

Community Development Monthly Status Report For December 2021
Brian Foucht, Community Development Director
January, 2022

A. Community Development Administration

1. Development Review Committee: DRC was relatively quiet the month of December. Site specific Issues involved the Casa Rosa renovation, the proposed new building at 205 The Alameda, and the subdivision at the current foot of Lang Street.
 - a. Casa Rosa renovation – property boundary concerns involving adjacent properties resulted in a requirement by the Building Official for a boundary survey. The surveyed boundary was marked in the field and construction of building foundations and walls for the new portions of the project have been allowed to continue. Adjacent owners have been requested to relocate some improvements located on the Casa Rosa property.
 - b. 205 The Alameda, JJ Burger proposal – the HRB and PC considered demolition of the building located at 205 The Alameda, lot line adjustment and Design Review. The Planning Commission tabled consideration of the project pending peer review. Staff requested that the applicant revise the report to address noted deficiencies, accepted the revised report, and arranged for peer review of that report. Peer review results will be presented the Planning Commission during a new hearing in February.
 - c. Lang Street Subdivision – the City Engineer recently provided updated comments regarding ongoing concerns related to stormwater drainage and flood hazard mitigation. Once these comments are addressed the subdivision will be scheduled for hearings.

In addition to site specific issues, staff continues to work to develop a one- stop permit process related to plan checking, encroachment permits and building permits. Our objective is to simplify and streamline communication. Staff is also working with IWORQ to enhance the current system to incorporate a module specifically related to the City Engineer and to make improvements to the Planning Permit.

2. Business License and inspection/sign off process (develop step by step guide) – ongoing
3. Building Permit process (develop a package of information for applicants) – ongoing
4. Short Term Rental Permit - Staff had preliminary interviews during November with Granicus for host compliance and received a proposal for initial services designed to build our enforcement and compliance portfolio. A contract for one year of limited service is scheduled for City Council review in January. If approved and deemed a success, additional Granicus services related to host compliance may be appropriately considered.

B. Community Development and Planning Program

- 1) The UGB committee reconvened on November 10. The Committee recommended a two-tiered Sphere of Influence proposal. Staff will present this proposal to the Planning Commission and the City Council in February. The SB-2 Grant specific plan, the City's water supply project, RHNA determination, the Housing Element, transportation improvements and community character will be considerations in determining an appropriate boundary.
- 2) SB2 Grant: the City has received \$160,000 to update the 2000 Specific Plan that identifies specific development objectives for the "The Alameda" corridor between Highway 156 and the De-Anza Trail. This contract was executed in July of this year. EMC Planning Group submitted an updated scope of work, incorporating provisions for collaboration and coordination with other City planning programs and a definitive community engagement program. Staff is re-evaluating the scope of work and planning – area relative to the Sphere of Influence proposal. It is anticipated that a revised scope of work for the SB-2 grant will be developed, which will then be presented to HCD for approval. Actual work on the project must be completed in nine-months, unless additional extensions are in place.
- 3) LEAP Grant: the City has received \$60,000 to update the City's Accessory Dwelling Unit and Inclusionary Housing Ordinance.
 - a) ADU Ordinance – the ordinance has been completed. Staff will request reimbursement of \$51,957 in program costs.
 - b) Inclusionary Housing Ordinance – Staff and our consultant continue to review of the ordinance currently in effect. Key topics include the manner in which the inclusionary requirement is determined, and the tenure of units to be subject to the ordinance.
- 4) Cal-Trans Sustainable Cities Grant, \$183,000 to develop an Active Transportation Plan (pedestrian /bicycle trail) through the City to the De Anza Trail that connects its history and public amenities for those traveling by foot or bike. Staff selected the Blue Zones team and will bring the contract to the City Council for approval in February. The ATP planning program is expected to begin immediately thereafter in January.

C. Economic Development Program

- 5) Throughout the summer, the City Manager initiated an effort to piece together a "whole cloth" San Juan Bautista economic development program. On October 19, The City Council authorized staff to formulate a Citizens Advisory Committee for Economic Development. The first EDAC meetings are occurring in January. Staff will assemble a Technical Advisory Committee and staff will invite Historical Society, School District, San Benito County EDC.

San Benito County EDC staff continue to attend have started attending business forum meetings and will continue efforts to create a resource-based bridge to the local business community.