

**CITY OF SACRAMENTO
DEVELOPMENT OVERSIGHT COMMISSION
SYNOPSIS**

Monday, March 15, 2004

Commissioners Present:	Mark Abrahams, Alberto Esquivel, James Gately, Brian Holloway, Daniel Larkin, Michael Malinowski, John Nunan, Johan Otto, Bruce Starkweather
Commissioners Absent:	N/A

AGENDA ITEM	DISCUSSION	ACTION
1. Call to order and roll call.	Chairman Holloway called the meeting to order at 5:30 PM.	
2. Approval of 01/12/04 Synopsis	Chairman Holloway moved to accept the 2/18/04 synopsis as submitted. Vote was 9-0 to approve the 2/18/04 synopsis as submitted	Motion passed. Unanimous
3. Communications a. Comments from the Audience. b. Written Comments Received.	1) Comments from the Audience a) No comments from the audience were noted. b) A letter from Jim Kouretas was noted, complimenting the Planning and Building Department regarding a pre-application meeting. Chairman Holloway presented this example as a successful and proactive customer service initiative.	Information Only
4. Presentation of Special Recognition	Chairman Holloway presented Joy Patterson with a letter of recognition honoring her contribution towards early notification and streamlining efforts in her role as Zoning Administrator.	Information Only
5. New Combined Sewer Ordinance System Impact Fee	Dave Brent and Rick Batha from Utilities presented a proposal to adopt a Combined Sewer Development Fee as part of the City of Sacramento Sewer Ordinance amendment. Dave Brent briefed the Commission on the history of the process, and the reason for the proposal. He added that plans include public input and community outreach followed by presentation to City Council in early summer. Rick Batha distributed a handout containing a summary statement, including the problem, the proposed solution, and the cost. The proposed fee assesses development within the combined sewer system. To address increased flows by development, the City implemented a requirement that the developer either mitigate the increase in CSS flows, or sign a combined sewer mitigation agreement committing the developer to pay a development fee once one is established. Questions from the Commission included alternatives to combining the sewer system, other cities solutions, discounting for small projects, and fees for granny units. Alternatives, including separation, were considered, but deemed more expensive with feasibility difficult. San Francisco, Portland and Seattle all have combined systems. Discounting includes the first 30 ESDs of a development shall be counted as 1 ESD. CSS development fees may also be fully or partially offset by constructing or cost sharing in the construction of a mitigation project. Chairman Holloway asked that Utilities Staff gather input from other stakeholders, and then return to the DOC for a motion.	Review and Comment
6. Infill Status Report	Lucinda Willcox presented the Infill Status Report, reviewing recent process improvements and actions, the Infill development history and status and the Infill Development Program Work Plan. She will also present a report to Council on 3/3/04, as a workshop, detailing	Review and Comment

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	<p>progress and Work Plan details. Commissioners inquired if Lucinda would be requesting additional tools or resources as part of that presentation in addition to empowerment issues, and she indicated that a needs assessment will be conducted and presented as part of her report. Lucinda also indicated that she will report to the DOC on a quarterly basis regarding infill, and will work more closely with the streamlining subcommittee on a regular basis.</p>	
<p>7. ADA Ramp Policy, Final Subdivision Map Streamlining</p>	<p>Steve Pyburn presented a report regarding a proposed ADA Ramp Policy and Final Subdivision Map Streamlining. Steve outlined the proposed reimbursement policy and procedure for the cost of some ramps under certain circumstances. Commissioners inquired about posting this information on the website, lighting costs, irrigation provisions, and recourse. Steve Pyburn and Gary Alm responded that the intent is to provide a fully reimbursable program, subject to some limitations, and that the information should be available on the website within approximately one week. They added that Gary Alm would handle any mediation regarding disagreements pertaining to reimbursement.</p> <p>Bob Robinson presented the Subdivision Map Act, which gives authority to staff regarding the approval of final maps, parcel maps and to execute Subdivision Improvement Agreements. This initiative would save a minimum of 4 weeks off the project timeline. Commissioners moved to unanimously endorse this concept, commenting that this represented a pioneering streamlining initiative.</p>	<p>Review and Comment</p> <p>Motion passed. Unanimous.</p>
<p>8. 2003 Annual Report Review</p>	<p>Gary Stonehouse reviewed the Annual Report draft, indicating that this would be the last revision before the report goes to print for the City Council presentation date of 4/20/04. The report focuses on the 10 DOC goals, including progress and next steps. He asked for additional comments. Commissioners indicated that they were pleased with the content, and complimented Gary regarding his work in preparing the report. Chairman Holloway directed staff to prepare the final report for presentation to Council.</p>	<p>Review and Comment</p>
<p>9. Discuss Presentation to City Council</p>	<p>Art Gee discussed the presentation of the DOC Annual Report and Streamlining Recommendations to City Council on 4/20/04. He indicated that the presentation would be made at the evening meeting, and that 2 hours were allocated on the agenda. Art reviewed the order of the presentation, including the introduction by staff, the 2003 Chair, Mark Abrahams reviewing of accomplishments, and the 2004 Chair, Brian Holloway reviewing of objectives. He indicated that this meeting could be considered a workshop. Chairman Holloway requested that the staff report include a list of actionable items and streamlining initiatives. Chairman Holloway indicated that he would like participation from all DOC members, and that he would assign certain portions of the report to each member.</p>	<p>Information Only</p>
<p>10. Streamlining Update</p>	<p>Chairman Holloway reviewed the background of the Streamlining Initiatives, indicating that the subcommittee had been meeting since last October in an attempt to reach consensus on a list of principles and a revised process flow chart. The group also met with the DRPB and the Planning Commission to attempt additional input. He added that an apparent theme from the DRPB was that the status quo was</p>	<p>Review and Comment Approval in Concept (Unanimous)</p>

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	<p>preferred. DRPB Chair Bob Chase and Board Member John Febbo brought a written response from the Board to the DOC meeting. Chairman Chase indicated that there was no consensus within the DRPB, and stated that the Board was concerned with the level and quality of design review, not hanging on to the status quo. He added that items 6 and 7 on the list of principles were key issues that needed further discussion. He recommended further discussion at the subcommittee level. Commissioners acknowledged DRPB Chair Chase's input and work on this streamlining initiative. Board Member Febbo distributed copies of the plans for a recent development, illustrating his point on an issue of the color of light fixtures. Chairman Holloway stated that there appeared to be a three way split on the DRPB. Commissioners suggested a special DOC meeting prior to going to Council in April, and stated that more time should get more details not additional discussion. A date for a special DOC meeting was set for Tuesday, March 30. An approval in concept was unanimously passed.</p>	
<p>11. Communications a. Comments from the Audience.</p>	<ol style="list-style-type: none"> 1) Don Sharpe, Chapter President of the AIA spoke in support of the streamlining efforts and the adoption of new design review standards. He stated that the AIA is willing to work with the DOC for support and guidance, and will defer on a final recommendation until agreement is reached. 2) Bruce Holmes, speaking for Steven Ballew, agreed that the details needed further discussion. 3) John Marshack stated that he saw the value in separating the Preservation Board from Design Review, as there is confusion when the functions are melded. 	<p>Information only</p>
<p>12. Miscellaneous Reports</p>	<p>Dennis Richardson updated the Commission on the helpline statistics, with 1000-1300 calls per week, and stated that they are attempting to do a brief customer survey. He also reviewed staffing concerns. Chairman Holloway requested data on customer comment forms for the next meeting. And asked Art Gee and Gary Stonehouse to arrange for another meeting of the DOC Streamlining Subcommittee, and to prepare a list of streamlining initiatives and talking points for outreach meetings. Commissioner Starkweather asked for a Process Manager follow-up from Dennis Richardson.</p>	<p>Information only</p>
<p>13. Adjournment</p>	<p>Chairman Holloway moved for the adjournment of the meeting at 7:50 PM.</p>	<p>Motion passed. Unanimous</p>