



Planning Commission

Housing Options Code Amendments - Draft Recommendation Letter

Agenda Date: 11/2/2020
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Title

Housing Options Code Amendments - Draft Recommendation Letter

Recommended Action

Move to authorize the Chair and Vice-Chair to sign a recommendation letter to the City Council.

Report

Issue:

Whether to forward its recommendation on the Housing Options Code Amendments to the City Council in writing, which is optional but not required.

Staff Contact:

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Presenter(s):

Joyce Phillips, Senior Planner, Community Planning and Development

Background and Analysis:

Planning Commission recommendations to the City Council are not required to be in writing for amendments of the municipal code. The Commission may, at its discretion, provide its recommendation on code amendments in writing. The Commission has written comment letters in the past, especially when it wants to provide context around its recommendation(s) or to summarize information discussed during deliberations.

At its meeting on October 19, 2020, the Commission asked staff to prepare a preliminary letter for its consideration at its November 2, 2020 meeting. The draft letter attached reflects the preliminary position of the Planning Commission as of October 19th and would need to be finalized after the Commission completes its deliberation of, and votes on, the proposed Housing Options Code Amendments.

As drafted, the letter includes the attachment of the review worksheet used by the Planning Commission in its deliberations, which are not yet complete. The worksheet would need to be completed to reflect the final deliberations of the Commission before attaching it to the letter.

Neighborhood/Community Interests (if known):

There were several neighborhood and community interests raised during the Housing Options Code Amendments planning process. The Planning Commission considered all comments during its review and deliberations and those comments factored into the Commission's recommendation.

Options:

1. Finalize and approve a recommendation letter for the City Council, then move to authorize the Chair and Vice-Chair to sign a recommendation letter
2. Decide not to submit a recommendation letter to the City Council.

Financial Impact:

None.

Attachments:

Draft Recommendation Letter
Draft Review Worksheet