

**COMPREHENSIVE PLAN UPDATE**  
**Citizens Advisory Committee**  
**DRAFT ACTION MINUTES AND MEETING SUMMARY**

ATTACHMENT 2

The Citizens Advisory Committee met on December 15<sup>th</sup> in the Mitchell Park Community Center – El Palo Alto Room

**Present:** Garber, Glanckopf, Hetterly, Hitchings, Keller, Kleinhaus, Kou, Levy, McDougall, Moran, Nadim, Packer, Van Riesen, Peschcke-Koedt, Sung, Summa, Uang, Uhrbrock, Wenzlau, Fine, Emberling, McNair

**Absent:** Filppu, Jacobs and Titus

**Staff Present:** Hillary Gitelman, Jeremy Dennis, Elena Lee, Robin Ellner, and Andrew Hill (consultant)

**Agenda Changes, Additions, and Deletions:** None

**Oral Communications**

Phyllis Cassel – speaking on behalf of League of Women Voters urged that the Comprehensive Plan Update needed to be completed in a timely manner.

Keith Bennett – Founded Save Palo Alto’s Ground Water. Stated that ground water is important and has impacts for sustainability. It is an important policy issue, especially regarding construction of basements. There are good techniques for basement construction and need to consider how basement construction affects recharge. Connecting storm water runoff to storm drains does not allow ground water to recharge.

**Staff Comments**

Jeremy Dennis, Advance Planning Manager, spoke about the concern regarding the at places process. Per the Brown Act, the at places process must remain in place for communications that follow the distribution of the packet. The matrix system will serve to collect all comments in one location. He also announced that there are changes to the calendar, including a joint meeting with the City Council to discuss the Comp Plan Update EIR on January 19, 2016. Although the EIR will not be available yet, staff would like to provide an introduction and start the discussion. The EIR will have four stand alone scenarios, with concepts that can be moved around.

**Action Minutes**

**Motion:** Committee member Wenzlau moved, second by Committee member Glanckopf, to approve Action Minutes for November 17, 2015 CAC meeting.

**Motion Passed:** (19-0-3) (Filppu, Jacobs, and Titus absent)

**Approval of Special CAC Meeting on January 26, 2016 and Amended Schedule**

**Motion:** Committee member McDougall moved, second by Committee member Hetterly, to approve the addition of a Special CAC meeting on January 26, 2016 and the amended schedule.

**Motion Passed:** (19-0-3) (Filppu, Jacobs, and Titus absent)

**Discussion: Land Use & Community Design Element Process**

Changes to the Land Use subcommittee were made with Committee member Peschcke-Koedt leaving the subcommittee and Committee member Levy returning to it. Advance Planning Manager Dennis

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introduced the topic and stated that a general process discussion was proposed because the CAC is not scheduled to discuss Land Use again until later next year. The CAC members discussed their concerns and proposed approaches regarding the Land Use and Community Design Element in two rounds. Committee member McDougall moved to close the meeting and was seconded by Committee member Glanckopf.

**Feedback for Continuous Improvement**

**Future Meetings**

January 19, 2016, Special Joint City Council and CAC meeting on the Draft EIR

January 26, 2016, CAC Meeting, Mitchell Park Community Center