



# ***PLANNING DIVISION***

## **STAFF REPORT**

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**TO:** PLANNING & TRANSPORTATION COMMISSION

**FROM:** Roland Rivera  
Planner

**DEPARTMENT:** Planning and  
Community Environment

**AGENDA DATE:** April 19, 2006

**SUBJECT:** **Review of Comprehensive Plan Implementation Status Report  
for 2006**

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**RECOMMENDATION:**

Staff recommends that the Planning Commission accept the Comprehensive Plan Implementation Plan Status Report and forward it 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 2006-2008 budget document scheduled for June 2006.

## **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 to ensure that the programs are still timely and to 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 are:

- 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 2006, the City Council has the following three priorities 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. Emergency and Disaster Preparedness and Response
2. Police Building and Library
3. Increase Infrastructure Spending

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.

As the Status Report indicates, most of the approximately 375 programs in the

Comprehensive Plan are funded in the operating budget. 25 of the programs have CIP funds allocated directly to them. These include programs B4, C19, C21, C26, C27, G5, G6, G10, L16, L21, L69, L70, L72, L80, L81, N22, N40, N65, N80, T10, T22, T24, T43, T50 and policy N45 (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”. 13 of the 25 programs are completely funded by the CIP while 12 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. Although the majority of the programs funded by the operating budget are ongoing, 16 programs are completed and includes 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. Recently completed programs include simplifying the design review process for small-scale changes to previously approved site plans and buildings, modifying zoning regulations to allow convenience-oriented businesses within the Research Park, and undertaking a community design workshop for the East Meadow Circle area.

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: 2006 Comprehensive Plan Implementation Status Report

Attachment B: List of CIP-Funded Programs and their Details

Attachment C: Annual Housing Monitoring Report

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Department/Division Head Approval: \_\_\_\_\_  
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