



Memorandum

**TO: Envision San Jose 2040
Task Force**

FROM: Stan Ketchum

**SUBJECT: AUGUST 25, 2008
TASK FORCE MEETING**

DATE: August 18, 2008

This memo provides information to assist you in preparing for the August 25, 2008 Envision San Jose 2040 Task Force meeting. This meeting will continue the preliminary activities that will contribute to the development of land use/transportation scenarios as the basis of the Envision San Jose 2040 General Plan.

Agenda Item 3 – Development of Land Use and Transportation Scenario Guidelines

At the August Task Force meeting, we will continue our discussion of the draft guidelines, focusing on the Guidelines related to Quality Services, and Diversity and Social Equity. Following this discussion, we will review all of the proposed changes to the Draft Guidelines. These proposed changes are based on Task Force input at both the June 23, 2008 and the July 28, 2008 Task Force meetings. In addition, the proposed changes reflect input from staff from multiple City Departments.

Following the review of proposed changes, and time permitting, the Task Force will be asked to accept the Draft Guidelines for the Development of Land Use and Transportation Scenarios. If, there is insufficient time, or additional discussion is needed, the Draft Guidelines will be brought back to the Task Force for final review and acceptance at the September meeting.

To prepare you for the discussion on the Guidelines related to Quality Services and Social Equity, there are two reading assignments. The first reading is from the "Planning Commissioner's Handbook," prepared by the League of California Cities and the Institute for Local Self-Government in 2004. This reading is entitled "Fiscal Issues," and provides an excellent overview of how cities are financed in the State of California, and the link between land use planning and city finance. The second reading is entitled "Capital Improvements and Equity" and is from the American Planning Association publication, "Planning and Community Equity." This reading presents some concepts of social equity and how they could be applied in the planning process.

Agenda Item 6 – Announcements

The next set of Community Workshops is scheduled for September 3, 4 and 6. A copy of the flyer announcing the dates, times and locations is attached. It is important that Task Force members attend at least one of the workshops to hear community input on the progress of the General Plan Update. In order to facilitate a balanced attendance by Task Force members at the three meetings, a

sign-up sheet will be distributed at the August 25 Task Force meeting. Please come prepared to sign-up to attend one of the meetings.

Correspondence

Included in your packet are a number of public correspondence to the Task Force. In addition, Task Force member Shiloh Ballard submitted, for your review, a document entitled "High-Density Development, Myth and Fact." This publication comes from the Urban Land Institute and makes a strong case for high-density development by effectively dispelling common misconceptions.

It must be noted, in the spirit of reducing waste and resource consumption, hard copies of correspondence will no longer be included in your Task Force Meeting packet from this point forward. You will need to review them on your computer or print them out on your own.

If you have any questions, please contact either me or Michael Brilliot (Senior Planner). I can be reached by phone at 535-7876 or by email at: stan.ketchum@sanjoseca.gov. Michael can be reached at 535-7831 or at: michael.brilliot@sanjoseca.gov.

Michael Brilliot
for

Stan Ketchum
Principal Planner