



# Minutes City of Sacramento Development Oversight Commission

## COMMISSION MEMBERS:

Mark Abrahams  
Kristina McBurney  
John M. Packowski, AIA

Holger Fuerst, P.E.  
Michael Malinowski, AIA, Chair  
Bruce Starkweather, AIA

Brian Holloway  
John Nunan  
Roger Valine, Vice Chair

## CITY STAFF:

Marty Hanneman, Assistant City Manager  
Sabina Gilbert, Deputy City Attorney  
Janis Franklin, Program Specialist

New City Hall  
915 I Street, 1<sup>st</sup> Floor – Council Chambers

January 7, 2008 – 5:30 P.M.

The Development Oversight Commission (DOC) is a board of the City Council with review and recommendation authority. Its purpose is to provide a forum for the public to introduce and discuss suggestions, comments, and concerns regarding the city's development services function. The DOC will host public meetings to hear public comments before providing its recommendations to City Council.

## **NOTICE TO THE PUBLIC**

You are welcomed and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the end of the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

**Notice to Lobbyists:** When addressing the Commission you must identify yourself as a lobbyist and announce the client/business/organization you are representing (City Code 2.15.160).

**Speaker slips are located in the lobby of the hearing room and should be completed and submitted to the Commission Secretary.**

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations.

The order of agenda items is for reference only; agenda items may be taken in any order deemed appropriate by the Commission. The agenda provides a general description and staff recommendations; however, the Commission may take action other than what is recommended. The agenda is available for public review on the Friday prior to the meeting. Hard copies of the agenda, synopsis, and staff reports are available from the Development Services Department at 915 I Street, New City Hall, 3<sup>rd</sup> Floor (25 cents per page)

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Development Services Department at (916) 808-8310 at least 48 hours prior to the meeting.



我們講中文 · Hablamos Español · Мы говорим по-русски · พວກເຮົາເວົ້າພາສາລາວໄດ້ · Ped hais lus Hmoob · Chúng tôi nói tiếng Việt

(916) 808-5656

# Minutes

## January 7, 2008

*New City Hall  
915 I Street, 1<sup>st</sup> Floor – Council Chambers*

All items listed are heard and acted upon by the Development Oversight Commission unless otherwise noted.

### Call to Order – 5:30 p.m.

**Roll Call:** - Began at 5:35pm. All present. Brian Holloway arrived at 5:36. John Packowski arrived at 5:41pm

### Consent Calendar

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request that an item to be removed for separate consideration.

#### 1. **Minutes from December 3, 2007 meeting**

**Location:** Citywide

**Recommendation:** Approve meeting Minutes from December 3, 2007

**Contact:** Janis Franklin, Program Specialist, (916) 808-7705

**Action:** No Public comment. Moved, seconded and carried (Valine, Abrahams, 7,0,0 – absent Holloway, Packowski) to approve minutes.

### Staff Reports

Staff reports include oral presentations including those recommending receive and file.

#### 2. **Assistant City Manager Update (Oral)**

**Description:** Major Project Updates; Commission Openings; DOC Initiatives for 2008; Cal State Sacramento and UC Davis Partnerships; River District Design Charrette

**Location:** Citywide

**Recommendation:** Receive and file

**Contact:** Marty Hanneman, Assistant City Manager, (916) 808-7508

**Action:** No Public comment. Marty Hanneman gave an update on Railyards, Delta Shores, the Intermodal projects. He gave an update on the openings on the Development Oversight Commission. He also gave an update on the Developing Partners program working with Sacramento State University, UC Davis and the Los Rios Community College district (Still in the formulation phase). Information provided on the 2008 initiatives that he would like to see the DOC consider focusing on. Items such as working on DOC & Development Services budget, stop-gap measures, permanent development flat fee, institutionalizing DOC sub committee, Customer Service training, organizational development for Development Services and the Commissions, Planning Commission process and service improvements and the Developing Partners -

continuing for the next 3 years. Questions and comments made by Commissioners Valine, Abrahams and Fuerst.

**3. Paperless Agenda Materials Procedure and Timetable**

**Location:** Citywide

**Recommendation:** Receive and file

**Contact:** William Thomas, Director Development Services, (916) 808-1918

**Action:** No Public comment. David Kwong gave the update. The goal is to reduce cost, and be more efficient. Some ideas, which needs to be looked at still, includes instead of producing reams of paper for each meeting, to look at digital options, i.e. laptops for the commissioners, transferring data electronically, via email or the Web. Kristina McBurney gave suggestion of giving a disc of the materials prior to the meeting date for Commissioner's review. This process still in the research stage.

**4. 2007 Annual Report – Progress Update**

**Location:** Citywide

**Recommendation:** Review and Comment.

**Contact:** Janis Franklin, Program Specialist, (916) 808-7705

**Action:** No Public comment. Malinowski presented. He advised that they will use the same format as the previous year's report. They are focusing on: successes, challenges and initiatives. The 1<sup>st</sup> draft is due January 14<sup>th</sup>.

**5. Form Based Codes**

**Description:** Results of Form Based Codes Public Pre-Test Program

**Location:** Citywide

**Recommendation:** Receive and file

**Contact:** William Crouch, Urban Design Manager AIA, FRAIA, NCARB (916) 808-8013

**Action:** No Public comment. William Crouch gave informational presentation regarding Form Based Codes. Engaged EDAW along with Mogavero Notestine Associates to do trial exercises with Alkali Flats and East Sacramento and work with the neighborhoods for input. The program ran for 12 months and the report put together. Alkali Flats is being surrounded by new development such as the River District, Railyards, the Transit corridors and is seen as an area that it might be good to have a pilot Form Based Code. Simultaneously, SACOG is working on a similar project. They began to partner with them. They engaged consultants in Portland to produce a manual to produce the Form Based Codes. There was a community meeting Dec 10 in Alkali Flats, the consultants will bring back a report in June to the community and Council. It will be up to City Council Adopt SACOG manual or fund a Form Based Code project of their own. Commissioner Valine asked who is leading the project, and was advised that SACOG is taking the lead. Commissioner McBurney advised that she is getting positive feedback from neighborhoods on the process so far. Commissioner Malinowski advised his support for the idea. Commissioners Starkweather and Packowski made comments as well.

**6. Report back: Tree Services Update (Oral)**

**Description:** Report back on Tree Services item discussed at 12/03/07 DOC meeting.

**Location:** Citywide

**Recommendation:** Receive and file

**Contact:** Jerry Way, Director, Department of Transportation, (916) 808-6381

**Action:** No Public comment. Jerry Way spoke in response to a matter that Commissioner Holloway brought up at the December meeting. He discussed how there was a gap in the setup and improvements needed on the empowerment process and items need to go to a higher authority such as a Policy Committee when there is disagreement. He advised is working with Development Services Director, William Thomas to make sure those get resolved. He also sat down with his staff and discussed the process and accountability. Commissioner Valine asked how the City (specifically Trees) performed during and after the last major storm. Jerry Way advised a "10". He mentioned the other outside agencies and some gaps in their services. Highlighted was the 3200+ calls received, 15 hour shifts worked and the cooperation of other departments. Commissioner Valine brought up the importance of focusing (with employees and the community) on the accomplishments of the departments as well as needs for improvement. Comments made by Commissioners McBurney and Holloway regarding staff and level of service.

**7. Election of Chair and Vice Chair**

**Description:** Nomination and selection of the Chair and Vice Chair positions for 2008

**Location:** Citywide

**Recommendation:** Nomination and selection of Chair and Vice Chair for 2008

**Contact:** Janis Franklin, Program Specialist, (916) 808-7705

**Action:** No Public comment. Moved, seconded and carried (Starkweather/Fuerst, 8,0,1-abstained Valine) to select Roger Valine as Chair. Moved, seconded and carried (McBurney/Holloway, 9,0,0) to select Holger Fuerst as Vice Chair.

**8. DOC Workshop**

**Description:** Workshop/Brainstorming session to discuss the Direction and Initiatives of the Development Oversight Commission for 2008 and forward.

**Location:** Citywide

**Recommendation:** Review and Comment.

**Contact:** Janis Franklin, Program Specialist, (916) 808-7705

**Action:** No Public comment. A letter sent by Tina Thomas to the Development Oversight Commissioners regarding the Greenbriar project was mentioned. It was requested to be forwarded with a cover letter to the Planning Commissioners and City Council. Follow-up via report back on the next DOC Agenda. Discussions regarding the direction and initiatives for 2008. Mention was made of the items listed by Marty Hanneman in item number 2. Staff will type up items discussed and send via email to the DOC members who will review and vote on their top 5 things they would like to focus on. The goal is to finalize the list at the next regular meeting.

**Public Comments - Matters Not on the Agenda**

**9. None.**

**Questions, Ideas, and Announcements of Commission Members**

10. None.

**Adjournment:** 7:12pm.

\*\*\*