

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

FROM: Andrew Crabtree

**SUBJECT: November 1, 2010
TASK FORCE MEETING #45**

DATE: October 26, 2010

This memorandum provides information to assist you in preparing for the November 1, 2010 Envision San José 2040 Task Force Meeting. Links to the referenced documents and other resource materials (e.g., reading materials and correspondence) are posted on the Envision website.

Agenda Items 2 and 3 – Village Planning “Lego Block Charrette” Exercise

Staff will provide a brief overview of the Village Planning “Lego Block Exercise” to be conducted by the Task Force and community member participants as the primary meeting activity.

The purpose of this exercise is to test and refine the Village Planning Implementation Policies to be included in the Envision General Plan Update. Each participant is provided with a list of the Goals, Policies and Implementation Actions in the Draft Envision Plan related to the Village Planning process and should refer to those policies as they participate in the exercise, taking note of policies that should be added, removed or modified based upon their experience in conducting the exercise.

The Task Force will be divided into six table groups of up to six participants each. Three tables will be provided for community members who also choose to participate. A Planning Division staff facilitator will also be at each table.

For the first part of the Village Planning “Lego Block Charrette”, each table will use a base map of one of the Envision Plan Village Areas and a supply of Lego Blocks representing the total planned amount of jobs/building square footage and housing for that Village Area. Participants can arrange the Lego blocks on the Village map to represent the development of the Village at build-out. In keeping with the Draft Envision Plan requirement for Village Planning, each Village Plan must accommodate all of the planned growth for the Village Area. Accordingly, to complete a Village Plan, all of the Lego block supply should be placed on the Village Map. Extra green Lego blocks, representing additional parklands above the minimum anticipated amount, are available if desired. A “key” to clarify the land uses represented by the different colors of Lego blocks is available at each table. Participants will also be able to indicate appropriate locations for new circulation elements like roads and bicycle/pedestrian pathways.

Note: It is not necessary to complete the Village Plan. The primary purpose of this exercise is to test and refine the Village Planning policies rather than to produce a Village Plan.

For the Village Planning Charrette, three Village areas have been selected: West San Carlos Street (Horizon 1: Planned BRT/LRT Corridor CR31); Blossom Hill Road / Snell Avenue (Horizon 1: Existing LRT Village VR19) and North Capitol Avenue / McKee Road (Horizon 2: Existing LRT Village VR 15). Each of the six Task Force tables will be assigned one of these Villages, with two tables considering each one. The three different Villages will also be available for the three community tables so that community members may choose which Village they would like to consider during the exercise.

At the conclusion of the Charrette Exercise, each Task Force table group and community member group will be asked by the facilitators to share within the table group their observations on the appropriateness of the Village Plan policies contained in the Draft Envision Plan and as a group to consider possible refinements to those policies. The group may elect a spokesperson to briefly summarize the group's conclusions as part of the Report-Outs.

Agenda Item 4 – Charrette Table Report-Outs

Following the Charrette Exercise, each Task Force member and community participant will be given an opportunity to briefly articulate his or her recommendations related to the Envision Village Planning policies. Tables that have identified a spokesperson may also report out on the table's observations through the spokesperson.

Agenda Item 5 – Group Discussion of Draft Plan Implementation Policies for Village Planning

This time on the agenda is allocated for Task Force members as a large group to discuss the Village Planning policies and consider possible refinements to those policies.

Agenda Item 6 – Public Comment

Members of the community will be provided with an additional opportunity to address the Task Force and provide input related to Village Planning policies.

Reading / Resource Materials

Village examples are available as a resource for the Task Force on the Envision website.

Public Correspondence

No public correspondence specifically related to the topic of the November 1, 2010 Task Force meeting has been received at this time.

One item of public correspondence that was distributed at the October 25, 2010 Task Force meeting will be included in the packet for the November 15, 2010 Task Force meeting along with any other correspondence received in advance of the packet posting for that meeting.

Announcements

The Envision General Plan Update process has a deadline of Monday, November 15, 2010 at 5 p.m. for requests to include alternative Land Use / Transportation Diagram designations as part of the Envision General Plan Update scheduled for consideration by City Council in June 2011.

Next Meeting

The next meeting is scheduled for Monday, November 15, 2010 and will provide the Task Force a second opportunity to comprehensively review the Draft Envision San Jose 2040 General Plan document. The 3rd Draft will incorporate prior comments received from the Task Force, community members and City's consultants.

If you have any questions, please contact either myself or Susan Walton. I can be reached by phone at (408) 535-7893 or by email at: andrew.crabtree@sanjoseca.gov. Susan can be reached by phone at (408) 535-7847 or by email at: susan.walton@sanjoseca.gov.

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