



Planning & Community Preservation Department FY 2014 – 2015 Annual Report

Sierra Madre City Council

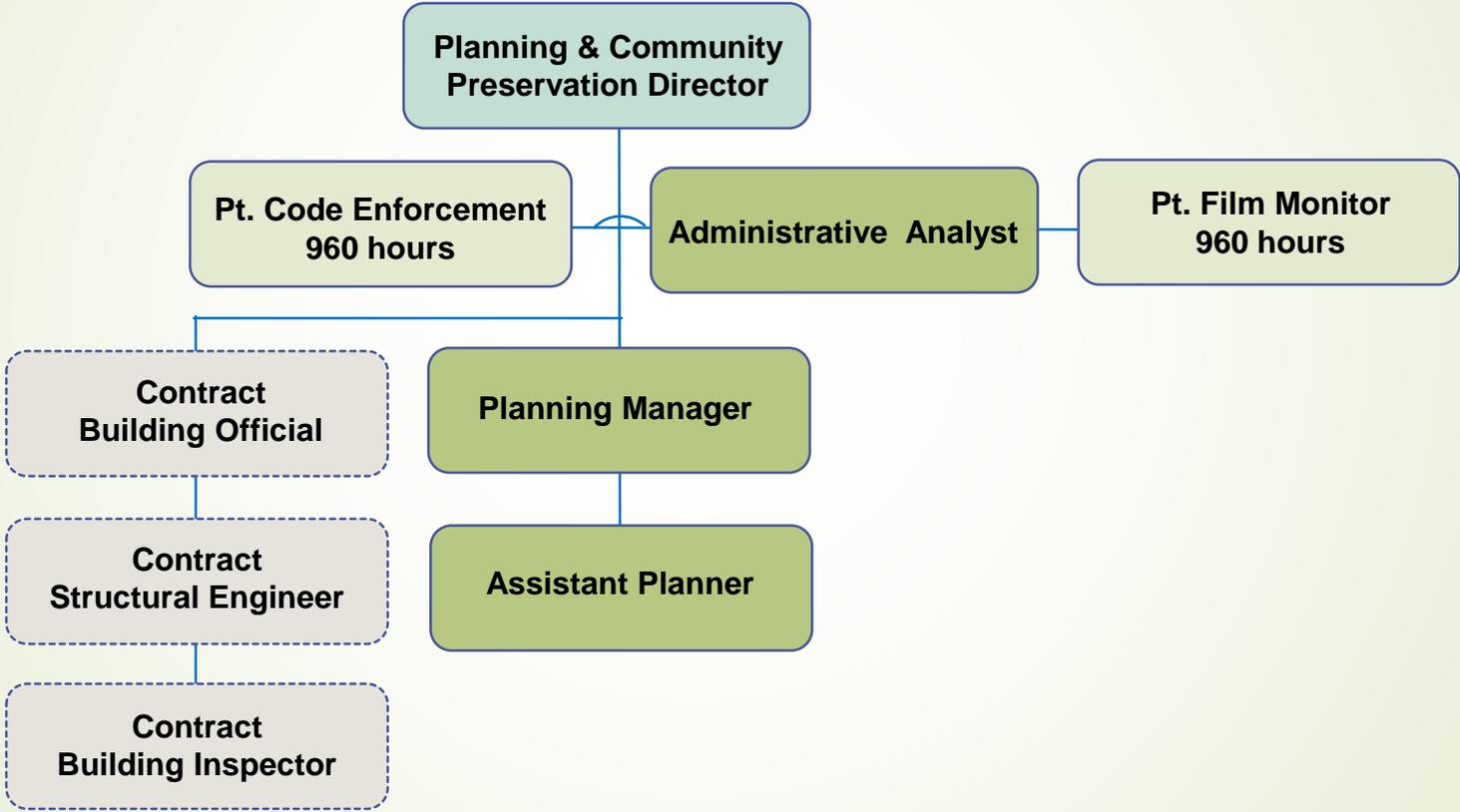
October 13, 2015



Department Overview

- Provides day-to-day public assistance and responds to inquiries regarding zoning, land use and building construction
- Provide plan check services, conducts site inspections, and issues permits per zoning and building and safety codes
- Process discretionary applications including variances, minor and major conditional use permits, hillside development permits, and prepare associated environmental documents per local and state law
- Implement policies of the General Plan
- Prepare Municipal Code text amendments, zone changes and General Plan amendments
- Conducts Code Enforcement investigations to abate code violations and public nuisance complaints
- Coordinate and monitor on location filming and photo shoots
- Serves as staff liaison to the Planning Commission

Organizational Chart





Planning and Building & Safety Activities

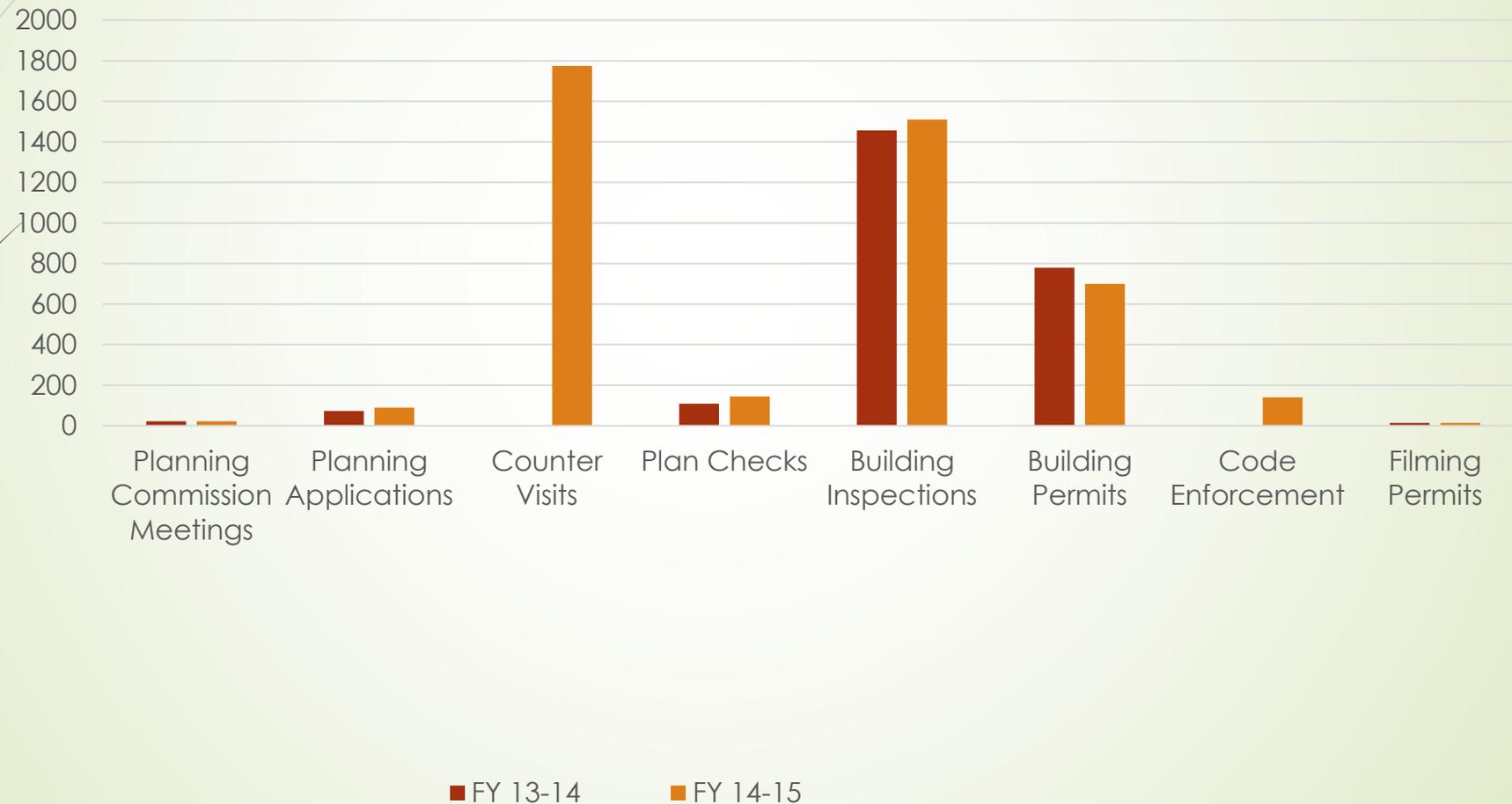
FISCAL YEAR 2014-2015



▶ Planning Commission Meetings.....	22
▶ Planning Applications Processed.....	89
▶ Counter Visits.....	1,775
▶ Plan Checks.....	144
▶ Building Permits Issued.....	699
▶ Building Inspections.....	1,510
▶ Code Enforcement Cases.....	140
▶ Filming Permits Issued.....	14

Planning & Building Activity Statistics

FISCAL YEAR 2013/14 & 2014/15





Accomplishments – Policy

- Adoption of General Plan update and Final EIR
- Adopted a Water Meter Moratorium prohibiting issuance of permits for new single-family construction requiring new water meter service
- Adopted Graywater Ordinance requiring stub-outs for new single-family construction
- Amended development standards in the R-1 Single-Family Zone
- Adopted and amended the demolition ordinance
- Adopted and rescinded a demolition moratorium for single-family and duplexes built prior to December 31, 1940
- Updated Planning and Development Fees
- Updated construction valuation rates using International Code Council (ICC) standards



Accomplishments - Projects

- ▶ Completed the Kensington Assisted Living Facility
- ▶ Approved a Disposition and Development Agreement and project entitlements for 186 W. Highland Avenue for the construction of 3 moderate income units for first-time homebuyers
- ▶ Granted Cultural Landmark Status to the First-Church of Christ Scientist building (186 W. Highland Ave.)
- ▶ Granted Cultural Landmark Status to the Knott-Klemme Residence at 354 North Canon Drive



Accomplishments – Staffing

- ▶ Hired a full-time Planning & Community Preservation Director
 - ▶ Hired a full-time Assistant Planner
 - ▶ Hired a part-time Code Enforcement Officer
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What to Expect in FY 2015 - 2016

- ▶ General Plan Implementation
 - ▶ 2014 – 2021 Housing Element Implementation
 - ▶ Continue to process discretionary applications including Stonegate Hillside Development Permit applications
 - ▶ Process Municipal Code text amendments to comply with recent State law requirements
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Closing – Questions?

