

RESOLUTION #2010- 75

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
APPROVING A CITYWIDE DEVELOPMENT REVIEW POLICY**

WHEREAS, the City Council adopted a goal to revise and streamline the development review process; and

WHEREAS, the overall goal is to provide greater certainty to an inherently uncertain process by refining City procedures and policies so that the rules are clear and applied equally among the city's stakeholders; and

WHEREAS, the development review process provides greater certainty by allowing the applicant to take the lead in preparing Environmental Impact Reports along with guidelines for the timeframes for each step in the process; and

WHEREAS, on May 27, 2010, the Planning Commission considered the draft development review process and unanimously recommended its approval; and

WHEREAS, this item was considered on July 20, 2010 at a duly-noticed public meeting held by the American Canyon City Council at which time all those in attendance were given the opportunity to speak on the proposal; and

WHEREAS, the City Council considered all of the written and oral testimony presented at the public meeting in making its decision.

**NOW, THEREFORE, THE CITY COUNCIL DOES HEREBY RESOLVE
AS FOLLOWS:**

SECTION 1: DEVELOPMENT REVIEW PROCESS

Staff is authorized to process discretionary development applications that require an Environmental Impact Report (EIR) in accordance with the flowchart included as Exhibit A.

SECTION 2: DEVELOPMENT REVIEW TIMEFRAMES

Staff shall endeavor to comply with the review time guidelines included in the Development Review flowchart. In situations where workload and/or external factors prevent achievement of the review time guidelines, communication between the City and applicant shall ensure that the applicant is made aware of a reasonable date when work products are completed consistent with state-mandated timeframes of the Permit Streamlining Act.

SECTION 3: PUBLIC REVIEW

To enable stakeholders to learn about a project and express their concerns early in the review process, staff is authorized to provide notification of a discretionary project submittal to surrounding property owners early in the review process.

When a project requires an Environmental Impact Report (EIR), staff is authorized to conduct an EIR public workshop soon after the decision is made to prepare the EIR.

Applicants are encouraged to speak to stakeholders when conducting due diligence before the application is submitted. This process will give advance notice to interested stakeholders and help the applicant understand whether there are any significant issues associated with their project.

SECTION 4: CITY TRAFFIC ENGINEER

In the interest of using the best available consultants, when a project requires preparation of a Traffic Study, the applicant has the option to contract with the city's traffic engineer to prepare the traffic study for their project. The option requires approval of the Community Development Director and the City Attorney to ensure the contract is specifically tied to the project scope with indemnification for use of a city contract employee.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of American Canyon on July 20, 2010, by the following vote:

Mayor Garcia:	<u>yes</u>
Vice Mayor West:	<u>yes</u>
Council Member Bennett:	<u>yes</u>
Council Member Callison:	<u>yes</u>
Council Member Coffey:	<u>yes</u>



Leon Garcia, Mayor

ATTEST:



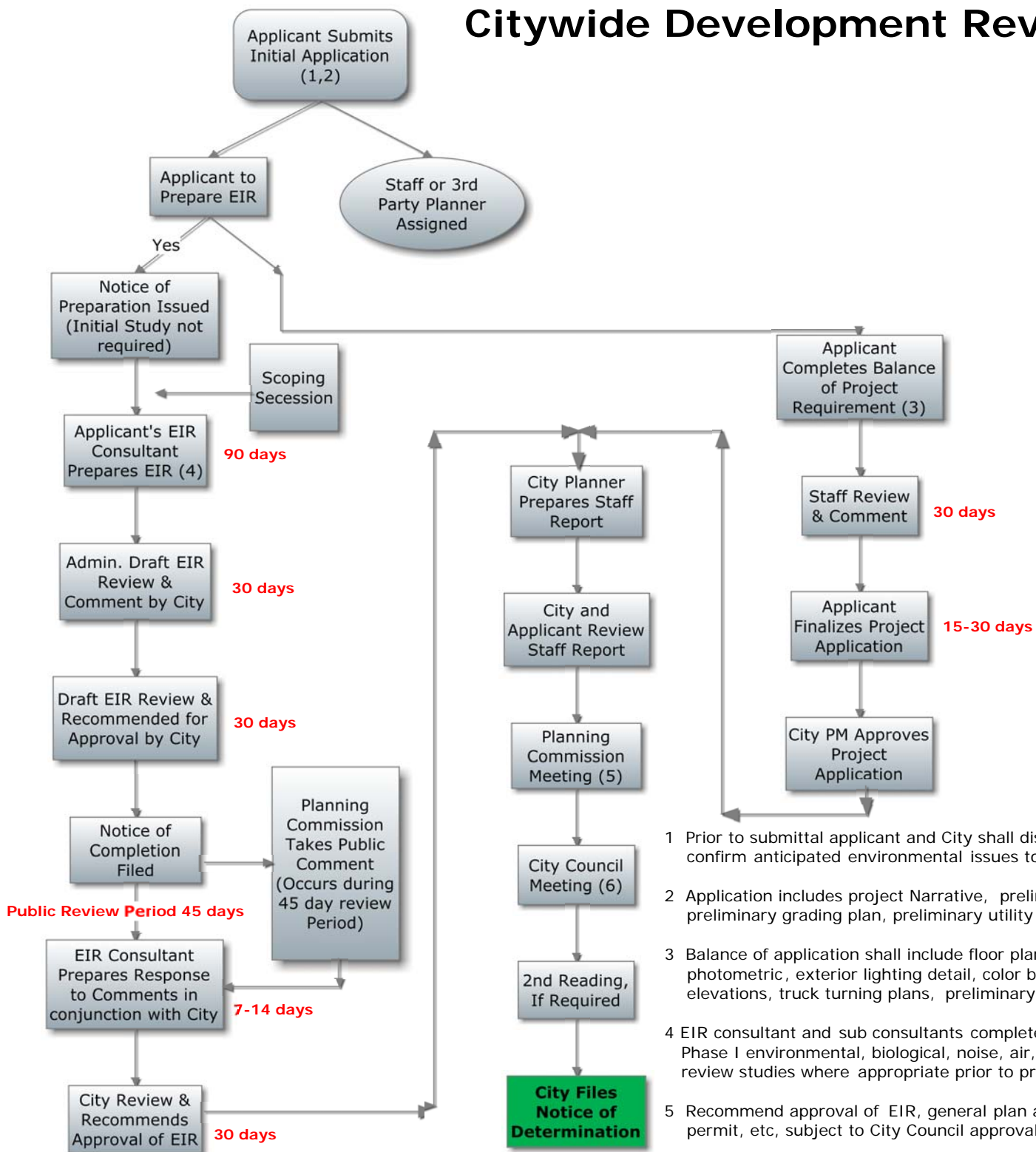
Rebekah Barr, CMC, City Clerk

APPROVED AS TO FORM:



William D. Ross, City Attorney

Citywide Development Review Process



- 1 Prior to submittal applicant and City shall discuss City requirements for technical studies and confirm anticipated environmental issues to be studied.
- 2 Application includes project Narrative, preliminary site plan, preliminary elevations, preliminary grading plan, preliminary utility plan and City's environmental worksheet.
- 3 Balance of application shall include floor plan, roof plan, cross sections, landscape plan, photometric, exterior lighting detail, color board, final grading plan, final utility plan, final elevations, truck turning plans, preliminary title report, mailing labels, parcel or tentative map.
- 4 EIR consultant and sub consultants complete site photos, arborist report, geotechnical report, Phase I environmental, biological, noise, air, traffic and other necessary studies. City to review studies where appropriate prior to preparation of EIR.
- 5 Recommend approval of EIR, general plan amendment and zoning. Approve map, design permit, etc, subject to City Council approval of EIR, general plan and zoning.
- 6 Approve EIR, general plan amendment and zoning.