



Staff Report

City Council

Item No. {{section.number}}.B

Meeting Date: January 22, 2025

From: Andrew Firestine, AICP, Director of Community and Economic Development & John A. Corella, Director of Public Works
Title: Appointment of Member(s) of City Council to Serve on Zoning Code Update Steering Committee

RECOMMENDATION:

Staff recommends the City Council appoint a representative to serve on the zoning code update steering committee.

BACKGROUND:

The City Council approved a professional services agreement with Mintier Harnish to update the City's zoning code on December 11, 2024.

The scope of work for the zoning code update includes a steering committee, meant to include organizational and community leaders who can help identify key issues they feel should be addressed during the code update and who can help navigate policy considerations over the course of the project. The steering committee is complemented by a technical advisory group, a cross section of staff that use the zoning code on a routine basis and who can provide technical input and review of work products.

DISCUSSION:

Both the steering committee and technical advisory committee are expected to meet six times. The first meeting is anticipated to be in person while the remaining meetings are all virtual. The meetings are structured around project milestones, such as the development of specific code modules and design standards. Beyond the steering committee and technical advisory committee, the zoning code update also includes six workshops with the Planning Commission, three community meetings, and public hearings with both the Planning Commission and City Council prior to the adoption of the new code. The project will have a substantial public engagement process.

Selections for the steering committee are not entirely set at this stage, although staff recommends that it include perspectives from both within and outside the organization, including representation from the Agua Caliente Band of Cahuilla Indians, the Cathedral City Chamber of Commerce and the Architectural Review Committee and Planning Commission and leadership staff from public works and economic development. It would also be

appropriate for a representative of City Council to serve on the steering committee, if the Council desires to make an appointment.

Participation on the committees is not required to have a voice in the zoning code update. The project will have robust and comprehensive public engagement throughout, including workshops with the Planning Commission, community meetings, and public hearings. It is, however, a means to review work product as it is prepared by the consultant and staff and, in the case of the steering committee, an opportunity to help identify and advise on key policy issues.

FISCAL IMPACT:

N/A

FIVE-YEAR STRATEGIC PLAN:

F-1 – Develop comprehensive strategy to amend zoning code and update design guidelines, including an identification of what work City staff can accomplish and what work optimally should be contracted out, including: 1) development of objective design standards in response to new state housing laws; 2) overhaul of commercial zoning code; 3) substantial update of design guidelines; 4) streamlining of development review processes; 5) implementation of Cathedral City General Plan and Housing Element goals, policies, and programs; and 5) continued implementation of new state legislation.

ATTACHMENTS:

None
