



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** February 22, 2022

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Jovan Grogan, City Manager

**PREPARED BY:** Pamela Wu, Community & Economic Development Director

**SUBJECT:** Adopt Resolution Regarding Policy Amendments for Public Noticing of Development Projects

**BACKGROUND:** On February 8, 2022, City Council held a study session and directed staff to proceed with the proposed policy amendments regarding public noticing procedures for development projects. The City Council study session staff report can be found in Attachment 2.

**DISCUSSION:** The City Council received the report regarding the proposed amendments for development projects public noticing procedures and directs staff to require development projects to comply with implementing the proposed changes as discussed. In particular, City Council directs staff to require development projects comply with the following radius requirement when preparing public notices:

Development Project Type	Policy/Requirement
Single Family Residential	300-ft radius from subject site
Small Multi-family (<6-units) and commercial (<10,000 sq. ft. in size)	300-ft radius from subject site
Projects under 5 acres in size but with proposed building size over 10,000 sq. ft. or 6+ residential units	600-ft radius from subject site
All projects in the TCP area	1,000-ft radius from subject site
Larger rezoning or planning efforts on sites greater than 5 acres or larger in size	1,000-ft radius from subject site

**FISCAL IMPACT:** An increase in notification requirements would lead to additional staff time and publication costs which may not be recoverable for smaller fixed-fee residential and minor commercial applications unless the current fee of \$1,678 is re-evaluated and possibly increased. However, since larger applications are processed through a developer reimbursement agreement deposit account, additional noticing costs are passed on to the applicant. Costs for additional noticing for city-initiated projects or plans would be borne by the city.

**ENVIRONMENTAL IMPACT:** The adoption of the proposed resolution is not a project subject to CEQA. City Council's action is not considered a "Project" per CEQA Guidelines and therefore no further environmental analysis is required.

**RECOMMENDATION:** Adopt Resolution Regarding Policy Amendments for Public Noticing of Development Projects

**ALTERNATIVES:** Direct staff to not to proceed with the proposed public noticing policy amendments. No further action is required at this time.

**ATTACHMENTS:**

1. Resolution
2. February 8, 2022 City Council Study Session Staff Report and Attachment