

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: November 14, 2024

PREPARED BY: Nick Melloni, AICP, Principal Planner

SUBJECT: STUDY SESSION: PUBLIC NOTICING FOR DEVELOPMENT APPLICATIONS

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## **RECOMMENDATION:**

1. Provide feedback on policy amendments for Public Noticing for development permits.
2. Direct to staff to present an Ordinance Amendment for Public Noticing Sections of the Zoning Ordinance in December 2024.

## **BACKGROUND/ANALYSIS:**

At the October 10, 2024, City Council meeting, Mayor Pro Tem Harnik requested City staff research options to increase the minimum public notification requirements for development projects. Councilmember Nestande voiced support of the request.

Proposed updates for public notification requirements for projects which affect zoning, general plan, or propose development include:

1. **Increased Radius to 500'** - Increase minimum notification radius requirements for public notice for development projects from 300' to 500' for projects less than 5 acres. Existing notification radii of 1,000' and 4,000' for developments of 5-acres or greater, and hillside development applications, respectively, will be preserved.
2. **Homeowner's Association Notification** - Require mailed notices be provided to all homeowner's associations within a project notification radius, in addition to property owners.
3. **Pre-Application Neighborhood Meeting** - Require a mandatory neighborhood meeting prior to the submittal of an application for certain development entitlements including projects greater than 5-acres, or which propose structures that exceed a height of 24'-0" above existing grade of a site. This meeting will occur between a project applicant and surrounding neighbors. The applicant shall present an overview of the project to surrounding interested property owners and receive comments and feedback. The applicant will be required to provide a list of all input provided by neighbors, and how and why it was or was not incorporated into the application for project design.
4. **On-site Notice Posting** - Require for sign postings for public hearings on project sites for all development applications.
5. **Design Review Notice** - Require public notice for Design Review cases by the Architectural Review Commission, which includes landscaping plans.

City staff recommends that the City Council provide input on the proposed policy updates and direct staff to prepare an ordinance amendment to be brought forward later this year.

These changes will affect Title 25 of the Palm Desert Municipal Code (PDMC), also known as the Zoning Ordinance, and will require consideration by the Planning Commission.

Increases in notification radius will also require consideration of amendments to the Development Services Fee Schedule Resolution to address cost of postage for development applications.

**Legal Review:**

This report has been reviewed by the City Attorney's Office.

**ATTACHMENTS:**

1. Study Session PowerPoint