

Community Development Monthly Status Report For June – August 2022
Brian Foucht, Community Development Director
September, 2022

A. Community Development Administration

1. Development Review Committee: DRC was relatively quiet the months of June – August, limited to special event review.

The Lang St subdivision is still incomplete pending resolution of flood plain issues.

2. Grant Administration –

- a) During the previous 3 months our quarterly reporting to Caltrans was made current. We are approximately 27% complete, well above the reporting thresholds for this project.
- b) Our REAP grant was fully expensed to AMBAG in July and payment has been received. This grant was used to pay for EMC administrative costs related to the Community Plan, thereby augmenting the Community Plan budget by approximately \$27,000. *A new round of REAP funding is on the horizon via REAP 2.0. Listening sessions are scheduled to occur on September 26 and again on October 13.*
- c) LEAP Grant: the City received \$60,000 to update the City’s Accessory Dwelling Unit and Inclusionary Housing Ordinance. \$58,166.25 was expensed to HCD and payment received in August.
 - i. ADU Ordinance – the ordinance has been completed. No adverse comments have been received from HCD referencing standards affecting historic properties.
 - ii. Inclusionary Housing Ordinance – Harris and Associates have completed their review and recommendation for update to the ordinance, and staff is currently reviewing the recommendation. Staff intends to propose that this evaluation be reformulated as part of the 6th cycle housing element to include workforce housing solutions.
 - iii. HCD has advised that the Community Plan (SB2 Grant) timeline has been extended to December 2023, enabling more time to discuss program nuances leading into consideration of alternatives by the Planning Commission for recommendation to the City Council.
 - iv. We continue to pursue grant funding for historic resource rehabilitation via a new application, due September 20, for funding through the National Park Service. California Consulting has assigned a new grant-writer with this single task, and staff is working with the consultant to ensure that this application is complete.

- v. On August 17 HCD issued a NOFA Permanent Local Housing Allocation (PLHA) Program. The City received notice that funds are available:
 - 2019: \$75,999
 - 2020: \$114,549
 - 2021: \$122,280

- i. The 5-year grant formula indicates \$499,000 in grant funds over 5 years. The grant application deadline is October 31, and a public hearing notice is required. Funds must be used to support housing resources for very low, low, and moderate income households.

3. Code Enforcement –

- a. Progress was made on various issues associated with 451 San Juan Hollister Rd., and an agreement that will allow characterization of this grading violation and remediation is pending. Once the violation has been characterized, remediation pursuant to a development permit and CEQA document can be prepared.

- b. A sign code compliance program for the Third and Fourth Street commercial district was initiated in August, with continued follow up in September. The focus of this program is voluntary removal of prohibited signs, including banners, flags, signs on parklets, and sidewalk signs. This program may result in a request to amend the sign ordinance for greater flexibility.

- c. 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 module.

- d. A weekly Building Permit Activity report has been prepared in IWORQ to enable monitoring of building dept permit information. This will help ensure that simple things are resolved simply.

- e. The Fire Dept has added an inspector (Captain Bettencourt) and has greatly improved responsiveness and reporting.

- f. The following are active Compliance Orders and red-tag/stop work orders:
 - 451 San Juan Hollister Rd. (Compliance Order & Notice of Violation - Orozco)
 - 903 Third Street: Historic Resource (Stop Work Order - Agarwal)

- 303/304 Third Street: Historic Resource (Stop Work Order, Compliance Order - Bains)
- Third Street business owners: Signs (Compliance Order - various)

g. Short Term Rental Permit - Staff continues to monitor Granicus 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: The community engagement portion of this program has been completed in accordance with the approved scope of work. A set of guiding principles intended to demonstrate integration of the plan with adopted General Plan policies and adopted community design guidelines was reviewed by the City Council in August. The next step in the overall plan process is review of alternative SOI, Planning Area and related land use designations by the Planning Commission.
2. 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. The plan is progressing in according with all target dates as follows:
 - Spring 2022 - Project Kickoff Project, Identification, Data Collection&
 - Summer 2022 - Community Engagement, Background Report
 - Summer-Fall 2022- Project recommendations, preliminary draft plan;
 - Winter 2022 - Draft and final plan, presentation

C. Economic Development Program

The EDCAC, a “standing subcommittee” of the City Council (rather than an ad hoc committee that is established for a specific purpose, not subject to the Brown Act and effectively dissolved when that purpose is achieved) has formed three subcommittees: Outreach, Business Development and Retention and Community Relations and Resources. Each of these committees is working under the EDCAC umbrella to bring together a comprehensive report to the City Council in November.

The City has contributed \$6,000 to support the SBC EDC (corporation). The EDC will begin the CEDS process by appointing a broad-based steering committee and will pull membership from the EDCAC.

The EDCAC meetings continue to content – rich as the EDCAC continues to learn the local and the regional ED landscape, participate in the CERF REACH program via Uplift Central Coast, and other SBC ED organizations, including the SBC EDC (Committee) new standing committee established earlier this summer.

The Governor’s Office Of Business Development, Central Coast Region (GoBiz) and the SBC EDC (corporation) are consistent contributors to the EDCAC; for example, during the August EDCAC

meeting, the GoBiz Central Coast Region provide a comprehensive summary of resources available to assist small businesses.

Staff continues to facilitate the EDCAC meetings including agendas, minutes, resources and subcommittee support. The EDCAC is an essential standing committee with a robust agenda that is busier and more engaged than any other City committee or commission.

D. Historic Preservation, Landscapes, Trees

Staff has started laying the ground-work to better administer requirements of the Historic Preservation Ordinance by establishing qualified on – call specialists. In particular, staff believes that a qualified Architectural Historian is needed to assist the City on all matters related to Historic Preservation CLG status reports, HRB training coordination, landscape preservation, property owner incentives and necessary inventory and register updates.