

County of Santa Clara

Department of Planning and Development

County Government Center, East Wing, 7th Floor

70 West Hedding Street

San Jose, CA 95110

Phone: (408) 299-5700

www.sccplandev.org



MEMORANDUM

DATE: January 15, 2020

TO: Housing, Land Use, Environment, and Transportation Committee (HLUET)

FROM: Jacqueline R. Onciano, Director, Dept. of Planning and Development

SUBJECT: Stanford—San Juan Residential District Historic Survey & Development Standards—Community Stakeholder Group (CSG) Constitution and Initial Outreach

This off-agenda report provides a report back to the HLUET Committee regarding the status of the San Juan Residential District – Historic Survey and Development Standards project, specifically the constitution of a Community Stakeholder Group and planned initial outreach. The Department of Planning and Development intends to create an eight-member time-limited Community Stakeholder Group (CSG) to advise the Department at key milestones during the San Juan Residential District (Residential District) Historic Survey and Development Standards project (the Project).

Owing to the concentration of historic homes and the feedback received from residents of the Residential District, there is a need for the County to assess the Residential District to determine:

- a) if there are additional historic resources to be evaluated, and;
- b) if the Residential District or portions of it merit designation as a Historic District, based on shared historic characteristics.

If such findings are recommended, the County will establish specific development standards for the identified Historic District and recommend the appropriate zoning designation overlay to the County's Zoning Ordinance (Section 3.50.080 – Adoption of “-h” Districts). The Project is intended to help determine these criteria for the Residential District. Key milestones of the Project will include the review of work products from the historic survey process and thereafter on adoption of potential

development regulations and standards (zoning standards, historic designations, other development standards) for the Residential District.

The CSG would comprise volunteer stakeholders from the Residential District, including residents, property owners, and other individuals with vested interest in the historic designation and development standards associated with the Residential District. To maintain fair and even composition, the Department intends to select individuals from the following stakeholder areas:

- Residents of the San Juan Hill Area (the sub-group concerned with preservation of character and history of their neighborhood);
- Residents of other neighborhoods that make up the Residential District;
- Student residents;
- Faculty residents;
- Stanford University staff;
- Stanford Community Resources Group (CRG); and
- Historical Heritage Commission (HHC).

The Department intends to create a group large enough to reflect diverse interests but small enough to allow meaningful engagement within a group setting. As some of aforementioned stakeholder groups overlap, the Department shall organize the nominations in the following manner:

- Four (4) residents of the Residential District – Two (2) from the San Juan Neighborhood, and two (2) residents from other neighborhoods. Of these four, at least two shall be Stanford faculty.
- One (1) Stanford University management staff
- One (1) Student resident
- One (1) CRG member
- One (1) HHC member

The above composition will allow for an even selection of residents of the Residential District (four residents, two of these shall be Stanford faculty), Stanford (one management staff, one student); and subject matter experts (one CRG member and one HHC member). Stanford has already provided the staff member, and recommended student candidates for the CSG. For the residents, the Department will conduct an outreach effort to all the stakeholders asking individuals to volunteer for the CSG. The applications will be vetted to select members who fulfill the above categories of stakeholders. Preference would be given to individuals who have greater knowledge of the neighborhood district and fulfill multiple stakeholder categories listed above. Staff will also ask the HHC and CRG to nominate a member each for the CSG. The initiation of

the member selection effort will begin in January 2020 with the objective to have the CSG membership finalized by March 2020.

The CSG would be established by the Department in consultation with the County Supervisor for the Fifth Supervisorial District. It would serve as a mechanism for exchange of information and perspectives on issues relating to the Residential District but would not be a Brown Act body with a formal role as an advisory body.

Expected duties of the CSG shall include providing the Department with feedback on issues of concern regarding the existing conditions and development standards of the Residential District. The CSG shall review and advise the Department on work products developed for the Project, including results of the Historic Survey, as-built study of existing building character, proposed development standards and regulations, and any proposed historic designation or districts. Planning Office staff will distribute agendas and work products for review, facilitate the meeting, and take meeting notes summarizing the discussion.

Initial Community Outreach & Meeting

The Department will conduct an initial community outreach in mid February, informing the community at large of the study. The outreach effort will include solicitations for volunteers for the CSG via a study website that will be setup prior to the outreach effort. A community meeting will be held at the end of February, inviting all residents and stakeholders, prior to engaging the CSG. The intent of the community outreach meeting will be to inform the community of the intent and contents of the study, and solicit any additional volunteers for the CSG. The meeting will also facilitate initial comments and feedback from the larger community regarding the current challenges and issues facing the residential district, as initially identified during evaluation of the Dolores Cabrillo subdivision project. This meeting would be organized and facilitated by Department staff.

Attachments:

- a) Tentative Schedule for the project.

cc: Megan Doyle, bosagenda@cob.sccgov.org

Tentative Project Schedule

San Juan Residential District Historic Survey and Development Standards

Tentative Project Schedule

San Juan Residential District Historic Survey and Development Standards

[illegible]