



STAFF REPORT

AGENDA NO: 11b

MEETING DATE: February 2, 2026

To: Honorable Mayor and City Council

Date: February 2, 2026

From: Neda Zayer, Community Development Director – (650) 558-7253

Subject: Discussion of Selection Process for the Bayfront Specific Plan Community Advisory Committee

RECOMMENDATION

Staff recommends that the City Council discuss the Bayfront Specific Plan Community Advisory Committee selection process.

BACKGROUND

On December 1, 2025, the City Council authorized the execution of a contract with Raimi and Associates to prepare a Bayfront Specific Plan (Resolution No. 141-2025). The Raimi and Associates consultant team, comprised of approximately 20 members across six firms, was selected based upon their experience, approach to urban design and community engagement, and overall expertise.

The Bayfront Specific Plan will establish a long-term vision for the next 10–20 years for the area and guide future development. It will provide more precise direction than a general plan by establishing regulations, development standards, and requirements for land use, infrastructure, and public improvements.

The process of preparing the Specific Plan is structured into four key phases, with community engagement integrated at major milestones throughout the process, which is expected to take approximately two and a half to three years to complete.

1. **Background and Existing Conditions Analysis:** This phase has begun and will result in a series of reports covering existing conditions and analysis of opportunities and weaknesses in the Plan area to be used to develop materials to help guide discussions.
2. **Alternatives and Analysis:** This phase of work will explore the goals and long-term vision of the project in collaboration with the community, stakeholders and decision makers. This phase will be where the majority of the community discussions will occur, and key topics and issues will be resolved.
3. **Plan Preparation:** This phase of work will begin with summarizing the direction from the City Council into an outline of the preferred plan elements. Following confirmation of the plan elements, the team will develop the Specific Plan.
4. **Environmental Analysis (CEQA):** An Environmental Impact Report (EIR) is anticipated for

this project that will tier from the 2019 General Plan EIR. An EIR can take between 9-12 months to prepare, which accounts for a significant part of the project schedule, and begins after the Alternatives and Analysis phase is complete.

A detailed outreach and engagement strategy will be used throughout the process that will include the following activities and will be continuously refined as the process unfolds to address emerging needs, adapt approaches, or adjust strategies.

- Community Advisory Committee
- Technical Advisory Committee
- Stakeholder Meetings
- Property Owner Meetings
- Community Meetings
- Community Survey
- City Council and Planning Commission Study Sessions

More detailed information regarding the project can be found in the [December 1, 2025 staff report](#) and associated attachments including the [scope](#), [schedule](#), and [budget](#).

DISCUSSION

Community Advisory Committee

A component of the community engagement for the project will be the formation of a Community Advisory Committee (CAC) comprised of key stakeholders, property owners, and community members that will meet to discuss key topics and be a sounding board for ideas and input with staff and the consultant team.

Composition

Staff recommends the CAC consist of 10-15 members and be comprised of a representative from:

- A business in the area
- A property owner along Bayshore Highway
- A property owner along Airport Blvd
- A resident of the community
- A hotelier along Bayshore Highway
- A hotelier along Airport Blvd
- A member of the development community
- The Chamber of Commerce
- The Planning Commission
- The Transportation, Safety, and Parking Commission
- The Parks and Recreation Commission

At the December 1, 2025, City Council meeting, there was discussion about a City Council Subcommittee being included as part of the CAC. Since there was interest from the majority of Council to be included, staff recommends the CAC not include a City Council Subcommittee, but rather, Council discussions be held through study sessions throughout the project to allow the full

Council to provide meaningful input and for Councilmembers to be able to discuss their varying perspectives and thoughts with one another. If additional focused or detailed discussions are needed on a specific topic with a Council member, this can also occur in one-on-one meetings.

Selection Process

To form the CAC, staff recommends each Councilmember nominate six potential CAC members as follows:

- A member of the Planning Commission
- A member of the Transportation, Safety, and Parking Commission
- A member of the Parks and Recreation Commission
- Three additional member nominations based on the list above

In order to bring the full list to the City Council for approval at the February 17, 2026, City Council meeting, Councilmembers should submit their nominations to the Community Development Director by February 9.

FISCAL IMPACT

There is no financial impact associated with this item.