



# City of Sonora

Community Development Department  
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Date: April 15, 2024  
To: Honorable Mayor & Council Members  
From: Tyler Summersett, Community Development Director  
Subject: Staff Report for March-April 2024

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The following activities were undertaken by the Community Development Department:

## DAILY ACTIVITIES

- Answer Phones
- Staff Office hours
- Issue Permits
- Conduct Inspections

## SPECIAL EVENT PERMITS

Staff processed Special Event Permits for the following Community Events:

1. Don't Trash Tuolumne (Community Clean Up Event)
2. 2<sup>nd</sup> Saturday Concert Series
3. Woods Creek Park

## FARMERS MARKET

- Get Market Manager contracts in place
- Submit Application for Sonora Farmers Market to accept EBT payments
- Secure parking lot (Land + Structure) for market activities and issue certificate of insurance
- Secure Sugg House Patio and issue certificate of insurance (in process)
- Assist Market Manager in coordinating 2024 Market Season activities

## DEVELOPMENT SUPPORT (intentionally vague as project(s) not formally submitted/privacy rights exist)

Meet with (potential) project applicants to outline City Development Processes

- Apartment complex concept
- Commercial building demo and re-build
- Subdivision entitlement/escrow
- New Addition to existing shopping center

## CODE ENFORCEMENT

- Open cases for the following:
  - Delinquent Permits
  - Health and Safety—Residential

- Health and Safety—Business
- Ordinance infractions

#### COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) MANAGEMENT

- Fire Engine acquisition (2), Type 3 and Type 6 (received)
- Apparatus (equipment) for both Engines
- Reporting to State (quarterly)

#### CALOES PROJECT

- Construct new storage building (to replace 3 smaller structures lost in the Washington Fire) at Public Works yard. Plans currently being prepared by Dewberry for staff review. City staff conducted on site meeting with engineers to work through project details. Bid documents to be prepared immediately following approved design. Project needs to be delivered by September 2024

#### PER CAPITA (STATE PARKS) GRANT

- Pickleball/Basketball court—City Engineering/CDD team conducted on site meeting to spec out revised project. Amended design documents expected in the short term. Bid documents to follow approved designs. Fall project delivery expected.

#### STOCKTON-WASHINGTON CORRIDOR PROJECT

- Project close out activities include:
  - Submission of paperwork to move Construction dollars to Construction Engineering to cover ~\$100k shortfall
  - Acceptance of final project, discussions: Project tour with Contractor, Caltrans, CDD and Construction Engineers

#### ORDINANCE UPDATE(S)

- Begin work on revisions to Short Term Rental ordinance
- Prepare for work on new City Encroachment policy (outdoor dining, commercial activities on Sidewalks, etc)

#### PLANNING COMMISSION

- May 13<sup>th</sup>: Canning Project (Commercial/Residential) returns with revisions
- Prepare for new Planning Commissioner terms

#### HOUSING ELEMENT

- Final Draft submitted to Housing and Community Development (HCD, State). Will return to City Council for final approval and Adoption (May/June).

#### CALAVERAS STREET PARKING

- CDD staff has been working with Engineering team to design 3 different parking alternatives for consideration at Parking and Traffic Committee meeting (April 16)