

1st San Juan Residential District Study Community Stakeholder Group (CSG) Meeting, June 10, 2020

Agenda

- Welcome and Purpose of CSG (*Bharat*) [5mins]
- Introduction of 9 members [20-30 mins]
- Rules of Engagement and How CSG meetings will be conducted (*Bharat*) [10 mins]
- Member response [10 mins]
- Refresher Presentation on the project, definitions, and existing Zoning and Historic Preservation Ordinances (*Charu*) [15 mins]
- Scope of work for the Historical Survey Consultants (*Bharat*) [10 mins]
- Questions & Answer Session (*Participants only*) [20 mins]

Meeting Procedures for Participants

Due to COVID-19, the meetings will be held using Zoom video conferencing software. In order to efficiently conduct the meeting members will have to follow a few etiquette rules to ensure the meeting is productive. They are as follows:

- 1) Members will be invited as Panelists and will have ability to speak and share video. As a courtesy to others, it is advised that you have your video on.
- 2) Please ensure that when your video is on; your surroundings are appropriate for a public meeting.
- 3) Please keep yourself muted during presentations and unmute yourself by pressing the space bar on your keyboard when you would like to speak.
- 4) If you can, please use a large screen to view the presentations as it will be easier to view.
- 5) Please allow the presenters to finish presenting before asking questions. Take note of the slide number if you would like to ask specific question regarding a slide.
- 6) Presentations will be provided at least 2-5 days in advance (depending on content) for you to review
- 7) During the question and answer sessions you can use the '**raise hand**' function in Zoom, and the moderator will call on you to speak.
- 8) During any discussions, please be aware if someone else is speaking at the same time, and offer to yield the microphone.
- 9) The meeting moderator will be in charge of ensuring all members get a chance to speak.
- 10) We intend to record these meetings to share with members of the public.
- 11) A YouTube video for your reference on how to join a Zoom meeting:
<https://www.youtube.com/watch?v=hlkCmbvAHQQ>

San Juan Residential District Study Community Stakeholder Group (CSG)

Governing Protocols for CSG

- 1) The CSG is a temporary advisory body established by the Department of Planning and Development ("Department") to provide input on the development of the Study. The CSG is not a Brown Act body and does not require a majority of members to meet. The CSG will disband upon completion of the Study, or earlier at the discretion of Department staff, and the CSG will serve in no other formal advisory capacity to the Department.
- 2) The Department intends to utilize the CSG as a representation of the San Juan residents' viewpoints and concerns. The CSG's role is to respond to and provide feedback on content and findings of the Study, and any proposed new land use regulations related to the Study and the San Juan District. The opinions and responses of the CSG members will inform the Department's efforts prepare and revise the Study and engage in outreach to the community at-large as part of planning public meetings.
- 3) The CSG serves as an advisory body to the Department and, as such, members of the CSG serve in an advisory role to the Department with input received from each CSG member. The CSG members are expected to provide individual feedback to the Department on the Study or other land use regulations associated with the Study and may consult with fellow members in providing feedback. The CSG has no voting authority.
- 4) CSG members are encouraged to solicit input from San Juan residents and other interested parties for the purpose of discussion and feedback to the Department at CSG meetings. The Department requests that CSG members engage in such efforts in a personal capacity and not as a representative of the Department or on behalf of CSG.
- 5) If CSG members wish to use survey tools to gather input from San Juan residents and interested parties, the Department requests that the CSG member(s) notify Charu Ahluwalia (charu.ahluwalia@pln.sccgov.org) in advance to ensure that the Department can respond to questions from the public regarding such efforts. The results of any surveys undertaken by CSG members may be presented to the CSG at a CSG meeting and submitted to the Department but will not be treated as a Department work product.
- 6) All CSG meetings are accessible to the public, and we request that CSG members engage in discussions in a civil and orderly manner to ensure that all persons attending are provided the opportunity to participate.