

ISSUE ABSTRACT

SUBJECT: EAST PALO ALTO PLANNING

MAJOR ISSUES:

1. East Palo Alto is being provided with a level of planning service inconsistent with that which the County is responsible for delivering to or normally delivers to unincorporated area.
2. The staffing to provide Advance Planning services to the East Palo Alto community is inadequate.
3. East Palo Alto should have a Human Service Planner to assess human service needs within the community and monitor the delivery of human services to the community.
4. Should East Palo Alto Planning have the responsibility for ordinance administration (current planning) in East Palo Alto?
5. If East Palo Alto Planning is to provide ordinance administration a Planner III position should be transferred from the Planning Division to provide staffing sufficient to provide this service.

CRITERIA APPLIED:

The criteria used to evaluate the East Palo Alto Planning effort and the delivery of planning services to the East Palo Alto community is a comparative analysis comparing the service delivery to the community with 1) the service delivery to the remainder of the unincorporated County area; 2) the service delivery to similar sized cities; and 3) the service delivery to other urbanized unincorporated areas.

PRESENT SITUATIONS:

East Palo Alto currently has one budgeted ordinance position which was created to provide supplemental planning services to the community. The position is in fact providing all planning services to East Palo Alto with the exception of ordinance administration and some environmental planning which is provided by the County Planning Division of Environmental Management.

MAJOR OPTIONS:

1. Should East Palo Alto perform its own ordinance administration? If so, should the staffing be provided by:
 - a. Creation of a new planner position in the East Palo Alto cost center.
 - b. The transfer of an existing planning position from the County Planning Division to the Municipal Council.
 - c. The current East Palo Alto staff.
2. Should the Board authorize a Planning Technician position in East Palo Alto to provide some parity in the service delivery ability of the advance planning effort?
3. Should the Board authorize a Human Service Planner for East Palo Alto with funding provided by Housing and Community Development funds?

If the Board adopts the recommended course of action there will be a gross increase of three new salary ordinance positions in the East Palo Alto cost center. The Human Service Planner position will cost \$19,700 with no County cost. The Planner III position to provide ordinance administration will cost \$22,700 which may be funded through the creation of a new position or the transfer of an existing position from the Planning Division. There would also be time capital expenditures of approximately \$1,000. The Planning Technician position will cost approximately \$16,700 which would be a general fund cost.

SUMMARY OF FINDINGS:

1. The East Palo Alto Planner provides a wide variety of planning services to the community. The position was created to fill a need for special planning services to the community not delivered by the Planning Department. The services delivered by the East Palo Alto Planner and need for those services exist independent of and in addition to that level of service the Planning Division

is responsible for delivering to unincorporated areas of the County.

2. The County Planning Division, based upon comparative analysis, does not appear to be providing the East Palo Alto community with planning services comparable to those delivered to other urbanized unincorporated areas, similar sized cities, or the rest of the unincorporated area of San Mateo County.
3. East Palo Alto lacks adequate planning resources to provide Advance and Human Service Planning to the community of a quality comparable to that delivered to other similar sized communities.
4. There exist a need within the community to have a community orientated review and monitoring of human service delivery to the community.

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