

**AGENDA
SPECIAL JOINT STUDY SESSION OF
CITY COUNCIL & PLANNING COMMISSION
CITY OF YUBA CITY**

**APRIL 9, 2007 – 5:30 P.M.
WASTEWATER TREATMENT PLANT
302 BURNS DRIVE, YUBA CITY**

Call to Order

Roll Call:

| | |
|-----------------------------|------------------------------|
| _____ Mayor Miller | _____ Commissioner Didbal |
| _____ Mayor Pro Tem Ramirez | _____ Commissioner Dukes |
| _____ Councilmember Gill | _____ Commissioner Flores |
| _____ Councilmember Maan | _____ Commissioner Sanbrook |
| _____ Councilmember McBride | _____ Commissioner Starkey |
| | _____ Commissioner Takhar |
| | _____ Commissioner Tomlinson |

Presentation on Council’s Philosophy (Items 1 - 7)

1. Review of Development Guiding Principles Aaron Busch/Brian Trudgeon
 - Review of Existing Growth Policies
 - Review of Master Plan/Specific Plan Process
2. Master Plan for Elmer Road Discussion..... Aaron Busch
3. Design Guidelines—Criteria and Policies..... Aaron Busch/Brian Trudgeon
4. Selection Process for Planning Commission Appointments Steve Jepsen
5. Expectations of City Council for Planning Commission Steve Jepsen
6. Planning Commission Support Required Aaron Busch
7. Summary—Direction to Staff

Public Communication on Items on the Agenda (Item 8)

8. Appearance of Interested Citizens

Members of the public may address the City Council concerning any item that has been described in the notice of this meeting.

Adjournment

CITY OF YUBA CITY
STAFF REPORT

Date: April 9, 2007

To: Honorable Mayor & Members of the City Council
Chairman & Members of the Planning Commission

From: Community Development Department - Planning

Presentation By: Aaron Busch, Community Development Director
Brian Trudgeon, Principal Planner

Summary

Subject: Review of Development Guiding Principles

- Review of Existing Growth Policies
- Review of Master Plan/Specific Plan Process

Discussion:

During a City Council/Planning Commission Study Session held in January and February 2005, it was recommended that the City establish a series of policies to address the future growth within the City's recently expanded Sphere of influence. It was agreed that these policies should adhere to those of the 2004 Yuba City General Plan and provide the guidelines to implement the General Plan.

On March 15, 2005, the City Council adopted Resolution No. 05-049 and a Map designating the areas within the City's Sphere of Influence that would be Master Plans and Specific Plans (attached). The purpose of the growth policies as explained in the Resolution was to address the importance of development paying its own way and that the policies and goals of the General Plan are fully implemented. The growth policies are also aimed at ensuring that new growth would be comprehensively planned and designed with adequate infrastructure and public facilities to serve the new development.

The growth policies in the General Plan recognize that growth is caused by a wide variety of factors: state of the economy, interest rates, and availability of infrastructure outside of the City's jurisdiction. While most of these factors are out of the City's control, the City should control the planning of land use and the financing of all new infrastructure including new roads, public improvements, and public services. To this end the City can influence the rate of growth, the location of growth, the timing of growth, level of service, and the provision of municipal services including sewer and water and public safety services. The growth policies were put to use for the preparation of Sutter Heritage Master Plan and have been instrumental in the development of the Walnut Park West and Monticello/Talavera Master Plans as well as the Lincoln East Specific Plan. Although, the Master Plan and Specific Plan process has required extra time to complete, the growth policies have been an invaluable tool for ensuring proper planning.

During the preparation of the three Master Plans the development of the infrastructure and financing portions of the documents were aided by the completion of the City's new Water and Sewer Master Plans as well as the draft Storm Water Drainage Master Plan. Another factor that has benefited the Master Plan projects is that each project had single ownership and primary future development and financial responsibilities were established. This is the difficulty in preparing the required Master Plans for the El Margarita Road area as well as the Elmer Road areas is there is no single developer that has control of the entire plan area for comprehensive planning the future land development and infrastructure timing and financing.

Overall, the Master Plan process though time consuming has been successful in determining the infrastructure needs of the designated areas in relation to the surrounding areas and has provided for comprehensive planning to occur rather than piecemeal development.

Attachments:

1. Resolution No. 05-049 Yuba City Growth Policies
2. Master / Specific Plan Map

**ATTACHMENTS ARE AVAILABLE FOR REVIEW AT THE
COMMUNITY DEVELOPMENT DEPARTMENT, CITY
CLERK, OR CITY MANAGER'S OFFICE.**

CITY OF YUBA CITY
STAFF REPORT

Date: April 9, 2007
To: Honorable Mayor & Members of the City Council
Chairman & Members of the Planning Commission
From: Community Development Department
Presentation By: Aaron Busch, Community Development Director

Summary

Subject: Discussion regarding the Master Plan requirements for the Elmer Road annexation area.

Discussion:

At the March 20, 2007 City Council meeting, the Council continued a request from Didar Bains and Manual and Donna Costa that they not be required to prepare a Master Plan for their property located on Butte House Road, west of Elmer Avenue as is currently required in accordance with the City's adopted growth policies. As they note in their letter to the City (see Attachment 1), they believe that this requirement is neither logical nor economical for minor landowners to bear such a cost. The property owners contend that the requirement to prepare a Master Plan for their ten acres is not appropriate given the proximity of their property to the existing City limits, and the fragmented ownership of the properties within the Plan area. They also note that they have no control over how the other properties within the Plan area will develop. Finally, the letter states that there is existing City infrastructure in Butte House Road that the properties could connect to with no need for additional improvements. Given current City policy, the matter was forwarded to the Council for review and discussion.

Attachments

1. Letter from Didar Bains and Manual and Donna Costa

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CLERK, OR CITY MANAGER'S OFFICE.**

CITY OF YUBA CITY
STAFF REPORT

Date: April 9, 2007
To: Honorable Mayor & Members of the City Council
Chairman & Members of the Planning Commission
From: Community Development Department - Planning
Presentation By: Aaron Busch, Community Development Director
Brian Trudgeon, Principal Planner

Summary

Subject: Design Guidelines – Criteria and Policies
Recommendation: Staff recommends that the City prepare a comprehensive update to its Design Guidelines and requests direction from the City Council and Planning Commission on any concepts to be included as part of the update.

Discussion:

Attached are the Yuba City Design Guidelines adopted in November of 1994 which address the design of commercial and multiple-family projects but are only suggestive for single-family and industrial projects. Also, attached for your review are the Draft Residential Design Guidelines prepared by Dyett & Bhatia in April 2006. These Draft Guidelines have not yet been finalized by Staff or received any extensive review by the development community.

Attachments:

1. Yuba City Design Guidelines November 1994
2. Draft Residential Design Guidelines April 2006

**ATTACHMENTS ARE AVAILABLE FOR REVIEW AT THE
COMMUNITY DEVELOPMENT DEPARTMENT, CITY
CLERK, OR CITY MANAGER'S OFFICE.**

CITY OF YUBA CITY
STAFF REPORT

Date: April 9, 2007
To: Honorable Mayor & Members of the City Council
From: Administration
Presentation By: Steven R. Jepsen, City Manager

Summary

Subject: Selection Process for Planning Commission Appointments

Background:

The appointment of Planning Commission Members is a delegation of authority by the elected City Council of Yuba City. The Planning Commission was established by Ordinance No. 192 consistent with the authority granted under the State Planning Law. The Commission is composed of seven members. Six members must reside within Yuba City corporate limits, and one member is appointed from the Sutter County Planning Commission.

Appointments to the Planning Commission are for staggered terms of four years for the Yuba City appointees while the Sutter County appointee is an annual appointment by the Supervisors.

The Yuba City Municipal Code, Section 8-1.01 provides for the appointment of members to the Planning Commission by the Mayor with confirmation by the full City Council.

Options for Discussion:

The following options are suggested for discussion with regard to appointments of future Planning Commission vacancies. Regardless of the selection process, all applicants would be required to submit an application listing qualifications and a short statement on their desire to serve.

1. Ad Hoc Subcommittee Nomination

An ad-hoc review committee, consisting of the Mayor and Vice Mayor is established each year to screen applications and interview applicants for all City Boards and Commissions. This ad-hoc committee forwards a nomination for full City Council confirmation. Interviews are conducted privately.

2. Full City Council Review

All applicants would be interviewed by the full City Council and nominations would be open for all Councilmembers. Appointments would be made by majority vote of the

City Council. All candidate discussions, reviews and interviews would be conducted in open session, including public input, if any.

Recommendation:

Discussion and direction to staff as deemed appropriate. This item will return for action at a future date as directed by Council.

Submitted By:

Steven R. Jepsen, City Manager