



REPORT TO DEVELOPMENT OVERSIGHT COMMISSION City of Sacramento

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300 Richards Blvd. Sacramento CA 95811

STAFF REPORT
April 15, 2009

Honorable Members of the Development Oversight Commission

Title: 2008-2009 Annual Report of the Development Oversight Commission (DOC)

Location/Council District: Citywide

Recommendation: Review and adopt the 2008-2009 Annual Report of the DOC and Initiatives

Contact: William Thomas, Director of Development, (916) 808-1918; Janis Franklin, Program Specialist, (916) 808-7705

Presenters: William Thomas, Director of Development; Holger Fuerst, 2009 DOC Chair; Darryl Chinn, 2009 DOC Vice Chair; Scott Schriefer, DOC Commissioner

Department: Development Services

Division: Administration

Organization No: 2100

Description/Analysis

Issue: The City's Development Oversight Commission is submitting its comprehensive annual report for 2008-2009. The report contains the Commission's review of accomplishments and challenges and recommended initiatives for continued focus. All development departments city wide, including DOT, DOU, Parks, Fire, Police and Economic Department have been working closely with the Commission throughout the year. The Development Services Department in particular supports their recommendations.

Policy Considerations: The proposed resolution is consistent with the City's Strategic Plan Focus Areas to promote sustainability and livability and foster economic development

Environmental Considerations:

California Environmental Quality Act (CEQA):

Under the California Environmental Quality Act (CEQA) guidelines, continuing administrative activities do not constitute a project and are therefore exempt from review.

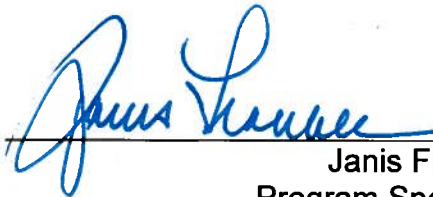
Commission/Committee Action: On April 15, 2009, the Development Oversight Commission unanimously approved the final version of their Annual Report for transmittal to the City Council.

Rationale for Recommendation: Staff believes that the Commission has been instrumental in leading and supporting positive changes that have occurred in the City's development review services. However, additional work is required to address continued challenges and improvements as discussed in their report. Staff therefore recommends that the City Council adopt a resolution accepting the 2008-2009 Annual Report of the DOC and initiatives. The resolution outlines the four (4) initiatives and associated tasks that will assist the City Council, City Manager and City Departments to achieve the goal of leading Sacramento to become America's "most livable City".

Financial Considerations: Additional funds will be necessary to continue implementation of the initiatives and to sustain the DOC Fee Subcommittee as a permanent body at the previous recommendation of City Council. Funding for the initiatives and Fee Subcommittee has not been identified.

Emerging Small Business Development (ESBD): There are no ESBD considerations with this report.

Respectfully Submitted by:



Janis Franklin
Program Specialist

Approved by:



William Thomas
Director of Development

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RESOLUTION NO.

Adopted by the Sacramento City Council

APPROVING THE 2008-2009 ANNUAL REPORT OF THE CITY'S DEVELOPMENT OVERSIGHT COMMISSION AND INITIATIVES

BACKGROUND

- A. The City of Sacramento Development Oversight Commission (DOC) is comprised of building industry representatives and member of the public appointed by the Mayor and City Council to assure follow through of recommendations that were approved by City Council on July 20, 1999.
- B. The DOC provides a forum that enables the public, neighborhood groups, industry stakeholders and City staff to introduce and discuss suggestions, comments and concerns regarding the procedures and processes of the city's development services function. The DOC provides the Mayor and City Council an annual report regarding the city's development procedures and processes, including but not necessarily limited to the implementation status of the commission's recommendations that were accepted by the City Council on July 20, 1999.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1. The City Council of the City of Sacramento accepts the 2008-2009 Development Oversight Commission Annual Report and four (4) 2009 initiatives and associated tasks, as follows:

1. Building a stronger, stable and even more effective Development Services Department

Create a permanent DOC Sub-Committee as a fiscal advisor /watch-dog to DSD to fees and cost to accomplish the following:

- Help the department identify permanent funding sources for operating expenses; organizational development, customer service training; long term vision and purpose.
- Assist in implementation of a rigorous cost accounting system and fiscal reporting tools to understand the cost of delivering service and to maintain financial strength through the unpredictable future.
- Assist with development and implementation of a streamlined Fee system

- ❑ Identify the most valuable services DSD provides and the data and measurements to assist prioritization of services
- ❑ Help maintain quality staffing of DSD to be prepared to take advantage of the upswing in the economy

2. Help DSD build on the strong culture of service to the customer and quality environment for the staff.

- ❑ Help find ways to continue to invest in Customer Service Training / Organizational Development for DSD and its Commissions. Update and expand use of the current DSD web page
- ❑ Keep a focus on great service with the understanding that financial resources will be impacted. Continue to monitor the Accela in-house software program.
- ❑ Embrace a Continuous Quality Improvement Process to constantly strive for improvement in the processes and product of the DSD. Continue to monitor the cost recovery plan.

3. Affirm that we have an effective working relationship among the commissions and customers who interact with the Development Services Department

- ❑ Address overlapping jurisdiction of Commissions and mitigate circular routing of issues between the Commissions
- ❑ Enhance transparency, accountability and follow-up of Commissions actions and decisions
- ❑ Resolve conflicts between Applicants, Staff, and Commissions through team and trust building
- ❑ Create a reasonable balance for transparency of possible conflicting issues with the need for effective processes and progress
- ❑ Expand use of pre-approved residential plans, development checklist of common residential plan review, fast track commercial plan check system

4. Focus on the future

- ❑ Continue the past work started with the Developing Partners program and create a Community Economic Development Agency (CEDA) program. This will foster the creation of strong working relationships with all private and public entities involved in creating the great developments that shape a great city
- ❑ With the recent adoption of the General Plan work with staff and the public on its short and long term implementation
- ❑ Be ready for the upswing of the recovery so we can better capitalize on that opportunity compared to less progressive communities
- ❑ Work to reinforce the message that Sacramento is "The West Coast Development Capital" to ensure our community will maintain its health and

vitality. Explore the idea of City/County Building and Planning Department collaboration.