



CITY of ESCONDIDO

PLANNING COMMISSION MEETING

April 23, 2024 at 7:00 PM

Council Chambers: 201 North Broadway, Escondido, CA 92025

WELCOME TO YOUR COMMISSION MEETING

We welcome your interest and involvement in the legislative process of Escondido. This agenda includes information about topics coming before the Commission.

CHAIR

TBD

VICE CHAIR

TBD

COMMISSIONERS

David Barber
Carrie Mecaro
Barry Speer
Stan Weiler
Jeff Jester
Dustin Steeve
Marc Correll

MINUTES CLERK

Alex Rangel

HOW TO WATCH

The City of Escondido provides one way to watch a Commission meeting:

In Person



201 N. Broadway, Escondido, CA 92025

HOW TO PARTICIPATE

The City of Escondido provides two ways to communicate with the Commission during a meeting:

In Person



Fill out Speaker Slip and Submit to City Clerk

In Writing



<https://escondido-ca.municodemeetings.com>



CITY of ESCONDIDO

PLANNING COMMISSION

TUESDAY, APRIL 23, 2024

ASSISTANCE PROVIDED

If you need special assistance to participate in this meeting, please contact our ADA Coordinator at 760-839-4869. Notification 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility. Listening devices are available for the hearing impaired – please see the City Clerk.





CITY of ESCONDIDO

PLANNING COMMISSION

TUESDAY, APRIL 23, 2024

AGENDA

CALL TO ORDER

FLAG SALUTE

ROLL CALL

SELECTION OF ACTING CHAIR

APPROVAL OF MINUTES

- [1.](#) April 9, 2024

WRITTEN COMMUNICATIONS

Under state law, all items under Written Communications can have no action, and will be referred to the staff for administrative action or scheduled on a subsequent agenda.

ORAL COMMUNICATIONS

Under state law, all items under Oral Communications can have no action, and will be referred to the staff for administrative action or scheduled on a subsequent agenda.

This is the opportunity for members of the public to address the Commission on any item of business within the jurisdiction of the Commission.

PUBLIC HEARINGS

Please limit your testimony to three minutes.

CURRENT BUSINESS

- [2.](#) PL24-0108 – 2024/25 Planning Division Workplan

REQUEST: Review the 2024/2025 Planning Division Workplan

PROPERTY SIZE AND LOCATION: N/A

APPLICANT: Development Services Department

CEQA RECOMMENDATION: Not a project under CEQA, pursuant to CEQA Guidelines section 15378(b)(5).



CITY of ESCONDIDO

PLANNING COMMISSION

TUESDAY, APRIL 23, 2024

STAFF RECOMMENDATION: None.

CITY COUNCIL HEARING REQUIRED: ___ YES X NO

3. PL24-0107 – Development Process Overview

REQUEST: Private development projects undergo a review process by multiple divisions and departments prior to approval and issuance of permits. Staff will provide the Planning Commission with a high-level overview of what the process entails, including what the Planning Commission's role is in that process.

PROPERTY SIZE AND LOCATION: N/A

APPLICANT: Development Services Department

CEQA RECOMMENDATION: Not a project under CEQA, pursuant to CEQA Guidelines section 15378(b)(5).

STAFF RECOMMENDATION: None.

CITY COUNCIL HEARING REQUIRED: ___ YES X NO

4. Conditional Use Permit Revocation

REQUEST: Discussion related to the procedures for revoking a Conditional Use Permit, under Article 61, Division 1, Section 33-1207 of the Escondido Zoning Code.

PROPERTY SIZE AND LOCATION: N/A

APPLICANT: N/A

CEQA RECOMMENDATION: Not a project under CEQA, pursuant to CEQA Guidelines section 15378(b)(5).

STAFF RECOMMENDATION: None.

CITY COUNCIL HEARING REQUIRED: ___ YES X NO

FUTURE AGENDA ITEMS

ORAL COMMUNICATIONS

Under state law, all items under Oral Communications can have no action, and will be referred to the staff for administrative action or scheduled on a subsequent agenda.



CITY of ESCONDIDO

PLANNING COMMISSION

TUESDAY, APRIL 23, 2024

This is the opportunity for members of the public to address the Commission on any item of business within the jurisdiction of the Commission.

SELECTION OF CHAIR AND VICE CHAIR

PLANNING COMMISSIONERS REPORT

CITY PLANNER'S REPORT

5. Tentative Future Agenda

ADJOURNMENT



CITY of ESCONDIDO

PLANNING COMMISSION MINUTES

April 9, 2024 at 7:00 PM

Council Chambers: 201 North Broadway, Escondido, CA 92025

WELCOME TO YOUR COMMISSION MEETING

We welcome your interest and involvement in the legislative process of Escondido. This agenda includes information about topics coming before the Commission.

CHAIR

Rick Paul

VICE CHAIR

Katharine Barba

COMMISSIONERS

David Barber

Judy Fitzgerald

Carrie Mecaro

Barry Speer

Stan Weiler

MINUTES CLERK

Alex Rangel

HOW TO WATCH

The City of Escondido provides one way to watch the Planning Commission meeting:

In Person



201 N. Broadway, Escondido, CA 92025



CITY of ESCONDIDO

PLANNING COMMISSION MINUTES

TUESDAY, APRIL 9, 2024

MINUTES

CALL TO ORDER: 7:03 p.m.

FLAG SALUTE: Rick Paul

ROLL CALL:

Commissioners Present: Rick Paul, Chair; Katharine Barba, Vice-Chair; David Barber, Commissioner; Judy Fitzgerald, Commissioner; and Barry Speer, Commissioner.

Commissioner Absent: Carrie Mecaro, Commissioner; Stan Weiler, Commissioner.

City Staff Present: Veronica Morones, City Planner; Dare DeLano, Senior Deputy City Attorney; Owen Tunnell, Assistant City Engineer; Pricila Roldan, Associate Planner; Alex Rangel, Minutes Clerk.

APPROVAL OF MINUTES: March 26, 2024.

Motion to approve from Chair Paul, with corrections; Second: Commissioner Barber.

Motion carried (5-0) to approve the minutes.

Ayes: Paul, Barba, Barber, Fitzgerald, and Speer.

Absent: Mecaro, Weiler.

WRITTEN COMMUNICATIONS:

None.

ORAL COMMUNICATIONS:

None.

PUBLIC HEARINGS:

None.

CURRENT BUSINESS:

1. **PL24-0082 / 2023 Housing Element Annual Progress Report**

REQUEST: Receive and file the 2023 calendar year annual progress report for the Housing Element of the General Plan ("Housing Element APR").

PROPERTY SIZE AND LOCATION: CityWide



CITY of ESCONDIDO

PLANNING COMMISSION MINUTES

TUESDAY, APRIL 9, 2024

ENVIRONMENTAL STATUS: This effort is not considered a “project” under CEQA, as defined in section 15378(b)(5) of the State CEQA Guidelines.

APPLICANT: City of Escondido, Development Services Department

STAFF RECOMMENDATION: Receive and File.

PUBLIC COMMENT:

None.

COMMISSION DISCUSSION:

Commissioners discussed various aspects of the Annual Progress Report, including reporting methods, available data, and program reporting language.

COMMISSION ACTION:

None.

FUTURE AGENDA ITEMS:

Commissioner Speer requested a discussion on the revocation procedures of Conditional Use Permits. Motion seconded by Commissioner Fitzgerald.

ORAL COMMUNICATIONS:

None.

PLANNING COMMISSIONERS:

Commissioner Barber provided thanks to the outgoing members of the Planning Commission. Chair Paul and Vice-Chair Barba expressed thanks for their service to the Planning Commission.

CITY PLANNER'S REPORT:

City Planner Morones provided thanks and appreciation from staff to the outgoing members of the Planning Commission, information related to the upcoming projects, and tentative agenda for future Planning Commission meetings.

ADJOURNMENT

Chair Paul adjourned the meeting at 7:34 p.m.



CITY of ESCONDIDO

PLANNING COMMISSION MINUTES

TUESDAY, APRIL 9, 2024

Veronica Morones, Secretary to the Escondido
Planning Commission

Alex Rangel, Minutes Clerk



STAFF REPORT

DATE: April 23, 2024

PL24-0108 – 2024/25 Planning Division Workplan

PROJECT NUMBER / NAME: PL24-0108 – 2024/25 Planning Division Workplan

REQUEST: Review the 2024/2025 Planning Division Workplan

PROPERTY SIZE AND LOCATION: N/A

APPLICANT: Development Services Department

GENERAL PLAN / ZONING: N/A

PRIMARY REPRESENTATIVE: Veronica Morones, City Planner

DISCRETIONARY ACTIONS REQUESTED: N/A

PREVIOUS ACTIONS: The Planning Commission received and filed the 2023/2024 Planning Commission Workplan on May 23, 2023.

CEQA RECOMMENDATION: Not a project under CEQA, pursuant to CEQA Guidelines section 15378(b)(5).

STAFF RECOMMENDATION: None.

REQUESTED ACTION: Receive and file

CITY COUNCIL HEARING REQUIRED: YES NO

REPORT APPROVALS: Christopher W. McKinney, Interim Director of Development Services

Veronica Morones, City Planner



CITY of ESCONDIDO

STAFF REPORT

BACKGROUND

In April 2021, the Planning Commission directed staff to initiate the preparation of an annual “Planning Commission Workplan”. The workplan provided a list of policy-related tasks to be undertaken by Planning Division staff that require action by the Planning Commission, typically in an advisory role to City Council. The Planning Division adopted the first workplan in May 2021, and subsequently adopted the 2022/2023 workplan in July 2022.

In May 2023, the Planning Commission received and filed the 2023/2024 “Planning Division Workplan”. The 2023/2024 workplan entailed retooling of the workplan so that it aligns with the Planning Division’s anticipated workload in alignment with City Council priorities. The Planning Division Workplan more accurately reflects the fact that the tasks identified are being undertaken by Planning Division staff for presentation to, and consideration by, the Planning Commission rather than the Planning Commission being tasked with completing the work. No action on the workplan itself is being requested of the Planning Commission; however, action will be requested on the various tasks at future dates.

The change in title of the workplan from “Planning Commission Workplan” to “Planning Division Workplan” was brought about by a misconstrued understanding that the tasks on it are to be undertaken by the Planning Commission. Instead, the tasks are actually undertaken by Planning Division staff and presented to the Planning Commission for input and/or consideration. As such, beginning with the 2023/2024 workplan, City staff changed the name of the workplan (“Planning Division Workplan”) in an effort to provide clarity on the roles and responsibilities of both the Planning Commission and Planning Division staff. (Actions required by the Planning Commission are identified in the “Planning Commission Role” column at the right side of the Workplan table.) Staff views the workplan as a valuable tool to inform the Planning Commission and the general public of the current status of policy-related work efforts.

SUMMARY OF REQUEST

The 2024/2025 workplan is intended to identify expectations on timeline, interim milestones, budget resources, and specific deliverables over the coming two years (i.e., 2024 and 2025) related to policy work within the Planning Commission’s purview. City staff prepared the 2024/2025 workplan utilizing last year’s workplan and known City Council priorities as data sources.

SUPPLEMENTAL DETAILS OF REQUEST

Escondido Municipal Code section 20-1 establishes the Escondido Planning Commission, which serves in an advisory capacity to the City Council on land use policy planning matters in order to guide the future development of the City. The Planning Commission maintains final approval authority on certain cases and recommends action to the City Council on others. Among other responsibilities, the Planning Commission assists the City Council in the creation of policies and ordinances that implement the General Plan, such as amendments to the Zoning Code, the adoption of new Zoning Code sections, and changes to the existing zoning text and maps.

The 2024/2025 workplan continues to build off the prior year workplan (2023/2024), and includes new items, changes to existing items (either shown in red/underlined text or ~~striketrough~~), as well as updates on current policy work underway, and identification of recurring and potential future projects.



CITY of ESCONDIDO

STAFF REPORT

Staff utilized estimated completion dates found in the *Status and Program Timeline* column to prioritize the tasks listed. This workplan is based on a best-case scenario assumption and serves as a guidance document. Staff’s goal is to complete the workplan tasks as scheduled; however, significant staffing capacity along with responsiveness to changing priorities makes this unlikely.

PROJECT ANALYSIS

The workplan provides an opportunity for the decision makers to evaluate and ensure continuous improvement to the City’s land use and regulatory framework. To this end, it is relevant and important to identify the progress made over the preceding 12 months, in addition to updating the Workplan to address changes in circumstances, priorities, and statutory requirements.

1. Workplan Elements

The 2024/2025 workplan contains six sections. Section 1 provides a general explanation of workplan components, such as education the Planning Commission may seek during their tenure and identification of the Director’s report conducted each commission meeting. Sections 2 through 6 are outlined below.

Section 2 – Current Workplan Elements

The 2024/2025 Workplan identifies 14 specific policy-related tasks intended to be undertaken by Planning Division staff over the next two years. Several are currently underway and carryovers from past workplan reports, while others have not yet commenced. Two (items no. 1 and 2) listed within Section 2 are new. Line-item no. 1 continues the policy work required by the adoption of the East Valley Specific Plan (EVSP), which entails updating the City’s adopted Land Use and Community Form Element of the General Plan for consistency purposes, and clean up of the East Valley Area Plan which previously governed the area now under the regulatory purview of the EVSP. Line-item no. 2 reflects the direction from City Council to pursue completion of environmental clearance for the draft El Caballo Park Master Plan, which is underway. This item would allow for formal adoption of the draft El Caballo Park Master Plan (2014) and allow for future buildout of the park area. Due to current staffing capacity and resourcing issues, there are several items listed within Section 2 that staff began and subsequently placed on hold due to such issues. These items are noted as “deferred” and would be picked back up should capacity and resourcing issues change.

Sections 3 and 4 – Recurring Workplan Elements and Ongoing Workplan Elements

Two tasks recur (Annual Omnibus Code Clean-Up and Annual Progress Reports) annually and will remain on the workplan for the foreseeable future. Two other tasks are ongoing (Climate Action Plan and Housing Element implementation), and you will note that several of the tasks shown throughout the workplan may also be placed under these two umbrella tasks. Both the Climate Action Plan and Housing Element are adopted policy documents that various City divisions, including the Planning Division, are responsible for implementing. Such implementing actions may entail sizable programmatic efforts, such as adoption of a Special Needs Housing Ordinance and a Net Zero Energy Reach Ordinance, or smaller “bite-sized” actions that may be brought before the Planning Commission. Current elements depicted under Section 2 of the workplan will denote whether they are affiliated with these ongoing efforts.



CITY of ESCONDIDO

STAFF REPORT

Section 5 – Potential Future Work Plan Elements

Section 5 identifies those efforts which may be activated at a future time for various reasons. Section 5 consists of items previously identified under “current workplan elements” on prior years’ workplans but are now unlikely to receive kick-off over the two-year horizon for the workplan. However, these items may be introduced into Section 2 of the workplan in future years. For example, staff relocated an item identified under Section 5 in last year’s (2023/2024) workplan to Section 2 based on department-wide changes. At this time, only two items are listed for potential future workplan items.

Section 6 – Completed 2023/2024 Workplan Elements

The Planning Commission fully addressed the following tasks from the 2023/2024 Workplan:

- East Valley Specific Plan adoption
- Annual Omnibus Code Cleanup
- Annual Progress Reports (General Plan, Housing, Climate Action Plan)

Additionally, the Planning Division received notification from the State Department of Housing and Community Development (HCD) in December 2023 of formal certification of the City’s adopted sixth cycle housing element.

FISCAL ANALYSIS

There are no direct fiscal impacts associated with this item. Many of the workplan tasks are intended to be completed by Planning Division staff, with funding incorporated into the existing Development Services Department budget. Implementation of other workplan tasks requires additional resources, much of which has been allocated. Potential funding sources have been identified for the remaining Workplan tasks for which funding has not yet been allocated. City Council authorization will be needed for those tasks item.

ENVIRONMENTAL ANALYSIS

The primary purpose of this agenda item is to prepare an annual workplan. The content of this agenda report is provided for informational purposes only, and is “not a project” under the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines section 15378(b)(5), which excludes from the definition of “project” “[o]rganizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.”

PUBLIC INPUT

None

CONCLUSION AND RECOMMENDATION

Receive and file.

ATTACHMENTS

1. 2024/2025 Planning Division Workplan

ATTACHMENT 1

2024/2025 Planning Division Workplan
(Two-year horizon)

Section 1. General Workplan Elements

1. Education. Provide support for Commissioners through on-going training and learning opportunities to enable more informed decision-making.
 - Registration for in-state travel to professional trade conferences (i.e. League of California Cities and/or APA)*;
 - Registration for professional trade webinars (ULI, APA, AEP, etc.) and/or relevant web castings*; and/or
 - Provide staff-facilitated presentations.

** Training and learning opportunities involving “for-fee” registrations will be made available to Commission members on a rolling basis, starting with the newest members first. The number of registrations will be established by the Department budget, which is subject to change from time to time.*

2. Director’s report. Provide a report from the City Planner or Director of Community Development at the end of each Commission meeting to identify upcoming agenda items.

Section 2. Current Workplan Elements – ~~Strikethrough~~ and **Red text** denote changes from the prior 2023/2024 Workplan

	Project Name	Brief Description	Deliverable	Council Authorized (Y/N)	State Mandate (Y/N)	CAP Related Implementation (Y/N)	Status and Program Timeline	Budget Required	Funded (Y/N)	Planning Commission Role
<u>1</u> (NEW)	<u>Supplemental Land Use Element & East Valley Area Plan Amendments</u>	<u>With adoption of the East Valley Specific Plan in Summer 2023, next steps require the Land Use Element and East Valley Area Plan be amended for consistency with the EVSP.</u>	<u>Land Use Element amendment; East Valley Area Plan amendment</u>	<u>Yes</u>	<u>No</u>	<u>No</u>	<ul style="list-style-type: none"> • <u>In development</u> • <u>Timeline: 3-6 months</u> • Est. Spring/Summer 2024 	<u>None</u>	<u>N/A</u>	<ul style="list-style-type: none"> • <u>Public Hearing(s)</u> • <u>Advisory to City Council</u>
<u>2</u> (NEW)	<u>El Caballo Park Master Plan Environmental Review</u>	<u>Conduct environmental clearance and adopt applicable environmental document in compliance with CEQA and adopt the El Caballo Park Master Plan.</u>	<u>Environmental Document and Final El Caballo Park Master Plan</u>	<u>Yes</u>	<u>No</u>	<u>No</u>	<ul style="list-style-type: none"> • <u>In development</u> • <u>Timeline: 7-9 months</u> • Est. Winter 2024 	<u>\$238,935</u>	<u>Yes (ARP dollars)</u>	<ul style="list-style-type: none"> • <u>Public Hearing(s)</u> • <u>Advisory to City Council</u>
3	Comprehensive Sign Ordinance Update	Amendment to Article 66 of the Zoning Code to resolve conflicts with first amendment rights and standards for signage	Zoning Code Amendment	No	Yes	No	<ul style="list-style-type: none"> • Not initiated <u>In development</u> • Timeline: 6 to 9 months • Est. Fall 2023 • Winter 2024 	None	N/A	<ul style="list-style-type: none"> • Subcommittee study session(s) <u>– conducted in 2023</u> • Public Hearing(s) • Advisory to City Council
4	2022 General Plan Amendment	Create a General Plan environmental justice element and update the safety element (Community Protection chapter).	General Plan Amendments	Yes	Yes	Yes	<ul style="list-style-type: none"> • In development • Timeline: 12 to 18 months • Est. Winter 2024 • Deferred 	\$29,750	Yes	<ul style="list-style-type: none"> • Informational study sessions • Public Hearing(s) • Advisory to City Council

5	Pre-Approved ADU Plans <i>Housing Element Program 2.1</i>	Develop sets of pre-approved floor plans to help incentivize new accessory dwelling unit production	Special study	Yes	No Yes	No	<ul style="list-style-type: none"> In Process Timeline: 12 to 18 months Est. Winter 2024 	\$70,000 to \$100,000 \$200,000 - \$250,000	Yes (LEAP Grant)	<ul style="list-style-type: none"> Informational study session(s)
6	By-Right Approvals for Affordable Housing Projects <i>Housing Element Program 1.3</i>	Amendment to the Zoning Code to require by-right approval of housing projects that includes 20% affordable housing units on sites included in the 6 th cycle Housing Element sites inventory.	Zoning Code Amendment	No	Yes	No	<ul style="list-style-type: none"> Not initiated Timeline: 3 to 6 months Est. Spring Fall/Winter 2024 	None	N/A	<ul style="list-style-type: none"> Public Hearing(s) Advisory to City Council
7	Objective Design Standards <i>Housing Element Program 1.7</i>	Amendment to Zoning Code and specific plans to incorporate objective design standards for multi-family residential development projects	Zoning Code Amendment and Specific Plan Amendments	No	Yes	No	<ul style="list-style-type: none"> Not initiated Timeline: 3 to 6 months Est. Spring Fall/Winter 2024 	None	N/A	<ul style="list-style-type: none"> Public Hearing(s) Advisory to City Council
8	Landscape Ordinance Update	Amendment to Article 62 of the Zoning Code to reduce water consumption, to install greywater and rain barrel systems in new single-family homes and to create new landscaping standards as required by the CAP, such as cool roofs on multi-family projects	Municipal Code and Zoning Code Amendments	N/A	No	Yes	<ul style="list-style-type: none"> In process Timeline 8 to 12 months Est. Winter 2024 Deferred 	None	N/A	<ul style="list-style-type: none"> Public Hearing(s) Advisory to City Council
9	<u>Comprehensive Active Transportation Plan Strategy</u> ("ATPCATS")	Prepare a multi-modal infrastructure analysis and plan for implementation	Special study	Yes	No	Yes	<ul style="list-style-type: none"> In Process Timeline: 12 to 18 months Est. Winter 2025 	\$275,000	Yes	<ul style="list-style-type: none"> Informational study session(s)
10	Affordable Housing Trust Fund ("AHTF") <i>Housing Element Program 3.4</i>	Establish an AHTF to assist in delivery of affordable housing (lower and middle incomes) within the EVSP.	Special study and Zoning Code Amendments.	Yes	No	No	<ul style="list-style-type: none"> Not initiated Timeline: 18 months (from EVSP adoption) Est. Winter 2025 Deferred 	TBD	TBD (Potential REAP 2.0 Grant funding)	<ul style="list-style-type: none"> Informational study session(s)
11	Urban Forestry Management Plan ("UFMP")	Develop, adopt, and implement an UFMP to plant new trees, track plantings and maintenance in public areas.	Special study and Zoning Code Amendments.	No	No	Yes	<ul style="list-style-type: none"> Not initiated Pending Notice to Proceed Timeline: 24 months Est. Fall 2025 Summer 2026 	Est. \$665,500	USDA Urban Forestry Grant	<ul style="list-style-type: none"> Informational study session(s)

<u>12</u> (moved)	Building and Permit Land Development Processing Guide	Collateral material and marketing material overview of City development services and how to process land use development projects	Informational report	No	No	No	<ul style="list-style-type: none"> • On hold In Progress • Timeline: 6-8 months • Est. Fall/Winter 2024 	None Est. \$150,000	N/A Yes	<ul style="list-style-type: none"> • Receive and file
13	Open Space Standards Review and Ordinance Update	Evaluate the open space standards in the downtown specific plan and develop recommendations to right-size the requirements and incorporate new strategies to incorporate green space in new projects	Special study and Specific Plan Amendment	Yes	No	No	<ul style="list-style-type: none"> • In Process • Timeline: 12 to 16 months • Est. Fall 2024 Deferred 	\$40,000 to \$60,000	Yes (LEAP Grant) Grant funding reallocated to Line-Item No. 4	<ul style="list-style-type: none"> • Public Hearing(s) • Advisory to City Council
14	Downtown Parking Study and Ordinance Update	Develop a parking management plan and update off-street parking standards in the downtown area	Special study and Specific Plan Amendment	Yes	No	Yes	<ul style="list-style-type: none"> • In Process • Timeline: 16 to 24 months • Est. Fall 2024 Deferred 	\$75,000 to \$125,000	Yes (LEAP Grant) Grant funding reallocated to Line-Item No. 4	<ul style="list-style-type: none"> • Public Hearing(s) • Advisory to City Council

Section 3. Recurring Workplan Elements

	Project Name	Brief Description	Deliverable	Council Authorized (Y/N)	State Mandate (Y/N)	CAP Related Implementation (Y/N)	Status and Program Timeline	Budget Required	Funded (Y/N)	Planning Commission Role
1	Annual Omnibus Code Clean-Up	Amendments to various sections of the Municipal and Zoning Codes to address recent changes in State law, to provide clarity in our regulations, and to correct errors	Zoning Code Amendment(s)	Yes	Yes	No	<ul style="list-style-type: none"> • Not initiated • Timelines: 4 to 6 months • Est. Winter 2024 	None	N/A	<ul style="list-style-type: none"> • Public Hearing(s) • Advisory to City Council
2	Annual Progress Reports for 2023	Annual report of General Plan, Housing Element, and Climate Action Plan implementation	Informational reports	N/A	Yes	Yes	<ul style="list-style-type: none"> • Not initiated Underway • Timeline: 2 to 3 months • Est. Spring 2024 <u>Housing Element APR presented 4/9/24</u> 	None	N/A	<ul style="list-style-type: none"> • Receive and file

Section 4. Ongoing Workplan Elements

	Project Name	Brief Description	Deliverable	Council Authorized (Y/N)	State Mandate (Y/N)	CAP Related Implementation (Y/N)	Status and Program Timeline	Budget Required	Funded (Y/N)	Planning Commission Role
1	Climate Action Plan Implementation	Undertake a variety of actions necessary for implementation of the Climate Action Plan including (but not limited to): <ul style="list-style-type: none"> • EV Parking Ordinance • Alternately-Fueled Water Heater Ordinance • Electric Cooking Appliance Ordinance • Net Zero Energy Reach Ordinance • TDM Ordinance 	Municipal and Zoning Code Amendments, General Plan Amendments, Specific Plan Amendments, Special Studies, Informational Reports	Yes	Partially	Yes	Ongoing	Varies	Partially	<ul style="list-style-type: none"> • Informational study session(s) • Public Hearing(s) • Advisory to City Council
2	Housing Element Implementation	Undertake a variety of actions necessary for implementation of the 6 th cycle Housing Element, including (but not limited to): <ul style="list-style-type: none"> • SB 35 Process Ordinance (Program 1.7) • SB 1087 Process Ordinance (priority water and sewer for affordable housing) (Program 1.7) • Special Needs Housing Ordinances (Program 2.7) 	Municipal and Zoning Code Amendments, General Plan Amendments, Specific Plan Amendments, Special Studies, Informational Reports	Yes	Yes	Partially	Ongoing	Varies	Partially	<ul style="list-style-type: none"> • Informational study session(s) • Public Hearing(s) • Advisory to City Council

Section 5. Potential Future Workplan Elements

	Project Name	Brief Description	Deliverable	Council Authorized (Y/N)	State Mandate (Y/N)	CAP Related Implementation (Y/N)	Status and Program Timeline	Budget Required	Funded (Y/N)	Planning Commission Role
1	Comprehensive Nonconforming Ordinance Update	Amendment to Article 61 of the Zoning Code to update the standards and requirements for nonconforming uses and structures	Zoning Code Amendment	No	No	No	<ul style="list-style-type: none"> On hold 	None	N/A	<ul style="list-style-type: none"> Public Hearing(s) Advisory to City Council
2	Building and Permit Processing Guide (moved – see #12 under Section 2)	Collateral material and marketing material overview of City development services and how to process land use development projects	Informational report	No	No	No	<ul style="list-style-type: none"> On hold 	None	N/A	<ul style="list-style-type: none"> Receive and file
3	Communications and Outreach Strategy	Discuss issues and opportunities community awareness and engagement strategies and identify more effective and efficient ways to get information out to the public	Discussion item	No	No	No	<ul style="list-style-type: none"> On hold 	None	N/A	<ul style="list-style-type: none"> Informational study session(s)

Section 6. Completed 2023/2024 Workplan Elements

	Project Name	Brief Description	Deliverable	Council Authorized (Y/N)	State Mandate (Y/N)	CAP Related Implementation (Y/N)	Status and Program Timeline	Budget Required	Funded (Y/N)	Planning Commission Role
1	Housing Element Update	Update of the City’s goals, policies, and programs to promote the maintenance, improvement, and development of housing opportunities	General Plan Amendment	Yes	Yes	No	<ul style="list-style-type: none"> In development Timeline: 14 to 18 months Est. Fall 2022 COMPLETE (Certified Dec. 2023 by HCD)	\$118,000 plus EIR costs	Yes	<ul style="list-style-type: none"> Informational study sessions Public Hearing(s) Advisory to City Council
2	Annual Omnibus Code Clean-Up	Amendments to various sections of the Municipal and Zoning Codes to address recent changes in State law, to provide clarity in our regulations, and to correct errors	Zoning Code Amendment(s)	Yes	Yes	No	<ul style="list-style-type: none"> In development Timelines: 4 to 6 months Est. Winter 2023 COMPLETE	None	N/A	<ul style="list-style-type: none"> Public Hearing(s) Advisory to City Council
3	East Valley Specific Plan	New rezoning program to accommodate future housing needs and the appropriate densities	Specific Plan adoption	Yes	Yes	No	<ul style="list-style-type: none"> In development Timeline: 14 to 18 months Est. Summer 2023 COMPLETE	\$147,000 plus EIR costs	Yes	<ul style="list-style-type: none"> Informational study sessions Public Hearing(s) Advisory to City Council
4	Annual Progress Reports for 2022	Annual report of General Plan, Housing Element, and Climate Action Plan implementation	Informational reports	N/A	Yes	Yes	<ul style="list-style-type: none"> Not initiated Timeline: 2 to 3 months Est. Winter/Spring 2023 COMPLETE	None	N/A	<ul style="list-style-type: none"> Discussion Receive and file



STAFF REPORT

DATE: April 23, 2024

PL24-0107 – Development Process Overview

PROJECT NUMBER / NAME: PL24-0107 – Development Process Overview

REQUEST: Private development projects undergo a review process by multiple divisions and departments prior to approval and issuance of permits. Staff will provide the Planning Commission with a high-level overview of what the process entails, including what the Planning Commission’s role is in that process.

PROPERTY SIZE AND LOCATION: N/A

APPLICANT: Development Services Department

GENERAL PLAN / ZONING: N/A

PRIMARY REPRESENTATIVE: Oscar Romero, Principal Planner

DISCRETIONARY ACTIONS REQUESTED: N/A

PREVIOUS ACTIONS: On January 10, 2023, the Development Services Department presented the same informational item to the Planning Commission.

CEQA RECOMMENDATION: Not a project under CEQA, pursuant to CEQA Guidelines section 15378(b)(5).

STAFF RECOMMENDATION: None.

REQUESTED ACTION: None.

CITY COUNCIL HEARING REQUIRED: ___ YES X NO

REPORT APPROVALS: _____ Chris McKinney, Deputy City Manager/Interim Director of Development Services

X Veronica Morones, City Planner



CITY *of* ESCONDIDO

STAFF REPORT

Item 3.

BACKGROUND

The development process is an opportunity for City staff to work with the private development community to achieve positive outcomes for our City in the form of high-quality development that provides housing, jobs, and recreational opportunities for our residents. The process varies significantly from one project to another; however, there is a general path that applies to most projects. Attachment 1 to this memorandum provides a high-level overview of that process.

The purpose of this agenda item is to provide the Planning Commission with a greater understanding of the development process, including what the Commission's role is in the process, and what happens both before and after the Commission is involved. Staff from the Planning and Engineering Services divisions will provide a presentation that goes over this process and will be available to answer questions that Commissioners may have.

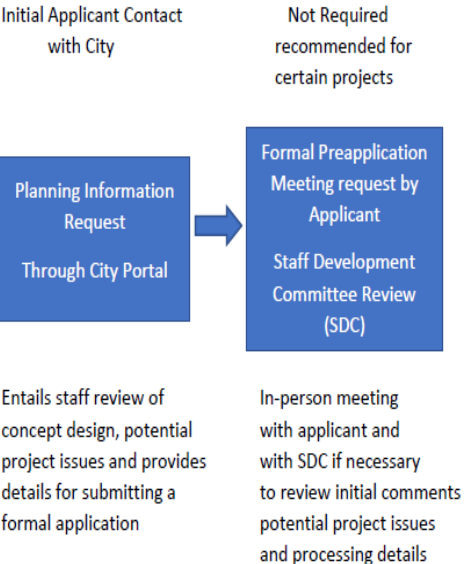
ATTACHMENTS

1. Development Review Process Workflow

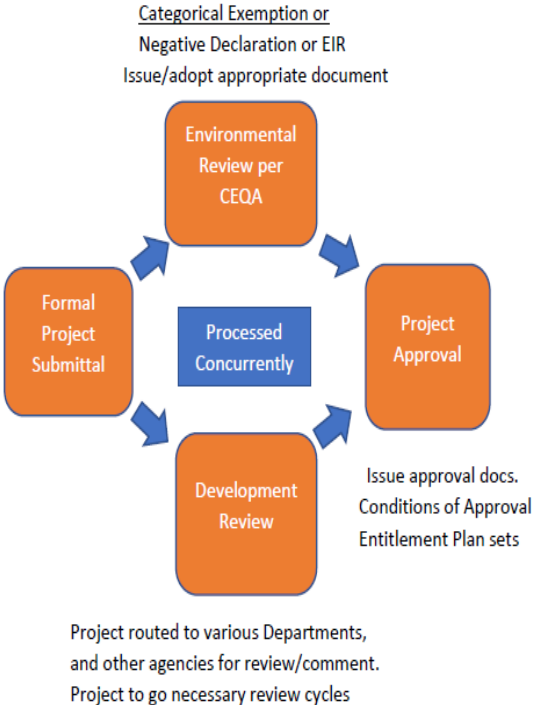
ADMINISTRATIVE REVIEW PROCESS

(Plot Plans, Tentative Parcel Maps, Industrial/Commercial Projects, Apartments, etc.)

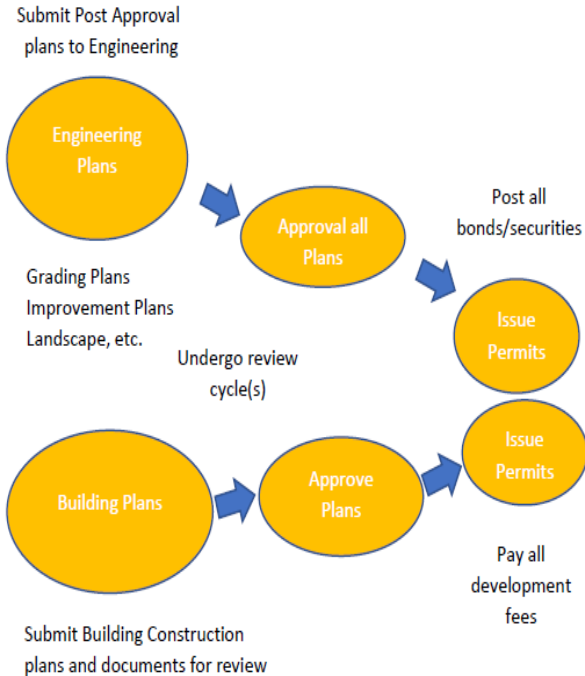
Preapplication Process



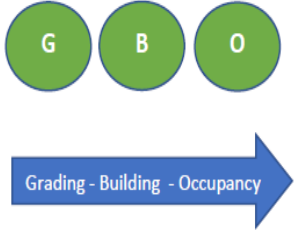
Entitlement Process



Post Entitlement Process



Construction Phase(s)





STAFF REPORT

DATE: April 23, 2024

Conditional Use Permit Revocation Procedures

PROJECT NUMBER / NAME: Conditional Use Permit Revocation

REQUEST: Discussion related to the procedures for revoking a Conditional Use Permit, under Article 61, Division 1, Section 33-1207 of the Escondido Zoning Code.

PROPERTY SIZE AND LOCATION: N/A

APPLICANT: N/A

GENERAL PLAN / ZONING: N/A

PRIMARY REPRESENTATIVE: N/A

DISCRETIONARY ACTIONS REQUESTED: N/A

PREVIOUS ACTIONS: On April 9, 2023, Commissioner Speer motioned, and Commissioner Fitzgerald concurred, that the Commission discuss the revocation procedures for a Conditional Use Permit.

CEQA RECOMMENDATION: Not a project under CEQA, pursuant to CEQA Guidelines section 15378(b)(5).

STAFF RECOMMENDATION: None.

REQUESTED ACTION: None.

CITY COUNCIL HEARING REQUIRED: ___ YES X NO

REPORT APPROVALS: _____ Chris McKinney, Deputy City Manager/Interim Director of Development Services
X Veronica Morones, City Planner



CITY of ESCONDIDO

STAFF REPORT

Agenda Item No. 5

April 23, 2024

Tentative Future Agenda Items

DATE: April 23, 2024
TO: Planning Commissioners
FROM: Veronica Morones, City Planner
SUBJECT: Tentative Future Agenda Items

The items listed below are anticipated to be brought to the Planning Commission for consideration, discussion, and/or recommendation to the City Council over the next several months. Because there are factors out of City staff's control, this list is subject to change. The intent is to provide visibility regarding projects that the Commission should expect to see in the near future. (Items are listed in no particular order.)

Additionally, these items shall not be considered to be agenda items for this meeting so no discussion is permitted other than clarification of what the item is.

Private Development Projects:

- Citrus Avenue Subdivision & Density Bonus Request
- Canterbury Gardens Condominium Conversion (Tentative Subdivision Map)
- Single-Room Occupancy Motel Conversion

Policy Work:

- General Plan Amendment – EVSP Follow-Up
- Annual Progress Reporting
- Pre-Approved Accessory Dwelling Unit Program

Informational Presentations:

- Land Development Process
- California Environmental Quality Act
- Historic Preservation
- North County Mall Permit History