

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

A. Community Development Administration

1. Development Review Committee: DRC was relatively quiet the months of June – August, limited to special event review.
2. Grant Administration –
 - a) ATP Program - During the previous 3 months our quarterly reporting to Caltrans was made current. We are approximately 65% 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. The budget for the Community Plan, while still adequate, is closely watched as approximately \$15 – \$20,000 remains to complete the plan for preparation of a final plan document.
 - c) *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.*
 - d) 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. 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.
 - ii. 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.
 - iii. On August 17 HCD issued a NOFA Permanent Local Housing Allocation (PLHA) Program. The City received notice that \$499,000 in grant funds over 5 years. The City Council has approved the use of these funds for ADU health and safety improvements (first three years) and homeless services (second and third years). The grant application deadline is November 30, 2022. Allocation, award and expenditure deadlines are as follows:

Allocation Years	Appropriation Date	Application Deadline	Award Deadline	Expenditure Deadline
Year 1 (2019)	7/1/2019	Fall 2022	April 2023	4/30/2024
Year 2 (2020)	7/1/2020	Fall 2023	April 2024	4/30/2025
Year 3 (2021)	7/1/2021	Fall 2024	April 2025	4/30/2026
Year 4 (2022)	7/1/2022	Fall 2025	April 2026	4/30/2027
Year 5 (2023)	7/1/2023	Fall 2026	April 2027	4/30/2028

3. Code Enforcement –

- a. Progress was made on various issues associated with 451 San Juan Hollister Rd.. A Public Nuisance Declaration has been posted, the property owner continues to receive daily citations, and instructions have been provided to the owner regarding steps to complete the required Development Permit application. This violation and related enforcement actions continues to require much staff time and attention. The property has been encouraged to stabilize loosely graded spoils to eliminate erosion caused sedimentation and further destruction of the San Juan Creek habitat and accelerated impacts to the hydrologic function of the creek.
- b. A sign code compliance program for the Third and Fourth Street commercial district was initiated in August, with continued follow up in September and monitoring during October. 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)
 - 302A Third Street: Historic Preservation Ordinance violation (Stop Work Order, Compliance Order - Bains)

- 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 and short term rentals are monitored monthly for payment of the transient occupancy tax.

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 City Council directed that the UGB Committee meet one more time to confirm the SOI boundary and a relatively more expansive planning/greenbelt area. The recommendation of the UGB committee has been digitized and will be forwarded to the City Council for direction regarding use in the Community Plan. The next steps in the overall plan process will involve review of this recommendation and any alternative SOI, Planning Area and related land use designations in the context of a draft plan by the Planning Commission and City Council likely after the January 1, 2023.
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

A high level meeting between State Parks Superintendent, School District Superintendent, Monterey Diocese (Mission SJB), and the City Management staff regarding topics of mutual interest and support. It is expected that this first meeting will be the start of an ongoing collaboration between these four most important SJB entities.

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 in November by appointing a broad-based steering committee and will pull membership

from the EDCAC. There will be three steering committee meetings to occur in November, December 2022 and January 2023.

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 Community Relations and Resources Subcommittee held a visioning meeting in October, with more to follow – focused on recreation resources.

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

The City Council has authorized staff to contract with a qualified Architectural Historian to provide essential guidance to staff, applicants and stakeholders, including the Historical Society, regarding all facets of Historic Preservation programs.