

Maloney, Mike

From: Maloney, Mike
Sent: Tuesday, March 06, 2018 12:08 PM
To: _PLANCOM - Planning Commission
Subject: FW: Somerset Place, Question and Answer

THE APPLICANT JUST MADE A CORRECTION

Information only; please do not reply to all.

Chair Edmondson and Members of the Planning Commission;

Question: Commissioner Weeks asked if there any time frame information available for this project?

Answer: The following project timeline was provided by the applicant:

- Final map and improvement plans: submit 3/15, expect approval by 7/15;
- Building plans: submit 4/15, expect approval by 7/15;
- US Fish & Wildlife Service (USFWS), US Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB) Permits have been in process since 2015. Expect approval 6/1/2018; and
- Commence construction 8/1/2018.

Please let me know if you need any further clarification.

Susie Murray | City Planner

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Maloney, Mike

From: Maloney, Mike
Sent: Tuesday, March 06, 2018 12:10 PM
To: _PLANCOM - Planning Commission
Cc: Murray, Susie
Subject: Revised Procedure for TM Time Extension

Information only; please do not reply to all.

Chair Edmondson and Members of the Planning Commission;

Planning and Economic Development (PED) has been working with the City Attorney's Office (CAO) to streamline the Tentative Map Time Extension process. Pursuant to City Code Section 19-28.030, the Planning Commission (Commission) is the review authority for Tentative Map Time Extensions; however, there is no requirement for a public hearing. Recognizing, in terms of efficiency, the benefits to staff, the Commission, the applicant and members of the public, a change in procedure has been made. By placing Tentative Map Time Extensions on the Consent agenda, a public hearing is no longer necessary.

As stated in the Planning Commission Rules and Regulations, amended by Resolution No. 11777 (attached), items on the Consent agenda are placed there for final action, or because they meet all provisions of the Zoning Code or other applicable regulations, and a public hearing is not necessary. The Commission acts on items listed on the Consent agenda with little or no discussion, and verbal staff reports are not usually given. At the request of an individual Commissioner, however, an item may be removed from the Consent agenda and placed as the first item on the regular agenda.

Some considerations prior to making this change include:

1. Complying with the Subdivision Map Act (Map Act). The City Attorney's Office (CAO) conducted a review of the proposed change in process and determined that, while the Planning Commission or Subdivision Committee must be the review authority for Time Extensions for Tentative and Parcel Maps (respectively), there is no requirement for a public hearing.
2. Maintaining transparency to the public. All Consent items are shown on the meeting agenda, which must be published 72 hours prior to every meeting, and the public is welcome to attend and comment on Consent items. Because the scope of review for an extension of time is very limited, and this is not an opportunity to reconsider the approved project, putting the item on a Consent calendar and maintaining a lower profile will also save time. Any new or changed conditions generally relate to public safety matters, such as changes to grading for Low Impact Development (LID); changes to Fire Code; water conservation efforts and compliance with the Water Efficient Landscape Ordinance (WELO), etc.
3. Reducing review time for Commissioners. Staff has made minor changes to the exhibits that will be provided to the Commission limiting those documents to those that are relevant to the Time Extension. During the meeting, staff will only give a presentation if asked to do so. These two changes will reduce the collective Commission review time. If an individual Commissioner has a question or requests additional information, staff will respond appropriately, either before or during the meeting.
4. Reducing staff preparation time. Templates for staff reports, resolutions and presentations have been created to minimize preparation time for Commission meetings. Additionally, there will no longer be a need for a public notice or public hearing sign. Again, this will result in significant time savings.
5. Saving applicants time and money. By reducing preparation time, the turnaround for Time Extension applications will be quicker. The fee for a Planning Commission public hearing is currently \$2,177, which an applicant will no longer be required to pay.

In summary, this minor change in process will result in savings for all involved, and will not prevent further discussion is so desired.

Susie Murray | City Planner

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