



Director's Hearing Agenda

Regular Meeting Agenda: January 16, 2020

Council Conference Room
250 Hamilton Avenue
3:00 PM

Call to Order

Oral Communications

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

Agenda Changes, Additions, and Deletions

The hearing officer may modify the agenda order to improve meeting management.

Action Items

Public Comment is Permitted. Applicants/Appellant Teams: Ten (10) minutes, plus five (5) minutes rebuttal. All others: Three (3) minutes per speaker.^{1,3}

1. PUBLIC HEARING / QUASI-JUDICIAL. 636 Waverley Street [19PLN-00043]: Request for Director's Hearing of a Preliminary Parcel Map to subdivide an existing four-story, mixed-use building into two residential condominiums and two commercial condominiums. Environmental Assessment: Exempt from the provisions of the California Environmental Quality Act (CEQA) in accordance with Guideline Section 15315 (Minor Land Divisions). Zoning District: CD-C (P) (Downtown Community Commercial). For more information, contact the project planner Garrett Sauls at garrett.sauls@cityofpaloalto.org.

Adjournment

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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 Hearing Officer, provided that the non-speaking members agree not to speak individually.
 2. The Hearing Officer may limit Oral Communications to 30 minutes for all combined speakers.
 3. The Hearing Officer may reduce the allowed time to speak to two minutes or less to accommodate a larger number of speakers.

Director's Hearings

Director's hearings may be requested for certain applications that the director, or his/her designee, has issued a tentative decision, such as Individual Review applications. A director's hearing is required for Parcel Map applications.

A decision is not rendered at the public hearing. Rather, the director or designee will consider evidence for and against the application or its modification and prepare a written decision approving, approving with conditions, or denying the project application within fourteen days of the hearing.

Notice of the decision will be mailed to the project applicant, the owners and occupants of all adjacent properties, and any person requesting notice of the decision.

The director's decision shall become final fourteen days after the date notice is mailed unless an appeal is filed. The director may, for good cause, specify in writing a longer period for filing an appeal at the time he or she issues the proposed decision.

The applicant or the owner or occupier of an adjacent property may file an appeal of the director's decision by filing a written request with the City Clerk before the date the director's decision becomes final. The written request shall be accompanied by a fee, as set forth in the municipal fee schedule.

Get Informed and Be Engaged! Show up and speak. Public comment is encouraged. Please complete a speaker request card located on the table at the entrance to the meeting room and deliver it to the hearing officer.

Write to us. Email the hearing officer at: amy.french@cityofpaloalto.org. Letters can be delivered to the Planning & Development Services Department, 5th floor, City Hall, 250 Hamilton Avenue, Palo Alto, CA 94301.

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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