

CITY OF YUBA CITY
STAFF REPORT

Date: February 4, 2020

To: Honorable Mayor & Members of the City Council

From: Development Services Department

Presentation By: Benjamin Moody, Development Services Director

Summary

Subject: Representation on the Yuba City Planning Commission and the Sutter County Planning Commission

Recommendation:

- A. Confirm the appointment of Yuba City Planning Commissioner Jana Shannon to the Sutter County Planning Commission and forward that appointment to the Sutter County Board of Supervisors
- B. Confirm the Sutter County Planning Commission appointment of Richard Doscher to represent Sutter County on the City of Yuba City Planning Commission

Fiscal Impact: None.

Purpose:

Sutter County and Yuba City have an agreement to have representation for their Agency on each other's Planning Commissions to foster dialogue and create an awareness of development in both jurisdictions.

Background:

It is beneficial for the community when the City and County governmental bodies cooperate on various projects that impact both jurisdictions. Having a member of the Yuba City Planning Commission serving as a representative on the Sutter County Planning Commission and a member of the Sutter County Planning Commission serving on the Yuba City Planning Commission ensures that the interests, perspectives and priorities of each jurisdiction are voiced and considered, thus resulting in more informed decision making. These projects may include regional environmental analysis, the expansion of infrastructure, the conversion of agricultural land to urban uses, and the distribution of natural resources.

At the January 8, 2020 Planning Commission meeting, the City's existing Yuba City Chairman and County Representative, Dale Eyeler, requested that a new representative be considered for the upcoming term, due to conflicting time commitments. Chairman Eyeler will fulfill his term on the Sutter County Planning Commission that ends in February of this year.

Through the Election of Officers proceedings at the January 8 meeting, Yuba City Planning Commissioner Jana Shannon was selected by her fellow Commissioners to be recommended to serve on the Sutter County Planning Commission for the next term.

Jana Shannon has been a Commissioner on the Yuba City Planning Commission since 2012, with

eight years of previous experience as a Sutter County Planning Commissioner acting for the District 5 representative. With 25 plus years of experience working with developers and her experience on both the City and County Commission Shannon offers a perspective of both agencies providing a well-rounded view.

The Sutter County Planning Commission selected Richard Doscher to be re-appointed by the Commission at the January 15, 2020 meeting, and was confirmed by the Board of Supervisors at their January 28, 2020 meeting. Mr. Doscher is a long-time member of the Sutter County Planning Commission and the former Yuba City Police Chief. Per the Sutter County Planning Commission By-Laws, Mr. Doscher's appointment needs to be confirmed by the City Council.

Analysis:

The Municipal Code and the City of Yuba City Planning Commission by-laws require that the Planning Commission's recommendation be transmitted to the City Council who, in turn, shall forward that recommendation to the Board of Supervisors for consideration. Term limits for the appointment end February 28th of each year.

Fiscal Impact:

None.

Recommendation:

- A. Confirm the appointment of Jana Shannon, Yuba City Planning Commissioner, to the Sutter County Planning Commission and forward said recommendation to the Sutter County Board of Supervisors.
- B. Confirm the Sutter County Planning Commission appointment of Richard Doscher to represent Sutter County on the City of Yuba City Planning Commission

Attachment:

- A. Jana Shannon – Planning Commission Application (2017)
- B. Richard Doscher – Appointment letter from Sutter County

Prepared By:

/s/ Jaspreet Kaur
Jaspreet Kaur
Administrative Analyst

Submitted By:

/s/ Michael Rock
Michael Rock
City Manager

Reviewed By:

Department Head

BM

Finance

SM

City Attorney

SLC by email

Attachment A



CITY OF YUBA CITY
APPLICATION FOR CITY BOARDS
AND COMMISSIONS

APPLICATION FOR APPOINTMENT TO:

Planning Commission

Name: Jana Shannon

Address/Zip: _____

Contact Phone: _____

E-mail: _____

Occupation/Employer: _____

Address: _____

Resident of the City of Yuba City: YES NO

If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member of the Commission?

YES NO

Please Complete the Attached Supplemental Questionnaire

Note: An FPPC Form 700 – Statement of Economic Interest must be filed by each member of the Planning Commission.

Please return completed application to:

City Clerk
City of Yuba City
1201 Civic Center Blvd.
Yuba City, CA 95993

Or email: tlocke@yubacity.net

PLANNING COMMISSION SUPPLEMENTAL QUESTIONNAIRE

1. Why do you wish to serve as a member of the Planning Commission?

I am a 4th generation resident to this area and have lived all my life in Yuba City. I have watched the growth explode over the years. Having worked with citizens and developers in many agricultural communities in California gives me a unique perspective for Yuba City.

2. What would you bring in the way of perspective or experience to the Planning Commission?

I have been a Commissioner on the Yuba City Planning commission for the past four years (2012-2016) I have been active in planning since 2001 starting with the County Planning Commission. As the City grows into the County, I offer a perspective of both agencies that offers a well rounded view.

I have 25 + years working with developers on affordable housing projects throughout the state. I was part of the initial committee for the formation of the Yuba City Redevelopment Agency, and the development of the Yuba City Mall.

3. Describe qualifications which will assist the City Council in evaluating your application.

Resume attached separately.

4. What do you perceive to be the primary "planning" issues facing the community now and over the next 5 years? Have you any ideas of how the community should approach solutions to these issues?

As far as a community approach for solutions, it generally serves well to investigate what other similar communities have done to maximize positive development while minimizing negative impact. It is important to streamline the planning process to encourage development that is well planned and that fit the General Plan

5. What do you feel are some of the factors which go into making residential neighborhood a "good place to live?" What are some of the negative factors?

Adequate traffic flow, lighting, city services (Water/sewer). Access to good schools and parks. Annexation is an important part of our City's growth and must be done diplomatically. Streamlining City services while maximizing the value of the services is critical.

6. What factors contribute to a good commercial or industrial area?

Proper location (access). Good infrastructure and sound barriers as appropriate.

What are some of the negative factors?

Negative factors include increased traffic and type of traffic, noise, especially after hours. Failure to mitigate situations after the initial development is completed.

7. What do you believe is the responsibility of a Planning Commissioner to the community?

To provide the perspective of the citizens of the community, especially those that will be impacted by a given development, to the council and staff and to act to mitigate the concerns of both to arrive at successful development via proactive planning.

To the developer?

To evaluate proposals in a timely manner, to enforce planning equitably, and offer solutions and/or alternatives to the council to ensure that beneficial development is successful.

To the City Council?

The Planning Commission acts in both an advisory role to the City for projects such as general plan amendments and rezoning, and in an approving role for use permits, variances and land divisions.

Jana Shannon

SUMMARY OF EXPERIENCE

AFFORDABLE HOUSING CONSULTING SERVICES.

2006 to present

Owner/Consultant Working with Limited Partnerships and Non Profits to Package at-risk, low income, federally funded housing developments for transfer and rehabilitation. Programs include HUD, HOME, LIHTC, with concentrated focus on USDA Rural Development's Rural Rental Housing, and 515 Program transfers.

HENDRICKS & PARTNERS.

2005 to 2006

Analyst Packaging at-risk low income, federally funded housing developments for transfer and rehabilitation. Research and investigate area markets, demographics and local area government for funding opportunities for rehab/revitalization upon transfer. Assist Non-profits in the acquisition of at-risk housing.

FPI MANAGEMENT, INC.

1996 to 2005

Senior Regional Property Manager: Supervise and manage a portfolio of 12-15 subsidized properties throughout northern California. Responsibilities include, but not limited to, tenant relations, marketing, program compliance, training, risk management, and facilities maintenance. Training and implementation of operational policy for resident managers, including legal procedures, fair housing/non-discrimination, and day to day management/maintenance operations. Programs include HUD, HOME, RCHP, LIHTC and Bond, with concentrated focus on USDA Rural Development's Rural Rental Housing, and 515 Program management.

VALLEY FAIR REALTY CORPORATION

1985 to 1996

Executive Vice President/Secretary of the Corporation: Supervise Property Management and Maintenance Divisions in all aspects of business including, but not limited to, procuring new accounts, owner/investor and tenant relations, marketing, OSHA development and other program implementation, risk management, insurance and facilities maintenance. Review of all account financial data including the development and implementation of new computerized reporting systems.

CIVIC

PLANNING COMMISSION, COUNTY OF SUTTER

2001 to 2009 and liaison

Planning Commissioner for District 5 (South County), Chairman of the Board for three terms. The Planning Commission acts in both an advisory role to the Board of Supervisors for projects such as general plan amendments and rezones, and in an approving role for use permits, variances and land divisions.

PLANNING COMMISSION, City of Yuba City

2012- to present and liaison 08-09

Liaison Planning Commissioner from the County. The Planning Commission acts in both an advisory role to the City Council for projects such as general plan amendments and rezones, and in an approving role for use permits, variances and land divisions.

Attachment B



SUTTER COUNTY

COMMUNITY SERVICES DEPARTMENT

Animal Services
Building Inspection

Emergency Management
Environmental Health

Fire Services
Planning

February 13, 2019

Yuba City Development Services Department
Attn: Ben Moody, Development Services Director
City of Yuba City
1201 Civic Center Blvd.
Yuba City, CA 95993

Re: Appointment of County Planning Commissioner to City Planning Commission

Dear Mr. Moody,

The Sutter County Planning Commission selected a representative to sit on the Yuba City Planning Commission. Commissioner Richard Doscher, from Supervisorial District 2, was re-appointed by the Commission at its January 15, 2020, meeting and this appointment was confirmed by the Board of Supervisors at their January 28, 2020 meeting.

Per the Sutter County Planning Commission By-Laws, Mr. Doscher's appointment to the Yuba City Planning Commission must be confirmed by the City Council of Yuba City. Commissioner Doscher's contact information is provided below.

Richard Doscher
863 Meadow Avenue
Yuba City CA 95991
richardd8@sbcglobal.net
530-216-8630

Please contact me at (530) 822-7400 Ext. 242 or dglibby@co.sutter.ca.us if you have any questions or require clarification.

Sincerely,

A handwritten signature in blue ink, appearing to read "Doug Libby", is written over the typed name.

Doug Libby, AICP
Principal Planner

DL:km

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