

**MOTION**

Established in 2003, the Planning Department's Expedited Processing Section (EPS) provides the public with a faster alternative for processing entitlement applications. Cases are expedited for an additional fee paid by the applicants and can yield a 30 percent to 50 percent time savings over the traditional process. The EPS commits to holding a public hearing within 90 days of a case being deemed complete. The EPS is a full-cost recovery program. All costs associated with processing a case by the EPS are paid for by the applicants.

EPS processes Tract/Parcel Maps; Planning Commission and Area Planning Commission cases; and Zoning Administration cases. In addition, the EPS section processes some cases on a case by case basis such as those requiring a Conditional Use Permit (CUP); General Plan Amendments/Zone Changes; or those requiring multiple approval entitlements.

Some cases, however, are not processed by the EPS, such as those requiring a new EIR; cases involving a Development Agreement, or cases in the Coastal Zone or Hillside Zone or those in a Historic Preservation Overlay Zone; lot line adjustments/ certificate of compliance; stand alone Specific Plan entitlements.


A preliminary review of a project is held during a consultation meeting with the Planning Department to determine whether a case is eligible for expediting processing. Once a case has been cleared for EPS filing, a complete Fee Agreement and the deposit fee must be filed with the case submittal as the Planning Department's Development Services Center.

The EPS processes CUP cases on a case by case basis, and in the first quarter of 2019, one hundred CUP cases have been processed, at this rate, four hundred cases are anticipated to be processed by year's end. Inasmuch as the volume of CUP cases has dramatically increased this year, the EPS cannot keep pace with the existing volume of applications. A possible solution to address the existing demand, is for the Planning Department to charge project applicants for staff's overtime costs.

**I THEREFORE MOVE** that the Council instruct the Planning Department, with the assistance of the City Administrative Officer, and in consultation with the City Attorney, to prepare a report on the feasibility of charging project applicants for overtime costs by the Planning Department's Expedited Processing Section to process Conditional Use Permit applications, inasmuch as for the first quarter of 2019, one hundred cases have already been filed, and at the current rate four hundred cases are expected to be filed this year.

MAY 07 2019

PRESENTED BY:

  
HERB J. WESSON, Jr.  
Councilmember, 10<sup>th</sup> District

SECONDED BY:



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