you wish to speak. When called please limit your remarks to the agenda item and time limit allotted.

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**(you may need to exclude the initial “1” depending on your phone service)**

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