



CITY OF PACIFIC GROVE
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NOTICE OF MEETING

Ad Hoc Committee for Planning Permit Review Process

DATE & TIME: TUESDAY, March 2, 2010 – 5:00 P.M.

LOCATION: Pacific Grove Community Center, Kuwatani Room – 515 Junipero Ave.

MEETING AGENDA:

1. Call to Order
2. Introduction of Members
3. Chartering Statement from City Council – attached at the end of this agenda
4. Recommended approach for this committee – A problem solving approach in four steps over four meetings (ideally):
 - a. Problem definition and observed symptoms of the problem
 - b. Creation of a list of possible solutions
 - c. Evaluation and ranking of the possible solutions – pros and cons; degree of impact
 - d. Finalize the recommendations and prepare a report to city council.
5. Oral Communications - *(Comments must deal with matters subject to the purpose of the Committee and will be limited to three minutes.)*
6. Old Business – none
7. New Business
 - a. Discussion of the “problem statement” – what are we trying to improve? What specific symptoms do we observe that indicate a need for streamlining and simplification?
8. Adjourn

TO: Honorable Mayor and Members of City Council

FROM: Mayor Garcia and Mayor Pro Tem Kampe

MEETING DATE: February 17, 2010

SUBJECT: Create an Ad Hoc Committee to Recommend Steps for the Streamlining and Simplification of the Planning Permit Review Process

CEQA: Does not Constitute a “Project” per California Environmental Quality Act (CEQA) Guidelines

RECOMMENDATIONS

Create an ad hoc committee to recommend streamlining and simplification of the planning permit review process, completing its work on or before May 5, 2010.

DISCUSSION

City staff and the City Council have started action for consolidation of some boards and committee functions to better align with the work plan and our long-term goals. In a workshop meeting with the Planning Commission on February 4, several members suggested possible steps for permit review streamlining. That work shop group proposed an ad hoc committee to explore such ideas more fully. The purpose of the ad hoc committee is to develop recommendations for possible streamlining and simplification action for the permit review process. Overall the goals of the recommendations are to:

- Support the 5-year strategic plan of the council
- Improve the effectiveness of the process in terms of time and cost for both the City and applicants
- Improve the experience from the viewpoint of applicants.
- Provide protections for the resources and character of the city.

Membership of the committee is proposed to be seven members plus a non-voting chair from the City Council. It is proposed that the seven members include persons from the Planning Commission, ARB, HRC, and the public at large.

FISCAL IMPACT

None.

RESPECTFULLY SUBMITTED:

Carmelita Garcia
MAYOR

Bill Kampe
MAYOR PRO TEM