

Citywide Planning Activities Status Report

Community and Economic Development Committee

September 23, 2024

Item (d)2

Presenters:

Martina Davis, Division Manager, Department of Planning, Building & Code Enforcement

Ruth Cueto, Principal Planner, Department of Planning, Building & Code Enforcement

Jerad Ferguson, Principal Planner Department of Planning, Building & Code Enforcement



*Planning, Building and
Code Enforcement*

Citywide Planning Overview

- General Plan
- Housing/Housing Element
- Ordinance & Policy
- Urban Village & Station Area Planning
- Data & Analytics
- Special Projects
- Destination Home
- 19 staff + Deputy Director (vacant)



Major Initiatives

- Tri-Element Update
 - Safety, Open Space, and Environmental Justice
- General Plan Four-Year Review (2026)
 - Update housing capacity for next Housing Element
 - Evaluate planned job and J/ER goals, implementation of the Urban Village concept, environmental indicators, affordable housing needs, etc.
- Preparation for 7th Cycle Housing Element

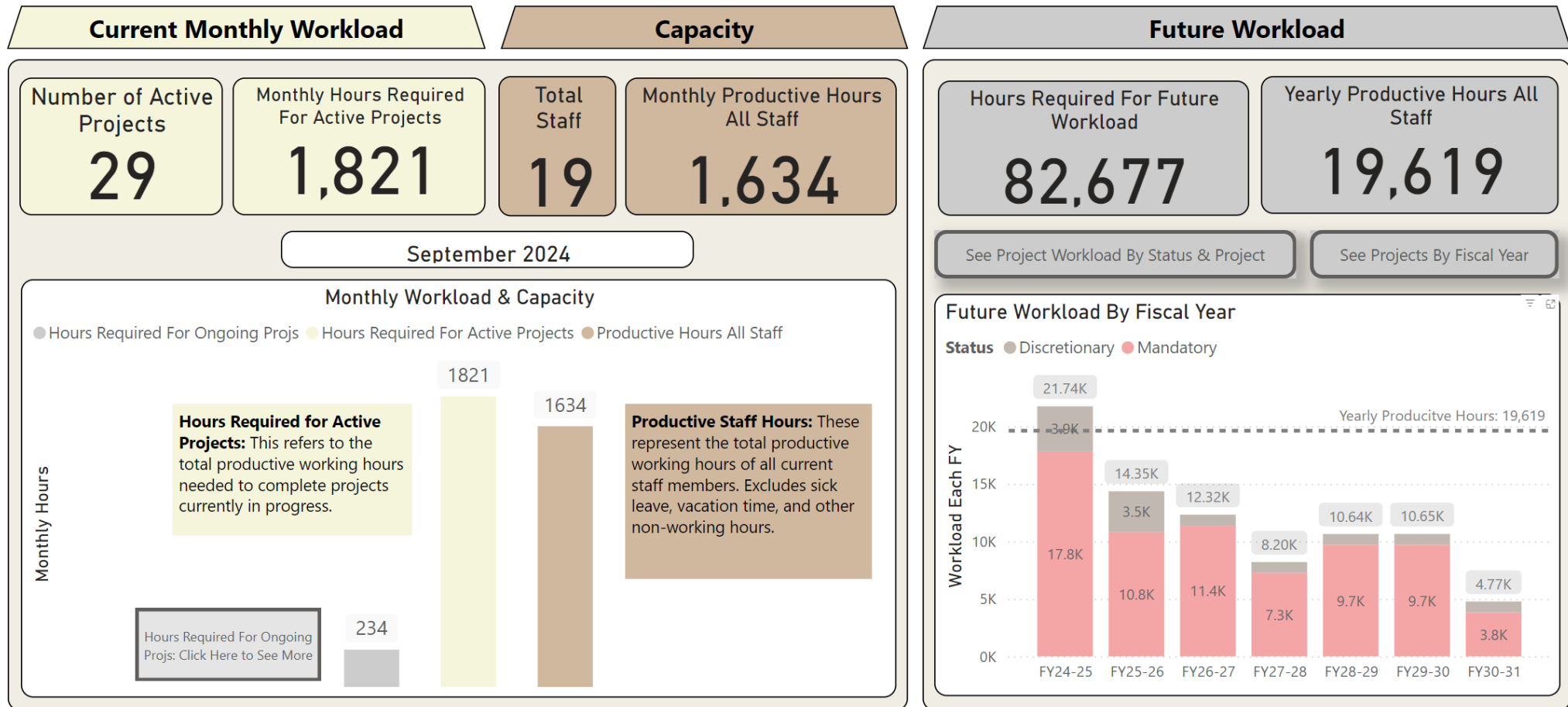


7-Year Workplan

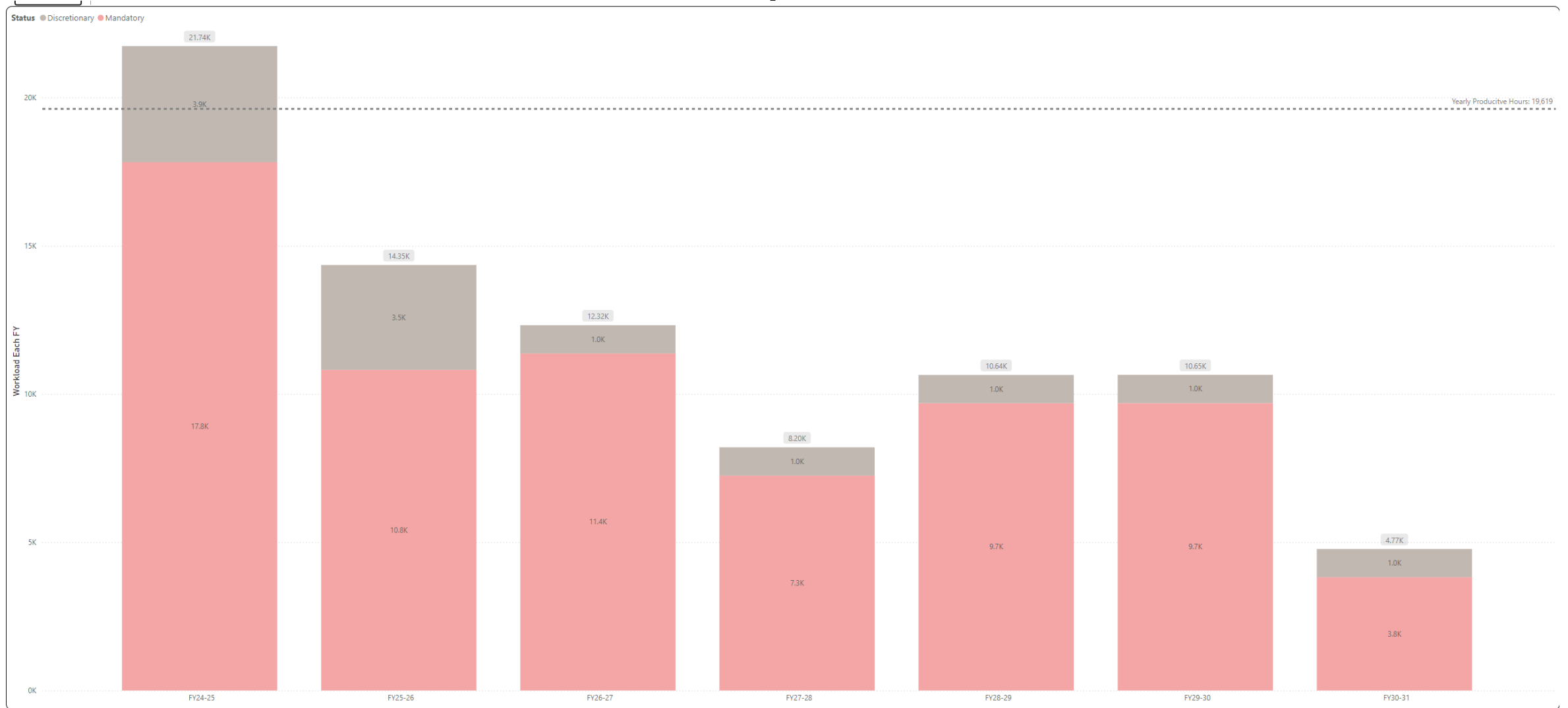
- Update to PBCE Customer Service Charter
- Workload estimates by Citywide staff hours to complete
 - CEQA team workload not included
- Work required/committed through adoption of the 7th Cycle Housing Element – FY 30-31
- State-mandated vs. City Priorities categories
 - State-mandated: Required by state law, Housing Element commitments, response to litigation
 - City Priorities: Projects directed by Council, other ongoing work such as coordination with IGR on state laws, data and analytics, etc.

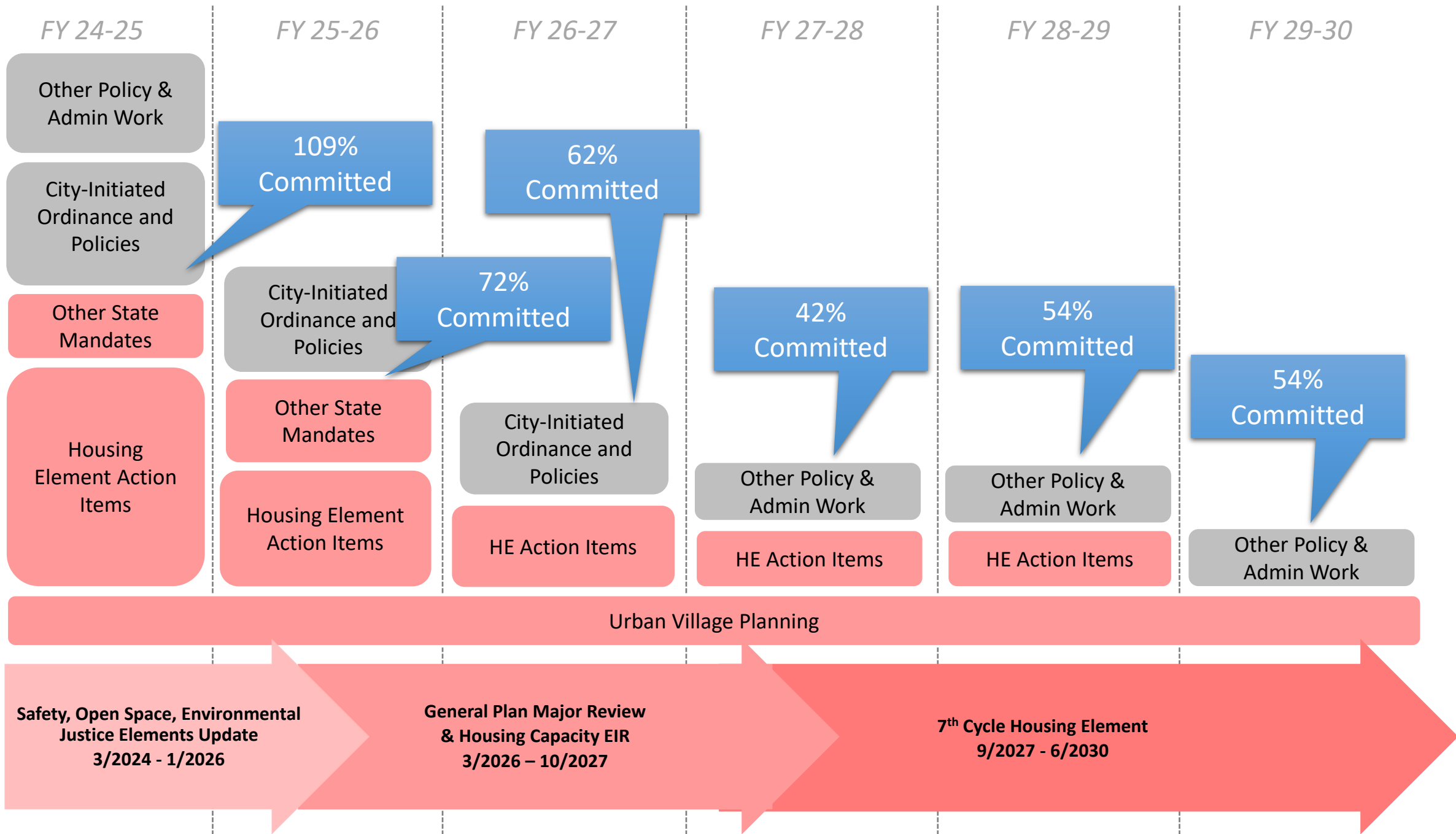
Citywide Planning Dashboard

The Citywide Planning team manages multiple projects simultaneously. This dashboard provides an overview of ongoing projects, the staffing required, and the available team hours. Workload refers to the total number of projects and the hours needed to complete them. Capacity indicates the total productive working hours available for the team to complete these projects.



Workload by Fiscal Year





Current and Upcoming Fiscal Years

- FY 2024-2025: 109% staff hours committed
 - 89% State-mandated, 20% City Priorities
 - City Priorities include Billboard Policy 6-4 updates, Pleasant Hills Guiding Principles, Supergraphics update, Coyote Monterey Corridor, and more.
- FY 2025-2026: 72% staff hours committed
 - 54% State-mandated, 18% City Priorities
 - City Priorities include zoning updates for smoke and vape shops, special event permitting, aligning agriculture zoning with the County.
 - Additional priorities may arise such as Transit Oriented Communities planning
- FY 2026-2027: 62% staff hours committed
 - 57% State-mandated, 5% City Priorities

Urban Villages

- Saratoga Urban Village:
 - Began work – April 2024
 - Consultant onboarded – Summer 2024
- Alum Rock East Urban Village:
 - Consultant RFP closed January 25, 2024
 - Re-issued RFP due to change in scope, issues with submittals
 - Protest and appeal submitted on re-issued RFP
 - October 8, 2024 City Council hearing for contract
- Review Urban Village Planning Process

Station Area Planning

- Five Wounds Urban Village Plan Update
 - Merge and update four Village Plans within ½ mile of the future BART station
 - Final Workshop / Open House April 20, 2024
 - EIR Preparation Underway
 - Council Consideration Spring 2025
- Transit Oriented Communities (TOC) Planning



Ordinance and Policy

- Completed:
 - Maintenance Update and ADU for sale ordinance (AB 1033) – June 2024
 - Streamlined permitting for outdoor dining and other outdoor uses – June 2024
- Underway:
 - Supergraphics – February 2025
 - Coyote Valley Corridor Study – Summer/Fall 2025
 - SB 9 Update and Expansion – Summer 2025

CITY OF SAN JOSE
PLANNING DIVISION 07/29/2024 SUBJECT TO CHANGE FOR ALL TYPES OF RESIDENTIAL PROPERTY

ADU CONDOMINIUM CHECKLIST

If you are seeking to sell or otherwise convey your accessory dwelling unit (ADU) as a property separate from a primary residence, you must first apply for a condominium conversion of the residence and ADU. Use this checklist to ensure your project qualifies for a condominium conversion under the following provisions:

- State law [AB 1033](#), effective January 2024, enables condominium conversions of ADUs and [California Code Section 66342](#) enables cities to adopt local ordinances to allow for conveyance of an ADU as a condominium.
- In June 2024, the San José City Council approved and incorporated state provisions into San José [Ordinance No. 31095](#), specifying that permitted ADUs that meet all conditions may be conveyed through a Parcel Map as issued by the Public Works Department.

Only projects that meet all conditions of this checklist and that can provide the required documentation may proceed to submit a Parcel Map application.

For questions: Email ZoningQuestions@sanjoseca.gov or speak with a City Planner at 408-535-3555 during Planning's [phone service hours](#).
Para información en español, comuníquese con un Planificador de la ciudad al 408-793-4100.
Để được hỗ trợ, nói chuyện với Người lập kế hoạch thành phố tại 408-793-4305.

INSTRUCTIONS

To fill out this checklist on a computer, download it and follow the [Digital Form](#) instructions. For Part 1, find property information at www.SiPermits.org by clicking on "Permits & Property Information." Then enter your address. On the next screen, click on your property and select "Property Information." A list of designations will appear.

QUESTIONS	YES	NO
PART 1: PROPERTIES THAT QUALIFY		
1. Is the property in San José? Use SiPermits.org as instructed above. At the "Incorporated" field, "yes" means the property is in San José; "no" means the property is in a different jurisdiction. > If yes, proceed with this checklist. If no, contact the jurisdiction where your property is located.	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there a finalized building permit for the ADU? Use SiPermits.org to determine an ADU's building permit status. This condominium process is available only to ADUs with a building permit that has been issued by the City as finalized. > If yes, proceed with this checklist. If no, contact the Building Division for assistance with obtaining a finalized building permit; email BuildingPermits@sanjoseca.gov .	<input type="checkbox"/>	<input type="checkbox"/>
3. Does your proposal comply with the maximum allowed number of converted units? The number of converted units is limited, as follows: <ul style="list-style-type: none">• For single-family, duplex, or multifamily properties - Is there a maximum conversion of one primary residence and up to two ADUs?• For a duplex project under SB 9 - Is there a maximum conversion of up to two primary residences and up to two ADUs? > If yes, proceed with this checklist. If no, refer to the Zoning Ordinance provisions or email a Planner at ZoningQuestions@sanjoseca.gov or call 408-535-3555 during Planning's phone service hours .	<input type="checkbox"/>	<input type="checkbox"/>

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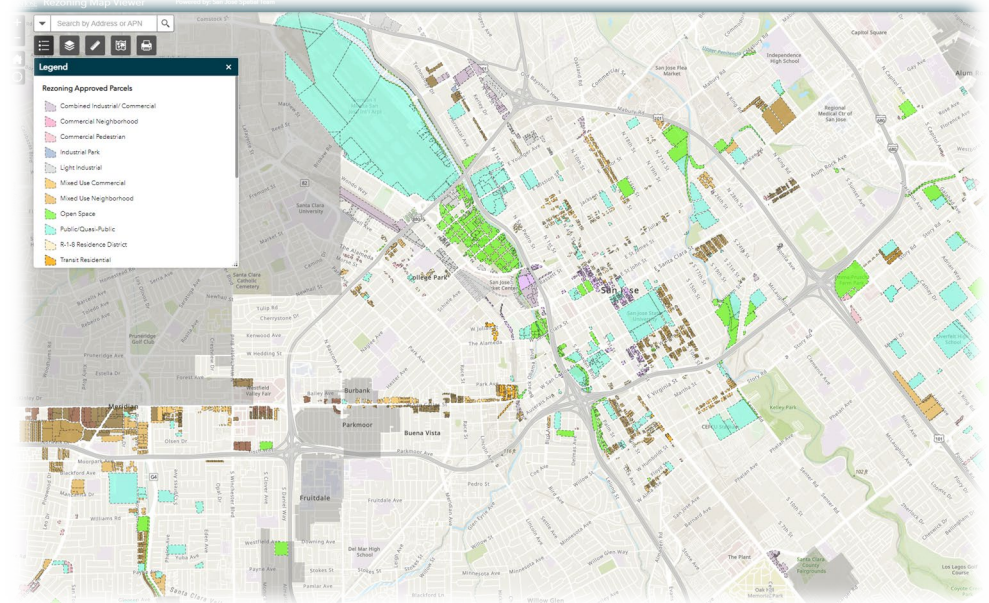
PLANNING DIVISION 408-535-3555 SAN JOSE CITY HALL, 200 E. SANTA CLARA ST., SAN JOSE, CA 95113 WWW.SANJOSECA.GOV/PLANNING

General Plan

- General Plan 1st Hearing Cycle (June 2024) Approval
 - City-initiated Amendment – Mobilehome Park Redesignation Project
- General Plan 2nd Hearing Cycle (Fall 2024)
 - One privately-initiated General Plan Amendment
 - One City-initiated General Plan Amendment related to the Airport Influence Area
- Updates to Envision San José 2040 General Plan (2024-2026)
 - State mandated update to Safety and Open Space Element
 - State mandated creation of new Environmental Justice Element

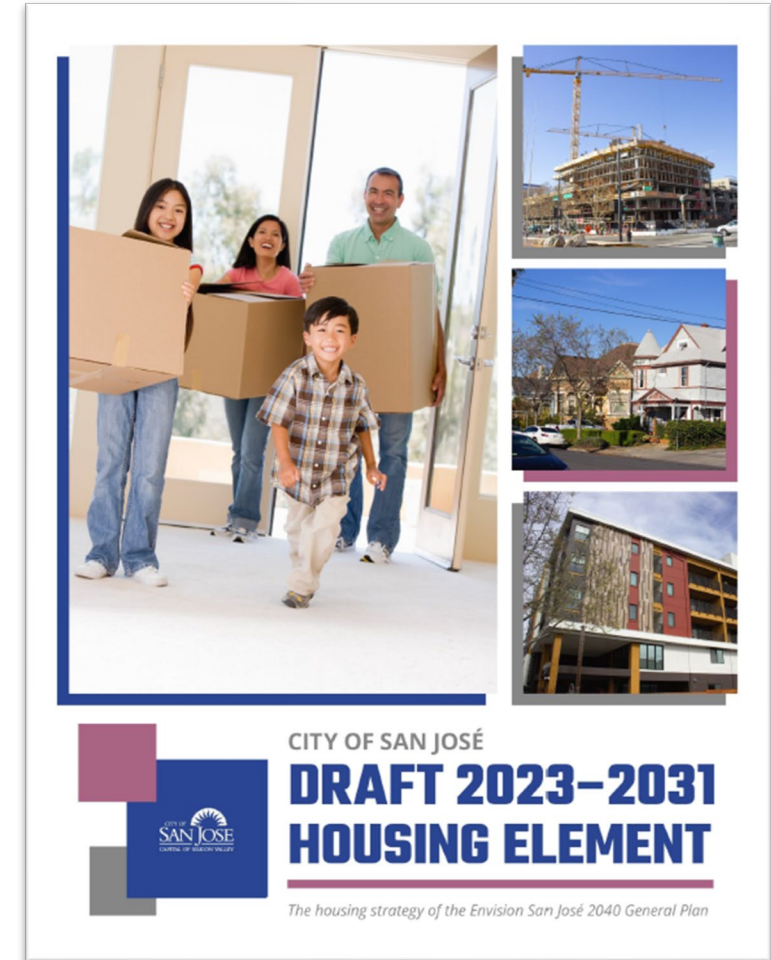
Aligning Zoning & General Plan

- State law requirement to align zoning districts with General Plan designations
- Approximately 12,000 properties must be rezoned
 - +/- 6,466 completed
 - 67 since March CED update
 - +/- 4,601 remaining
 - Upcoming: 402 properties to Council on 12/3/24
 - Remaining to be completed by June 2025



Housing

- Full staffing of Housing Team within Citywide
- Housing Element certified by state HCD on January 29, 2024
- Housing Catalyst Team Work Plan and Housing Element Annual Progress Report presented to Council on March 19, 2024
 - Submitted Progress Report to state HCD by April 1, 2024
- Affordable Housing Projects processed
 - One permit issued with 91 units approved since March 2024 CED Committee Update
 - Eight permits, 1,158 units under review



Housing Work Items

Current work Items :

- City Streamlined Ministerial Ordinance
- Development Fee Framework
- Housing Production Dashboard
- North San José Affordable and Mixed-Income Housing Overlays 2.0
- Updating Zoning Ordinance on Emergency Shelters

Other Citywide Planning Work

- Neighborhood Business District Overlay
 - Direction from 2nd Year GP Four Year Review
 - NBDs: Japantown, Willow Glen, and 13th Street
- Pleasant Hills Golf Course Planning Process
 - First workshops – February 2024
 - Second workshops – April 2024
 - Council - September 2024
- New Technical Consultant Services Master Agreements – Spring 2025
- State legislation tracking and lobbying

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