

1994 ANNUAL REPORT
STATUS OF THE MADERA CITY
GENERAL PLAN and
REPORT ON GENERAL PLAN
MITAGATION MONITORING

An annual Report Prepared by
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205 West Fourth Street
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DIV. OF HOUSING
POLICY DEVELOPMENT HCD

1994 ANNUAL REPORT
on the
STATUS OF THE GENERAL PLAN

INTRODUCTION

State Planning Law requires a Planning Agency to provide an annual report to the City Council on the status of the General Plan and progress in its implementation. The report is also required to be submitted to the Governor's Office of Planning and Research. The report must include an evaluation of the progress in meeting the City's share of regional housing needs as determined by the State and incorporated with the Housing Element of the General Plan.

In addition, the annual report is recommended by the General Plan and required in regard to the mitigation monitoring program adopted in conjunction with the General Plan. This report is intended for review by the Planning Commission, with a recommendation to be made to the City Council. Following adoption by the Council, the report will be submitted to the State.

THE COMMUNITY DEVELOPMENT DEPARTMENT.

The Planning Commission has been designated by the City Council as the Planning Agency under the provision of the Government Code. Staff functions for the Planning Commission, as well as the City Council, in this regard are provided by the Community Development Department, which is currently divided into three divisions. The Housing Rehabilitation Division was reassigned to the City of Madera Housing Authority in May of 1994, and administration of the CDBG program was assumed by that agency.

Planning Division: This division has five staff positions, including 3 planning positions and 2 clerical positions. However, current staffing includes only 2 planners and one administrative secretary. One of the planners is assigned to the Code Enforcement Division on a half-time basis. The budget for this Division for 1992/93 was \$246,800, \$183,340 for 1993/94, and is \$190,390 for 1994/95.

The division is responsible for all aspects of community planning and implementation of State Planning, Zoning, and Development Law, the Subdivision Map Act, and the California Environmental Quality Act, along with the City's zoning and subdivision ordinances.

The major portion of our work is related to current planning activities. These include the development review processes of zoning amendments, annexations, subdivisions, site plan reviews, use permits, encroachments and variances. Other application reviews include home occupations, sign permits, ABC licenses and business licenses. In conjunction with these and other activities, a great deal of effort is devoted to providing public information services.

Advance Planning includes preparation, updates and implementation of the General Plan and its Elements. This also includes preparation of special studies and projects, the Airport Master Plan, the Airport Land Use Compatibility Plan, and the Housing Element Update. This division has been assigned as staff to the Development Review Committee and the Planning Commission, and also represents the City before the Local Agency Formation Commission and the County Airport Land Use Commission.

Code Enforcement Division: This division is involved in enforcement of the City Zoning Ordinance, condition compliance review, and review of all ongoing land uses including the annual review of establishments serving alcoholic beverages. Current staffing includes 50% of the Assistant Planner's time and 25 percent of the Building Division's Plans Examiner's time. The budget for this Division for 1992/93 was \$14,790, \$37,355 for 1993/94, and \$36,545 for 1994/95.

The primary instruments utilized by this Division in its efforts are the State Health & Safety Code and the City's Nuisance Abatement Ordinance, which also provides minor funding support, along with fines assessed as a result of court action. The Division also administers the Residential Rental Business License Program for the City, which provides a rental housing database as well as an additional revenue source for support of substandard housing inspections and enforcement efforts carried out under the provisions of the State Housing Law and public nuisance ordinance. Cumulatively, these revenue sources provide in excess of 65% of the budget needs for this Division.

Building Division: The Building Division includes a staff of five including the Building Official, two building inspectors, a plans examiner, and an administrative secretary. The budget for this Division for 1992/93 was \$225,845, \$235,285 for 1993/94, and is \$238,135 for 1994/95. This division is responsible for implementation and enforcement of the Model Codes - Building, Plumbing, Electrical, Mechanical, etc.

All structural plan checking and inspection of new construction are carried out by this division. Building Division work also includes code enforcement in support of the Code Enforcement Officer, toward which 25% of the Plans Examiner's time is devoted to abatement of substandard and unsafe buildings and related program support. In October of 1994 the Division acquired and activated a new Building Permit processing program utilizing a new computer system.

Housing Rehabilitation Division: This Division was reassigned to the City of Madera Housing Authority in May of 1994, and administration of the CDBG program was assumed by that agency.

DEVELOPMENT ACTIVITY IN 1994:

Building Division: Building activity for the past calendar year included 1,498 total permits and a net housing stock increase of 293 units. In 1993 the totals were 1,325 permits and 286 housing units, with valuation this year being 21.4 million compared to 22.2 million for 1993. Housing construction in 1994 included permits for 201 single family units, and 92 multi-family units. In 1993 permits for 217 single family units and 69 multi-family units were issued. A comparison chart is provided below:

CONSTRUCTION PERMIT ACTIVITY SUMMARY

	<u>1992</u>	<u>1993</u>	<u>1994</u>
Single Family Residential	209 units	217 units	201 units
Valuation	\$18,463,671	\$19,117,690	\$17,204,356
Multi-family Residential	142 units	69 units	92 units
Valuation	\$ 5,980,394	\$ 3,054,455	\$ 4,150,213
Commercial/Industrial	26 permits	14 permits	5 permits
Valuation	\$ 5,850,130	\$ 4,530,309	\$ 856,717
Total Permits	1,283	1,325	1,498
Total Inspections	13,118	18,986	14,803
Total Stops	6,586	6,357	7,709
Total Permit Fees	\$ 845,217	\$ 919,635	\$ 1,176,530

Planning Division: The overall level of application activity for the calendar year of 1994 is reflected in the chart below. Comparisons are offered with prior years back to 1988. While this year may not have measured up to previous years in terms of numbers of applications, the year was productive in terms of progress toward meeting housing goals and in code changes and general plan amendments relating to achieving general plan goals.

Staff has also had the opportunity to conduct workshops with the Planning Commission on issues with which they were concerned, and completed a number of City initiated code amendments. These have included adoption of new provisions for lot-line adjustment procedures, adoption of a noise ordinance, assisting Engineering in updating the Master Storm Drainage Plan and street standards relating to residential access streets, establishment of a Policy for extension of Urban Services beyond the City Limits, and adopting new Planning Commission Rules and Procedures to comply with current state law.

APPLICATIONS FILED WITH PLANNING DIVISION

1988 THROUGH DECEMBER, 1994.

TYPE	CALENDAR YEAR						
	88	89	90	91	92	93	94
General Plan							
Amendment	5	6	5	2	0	5	4
Specific Plan							
Amendment	1	6	5	1	1	4	2
Rezone/Prezone	16	25	20	9	10	13	14
Annexation	4	10	5	0	2	0	6
Subdivisions	10	11	18	11	1	6	5
Subdivision							
Extensions/ Modifications	4	2	1	2	13	8	0
Abandonments	1	1	0	3	2	1	2
Use Permits	18	41	35	31	43	29	32
Variances/							
Encroachments	5	10	3	2	5	9	7
Building Moves	2	2	2	4	1	0	0
Precise Plan	8	9	16	15	4	6	4
Exceptions (Findings)	1	2	1	0	3	2	8
Parcel Maps	17	13	12	16	9	1	4
Extensions						2	0
Lot Line Adjust.	5	8	6	7	8	5	8
Home Occupations	32	26	24	51	47	30	26
Signs	25	28	24	25	43	38	31
Site Plan Review	21	27	24	21	21	12	12

Code Enforcement: The Code Enforcement activity report for 1994 is included below. In addition to the activity shown, the Division assisted Fire and Police during warrant searches and investigations, and other agencies and City Departments in meeting goals by providing information where needed, and by providing public information at the counter, on the phone and by periodic press releases. An on-going effort to have all owners of residential rental units obtain a business license for those units is nearing completion. The campaign against substandard and illegal housing continues with increasing involvement by the City Attorney.

Public awareness of Code Enforcement programs continues to have a positive effect on nuisance abatement and substandard housing and other issues the division is involved in. A public information campaign has continued during 1994, with three news articles in a local paper relating to illegal construction, right-of-way encroachments and the more common nuisance issues. Late in the year the groundwork was laid for an additional Code Enforcement Officer to be hired in 1995, to work only within the Redevelopment area of the City.

CODE ENFORCEMENT ANNUAL REPORT

	<u>92</u>	<u>93</u>	<u>94</u>
NEW COMPLAINTS -----	257	260	332
BOARDING HOUSES -----	60	98	116
SUB-STANDARD STRUCTURES -----	132	51	39
NUISANCE -----	38	60	110
ZONING -----	27	46	67
LETTERS SENT -----	295	329	342
INSPECTIONS PER MONTH (AVERAGE) -----	39	23	29
CASES CLOSED -----	61	90	127
BOARDING HOUSES -----	21	16	27
SUBSTANDARD STRUCTURES -----	28	19	23
NUISANCE -----	6	36	48
ZONING -----	6	19	29
HEARINGS (BEGAN IN MAY, 1993) -----		19	9
WARRANT INSPECTIONS (BEGAN IN MAY, 1993) ----		6	6
LIENS RECORDED (BEGAN IN MAY, 1993) -----		7	9
COURT CASES -----	1	5	12
IN FAVOR OF THE CITY-----	1	5	11
TOTAL HOURS -----	1,430	1,198	1,150

STATUS OF THE GENERAL PLAN

Four amendments to the Madera General Plan were undertaken by the Planning Division during the year, two amendments to the Land Use Element in conjunction with annexation and rezoning applications, and two amendments to the Circulation Element; one to adopt a new bicycle and pedestrian facilities plan and one for a highway overcrossing project initiated in 1994 and for which approval is expected by April, 1995.

The 1992 General Plan consisted of a comprehensive update of the Land Use and Circulation Elements, and included the five other mandatory plan elements consolidated into "super elements" for the purpose of review and update of their goals and policies. An optional Recreation Element was also included. The consolidation resulted in the Community Development Element (land use, circulation, and housing), Resource Management Element (conservation, open space, and recreation), and the Hazard Element (noise and safety). A listing of the policies and goals from the various General Plan Elements are attached to this report.

The General Plan update also included an Environmental Impact Report as an integral part of the document so that its conclusions and mitigation measures would be readily available as a part of its implementation. Annual monitoring of the mitigation measures is undertaken as a part of the planning program, as required by the Environmental Quality Act. The summary chart of mitigation measures and monitoring recommendations is attached to this report.

IMPLEMENTATION OF THE GENERAL PLAN

A number of actions have been taken by the City, as well as individual property owners, toward implementation of the goals and policies of the General Plan. The most significant action on the part of the City was the concurrent amendment of the Municipal Code to bring it into conformance with the recommendations of the Plan. These amendments were in compliance with recommendations made by General Plan (Housing Element) and consistent with the requirements of State Law. In addition, the Municipal Code was amended in 1994 to adopt a noise ordinance.

Although the comprehensive rezoning program to achieve complete consistency with the General Plan has not reached the Planning Commission, there was one individual rezoning application processed last year which brought the subject property into consistency with the General Plan. The General Plan was amended to adopt the Madera County Bike and Pedestrian Plan as part of the Circulation Element. Additionally, a General Plan amendment was adopted to rezone property from residential to RCO to allow construction of a sports facility in the southeast part of town. Development of this site as a regional park was a specific recommendation of the General Plan, and would be a mitigation measure for the Environmental Impact Report.

An effort is also underway in City Engineering to update the City Standards and Plan Line Maps to implement the Circulation Element. These will be scheduled for Planning Commission review in the near future. A major project coordinated by the City Engineer over this past year has been the design work and contracts for the Cleveland Avenue Highway 99 overcrossing project. Actual work on this major General Plan mitigation measure is due to begin in the very near future.

The Redevelopment Agency embarked on a program of providing low interest loans to first time, low income home-buyers through establishment of a revolving loan fund during 1993. In addition, the Redevelopment Agency also established a construction assistance program for single family homes in Southeast Madera. In support of this program, the Planning Division has continued to place these acquisitions on the Consent Calendar to make findings of general plan conformity.

Code enforcement continues with a program designed to assist families living in substandard dwelling units. Seeking compliance through the courts and other means, the Division gained compliance for 29 substandard units, including one six unit complex which had been vacant for two years due to substandard conditions. In addition, 14 units were rehabilitated through the City's Community Development Block Grant Program.

1994 Madera

In regard to the overall housing objectives of the Housing Element, permits for 293 new housing units were issued during 1994. This included 201 single family units, which amounts to about 21% of the Housing Element's projected housing unit goals for the period 1991 to 1997. Of the single family units, 7 had a valuation of less than \$73,000, which would qualify them as low income units.

Although no single family units could be automatically classified for very low income households with valuations of less than \$46,000, 35 of 76 multiple family units in Lakewood Terrace Apartments were approved for construction which would qualify based on their location and density bonus requirements. The housing cost limits were derived using median income information for Madera County, adding lot costs and development fees to building construction costs to finally arrive at housing costs.

Including these units with the low income single family category would bring the total units provided last year to 148 units. In the moderate income level, permits for 57 units were issued, and 137 permits in the above moderate level were issued.

The City's goals were based on the Regional Housing Needs Plan, which established basic construction needs for the period from 1991 to 1997. The following chart is from the 1993 Housing Element:

QUANTIFIED OBJECTIVES TO 1997

	New Construction	Rehabilitation	Conservation
Very Low Income	282	165	547
Low Income	159	101	571
Moderate Income	241	34	73
Above Moderate	699		24
Total	1,381	300	1,215

Including permit activity for last calendar year, as well as that for 1991 and 1992, the following is an estimate of the City's progress toward satisfying projected housing needs:

BUILDING PERMIT ACTIVITY FOR 1991 - 1994

	New Construction	Rehabilitation	Conservation
Very Low Income	68	37	186
Low Income	325	46	235
Moderate Income	530	16	70
Above Moderate	250		10
Total	1173	99	501

Based on building permit valuation, the construction activity over the last three years appears to have been focused on the low and moderate income categories. Whether low income families were able to qualify for these units and this has actually satisfied the demand, or whether these units are being absorbed by moderate income families, cannot be determined. The very low income units based on their location and density bonus requirements, are more certainly meeting that need, and at this point the total is about 24 percent of that projected for 1997.

Lakewood Terrace apartments are under construction and building permits for 35 low income housing units were pulled in 1994. Approved in 1994, this 76 unit density bonus project will assist in meeting the 1997 housing objectives.

The following figures were provided by the Madera Redevelopment Agency. Housing assistance was provided for 31 people earning less than \$15,000 a year, 18 who earn between \$15,000 and \$20,000, 9 earning between \$20,000 and \$25,000, 10 earning between \$25,000 and \$30,000 and 6 earning up to \$35,000.

SCOPE OF PROJECTS AND PROGRAMS FOR 1995

A number of special efforts will be under-taken this next year toward further implementation of the General Plan. In addition, more programs will be initiated toward completion of the City's rite-sizing plans, assisting in meeting goals and policies outlined in the General Plan. The following programs are proposed by the Community Development Department:

- * A. Continue to enhance the use of technology to better manage the development review and permit processing procedures.
- * B. Update and streamline the legal framework for the development review process to streamline permit and departmental procedures.
- * C. Create a Citizens Advisory Group to review development review procedures and requirements and provide input on streamlining and improving the process.
- * D. Explore the option of contracting for advance planning services from Madera County.

In addition, the following special projects, not necessarily in order of priority, should receive attention by the Planning Commission and City Council during the following year:

- * A. Code amendment to establish street name procedures, and initiation of an urban area street name and addressing program.

- * B. Code amendment in regard to mandatory water efficient landscaping.
- * C. City-wide rezoning program for General Plan consistency.
- * D. Comprehensive revision of the Environmental Review Guidelines.
- * E. Code amendment to require recyclable material facilities for development projects.
- * F. Code amendment relative to Venders and Pushcarts.
- G. City Standards and Development Review Guidelines.
- * H. Continued discussion with the County of Madera regarding establishment of a Joint City/County Housing Authority.
- * I. Comprehensive revision of the Sphere of Influence and Urban Development Plan.

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