



**MINUTES OF THE REGULAR MEETING OF THE
CITY OF HAYWARD PLANNING COMMISSION
Council Chambers
Thursday, July 28, 2016, 7:00 p.m.
777 B Street, Hayward, CA94541**

MEETING

A regular meeting of the Hayward Planning Commission was called to order at 7:00 p.m. by Chair Parso-York.

ROLL CALL

Present: COMMISSIONERS: Willis Jr., Goldstein, Enders, Schott, McDermott, Faria
CHAIRPERSON: Parso-York
Absent: COMMISSIONER: None

SALUTE TO FLAG

Commissioner McDermott led in the Pledge of Allegiance.

Staff Members Present: Brick, Buizer, Chan

General Public Present: None

PUBLIC COMMENT:

There were none.

WORK SESSION:

1. General Plan Implementation Annual Report

Planning Manager Buizer provided a synopsis of the staff report and provided a PowerPoint presentation which highlighted the web-based 2040 General Plan.

Commissioner Goldstein was excited and very impressed with the web-based General Plan and said this was exactly what is needed to encourage public participation. Mr. Goldstein referred to CS-4 Homeless Services Partnership which is a topic that he is very interested in and would like the City and community take more of an interest in and does not want to see the homeless population fall through the cracks. Mr. Goldstein expressed concerns that different organizations have trouble finding other like organizations and hopes that the newly formed standing Interdisciplinary Working Group on Homelessness, Hunger, Housing and Disruptive Behaviors will work as a coordinating body between agencies and groups and can coordinate where the public can go to volunteer their time. Mr. Goldstein also added that this information should be publicly accessible as well. Ms. Buizer shared



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that the Bicycle Master Plan update along with a Pedestrian Plan is on the table to be discussed in the next calendar year.

Planning Manager Buizer responded to Commissioner Faria CS-9 Police and Fire Impact Fees is still being evaluated and that a study might need to be done, for ED-12 Customer Service Survey, Ms. Buizer will provide the public's feedback to the Commission. Ms. Faria supports the permit processing software as much needed to improve and gather data. Ms. Faria is glad that the inclusion of the affordable housing element in large developments is in progress and asked when will the Planning Commission see progress on this. Ms. Faria said staff has done a great job in talking to developers about universal design as more and more projects brought before the Commission have the element of universal design and hopes this will happen with the affordable housing program also.

Commissioner McDermott said it was very important to have ease of use for websites and suggested staff organize a test group from the public to measure ease of use. Ms. Buizer noted that some testing was done with staff with some success. Ms. Buizer said that visits to the website are tracked to see which areas are most visited which will enable staff to make changes accordingly. Ms. McDermott volunteered herself as a beta-tester.

Commissioner Willis Jr. was impressed by the web-based General Plan and asked if there will be method for the public to make suggestions and/or provide feedback. Ms. Buizer noted Council had also brought up the same suggestion of providing the public with an avenue where they can make suggestions and/or provide feedback on how the City is doing and any topic the public wishes to comment on. Ms. Buizer said staff is looking at the City's main web page to have this tool. Ms. Buizer said staff is developing the best way to display the progress of the General Plan and the goal is to make it as easy as possible for the public to navigate the web-based General Plan.

Commissioner Enders thanked staff for the presentation. Ms. Enders spoke CS-10 Disaster Awareness and Emergency Preparedness Program and how the community will expect the City to take the lead in case there is a disaster and suggested if and when a disaster was to occur, that the City should follow ED-7 Local Hire Incentives and hire locally. Ms. Enders said there are small inexpensive steps that City can take such as ED-10, Town to Gown Economic Partnership, for staff to post openings at local colleges to encourage students to get involved in local government and in volunteering. Ms. Enders referred to H-8 Affordable Housing Development and said she really expects the affordable housing element to be built into every new development that comes before the Planning Commission as it is important for the community to have affordable housing available to them.



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Planning Manager Buizer responded to Commissioner Schott's questions on ED-4 Business Resource Center and Website and ED-14 Ombudsperson Service. Ms. Buizer said the Economic Development Department was taking the lead on the Ombudsperson Service of coordination assistance. Ms. Buizer said the departments of Planning/Building/and Fire have free pre-application screening meetings to assist applicants and that staff was in the process of revamping literature for applicants. Ms. Buizer said in regards to CalTrans properties, the City continues working with CalTrans and is conducting research on different large CalTrans parcels. Ms. Buizer responded to Mr. Schott that staff will be looking at the entire Industrial Zoning Regulations and said the City needs to make sure to have compatible uses and what is appropriate next to each other which will include looking to see if childcare was suitable for the industrial areas. Mr. Schott was hopeful that childcare will become a viable option in the industrial areas especially for working parents.

Commissioner McDermott suggested including in the web-based General Plan to have an announcement area of completed topics in order to keep the public updated on the progress as it occurs.

Chair Parso-York thanked staff for the excellent presentation and strongly agreed with having the web-based General Plan. In response to Chair Parso-York comments on CS-10 Disaster Awareness and Emergency Preparedness Program and CS-11 Disaster Drills and the coordination between disaster preparedness and disaster drills Planning Manager Buizer explained that Fire has assigned Battalion Chief Hobbs as the Emergency Ops Coordinator to put together the Emergency Operations Center (EOC) and has formed the Emergency Operations Task Force. One of the Task Force's purpose is to train City staff to make sure they are comfortable with what they need to do and staff has gone through several training and drills and is feeling more confident about what they will need to do should an emergency arise and to support the community. Chair Parso-York was glad that the EOC is in place.

Commissioner Goldstein shared that the Alameda County Sheriff's office is the Department of Homeland Security's Region 2 Mutual Aid Coordinator. Commissioner Goldstein suggested the City of Hayward can participate in the Urban Shield exercise. He also shared information about the upcoming Yellow Command Drill on Thursday which is a communications drill for cities, schools and hospitals.

COMMISSION REPORTS

2. Oral Report on Planning and Zoning Matters

Planning Manager Buizer congratulated Commissioner Faria for being reappointed to the Planning Commission.



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3. Commissioners' Announcements, Referrals
There was none.

APPROVAL OF MINUTES

4. Approval of Minutes of the Planning Commission Meeting on June 9, 2016
GOLDSTEIN MOTION APPROVED 7:0:0 (AYES: Willis Jr., Goldstein, Enders, Parso-York, Schott, McDermott, Faria)
5. Approval of the Minutes of the Planning Commission Meeting on June 23, 2016
WILLIS MOTION APPROVED 5:0:2 (AYES: Willis Jr., Goldstein, Parso-York, McDermott, Faria; ABSTAIN: Ender, Schott)

ADJOURNMENT

Chair Parso-York adjourned the meeting at 8:06 p.m.

APPROVED:

Brian Schott, Secretary
Planning Commission

ATTEST:

Denise Chan, Senior Secretary
Office of the City Clerk