



City of Sebastopol Design Review Board/Tree Board Staff Report

Meeting Date: February 27th, 2024
Agenda Item: 8A
To: Design Review Board
From: John Jay, Associate Planner

Subject: Priority Development Area (PDA) grant
Recommendation: Discussion

Introduction:

On June 28th, 2023, the City was awarded a Priority Development grant from the Metropolitan Transportation Commission (MTC) which looks at priority development areas within a city. With this grant the City has identified the Highway 116 corridor as a subject area to apply this grant to. As the grant looks at ways to help develop areas of town. One thing the grant would allow the city to look at would be the streamlining process for housing developments in the commercially zoned areas of town. Currently, the City requires a use permit for housing developments that are at market rate or are not considered 100% affordable. This grant would allow City staff in developing policy changes to streamline this process for these projects that are widely encouraged by staff. Staff is asking the board discuss the future of how this grant but the discussion should be within the confines of the boards

Public Comment:

As of writing this report the Planning Department has not received any public comment. However, if public comment comes in after this report is published it would be distributed to the board members and made available on the city's meeting website.

Recommendation:

Staff recommends the Design Review Board discuss this item and provide staff with feedback on the following;

- Overall design of proposed buildings that would trigger design review
- Site design and how they relate to Design Review Guidelines.

Attachments:

PDA scope of work

Sebastopol PDA grant for Workforce housing/Flex zoning project

2022-23 PDA Planning Grant Application: PRELIMINARY SCOPE OF WORK

Task 1 – Develop Flex Zoning/Workforce Housing Overlay

Infill development is critical to accommodating growth while reducing sprawl. Stakeholders indicated support for infill and adaptive reuse development to help meet the City’s housing needs. The City will develop Workforce Housing Overlay Program as a market-driven way to integrate housing into areas near jobs and transit.

The program will allow housing to be added to underutilized commercial sites, empty parking lots, unused City-owned sites, unused school sites, and other parcels near jobs, transit, or both by providing an additional set of development options that landowners can choose to exercise at their discretion through the application process.

Task 1 Deliverables:

- 1.1: Analysis of Existing conditions
- 1.2: draft Zoning Text Amendment for Public review
- 1.3: draft Zoning Map Amendments in support of Workforce Housing Overlay
- 1.4: Final Zoning Text Amendment for Adoption
- 1.5: Final Zoning Map Amendments in support of Workforce Housing Overlay

Task 2 – Objective Design Standards Phase 2

Modify the City’s Objective Design Standards to work with the new Workforce Housing/Flex Zone changes.

Task 2 Deliverables:

- 2.1: Phase 2 of Objective Design Standards that would be applicable for Workforce Housing Overlay and Mixed-use development in these zones.

Task 3 – Visualization and detail work for Redwood Marketplace/North Gateway (optional task)

INSERT DETAILS OF DISCRETE TASK(S) TO BE ACCOMPLISHED:

- Gather relevant parcel boundaries and site information
- Develop base mapping
- Sketch site plan for city review
- Draft site plan
- Final site plan and views

Task 3 Deliverables:

- 3.1: Visualization tools for the Redwood Marketplace

Sebastopol PDA grant for Workforce housing/Flex zoning project

Task 4 – Public Improvements

Review of Public improvements outlined in the City’s General Plan to ensure they align with the proposed modifications to the zoning ordinance. This includes 3 intersections slated for upgrade to either signals or round-abouts; an upcoming update to the City’s Bicycle and Pedestrian Master Plan; and known infrastructure deficits such as sidewalk gaps and pedestrian improvements as well as bicycle infrastructure needs.

Task 4 Deliverables:

- 4.1: Public Improvement requirements updates along Hwy 116
- 4.2: Public Improvement requirements for redevelopment of Redwood Marketplace

Task 5 – Community Outreach and Engagement

The City will develop a community outreach plan that will strive to reach all community members and encourage them to participate in the manner and language which makes them the most comfortable. The increased use of technology-assisted community engagement has placed a greater emphasis on the need to overcome the digital divide for our community members without access, and your Consultants will ensure that participation by cell phone is possible and encouraged so that internet access is not required.

Task 5 Deliverables:

- 5.1: Participation Plan
- 5.2: Electronic Survey and results
- 5.3: Stakeholder meetings with businesses, property owners, non-profit and for-profit developers, and residents
- 5.5: other outreach meetings as may be determined.

Task 6 – CEQA/ Environmental Review

We anticipate a Initial Study/Mitigated Negative Declaration or Negative Declaration for the rezoning project

- VMT analysis
- Initial Study

Task 6 Deliverables:

- 6.1: Admin draft of Initial Study
- 6.2: Public draft of Initial Study
- 6.3: Final Initial Study/MND or Neg Dec
- 6.4: Mitigation Monitoring Plan
- 6.5: Adoption Resolution with Findings of Fact

Sebastopol PDA grant for Workforce housing/Flex zoning project

Task 7 – Public Hearings for Adoption

The rezoning project and adoption will go through formal review and public hearing by the Planning Commission and the City Council.

INSERT DETAILS OF DISCRETE TASK(S) TO BE ACCOMPLISHED:

- Public Hearings with the Planning Commission
- Public Hearings with the City Council

Task 7 Deliverables:

- 7.1: Report/Materials for hearings
- 7.2: Draft and Final Ordinance for Zoning Amendment
- 7.3: Draft and Final Map for rezoning

PRELIMINARY SCHEDULE & BUDGET

| DELIVERABLE | ESTIMATED DATE OF COMPLETION | ESTIMATED BUDGET |
|--|-------------------------------------|-------------------------|
| <u>Task 1 – Develop Flex Zoning/Workforce Housing Overlay</u> | 9 months after NTP | \$35,000 |
| <u>Task 2 – Objective Design Standards Phase 2</u> | 9 months after NTP | \$25,000 |
| <u>Task 3 – Visualization and detail work for Redwood Marketplace/North Gateway (optional task)</u> | 5 months after NTP | \$20,000 |
| <u>Task 4 – Public Improvements</u> | 6 months after NTP | \$20,000 |
| <u>Task 5 – Community Outreach and Engagement</u> | Throughout project | \$25,000 |
| <u>Task 6 – CEQA/ Environmental Review</u> | 10 months after NTP | \$55,000 |
| <u>Task 7 – Public Hearings for Adoption</u> | 11 months after NTP | \$10,000 |
| <u>Total</u> | 12-14 months after NTP | \$190,000 |