

STAFF REPORT

City Council Consent Item

DATE: December 16, 2024

TO: Honorable Mayor and Council Members

FROM: Shari Meads, Community Development Director

THROUGH: Amy Nilsen, City Manager

SUBJECT: **Community Development Department Report for November 2024**

STAFF RECOMMENDATION:

Receive a report highlighting November 2024 Community Development Department activities.

PLANNING DEPARTMENT HIGHLIGHTS:

- Applications were received for a short-term rental permit, two design reviews, and a home occupation. The applicants for both design review projects also need conditional use permits and they have been notified. Staff also processed multiple business license applications.
- On Friday, November 1st, the Community Development Director met with North Coast Unified Air Quality Management District to discuss the Mill District Specific Plan Environmental Impact Report.
- On Friday, November 8th, the Community Development Director attended a Public Sector Excellence Training.
- On Monday, November 18th, the Community Development Director met with HCD staff around Housing Element implementation.
- On Thursday, November 21st, Community Development Director attended the Bay Cities Leadership Academy.

PLANNING COMMISSION ACTIVITY:

- There were no Planning Commission Meetings in November.

BUILDING DIVISION ACTIVITIES:

- The November 2024 Building Permit Summary is attached.