



**PLANNING COMMISSION
REGULAR MEETING MINUTES
Tuesday, August 22, 2023 | 7:30pm
City Hall Council Chamber**

CALL TO ORDER

The Regular Planning Commission meeting of August 22, 2023 was called to order at 7:30 pm by Chair Buchbinder, and the following proceedings were had to wit.

ROLL CALL

Planning Commissioners Present:

Adam Buchbinder, Chair
Alan Zisser, Vice Chair
Davis Fields
Maggie Ostrowski
Matt Kamkar
Michael Krey

Planning Commission Absent

Stuart Ching

Members present:

Rob Eastwood, Director
Bill Seligmann, City Attorney
Leslie Parks, Economic Development Manager
Ken Ramirez, Administrative Analyst

APPROVAL OF MINUTES

1. **Approval of Minutes of July 11, 2023** (*Roll Call Vote*)
 - Meeting Minutes, 7/11/2023 (Regular Meeting)
 - Commissioner Ching was absent. Commissioner Ostrowski abstained. All other commissioners approved.

COMMUNICATIONS

None

AGENDA MODIFICATIONS OR POSTPONEMENTS

Staff Recommended discussing Item 4 ahead of Item 3

ORAL COMMUNICATIONS

This portion of the meeting is reserved for individuals wishing to address the Planning Commission on matters of community concern that are not listed on the agenda. In the interest of time, the Chair may limit speakers to five minutes. Please be aware that State law prohibits the Commission from acting on non-agendized items, however, the Chair may refer matters to staff for follow-up.

Opened and Closed Public Comment, no public comments were received

PLANNING COMMISSION AD-HOC SUBCOMMITTEE REPORTS

2. Report of the Shelter Crisis Subcommittee (Commissioners Krey & Zisser)

Recommended Action: Receive the report and provide feedback.

Vice Chair Zisser presented PowerPoint presentation on Shelter Crisis research within California which included the overview of the following:

- Overview on Declaration of Shelter Crisis in California
- Santa Clara County Point-In-Time (PIT) Homeless Report Data and findings
- Other Inputs / Interviews from critical stakeholders within the county
- Overview of the current work being done by other cities
- Recommended actions for the City of Campbell

Planning Commissioners received clarification from Subcommittee that further research is needed to determine the what implications a Shelter Crisis Declaration would have for the City of Campbell.

The Subcommittee reported that other jurisdictions declared a Declaration of Shelter crisis in tandem with a planned or existing project addressing homelessness and suspension of codes is needed to move forward with the expedited need for housing, such as a Shelter, vacant parking lot, or Emergency Housing.

Chair opened and closed public hearing.

There was a consensus by Planning Commissioners in support of the report and its conclusions. Such that once the City completes a more detailed homeless plan in accordance with the 2023-2031 Housing Element; the City may wish to consider a Declaration of Shelter Crisis. A Declaration may help the City pave the way to bypass certain regulations that would present barriers to implementation; as well as possibly improve the opportunity for funding by state or county agencies.

Motion: Upon motion by Commissioner Krey, seconded by Vice Chair Zisser the Planning Commission motioned to forward report to City Council for review, by the following roll call vote.

AYES: Fields, Buchbinder, Ostrowski, Zisser, Kamkar, Krey
NOES: None

ABSENT: Ching
ABSTAIN: None

3. Report of the Economic Development Subcommittee (Commissioners Kamkar & Davis)

Recommended Action: Receive the report and provide feedback.

Commissioner Fields and Kamkar presented report on findings and recommendations to date regarding Campbell's requirements of Conditional Use Permits for businesses and establishments.

Findings from the Planning Commission's Economic Development Subcommittee included the following:

- Audit of 105 Conditional Use Permits (CUPs) at the Planning Commission from 2013- 2023. More than half of the CUPs reviewed came from just 4 of the 186 Land uses.
 - 16 CUPs for Liquor establishments (on-site consumption only)
 - 15 CUPs for Wireless telecommunications facilities
 - 13 CUPs for Health/fitness centers
 - 12 CUPs for Medical services, clinics
- Neighboring Towns Permit Requirements
- Local Business Input
- City Staff Input
- The Sub-committee identified the following initial Recommendations and reported that they would continue to work with staff on their research and subsequently report back to the Commission -
 - Streamline the 4 most common CUPs
 - Evaluate Additional use changes based on local business input
 - Evaluate and additional ideas provided through fellow commissioners, City Council, and Public Comment.

NEW BUSINESS

4. Economic Development Strategy Plan Update

Leslie Parks, Economic Development Manager, presented Update on Economic Development Strategy Plan

Commissioners were informed that other Cities are as strict as Campbell in their permitting process. On average it may take 4-5 months to offer a Conditional Use Permit to an applicant. Campbell does have a significant presence in the Light-Industrial zone that is generating significant business but overtime businesses outgrow their space and move to other cities to meet their space needs.

5. **Report of the Community Development Director**

- Department is currently working on improving their staff capacity. There is an ongoing recruitment to hire an Environmental Program Specialist, Housing Program Manager, and 3-year time-limited Unhoused Special through support and funding of a Destination Home grant.

Chair Buchbinder identified a desire to appoint a subcommittee to look at non-residential parking requirements. As item was not agendized, further discussion was continued to a future Planning Commission meeting.

Chair Buchbinder appointed Vice Chair Zisser as temporary Acting Chair and Commissioner Buchbinder motioned to agendize discussion to form an ad-hoc subcommittee to review the City’s parking requirements..

Motion: Upon motion by Commissioner Buchbinder, seconded by Commissioner Kamkar the Planning Commission motioned to agendize discussion to form an ad-hoc subcommittee to review the City’s parking requirements, by the following roll call vote.

AYES: Fields, Buchbinder, Ostrowski, Zisser, Kamkar, Krey
NOES: None
ABSENT: Ching
ABSTAIN: None

Commissioner Buchbinder re-took the Chair position. Chair Buchbinder closed the public hearing and adjourned to the next Regular Planning Commission meeting.

ADJOURNMENT

Adjourned meeting at 10:20 p.m. to the next Regular Planning Commission Meeting on **Tuesday, September 12, 2023**, in the City Hall Council Chambers, 70 North First Street, Campbell, California and via telecommunication.

PREPARED BY: *Ken Ramirez*
Ken Ramirez, Administrative Analyst

APPROVED: *(Signature)*
Adam Buchbinder, Chair

ATTEST: *Rob Eastwood*
Rob Eastwood, Secretary












Item 1 - 8.22.23 PC meeting minutes.revised

Final Audit Report

2023-09-15

Created:	2023-09-13
By:	Ken Ramirez (kenr@campbellca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAKEY7TNY8hoYpKjQTQzIO86KAHDGugz8OL

"Item 1 - 8.22.23 PC meeting minutes.revised" History

-  Document created by Ken Ramirez (kenr@campbellca.gov)
2023-09-13 - 4:52:35 PM GMT
-  Document e-signed by Ken Ramirez (kenr@campbellca.gov)
Signature Date: 2023-09-13 - 4:54:56 PM GMT - Time Source: server
-  Document emailed to Rob Eastwood (robe@campbellca.gov) for signature
2023-09-13 - 4:54:57 PM GMT
-  Email viewed by Rob Eastwood (robe@campbellca.gov)
2023-09-13 - 6:38:37 PM GMT
-  Email viewed by Rob Eastwood (robe@campbellca.gov)
2023-09-15 - 5:02:06 PM GMT
-  Document e-signed by Rob Eastwood (robe@campbellca.gov)
Signature Date: 2023-09-15 - 5:02:21 PM GMT - Time Source: server
-  Document emailed to adam.buchbinder@gmail.com for signature
2023-09-15 - 5:02:23 PM GMT
-  Email viewed by adam.buchbinder@gmail.com
2023-09-15 - 6:32:21 PM GMT
-  Signer adam.buchbinder@gmail.com entered name at signing as Adam Buchbinder
2023-09-15 - 6:33:11 PM GMT
-  Document e-signed by Adam Buchbinder (adam.buchbinder@gmail.com)
Signature Date: 2023-09-15 - 6:33:13 PM GMT - Time Source: server
-  Agreement completed.
2023-09-15 - 6:33:13 PM GMT