



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
September 20, 2022

TOPIC: Community Meetings for Certain Development Projects as Required by the Sunshine Ordinance

TITLE

Discuss and Consider Directing the City Manager to Direct Staff to Draft a Revision of SAMC Section 2-153 to Clarify the Format of Community Meetings for Development Projects Required by the Sunshine Ordinance, Items to Provide to the City After a Community Meeting, and Timing of Providing Items to the City After a Community Meeting

DISCUSSION

Mayor Pro Tem Bacerra added the following councilmember requested item:

In order to ensure that consistent information about a development project is provided to all participants of a community meeting, SAMC Section 2-153(g) should be revised to further clarify the components of a presentation and the manner in which they are presented, such as a single presentation during the community meeting.

To provide further access to information to residents and stakeholders about a development project, the recording of the presentation provided during a community meeting should be added as an item that an applicant would be required to provide to the City after a community meeting in SAMC Section 2-153(h). The City would then post that video on the City's website along with relevant information about the proposed development project. Minimum audio and video quality standards should also be included in the revision to SAMC Section 2-153(h), including closed captioning.

SAMC Section 2-153(b) indicates the penalty for the applicant failing to hold community meetings within the time stated in subsection (b). However, SAMC Section 2-153(h) does not state the penalty for an applicant who fails to provide the listed information within four days of the community meeting. Language should be added to SAMC Section 2-153 to clarify that not fulfilling the requirements in subsections (b) and (h) for the first community meeting after initial submittal of an application for administrative development project review would result in the City issuing a letter proclaiming the development application as incomplete and would delay the processing of an application for not fulfilling the requirements in subsections (b) and (h) for the second community meeting required by subsection (b).

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This item was discussed with Steven Mendoza, Assistant City Manager; Minh Thai, Executive Director of the Planning and Building Agency; and Sonia Carvalho, City Attorney.

Submitted By: Mayor Pro Tem Phil Bacerra