

Community Development Monthly Status Report For February 2022  
Brian Foucht, Community Development Director  
March, 2022

A. Community Development Administration

1. Development Review Committee: DRC was relatively quiet the month of January. Site specific Issues involved the proposed new building at 205 The Alameda, and the subdivision at the current foot of Lang Street.
  - a. 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 were presented the HRB/PC and the development project was approved by the Planning Commission in February. The Planning Commission continued the public hearing on the Conditional Use Permit for alcohol sales
  - b. Lang Street Subdivision – the City Engineer has provided updated comments regarding stormwater drainage and flood hazard mitigation, and the applicant has been provided guidance regarding maintenance improvements for storm drain facilities. The City Engineer is also working to establish a definitive plan - line for the road connecting Washington Street and San Juan Hollister Rd. that may affect the design of the subdivision. Once these comments are addressed the subdivision will be scheduled for hearings the application will be accepted for filing.

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 has executed a contract with Granicus to begin address identification for Short Term Rental enforcement. A kick off meeting was held in February.

B. Community Development and Planning Program

1. Community Plan – A revised scope of work, budget and timeline that combines the Sphere of Influence program and the South End Specific Plan (SB 2 Grant) was reviewed by the Planning Commission and approved by the City Council.
  2. 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 has requested reimbursement of \$51,957 in program costs.
    - b. Inclusionary Housing Ordinance – Harris and Associates have completed their review and recommendation for update to the ordinance, and staff is currently reviewing the recommendation.
  3. 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 kick-off meetings occurred during February. The ATP consultant team will be touring San Juan Bautista during the third week of March 16-18.
- C. Economic Development Program
4. Throughout the summer, the City Manager initiated an effort to piece together a “whole cloth” San Juan Bautista economic development program. On October 19, 2021. The City Council authorized staff to formulate a Citizens Advisory Committee for Economic Development. The Committee is at work preparing mission and vision statements as necessary to inform subcommittees that will begin working in earnest to build a knowledge base, partnerships and resources for approval by the City Council.