Program 4g | STREAMLINE DESIGN REVIEW PROCESS

PURPOSE: Identify and prepare process and policy amendments that strengthen the intent of the ordinance, and by creating efficiencies, clearer policy language, flexibility for innovated solutions, and better coordination between the City's Zoning Administrator, Boards and Commission for these permits.

AREA OF STUDY:

- *Identify specific reforms to streamline the design review process that refine the applicability and scope of design review. These reforms should expand the use of administrative or over the counter design review, clarification of the scope of review by the Design Review Board, and coordination of overlapping issues between Boards and Commission such as site planning and historic preservation.*
- *Evaluate the benefit of Concept Design Review in terms of reducing time and increasing certainty in the development review process.*
- *Clarify the application of the City's Design Guidelines and how they might adapt to reflect current market conditions and industry trends; reduce prescriptive interpretations.*

STEPS:

Month one and two:

- Evaluate existing policies and resources; synthesize information.
- Hold public stakeholder meetings and conduct staff interviews.

Month three and four:

- Develop a menu of reform concepts, looking at zoning code and design guideline text amendments, with graphics.
- Hold the first of two joint workshops with Planning Commission and Design Review Board; provide forum for public comments.

Month five and six:

- Prepare and post draft amendments on website and notice public meeting. Hold second joint public meeting with Board and Commission.

Month seven and eight:

- Refine as appropriate after meeting, prepare for public hearing. Develop CEQA document. Hearings with Planning Commission and Design Review Board.

Month nine and ten:

- Hold public hearing at City Council for adoption.