



# REPORT TO Development Oversight Commission City of Sacramento

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915 I Street, Sacramento, CA 95814-2671

STAFF REPORT  
December 4, 2006

Members of the Development Oversight Commission:

**Subject:** Design Commission/Preservation Commission Update

**Location/Council District:** Citywide

**Recommendation:** Receive and provide input

**Contact:** David Kwong, Current Planning Manager, 808-5921; William Crouch, Urban Design Manager, 808-8013

**Presenter:** William Crouch

**Department:** Development Services

**Division:** Current Planning

**Organization No:** 4881

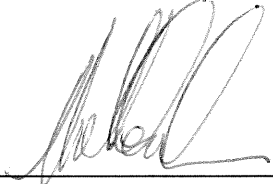
**Description/Analysis:** The DOC has requested staff report back related to the establishment of the two new commissions. At the meeting of December 4, staff will bring a report on four items for consideration as follows:

- Update on establishment of the new Commissions and appointment of Commissioners
- Establishment of policy priorities for the new Commissions
- SHRA & RACs involvement in Design Review process
- Triage Implementation Planning

At the first meeting of the DOC in 2007, staff will bring a further report on two additional items for consideration as follows:

- Training of new Commissioners including code of conduct, role, authority, protocols, procedures and ethics
- Procedures for monthly reporting of all Design Review and Preservation Approvals to DOC, CPC, Design Commission (DC), Preservation Commission (PC) and online postings consistent with Transparency Agenda

Attachment 1 provides an outline for first four items to be considered.

Respectfully submitted by:   
William Crouch, Urban Design Manager

Recommendation Approved:

  
WILLIAM A. THOMAS  
Director of Development Services

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## REPORT BACK ON CREATION OF NEW COMMISSIONS:

### 1. STATUS OF CITY COUNCIL & CITY CLERK STEPS:

- October 24, 2006- City Council adoption of four ordinances creating new Commissions
- November 1-15, 2006- City Clerk opened application period for new Commissions positions
- November 21, 2006- City Council's P&PE Committee made recommendations to the Mayor for all, but one, of the new Commissions' positions.
- Before December Recess- Mayor appoint, City Council confirm appointments.

### 2. MAJOR POLICY PRIORITIES FOR COMMISSIONS' INITIAL YEAR:

#### DESIGN COMMISSION POLICY PRIORITIES:

- Policies & Protocols
- Design Guidelines and Urban Design Plans (Updates)
- General Plan/Zoning-Related Issues
- Community Outreach
- City-Wide Design Review

#### PRESERVATION COMMISSION POLICY PRIORITIES:

- Policies & Protocols
- Historic District Infill & New Construction Standards (Under Development)
- Identification of Historic Resources (Contexts, Surveys, Landmark & Historic District Nominations)
- General Plan/Zoning-Related Issues
- Programs to Protect/Assist Historic Properties (Monitor/Evaluate)

### 3. SHRA & RAC's INVOLVEMENT

- Six-month transition to new procedures
- Coordination with RAC's, E-Mail Broadcasts, Weekly Meetings

### 4. TRIAGE IMPLEMENTATION PLANNING

- Project Application Intake- Protocols for Permit Counter Staff
- Project Threshold Levels- Protocols for Design Review Director, Preservation Director
- Projects With Both Design Review & Preservation- Protocols for Urban Design Manager