



CITY OF MILPITAS

ENERGY AND ENVIRONMENTAL SUSTAINABILITY COMMISSION

REGULAR MEETING

AGENDA

6:00 PM

Wednesday, March 15, 2023
1ST Floor Committee Conference Room
455 E. Calaveras Blvd, Milpitas

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: March 15, 2023
6. Approval of Meeting Minutes: February 15, 2023

7. Public Forum

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name (address is optional) for the record, and limit their remarks to three minutes or less. For items not listed on the agenda, no response is required of City staff or Commissioners. However, Commissioners may ask staff to place the item on a future meeting agenda.

8. Announcements

9. Business Items

- a. **Brown Act Training** – City Attorney Michael Mutalipassi will be providing a short training to the Commission on the Brown Act requirement and provisions.

Recommendation: Discuss as appropriate.

- b. **Milpitas Comprehensive Zoning Ordinance Update Zoning Advisory Committee Appointment** –The City of Milpitas is seeking representatives from various City commissions to join the Zoning Advisory Committee (ZAC) and advise on the Comprehensive Zoning Ordinance Update, which will update the City's outdated Zoning Ordinance to further the 2040 General Plan goals and policies. The ZAC is an ad hoc committee composed of existing City commissions and will convene at key points during the Comprehensive Zoning Ordinance Update process to review working material and provide insight and feedback. Participation by members appointed to the ZAC is temporary; the roles and responsibilities of its members will conclude with City Council adoption of the project, which is anticipated to occur in approximately 2.5 years.

Recommendation: Receive nominations and appoint an Energy and Environmental Sustainability Commissioner to serve on the ZAC.

- c. **Update on 2023 Earth Day Event Planning** – *Provide updates on event planning including report out on previous action items.*

Recommendation: Discuss as appropriate.

10. City Liaison Reports

- Council Liaison Report
- City Staff Report

11. Adjournment

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035
e-mail: mmutalipassi@milpitas.gov / Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.milpitas.gov by selecting "I Want to . . . View " link.

Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection at the City Clerk's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas and on the City website. Commission agendas and related materials can be viewed online: <http://www.milpitas.gov/our-government/commission/> (select meeting date)

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at <http://www.milpitas.gov> or at Milpitas City Hall. Contact the City Clerk's office at 408-586-3003 for more information.

If you need assistance, per the Americans with Disabilities Act, for a City of Milpitas public meeting, please call Elaine Marshall at (408) 586-2600 or send an e-mail to emarshall@milpitas.gov prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.



Comprehensive Zoning Ordinance Update ZONING ADVISORY COMMITTEE (ZAC)

LWC

The City of Milpitas is seeking representatives from various City commissions to join the Zoning Advisory Committee, or ZAC, to advise the Comprehensive Zoning Ordinance Update. More information on the Zoning Ordinance Update will become available at www.milpitaszoningupdate.org.

WHAT IS THE ZAC?

The Zoning Advisory Committee, or ZAC, is an ad hoc committee established to inform and guide the Zoning Ordinance Update project. The ZAC will be composed of representatives of existing City commissions and will convene at key points during the Zoning Ordinance process to review working material and provide insight and feedback. Participation by members appointed to the ZAC is temporary; the roles and responsibilities of its members will conclude with City Council adoption of the Zoning Ordinance Update, which is anticipated to occur in approximately 2.5 years.

PARTICIPANT ROLES AND RESPONSIBILITIES

The ZAC will be responsible for providing feedback to City staff and to the consultant regarding the Zoning Ordinance Update, including but not limited to issue identification and key changes to the standards and regulations of the Milpitas Zoning Ordinance. It is also the role of the ZAC to assist in ensuring the community's concerns and desires are adequately reflected in the Zoning Ordinance Update. Responsibilities of ZAC members include the following:

- Provide feedback to City staff and the consultant on the planning process and its products.
- Inform City staff and the consultant of information that is valuable to the process or issues/opinions that should be taken into consideration as part of the Zoning Ordinance preparation.
- Pass on knowledge to the community on topics pertinent to the Zoning Ordinance Update.
- Review and discuss items proposed by City staff and the consultant.
- Stay familiar with and seek consistency with the City's General Plan during discussions.
- Serve as an ambassador for the Zoning Ordinance Update, providing the community with information as appropriate.
- Irrespective of individual perspectives or preferences, seek the benefit of the entire community in discussions and feedback.

While the ZAC will provide feedback to the planning team throughout the duration of the project, the adoption of the Zoning Ordinance Update ultimately rests with the Milpitas Planning Commission and City Council.

PARTICIPANT COMMITMENTS

Members are expected to prepare for and participate in five ZAC meetings, anticipated to occur in May 2023, August 2023, April 2024, September 2024, and November 2024. Each meeting may run up to two hours in length. Reading materials will be assigned approximately one week prior to each meeting. Members should expect up to 100 pages of materials prior to some meetings, and are expected to come to each meeting having read and thought about the materials. Meetings will focus on the following topics:

- Project Initiation/Issues Identification
- Background and Recommendations Memo
- Key Topics (TBD)
- Public Review Draft Zoning Ordinance