



## Invitation to Apply to the Palo Alto Comprehensive Plan Update Citizens Advisory Committee

***Applications are due by close of business on June 15, 2015***

The City Manager invites individuals to apply to be part of a Citizens Advisory Committee that will assist with completion of the City's Comprehensive Plan Update.

### **Background**

The Comprehensive Plan is the primary tool for guiding preservation and development in Palo Alto. It builds on shared community values and aspirations to guide preservation and manage growth and change. The City has been working to update its current Comprehensive Plan since 2008 and the City Council has requested that the City Manager appoint a Citizens Advisory Committee (CAC) to assist with completion of this effort. The Comprehensive Plan does not require wholesale revision, but requires updating to reflect changes and accomplishments since 1998, and to address new challenges that have arisen.

### **Citizens Advisory Committee**

The CAC will consist of 17 community members appointed by the City Manager to represent a diversity of interests, as well as 3 ex officio (non-voting) members representing the Planning & Transportation Commission, the Palo Alto Unified School District, and Stanford University.

The City Council will address critical issues, choices, and measures, providing guidance to the CAC, which will work on policies and programs based on vision statements and guidance from the City Council. The CAC will review Comprehensive Plan sections, recommendations of the Planning & Transportation Commission, and public input received during and in advance of the meetings. The CAC will assist staff with the evaluation of "open sourced" public input and with synthesizing all materials and inputs as they review plan language (policies/programs) and proposed revisions. Members of the CAC will be asked to review materials provided in advance of meetings, and will be primarily engaged in reviewing and commenting on (rather than writing) draft plan language.

### **Term**

The Citizens Advisory Committee will be subject to the Brown Act, California's Open Meeting Law, and will hold regular, noticed and agendaized public meetings. The CAC is expected to meet at least monthly, starting on or around July 14, 2015 and extending at least

until April or May of 2016. The use of ad hoc subcommittees will be extremely limited. The CAC will meet periodically with the City Council in joint sessions, and will ultimately make a recommendation on adoption of the Comprehensive Plan Update.

### **Qualifications**

In anticipation of broad interest in this committee, candidates will be selected to ensure the group is representative of a diversity of community members including neighborhood, technical, and business perspectives. While all neighborhood representatives will be appointed “at large” to represent the interests of the entire City, members will be appointed to ensure participation by residents from a wide variety of Palo Alto neighborhoods across the City.

Members will also be appointed to represent the interests of homeowners, renters, seniors, the disabled, businesses (including retail business owners), Palo Alto youth and parents at a variety of schools and levels of education. All voting members must be Palo Alto residents, and will be appointed to represent these interests or others desired as part of the group, which shall include those with interest/expertise related to the topics of:

- Affordable housing
- Natural resource conservation, open space, and habitat
- Community health
- Environmental sustainability
- Real estate/development
- Transportation and mobility
- Architecture and urban design
- Business & economics
- Historic resources

Applicants who address more than one area of interest/expertise will be favored. The City Manager will select candidates needed to ensure the desired diversity of interests and expertise, and who meet the following additional qualifications:

- Live in Palo Alto
- Have established connections and networks in the community, such as membership in an existing community organization, professional organization and/or local association, or have special expertise in one of the topics listed above
- Has energy and good ideas about the future of Palo Alto and a willingness to meet on a monthly basis
- Demonstrated ability to work collaboratively and effectively in a diverse group environment.

Applicants who are not appointed to the CAC are nonetheless welcome to attend the CAC's regular meetings and provide their input; they will also be considered for appointment if the City Manager needs to appoint a replacement for a member who resigns or who fails to attend at least 75% of the meetings.



**Comprehensive Plan Update  
Community Advisory Committee Application**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Are you a Palo Alto Resident?       YES       NO

What neighborhood do you live in? \_\_\_\_\_

Do you have any relatives or members of your household who are employed by the City of Palo Alto, who are currently serving on the City Council, or who are Board Members or Commissioners?

YES       NO

Would you be able to attend the first CAC meeting at 5:30 PM on July 14, 2015 and are you available and committed to attend monthly meetings at least through mid-2016?       YES       NO

Check any that apply to you:

Member of the Comprehensive Plan Leadership Group

Parent of School Aged Child or Student in Palo Alto Schools

Please specify school and grade level: \_\_\_\_\_

Experience with Issues Relevant to Seniors or the Disabled

Member of Palo Alto Neighborhoods (PAN)

Member of Palo Altans for Sensible Zoning (PASZ)

Member of Palo Alto Forward

Member of Palo Alto Chamber of Commerce

Member of other local business/neighborhood/community organization (please specify) \_\_\_\_\_

Foreign Language speaker (please specify) \_\_\_\_\_

Owner of a Palo Alto business

Retail business owner

Employee of a Palo Alto business

Homeowner

Renter

Affordable housing experience

Natural resource conservation/open space/habitat experience

- Community health experience
- Environmental sustainability experience
- Real estate/development experience
- Transportation and mobility experience
- Architecture/Urban Design experience
- Business & economics experience
- Historic resources experience

Please describe your involvement/experience in community activities, volunteer work, civic organizations, and how you have connected with others in the community:

Why are you interested in serving on the Citizens Advisory Committee?

How did you learn about the Citizens Advisory Committee: (check all that apply)

- May 30 Summit     Email from the City     Palo Alto Weekly     Social Media

Other: \_\_\_\_\_

**APPLICATIONS DUE JUNE 15, 2015**

**Submit to:**

Department of Planning and Community Environment  
Attention: Consuelo Hernandez  
250 Hamilton Avenue, 5<sup>th</sup> floor  
Palo Alto, CA 94301

[Consuelo.hernandez@cityofpaloalto.org](mailto:Consuelo.hernandez@cityofpaloalto.org)