

CITY OF PETALUMA, CALIFORNIA

MEMORANDUM

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DATE: August 19, 2008

TO: Development Code Advisory Committee

FROM: Evan Kishineff, Assistant Planner

SUBJECT: Subdivision Subcommittee Update

This memo is to provide a status report to the full Development Code Advisory Committee regarding the progress of the Subdivision Subcommittee and the draft Subdivision Ordinance.

The direction given to Staff by the Subdivision Subcommittee was to bring the City's Subdivision Ordinance up to date with current legislation and practices, while retaining as much content as possible from the existing ordinance. The Subcommittee directed Staff to work on the preparation of the draft, while the Subcommittee would serve to review and comment once the draft was ready. Staff, which so far has involved members of the Planning, Engineering, and Parks Divisions, has met regularly to determine the scope of the changes needed to update the ordinance. An initial draft has been prepared and sent to the Subcommittee, which will hold its next meeting to discuss the draft after this memo is completed and before the August 19th DCAC meeting.

The schedule for completion of the Draft Subdivision Ordinance for the Development Code is:

- August 14, 2008 - The Subdivision Subcommittee is meeting August 14th to give comments and direction to Staff on the Draft Subdivision Ordinance. More information regarding the status of the draft will be available to the full DCAC at the August 19th meeting.
- September 2008 – The Subdivision Subcommittee will review and provide further direction on the draft ordinance.
- October 21, 2008 – The DCAC will review and provide direction on the draft Subdivision Ordinance. The intent is to provide the ordinance to the full DCAC at least one week prior to the October meeting.

To date, the scope of the ordinance revisions includes:

- Retaining as much content from Petaluma's existing Subdivision Ordinance as possible.
- Formatting the ordinance so it is easier to understand and use.
- Updating the ordinance to be consistent with the Subdivision Map Act.
- Adding in procedures for items such as Lot Line Adjustments that are typical to Subdivision Ordinances, but not addressed Petaluma's existing ordinance.