

CITY OF **LACAHADA FLINTRIDGE**

MEMORANDUM

May 9, 2019 Meeting

To: Planning Commission
From: Director of Community Development 
RE: Planning Commission Initiated Budget Requests Fiscal Year 2019-2020

The City has initiated budget preparations for fiscal year 2019-2020. Part of this process is to solicit input from the various Commissions regarding projects and/or programs that may require funding that the Commissions would like to pursue during the new budget year. Staff is requesting that each Commissioner prepare a list of projects and/or programs that they would like to discuss at the Planning Commission meeting. The list may be similar and/or identical to the Community Development Work Program. Staff would suggest that your requests include items that require additional funding beyond the normal Department budget such as:

- A consultant to prepare a specific ordinance or code amendment;
- Analysis of a specific issue, such as a parking study;
- Funding for a specific project, such as the creation of a specific plan;
- A specific program for implementation of the General Plan or the Downtown Specific Plan

The list and discussion should not include items that are related to Department operation, management, or staffing.

Budget hearings are scheduled to begin in June.

Attachments: Community Development Department Work Program

**Department of Community Development
Work Program**

May 2019

City Council Initiated Projects

- Historic Preservation Ordinance & Property Survey Fall 2019
- Synthetic Turf and other water conservation measures On-going

Planning Commission Initiated Projects

- Basement/Lightwells (Incorporated into the Zoning Code Update) Fall 2019

Design Commission Initiated Projects

- Finalize & Implement Streetscape Master Plan Fall 2019
- Update Sign Ordinance (Incorporated into Zoning Code Update) Fall 2019

General Plan Implementation

- Zoning Code and Map Update Fall 2019
- Subdivision Ordinance Update Summer 2020
- City CEQA Guidelines update Summer 2020
- Economic Analysis of Commercial Properties Fall 2019
- DVSP Parking Analysis Summer 2020

Legal Requirements/Mandates Initiated Projects

- LAFCo Sphere of Influence Program Unscheduled
- Building Codes Corrections/Updates On-going
- Fire Code Corrections/Updates On-going
- Downtown Village Specific Plan (DVSP) Update Unscheduled
- Telecommunications Ordinance Amendments (incorporated into Zoning Code Update) Fall 2019
- Bed and Breakfast regulations
(Incorporated into the Zoning Code Update) Fall 2019

General Operational

- Ombudsman program/counter calls (walk-ins)/telephone calls On-going
- Zone Clearances (Building & Safety) On-going
- Community Development Block Grant Administration On-going
- Departmental Procedural Manual On-going
- Commercial Vacancy Rates On-going
- City Website Fall 2019
- General Plan Implementation Plan and Report Annual April
- Housing Element Annual Report Annual April

Regional/Subregional (SGVCOG/AVCOG/SCAG/MTA)

- SB 375 Green House Gases (housing & transportation implementation (GP)) On-going
- AB 32 Green House Gases – policies and programs (GP related) On-going
- Congestion Management Plan – policy/program change In Process
- Regional Transportation Plan Update In Process

Geographic Information System (GIS), Pictometry & Digital Records

- Staff Training On-going
- Update/create data layers In Process
- Connect LCF On-going
 - Modification of City processes & procedures/software updates to improve efficiency

Administrative Amendments

- Penalty Clause on Conditions of Approval – Misdemeanor Unscheduled
- Construction-related parking on public streets (city-wide – Public Works) Unscheduled
- Prohibit overnight truck parking on Commercial Property Unscheduled
- Appeal measures/instructions (incorporated into Zoning Code Update) Fall 2019