

MINUTES

REGULAR MEETING—TUESDAY, SEPTEMBER 3, 2024
PLAZA CONFERENCE ROOM AT CITY HALL—500 CASTRO STREET
8:00 A.M.

1. CALL TO ORDER

The meeting was called to order at 8:09 a.m. by Chair Jamil Shaikh.

2. ROLL CALL

Present: Committee members Pamela Baird, Anne Cavanaugh, Marina Keith, Merry Yen (arrived 8:15 a.m.), Peter Katz, Money Singh, and Chair Jamil Shaikh.

Absent: Committee members David Lin (excused) and Vice Chair Mike Kasperzak (excused).

Staff Present: John Lang, Economic Vitality Manager; Amanda Rotella, Economic Development Strategist; Diana Pancholi, Principal Planner; Vinson Kwan, Assistant Planner; Audrey Seymour Ramberg, Assistant City Manager; and Aruna Bodduna, Transportation Planner.

3. MINUTES APPROVAL

Minutes from the June 4, 2024 meeting were distributed prior to the meeting and approved as distributed.

Public Comment: None.

Motion—M/S Katz/Cavanaugh—Carried 6-0-3; Lin, Kasperzak, Yen absent—To approve the minutes of the June 4, 2024 meeting.

4. UPCOMING AGENDA TOPICS—None.

5. PUBLIC COMMENT—None.

6. UNFINISHED BUSINESS

6.1 DOWNTOWN DEVELOPMENT UPDATE

Community Development staff provided an update on Project No. 10, 590 Castro Street, is currently under review for a permit and map extension for a 106,000 square foot office building with public plaza.

Committee member Katz asked about the timeline for this project. Staff responded that the permit is still under review but is subject to the Permit Streamlining Act, which requires all comments to be delivered within 30 days. The City anticipates this round of review to be complete in September.

Community Development staff provided an update on Project No. 13, 194-198 Castro Street, seeking a Provisional Use Permit for an administrative office on the upper floors of a commercial building and a Planned Community Permit, Development Review Permit, and Historic Preservation Permit to construct a three-story, 5,733 square foot building addition with a roof deck. The application was recommended for approval by the Zoning Administrator on August 14. This application will then go to the City Council in October or November.

Community Development staff provided an update on Project No. 19, 251 Castro Street, seeking a modification to existing Conditional Use Permit for a change in liquor license type from Type 49 to Type 90. This was approved by the Zoning Administrator on June 26, 2024.

Committee member Baird requested that a map be included with future reports.

Public Comment: None.

No action taken.

6.2 CASTRO STREET UPDATE

Economic Development staff provided the following updates related to downtown:

- The launch of the On The Town Video Series.
- Artist selected for the Bollard Beautification Project.
- The Downtown Use Updates are going to Council on September 10.

- Parking Enforcement reminders.
- Upcoming Art and Wine Festival on September 7 and 8.

Public Comment: None.

No action taken.

7. NEW BUSINESS

7.1 DOWNTOWN BUSINESS IMPROVEMENT AREA

Economic Vitality Manager John Lang provided an overview of the annual downtown business Improvement Area (BIA) renewal process, and the Downtown Business Association provided an update on activities that have occurred and are planned for the coming year.

Committee member Yen commented that fees need to be increased to better fund the services and amenities provided by the BIA.

Public Comment: None.

No action taken.

7.2 MINOR AMENDMENTS TO THE DOWNTOWN PRECISE PLAN

Staff will provide an overview of the *Downtown Digest* included online and print distribution locations as well as statistics from the emails to digest subscribers.

Committee member Yen asked whether it was possible to have a mechanism for feedback in the downtown. Staff responded that they could look into On the Street surveying a couple times a year and also mentioned that the public can also ask questions or share feedback by emailing downtown@mountainview.gov.

Chair Shaikh asked about using QR codes to promote the *Downtown Digest* in the downtown on City infrastructure as well as in downtown businesses.

Public Comment: None.

No action taken.

8. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS

Committee member Baird shared that the next Historical Walking Tours are scheduled for September 22.

Committee member Yen asked if future agendas could have a larger font size. Staff responded that they would ask the City Clerk about what might be possible.

9. ADJOURNMENT

The meeting was adjourned at 9:35 a.m.

These Minutes are hereby submitted for approval by Amanda Rotella, Recording Secretary.

Approved on _____.

AR/4/CDD
818-09-03-24mn