

**RESPONSE TO COUNCIL QUESTION
RE: AUGUST 19, 2025 AGENDA**

Item 6 25-643: Action on an Update to the City Council's Public Notification, Outreach & Engagement Policy for all Planning Applications

Question 1: This started this process with a 030 I did in 2022. I was concerned by the number of people that came to planning commission and council meetings claiming that they never heard about the project.

An example was the Hunter Storm project on Coleman where almost no residents were notified because almost no residents live within 500 feet of the project. But the project has a huge public impact in terms of housing generation and traffic.

My preference is to do public notifications based on number of residents using GIS data. For a small project, instead of 500 feet, we could perhaps say we needed to reach 100 residents but for a Large Development we need to reach at least 1000 residents. This would cover projects in industrial areas with almost no residents nearby. It would also reduce the number of notifications needed in extremely dense places like Tasman East.

Response: Thank you for the feedback, this can be discussed at Council tonight, and staff will take direction from Council as a whole.

Question 2: I would like a breakdown of how many projects over the last 3 years fit into each of the following categories below?

Response: This will require more time to respond to and staff will not have answers today.

Question 3: Which of these projects require EIRs and traffic studies? I would also like better examples.

Response: This is site specific and depends on the level of CEQA review required for the project. Projects that trigger higher levels of CEQA review may also require a traffic study as part of that analysis.

Question 4: Which category does a Mills act fall into?

Response: A Mills Act contract, formally called a Historic Property Preservation Agreement, is an agreement between the City and the property owner. The program does not require mailed or posted notices; the only notification provided is through the published agendas of the Historical and Landmarks Commission (HLC) and the City Council.

Question 5: Does a project go from Minor Development to Small Development if the square feet added is more than 500 sq feet?

Response: Minor Development proposals include Minor Use Permits, Off-Site Parking Permits, Reasonable Accommodation requests and Temporary Use Permits each of which has specific noticing requirements prescribed in the City Code. A single-family home would be considered a small development proposed if it includes 5 or more bedrooms, 5 bathrooms or more, 2 or more bedrooms with exterior access, or a second story. In such cases, Design Review Hearing (DRH) and public notice are required. Any project may also be elevated to a Significant Interest proposal if there is substantial community interest, at which point the Director has the discretion to require additional notice.

Question 6: A couple of controversial projects were the addition of a drive through Starbucks on ECR and the proposed house expansion on Park Court. Both were essentially stopped by neighbor outcry.

Response: Drive-throughs are enumerated in the matrix and identified as a Significant Interest proposal.

The Park Court project was noticed for the HLC and DRH as a small development project with 300-foot radius notice, on site noticing. It was successful in that members of the public did comment. Unfortunately, as a result of the public comments, the applicant withdrew the project and re-submitted a smaller project. The applicant modified the proposal with a smaller addition in the rear that did not require any notice.