



## Agenda Report

18-1620

Agenda Date: 12/11/2018

### REPORT TO COUNCIL

#### SUBJECT

Action on a Resolution Delegating Authority to the City Manager for Special Permits for Temporary Uses Related to the College Football Playoff National Championship

#### BACKGROUND

As announced in November 2015, Levi's Stadium will host the College Football Playoff (CFP) National Championship on January 7, 2019. CFP events will take place in San Jose beginning January 4, culminating with the game in Santa Clara.

For Super Bowl 50, February 7, 2016 at Levi's Stadium, the City received Special Permit applications for temporary uses and structures on private property related to the event such as special events, tent structures, portable cellular antennas, and other uses that complemented the event. While Santa Clara City Code Chapter 18.60.020 authorizes City Manager approval of temporary uses and structures in industrial zoning districts, Chapter 18.60.030 requires issuance of a Special Permit by the City Council (Council). Pursuant to Section 802(h) of the City Charter, the Council has the power to delegate this authority to the City Manager, and a previous Council approved such a delegation in connection with Super Bowl 50.

#### DISCUSSION

The City of Santa Clara (City) may potentially receive Special Permit requests for temporary uses related to the CFP National Championship after December 11, 2018 Council meeting. As there will not be an opportunity to place such requests on a Council agenda in advance of the CFP National Championship, the Council may wish to delegate its authority to the City Manager, or her designee, to issue the Special Permits.

City staff contacted the Santa Clara Tourism Improvement District on November 7, 2018 requesting a list of any activities that would require a permit. None of the hotels has since submitted a Special Permit application. Only one hotel indicated they may submit an application, but have not provided any additional information to the City as of the writing of this report.

If the Council delegates authority to the City Manager to issue Special Permits for temporary uses and structures related to the CFP, staff will conduct a thorough review and include any appropriate conditions to ensure the safety of the activities and to minimize impact on the neighborhoods surrounding the stadium. Santa Clara Stadium Authority (SCSA) staff will provide a post-event report to the SCSA Board, and will include information on any permits issued under the City Manager's delegated authority.

In order to allow for adequate staff time to complete the review and issue a use permit, staff is setting a deadline for the receipt of Special Permit applications of December 19.

**ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of a California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

**FISCAL IMPACT**

There is no fiscal impact related to this report except for staff time transmitting the information.

**COORDINATION**

This report has been coordinated with the City Attorney’s Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Adopt a Resolution delegating authority to the City Manager, or her designee, for Special Permits for temporary uses and structures related to the College Football Playoff National Championship

Reviewed by: Walter C. Rossmann, Chief Operating Officer

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Resolution