



Planning & Transportation Commission Special Meeting Agenda: November 16, 2022

Council Chamber & Virtual
5:00 PM

<https://zoom.us/join>

Meeting ID: 916 4155 9499

Phone number: 1 669 900 6833

To maximize public safety while still maintaining transparency and public access, members of the public can choose to attend by teleconference/video conference or 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](#). Masks are encouraged if attending in person.

Members of the public may comment by sending an email to 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: <http://bit.ly/PaloAltoPTC>.

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

Oral Communications

The public may speak to any item not on the agenda. Three (3) minutes per speaker.^{1,2}

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1. The Chair may limit Oral Communications to 30 minutes for all combined speakers.
 2. 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.
 3. The Chair may reduce the allowed time to speak from five (5) to three (3) minutes to accommodate a larger number of speakers

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

Action Items

Public Comment is Permitted. Applicants/Appellant Teams: Fifteen (15) minutes, plus three (3) minutes rebuttal. All others: Five (5) minutes per speaker.^{2,3}

5:10 PM – 6:00 PM

3. Review Draft 2022 Comprehensive Plan Implementation Annual Progress Report and Draft 2022 Housing Element Annual Progress Report and Recommend City Council Authorize Transmittal of the Reports to the Office of Planning and Research and Department of Housing and Community Development, Respectively, by April 1, 2023.

6:00 PM – 7:30 PM

4. PUBLIC HEARING / QUASI-JUDICIAL. 660 University [21PLN-00341]: Recommendation on Applicant's Request for Approval of a Planned Community (PC), to Combine 3 Parcels (511 Byron St, 660 University Ave, 680 University Ave/500 Middlefield Rd), Demolish Existing Buildings (9,216 SF Office) and Provide a New Four-Story Mixed-Use Building with Ground Floor Office (9,115 SF) and Multi-Family Residential (all floors) Including a Two Level Below-Grade Parking Garage. Proposed Residential (42,189 SF) Will Include 65 Units (47 Studios, 12 1-Bedroom, 6 2-Bedroom); and Request for a Comprehensive Plan Amendment to Allow Replacement of Existing Office Floor Area in the Multiple Family (MF) Land Use Designation.

7:30 PM – 8:30 PM

5. Discussion of Planning and Transportation Commission Bylaws to Add Bylaw(s) Regarding Meeting Attendance

Approval of Minutes

8:30 PM – 8:35 PM

Public Comment is Permitted. Three (3) minutes per speaker.³

6. October 12, 2022 Draft Verbatim and Summary Meeting Minutes

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 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.

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. 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
- 2. Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Commission, 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 Commission, 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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