



Council Policy Prioritization: Early Consideration Response Form

Department PBCE

Department Rep. Name/Ext. Michael Brilliot / x 5-7831

Policy/Ord. Subject Single Family Home Modifications

Rules Date 10/16/19 Item G(2)

Council Member Sponsorship CMs Jimenez and Davis

Staff Recommendation

- ☒ **GREEN** The Administration can implement this Nominated Idea under its current workplan
- ☐ **ALREADY UNDERWAY** ☒ **MINIMAL WORK LESS THAN 40 HOURS** ☐ **REQUEST FOR INFORMATION**
- ☐ **YELLOW** The Administration recommends Council send this Nominated Idea to the Priority Setting Process (See Complexity Level Below)
- ☐ **RED** The Administration recommends Council not adopt this Nominated Idea
- ☐ **NEEDS CLARIFICATION OR MORE TIME TO EVALUATE**

Criterion to Determine Scale of Project Complexity

Project complexity is determined by scoring the project in each of the 3 criterions below and then summing the score.

- a. Low Complexity is a sum of 6 or less.
- b. Medium Complexity is a sum of 7 - 9
- c. High Complexity is a sum of 10 or greater.

Total Score = **5**

Scoring Criterion		Low Complexity		Medium Complexity		High Complexity	
	Estimated Duration	6 - 9 months	<input checked="" type="checkbox"/> =1	9 - 18 months	<input type="checkbox"/> =2	More than 18 months	<input type="checkbox"/> =3
	Organizational Complexity	Can Easily be Absorbed into Existing Workplan	<input checked="" type="checkbox"/> =1	Planned Work (Future)	<input type="checkbox"/> =2	Work Not Currently Proposed	<input type="checkbox"/> =3
	(Internal)	Have staff with required skillset/ knowledge	<input checked="" type="checkbox"/> =1	Have staff with required skillset/requires moderate research	<input type="checkbox"/> =2	Do not have staff with required skillset/ requires significant research	<input type="checkbox"/> =3
		Less than or equal 2 Staff required	<input checked="" type="checkbox"/> =1	3 - 4 Staff required	<input type="checkbox"/> =2	More than 5 Staff required	<input type="checkbox"/> =3
	(External)	1 Additional Departments	<input checked="" type="checkbox"/> =1	2 Other Department Involved	<input type="checkbox"/> =2	3 or more Depts Involved	<input type="checkbox"/> =3
	DEPT. Required	<input type="checkbox"/> Airport	<input checked="" type="checkbox"/> Housing	<input type="checkbox"/> CMO	<input type="checkbox"/> OED	<input type="checkbox"/> PRNS	<input type="checkbox"/> PD
	<input type="checkbox"/> CA	<input type="checkbox"/> ES	<input type="checkbox"/> DOT	<input type="checkbox"/> LIB.	<input type="checkbox"/> PW	<input type="checkbox"/> FD	<input type="checkbox"/> EM

Analysis

Explain the rationale for Staff recommendation, including any mitigating factors that need to be considered (recent legislative action, significant workplan changes, etc). Please address the following as well.

GREEN LIGHT: The Administration can implement this Nominated Idea under its current workplan. Item should be sent to Council to add to Department workplan. Explain how the Idea will be approached.

Staff is already conducting a review of residential zoning districts as part of the Zoning/General Plan Conformance project, which will result in amendments to the Zoning Ordinance to better align its development standards with the types of residential and mixed development called for in the Envision San Jose 2040 General Plan. Amendments to single family zoning districts to discourage modifications of single family homes for use as individual room rentals can be incorporated into this Zoning Ordinance amendment that is planned for Council consideration in the late spring/early summer 2020.

YELLOW LIGHT: The Administration recommends Council send this Nominated Idea to the Priority Setting Process due to [describe cost implications, workload impacts, or other factors].

RED LIGHT: The Administration recommends Council not adopt this Nominated Idea due to [describe reason implementation would be difficult if not impossible – conflict with other laws, etc].