

**CITY OF OAKLAND  
COUNCIL AGENDA REPORT**

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2005 JAN 13 PM 8:20

TO: Office of the City Administrator  
ATTN: Deborah Edgerly  
FROM: Community & Economic Development Agency  
DATE: January 25, 2005  
RE: Informational Report: 2004 City Planning Commission and Landmarks Preservation Board Annual Reports

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**SUMMARY**

The Annual Report for the City Planning Commission and the Landmarks Preservation Board has been prepared to identify recent accomplishments in the Planning and Zoning Division and outline an agenda for the next fiscal year (FY 2005-2006) based on City Council directives. This report highlights both the continued strong development activity in Oakland, and the Division's response to meet those demands.

The vast majority of development applications in recent years has been and continues to be for housing. The market for both single family dwellings and apartments and condominiums in Oakland and the greater San Francisco Bay Area has been phenomenally strong for the past six to seven years. This activity has generated intense pressure to construct more housing units to meet the demand. The City continues to receive applications for in-fill projects in every city neighborhood, including many areas that have been historically blighted or underdeveloped. These neighborhoods are also seeing new interest in the development of housing and some new retail projects as well to serve the growing population.

While demands continue to grow, the planning division staffing has decreased. From January, 2002 to present, 5 positions were eliminated and another 5 were vacated as the result of attrition or transfer to another CEDA division. Recognizing that staffing levels during FY 05-07 will likely not increase, the Planning Leadership Team developed some strategies for working effectively, with the awareness that change must be focused on business practices and priority setting rather than on increasing staffing levels. Several vacant positions are presently being filled. Strategies that are being developed include:

- Reorganize staff to form team units assigned to specific geographic areas of the City in order to increase efficiency and coordination within the department and thus improve our development review process. Our intention here is to increase the level of geographic expertise and build relationships to better serve the community. Other CEDA divisions, such as code inspection and redevelopment are similarly organized, thereby being able to be linked.
- Combine the Major Projects and Strategic Planning units.
- Establish stronger links with the Building Services Division so as to provide quicker issuance of routine building permits and more comprehensive, early information to

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applicants with the intent of eliminating numerous trips to the building and planning counter.

This report will be accompanied by a brief power point presentation.

## **FISCAL IMPACTS**

This report is informational only; there are no fiscal impacts. The pending FY 2005-2007 budget will provide analyses of the fiscal issues related to revenues and expenses of the Planning and Zoning Division.

## **PROGRAM DESCRIPTION – MAJOR ACCOMPLISHMENTS AND FUTURE GOALS**

The major accomplishments and 05-07 objectives for each of the Planning and Zoning Division programs are presented in the following section.

### **Zoning Information Counter and Phone Service**

*Description:* The Zoning Information Counter and Phone Services provides front-line customer service at the Customer Information Center, including information about zoning regulations; records retrieval and interpretation; consultations on development proposals; and over the counter approvals required for minor building permits and business licenses.

The Zoning Information Counter is staffed Monday through Friday, from 8:00a.m. until 4:00p.m. During this time, three staff members are available to assist the public. The Phone Service is available Monday through Friday, from 9:00a.m. to noon, and then again from 1:00p.m. to 4:00p.m.

### Major Accomplishments for 2004

- Issued 3,464 zoning clearances (for business license purposes) in the first 11 months of 2004, roughly 7% more than the previous period of 2003;
- Provided design advice, research assistance, and explanation of zoning codes and policies to hundreds of homeowners, developers, and other citizens of Oakland;
- Developed new forms for residential zones, providing easy to read comparison tables of our regulations for residential development;
- Significantly refined and revised our Basic Application for submittal;
- Expanded the number of forms available as handouts;
- Continued to partner with the Building Division by seating a planner at the Building Permit Customer Information Center to provide quick answers to zoning questions;
- Added improvements to the digital General Plan and Zoning Maps, including the Estuary Plan designations;

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- Prepared new brochures and handouts to announce changes to the zoning code in areas such as secondary units and changes in the regulations for business signs;
- Continued to provide the same counter hours as the previous year with more limited staff resources for that counter;
- Increased the hours of operation of the Phone Service by two hours a day (phones previously opened at 10:00a.m. for the first shift and 2:00p.m. for the second).

#### 2005 Objectives

- Complete the reorganization of division to streamline permit processing and make more efficient use of staff;
- Continue to add new information to the digital map services at the zoning counter to provide the public with more information;
- Continue the coordination with Building Services to ensure a smooth process for our customers by combining both counter services by more specific service function (such as an express permitting station, a building permit pick-up station and a records information station); and
- Improve customer wait times within staffing level constraints

#### **Zoning Permits – Single Family Residential Cases**

*Description:* Staff review of residential design review and related application for additions and alterations to, and new construction of single family dwellings.

#### Major Accomplishments for 2004

- Reviewed 436 design review cases in the first 11 months of 2004; this represents a 12% increase in the number of design review submittals over the same period last year;
- Completed the Draft Residential Design Review Manual for one and two unit projects, holding several meetings with both decision makers and members of the public;
- Drafted a comprehensive revision to the various residential design review procedures in order to streamline the process, make review criteria, rules and permit submittal requirements consistent, and increase the geographic areas where residential design review will apply.

#### Future Goals for 2005

- Finalize and adopt the Residential Design Review Manual;
- Complete the review and consideration of the streamlined design review procedures, potentially increasing the number of minor design review cases in an effort to increase efficiency; and
- Continue to coordinate project review with Building Services staff.

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## **Zoning Permits – Administrative and Planning Commission Cases**

*Description:* Staff conducts environmental review, public notice and community participation, case review, and decision letter/staff reports for applications and projects that involve less than 50,000 square feet of development and fewer than 50 residential units.

### Major Accomplishments for 2004

- Reviewed 106 planning commission level cases and 757 administrative level cases (those that are subject to public notification) in the first 11 months of 2004; approximately 8 percent higher than 2003;
- Increased on-line availability of zoning applications, forms and information;
- Changed internal procedures to improve staff training;
- Improve public notification on the City's website by posting the public notices for applications to be considered (in addition to mailing them to nearby residents); and
- Continued to refine and improve the intra-departmental (TRAC) Technical Review Advisory Committee process to provide better information to applicants about complex projects.

### 2005 Objectives

- Complete the reorganization of division into geographic sub-teams in order to streamline permit processing and make more efficient use of staff;
- Shorten the time period for application review;
- Continue to improve staff training and resource documents;
- Continue to improve coordination with Building Services; and
- Reorganize the (TRAC) Technical Review Advisory Committee and merge it with other development review meetings; set parameters for expected level of response to applications by other departments through written Service Level Agreements.

## **Major Projects**

*Description:* The Major Projects Unit processes planning and zoning entitlement applications for projects with more than 50 residential units or non-residential projects larger than 50,000 square feet.

### Major Accomplishments in 2004

- Completed 18 Major Projects constituting approximately 1270 residential units, 1,287,000 square feet of retail & office development, including:
  - Jack London Square
  - 300 Harrison St (revisions and condominium map)
  - Cox Cadillac (Whole Foods)
  - Leona Quarry (re-approval)
  - Mandela Gateway Townhomes

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- City Center/T-10 (conversion of site from office to residential)
- 529 17<sup>th</sup> St (downtown Parking Garage – design review)
- Coliseum Gardens Residential Project
- Second Street Lofts
- Cotton Mill Studios (Work/Live)
- Jackson Center Two (Residential )
- 2501 Chestnut St (Residential)
- Lincoln Court Senior Apartments (Residential)
- 1331 Harrison St (Residential)
- 6549 San Pablo (Residential)
- West Grand/Broadway (Residential)
- 206 2<sup>nd</sup> St (Residential)
- Madison Lofts (Residential)
- Cathedral of Christ the Light Project (Grand and Harrison)
- Handled other projects through building and occupancy permits;
- Participated in Pre-Application consultations;
- Ensured that Environmental Impact Review documents were complete, detailed, and consistent with one another and with City Policies; and
- Achieved better coordination and review with other departments and CEDA divisions.

#### 2005 Objectives

- Complete the processing of the following applications which tentatively represent an additional 7100 dwelling units, 298,000 square feet of commercial retail and office space, 29 acres of public open space, and 255,000 square feet of civic space.
  - Head Royce School – alteration and expansion
  - Uptown Project – design review
  - Chabot Hills - residential
  - Sienna Hills - residential
  - MacArthur BART Transit Village
  - Embarcadero Cove - residential
  - Skyline Ridge – residential
  - 683 9<sup>th</sup> St - residential
  - Oak to Ninth Mixed Use Project
  - Wood Street (formerly Central Station)
  - Altheim Senior Housing (Planning Commission approval on 1/5/05)
  - 8 Orchids Residential Project
  - Foothill Square Alteration and Expansion Project

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## **Strategic Planning**

*Description:* The Strategic Planning Unit creates, implements, and maintains the General Plan, and is responsible for the comprehensive update of the Zoning Code and maintenance of an accurate citywide Zoning Map. In addition, this unit prepares area plans, including transit village plans, processes major rezoning and general plan amendments, and conducts policy research.

### Major Accomplishments in 2004

- Adopted a new Safety Element of the General Plan;
- Adopted a General Plan Amendment & rezoning for Edes Avenue to allow more residential units on vacant industrial land;
- Adopted a new Housing Element of the General Plan;
- Adopted a General Plan Amendment and Rezoning for the Coliseum Gardens Transit Village;
- Rezoned the Butters Canyon area from R-30 to R-20;
- Adopted a revised business sign section of the zoning code to reduce the overall allowed sign areas;
- Updated the General Plan/Zoning consistency handout;
- Adopted a zoning amendment to require check cashing as an activity separate from financial services.
- Completed non-substantive changes (reformatting and reorganizing) to entire zoning code to improve clarity and ease of use;
- Continue to work on the major substantive changes to the zoning code to bring the code more in line with the current General Plan Land Use and Transportation Element; and
- Completed drafts for the proposed Housing and Business Mix zoning district and the Business Mix zoning district.

### 2005 Objectives:

- Complete revisions to the Planned Development zoning districts to allow greater flexibility and more community and decision maker participation earlier in the planning process;
- Complete the draft of a new General Plan Noise Element and draft revisions to the City's Noise Ordinance requirements;
- Complete consideration of and adopt the first phase of draft of substantive changes to the zoning code, including the Business Mix, Housing and Business Mix and Industrial District changes, including the mapping changes required for West Oakland;
- Complete Draft of a new Citywide Zoning Map;
- Participate in the MacArthur BART Transit Village planning process;
- Complete the Wood Street General Plan Amendment and rezoning, representing approximately 1570 residential dwellings and 13,000 square feet of commercial space; and

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- Continue the review and consideration of the Oak to Ninth General Plan Amendment and rezoning, representing approximately 3100 residential dwellings and 200,000 square feet of commercial space.

### **Historic Preservation**

*Description:* This unit maintains a library and archives of surveyed properties; provides technical assistance and design review to owners of historic buildings and sites, and provides staff support to the Landmarks Board.

### Major Accomplishments in 2004

- Landmarks Board reviewed and commented on five DEIR's including West Oakland Redevelopment Plan, Jack London Square Redevelopment, Uptown Mixed-Use Project, Cox Cadillac and Jack London Final EIR, and participated in Oak to Ninth scoping session;
- Landmarks Board reviewed nine proposals for Design Review, including Cox Cadillac, AAMLO, the Pardee House, the Tribune Press Building. Staff conducted additional administrative design reviews affecting landmarks;
- Landmark designations completed or in progress:
  - LPAB approved the preliminary rating for five potential landmarks and two historic districts;
  - LPAB adopted the final eligibility rating sheet for three potential landmarks;
  - LPAB adopted resolutions and recommended landmarking to the Planning Commission of three buildings and one district;
  - Planning Commission reviewed and recommended approval to City Council of two landmarks and one district;
  - City Council approved two landmarks;
  - *Confirmed provisional designation of one Heritage property.*
- Education – Landmarks Board
  - Toured five potential and designated landmarks including the historic interpretive elements of the Training Wall at Middle Harbor Shoreline Park and Ninth Avenue Terminal both from the water and a walking tour;
  - Workshop presented to the Board from the National Park Service on National Historic Landmarks in Oakland;
- Provided pre-application consultation to approximately 12 potential Landmark and Heritage Property applicants;
- Assisted with the City's Downtown and Neighborhood Commercial Revitalization Façade Grant Programs by providing historical information and design advice for approximately 80 projects;
- Researched and drafted materials for an informational brochure on window repair and replacement;

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- Completed research on 500-property north section of West Oakland Redevelopment area and began survey of Melrose Neighborhood Commercial Revitalization area;
- Answered at least 3000 telephone, walk-in, and email inquiries about building histories, design issues, and preservation programs;
- Awarded a National Trust for Historic Preservation Grant from the Johanna Favrot Fund for Historic Preservation to develop a Mills Act preservation incentive program for the City of Oakland; selected from 91 applications, total of 23 awarded, the City of Oakland receiving one of five awards in the Western Region; and
- Applied and were selected to lead a mobile workshop at the 2005 APA National Planning Conference in San Francisco on “New Development in Historic Contexts”.

### 2005 Objectives

- Complete designation of pending Landmarks and schedule for presentation at City Council during Preservation Week (May)
  - 1426 Alice Street, Alice Arts Center (*Next Step – LPAB adoption of Resolution*);
  - 1520 Lakeside Drive, Municipal Boathouse (*Next Step – LPAB adoption of Resolution*);
  - 150 Frank Ogawa Plaza, Broadway Building (*Next Step – LPAB adoption of Resolution*);
  - One 9<sup>th</sup> Avenue/Brooklyn Basin (9<sup>th</sup> Avenue Terminal) (*Next Step – Planning Commission*);
  - 653 11<sup>th</sup> Street, Victorian Legal Center (Completed);
  - 1450-54 8<sup>th</sup> Street (Samm-Dalton house and Cooper Bros. Grocery) (Completed);
  - 1600-16 to 1632-42 7<sup>th</sup> Street (7th Street Commercial District) (*Next Step – City Council*);
- Establish Mills Act with grant from National Trust;
- Modify Demolition Ordinance to modify “parking lot loophole”;
- Continue research and landmark nominations for post World War II buildings and ethnic thematic nominations;
- Develop historic design guidelines;
- Republish *Rehab Right* and translate into other languages;
- Add historic property information to City’s Web site;
- Investigate Commercial Design Review; and
- Revise zoning code to consolidate preservation provisions and implement Historic Preservation Element

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## **Transportation Planning**

*Description:* This unit focuses on transportation planning, conducts special transportation studies, applies for transportation-related project funds; and coordinates regionally with other agencies and jurisdictions. An important component of this work is the review of regional transportation projects and issues that potentially affect Oakland.

### Major Accomplishments of 2004

- Completed the Draft Downtown Transportation Plan;
- Participated in settlement negotiations with the City of Alameda pertaining to transportation development impacts and the formation of a joint City committee to review and monitor current development projects;
- Completed the Revive Chinatown Community Plan;
- Applied for and was awarded a 2.2 million Transportation for Livable Communities (TLC) grant for capital improvements in Chinatown;
- Completed a successful "Walk to School" Day;
- Initiated an update of the City's Master Bicycle Plan;
- Completed a Council prioritization process for TLC Capital and Planning grants; and
- Applied for and was awarded a \$75,000 TLC Planning Grant for Foothill/Seminary.

### 2005 Objectives

- Complete the update of the City of Oakland Master Bike Plan and EIR;
- Initiate and staff the Oakland Chinatown Advisory Committee (OCAC);
- Complete the study and ordinance for the Leona Quarry Traffic Impact Fee;
- Work with Alameda to complete the Broadway Jackson II Study;
- Continue to provide technical expertise on pedestrian safety issues through the Oakland Pedestrian Safety Project;
- Continue to manage and participate in the transportation portions of major project EIRs;
- Provide technical expertise to all CEDA staff on transportation funding opportunities and issues;
- Work with BART to complete the Jack London BART connection study; and
- Hold another successful "Walk to School" day event.

## **Waterfront Open Space and Public Access**

*Description:* This Unit guides the planning and implementation of a continuous pathway and public parks along the City's 9-mile waterfront.

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Major Accomplishments of 2004

- Developed an implementation program for Measure DD;
- Began implementation of Measure DD funds for several major projects; including the following around Lake Merritt:
  - \$2,000,000 to repair Lake Merritt Retaining Walls;
  - \$9,500,000 for 12<sup>th</sup> Street improvements next to the lake;
  - \$3,000,000 for renovations to Children's Fairyland;
  - \$6,500,000 to renovate and restore the Municipal Boathouse;
  - \$1,250,000 to renovate and restore the Lakeside Park Sailboat House;
  - \$3,000,000 to widen and improve pedestrian paths and bicycle lanes; and
  - \$3,350,000 to improve and renovate maintenance facilities, landscaping, docks, restrooms, furnishing, and signage
- Began the following improvements for Estuary Waterfront Access and Cleanup with Measure DD funds:
  - \$2,080,000 for Estuary Park;
  - \$2,700,000 for Brooklyn Basin;
  - \$200,000 for the 10<sup>th</sup> Avenue Marina
  - \$235,000 for the Brooklyn Basin to Embarcadero Cove Bay Trail segment;
  - \$340,000 for Livingston Pier;
  - \$1,450,000 for the Cryer Site;
  - \$4,000,000 for the Union Point Park to ConAgra Bay Trail segment;
  - \$300,000 for the Park Street bridge Bay Trail segment;
  - \$46,000 for the Park Street triangle;
  - \$1,200,000 for the Pier 29 restaurant;
  - \$268,000 for the Derby Street park;
  - \$580,000 for the Oakland Women's Museum Site;
  - \$130,000 for the Lancaster Street to Fruitvale bridge Bay Trail segment;
  - \$900,000 for the Fruitvale bridge Bay Trail segment;
  - \$200,000 for the Fruitvale to Alameda Avenue Bay Trail segment;
  - \$1,100,000 for the US Audio Bay Trail segment;
  - \$300,000 for the High Street bridge Bay Trail segment;
  - \$350,000 for the Burke and Hanson Aggregate Bay Trail segment;
  - \$2,000,000 for the 66<sup>th</sup> Avenue Gateway; and
  - \$900,000 for Environmental remediation
- Began the following improvements for the Lake Merritt to Estuary Connection with Measure DD funds including \$4,000,000 for the relocation of the 10<sup>th</sup> Street culvert to improve water flow from Estuary to the Lake and provide boat and pedestrian access;
- Dedicated \$11,000,000 to youth and public recreation facilities including \$1,000,000 to the East Oakland Aquatic, Sports, and Recreation facility and \$10,000,000 to Studio One;

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- Dedicated \$3,200,000 to Creek Restoration projects and the acquisition of watershed protection easements; and
- In all, earmarked approximately \$69,000,000 of funds from Measure DD (out of approximately \$198,000,000 available)

#### Future Goals for 2005

- Continue to implement the program for Measure DD;
- Continue to review the Oak to 9<sup>th</sup> Avenue Development; and
- Develop specific zoning regulations for the Estuary Area.

### **KEY ISSUES AND IMPACTS**

#### Market Trends

The market for housing (of all types) continues to grow at an unprecedented pace, as area sales prices routinely set new records and demand remains high. This is in spite of the fact that unemployment levels higher than the rest of the state persist in the San Francisco Bay Area. Staff has processed multiple applications for new hillside homes, new multi-family residential projects, and new secondary units. Additionally, staff has received large numbers of applications to add on to existing dwellings. These are often complex applications in and of themselves as many of the dwellings being expanded are smaller homes on small lots. New housing is being built or considered in all areas of the City and development is occurring in areas of blighted conditions that have seen little attention from the development community. Staff anticipates that the growth of the housing market will continue well into 2005.

The growth of office space has been cool in comparison to housing and no major office developments were processed in this time. In fact, two previously approved large office projects, T-10 at City Center and a major building at the Kaiser Center (Grand and Harrison) were sold and re-approved for different uses (residential and a new Cathedral, respectively.) The picture was different for retail development with approximately 1.3 million square feet of development (with most of that in Jack London square). It is anticipated that there will be continued, steady growth in the retail sector in 2005 based on known projects on file.

#### Customer Service

Customer service has suffered through a combination of staff reductions and increased demand. Issues remain with wait times at the zoning counter and on the zoning answer phone. Staff has worked hard to address these issues including expanding the hours of operation of the zoning information phone by 2 hours per day. The zoning counter is usually staffed by three full planners. This staffing level has remained consistent over the past two years despite a net decrease in the total number of staff planners available. This has been reflected in the planning staff's workload, with each planner working an average of 8.5 hours per week on the counter, an

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increase of 1.1 hours per planner per week over 2003. This means that the average staff planner now spends approximately 22% of their normally scheduled working hours on the zoning counter, leaving less time to process an increasing number of permits. This has increased the review time for administrative cases from 60-90 days to 90-120 days. In 2005, staff looks to address this issue by filling the open vacancy slots and reorganizing the division to geographic teams. These teams will be more interdisciplinary and will be assigned to so that expertise and relationships are built in distinct regions of the City. This approach will allow staff members to become familiar with particular areas of the City and will allow them to better implement planning policies in ways appropriate for each neighborhood, improving our ability to serve the public both effectively and efficiently.

#### Code Enforcement

For this City, code enforcement is as important as creating new regulations. In 2004, staff focused on improvements to the City's liquor stores and deemed approved hotel/motel uses. Effective code enforcement is a combination of a coordinated effort adopting new zoning regulations, as well as improved coordination among building, fire, code enforcement, redevelopment and zoning staff in a targeted geographic area. This coordinated, targeted approach needs to continue to address areas with severe blight issues.

#### General Plan and Zoning Update

In 2004, staff updated two major General Plan elements, the Housing Element and the Safety Element. The Housing Element replaced the previous one adopted in 1992 and set targets for the creation of up to 7,773 housing units in the City of Oakland for the lifespan of the element (1999-2006). The Housing Element was adopted by the City Council in June and certified by the State in September of 2004. The Safety Element had last been adopted in 1974 and needed to be updated to reflect Oakland's growth in population, changes in land use, and lessons learned from the Loma Prieta Earthquake and 1991 firestorm as well as Homeland Security issues.

Staff is currently working on completing making non-substantive changes to the zoning code. Primarily, these changes will not affect law or alter regulations, rather it will change how such information is presented and worded to make it more accessible to all. We plan to begin reviewing more substantive changes to the zoning code (which was adopted in 1965) to bring it into line with the General Plan. Other major projects include the possible rezoning and General Plan Amendments for the Wood Street project and the Oak to Ninth Street project. These large developments are currently proposed to have a total of approximately 4,600 dwelling units, over 200,000 square feet of commercial floor area, and approximately 29 acres dedicated as public open space.

As part of this report, the City Council requested a breakdown of how the General Plan Update surcharge has been used. A summary is provided as Attachment B.

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### Large Development Applications Involving Major Policy Changes

The City is in the midst of several major development applications that involve major policy changes from the development vision adopted in the 1998 General Plan Land Use and Transportation Element. Both the Oak to 9<sup>th</sup> Project and the Wood Street Project are now zoned and designated in the City's plan for industrial uses. Both these areas now involve major residential development. Staff has redirected strategic planning staff to review and consider these proposed changes. More applications of this nature are expected during the coming year. Work is being completed to provide the background and analysis to aid the City's decisionmakers in their deliberations of these policy changes.

### Workload vs. Staffing

The Planning Leadership Team is in the midst of reorganizing the planning and zoning division; implementation is scheduled in early 2005. This reorganization will involve more coordination between the various members of Planning & Zoning and will create three teams that will be assigned separate geographic areas of the city. Staff believes this will enhance our abilities to provide good customer service as it will create a team of "experts" for the different neighborhoods in the City. One factor that causes much delay under our current organization is the distribution of new projects as they come in. With specific people being assigned to specific parts of the city, the case assignment issue should be solved as it will be clear from the moment the case is assigned who will be working on it. The merger of Major Projects and the Strategic divisions is reflective of the currently high work load in reviewing major projects as well as the current demand for review of major policy changes concurrent with major development applications, such as the Wood Street Project and the Oak to 9<sup>th</sup> Project.

## **ENVIRONMENTAL DETERMINATION**

This report is informational only and has no environmental effects.

## **SUSTAINABLE OPPORTUNITIES**

This section describes the sustainable opportunities that are being addressed or will be implemented as part of the item, such as:

Economic: New development will result in an increase in the City's housing stock and an increased tax base for the City. Reuse and renovation of existing buildings could result in the elimination of blighted conditions and improve the physical appearance of neighborhoods, making them more attractive for financial investment.

Environmental: Through the City's sustainability programs, assistance and advice is provided to new projects to ensure waste reduction, energy efficiency, and resource conservation. Environmental impact reports prepared for major projects address and mitigate environmental impacts that could result from implementation of the proposed projects.

Social Equity: Planning requirements, in general, provide opportunities for community input and thereby consider social equity as part of project review as land use regulations are applied citywide.

### **DISABILITY AND SENIOR CITIZEN ACCESS**

This is an informational report and there are no identified opportunities.

### **RECOMMENDATION & RATIONALE**

Staff recommends that the City Council review the above material and accompanying visual presentation.

Respectfully submitted,



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**CLAUDIA CAPPIO**

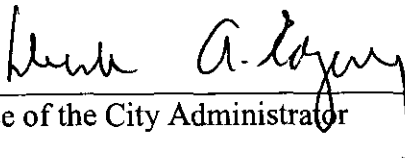
**Development Director**

**Community & Economic Development  
Agency**

Prepared by:

Robert D. Merkamp, Planner III  
Planning & Zoning

APPROVED AND FORWARDED TO THE  
COMMUNITY & ECONOMIC DEVELOPMENT  
COMMITTEE:



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Office of the City Administrator

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- A. Zoning applications filed 1997 through 2004.
- B. Summary of Major Expenditures for the General Plan and Zoning Surcharge

## ZONING APPLICATIONS FILED BETWEEN 1997 AND 2004

<b>Planning Commission Cases</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004*</b>
Zoning Applications	52	73	62	62	78	78	66	46
Rezoning (RZ) Zoning Text Amedment (ZT)/ General Plan Amendment (GPA)	12	7	19	20	13	9	28	13
Landmark Designations (LMD/LM)	1	1	2	2	1	4	5	8
Revisions to Approved Projects (REV)	7	6	8	4	5	2	4	6
Subdivisions (Tract Maps) (TTM)	4	6	4	7	2	6	8	6
Appeals/Negative Declaration Challenges (A)	5	17	9	14	20	19	26	25
Zoning Reviews/General Plan Conformity Det. (ZR/ZS)	1	1	6	2	3	8	7	3
<b>Total</b>	<b>82</b>	<b>111</b>	<b>110</b>	<b>111</b>	<b>122</b>	<b>126</b>	<b>144</b>	<b>107</b>

### **Administrative Cases**

Zoning Applications (Including Regular Design Review)	164	164	250	295	482	473	410	397
Revisions to Approved Projects (REV)	6	3	1	6	2	4	14	9
Subdivisions (Parcel Maps) (TPM)	15	13	26	19	63	47	54	79
Parcel Map Waivers (Lot Line Adjustments) (PMW)	35	40	38	37	32	25	39	48
Fire Area Variances and Use Permits (VF/VN)	28	21	10	14	14	1	0	0
Pre-Application Conferences for Zoning Permits (ZP)	0	0	0	0	46	87	134	132
Small Project Design Review (DS)	56	60	39	44	80	60	72	81
Creek Permits							176	158
Determinations (DET)	6	15	19	15	14	21	27	52
<b>Total</b>	<b>310</b>	<b>316</b>	<b>383</b>	<b>430</b>	<b>733</b>	<b>718</b>	<b>926</b>	<b>956</b>

### **Design Review**

Special Residential Design Review (DRD/DRC)	117	126	193	328	411	442	410	436
Special Residential Design Review Exemptions (DRX)	49	43	30	6	26	77	390	291
Expedited Design Review (EDR)	154	120	88	124	97	4	0	0
Mediated Design Review (S-18/EDR)	0	0	0	0	0	41	31	30
Revisions to Approved Project (REV)	0	5	9	9	2	3	3	4
<b>Total</b>	<b>320</b>	<b>294</b>	<b>320</b>	<b>467</b>	<b>536</b>	<b>567</b>	<b>834</b>	<b>761</b>

# ATTACHMENT A



**Environmental Review**

Negative Declarations (ER)	27	19	12	40	35	19	20	14
Environmental Impact Report (EIR)	5	7	7	4	5	1	3	1
<b>Total</b>	<b>32</b>	<b>26</b>	<b>19</b>	<b>44</b>	<b>40</b>	<b>20</b>	<b>23</b>	<b>15</b>

Zoning Clearances for business licenses (ZC)	0	0	0	0	2750	3367	3411	3464
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<b>Grand Total</b>	<b>744</b>	<b>747</b>	<b>832</b>	<b>1052</b>	<b>4181</b>	<b>4798</b>	<b>5338</b>	<b>5303</b>
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\* 2004 totals through 12/10/04.

**ATTACHMENT A**

### Summary of Major Expenditures for the General Plan Surcharge Fee

\$ 318,600	Consultant contract for planning code text analysis, draft of zoning text revisions, analysis of City's multi-family housing standards and a color brochure explaining the Zoning Code Update process. (2000-01)
\$ 120,000	Draft Maps and GIS layers (2001-03)
\$ 118,000	Consultant contract for Housing Element Update and Revision (2002-04)
\$ 90,000	Consultant contract for Safety Element revisions and necessary technical analysis

In January, 2002, the City Council, as part of necessary mid cycle budget adjustments, transferred the salaries of three Strategic Planner III positions to this fund in order to relieve the General Fund. One of these positions has been vacant since October, 2003 but is expected to be filled in February, 2005. From January 2002 to December, 2004 (the equivalent of two fiscal years), the costs for 2.5 Planner III (actual costs controlling for vacant positions) was approximately \$ 460,000, accounting for salaries, fringe benefits and overhead.

GRAND TOTAL EXPENDED 2000-2004: \$ 1,106,600