



THE CITY OF  
**SAN FERNANDO**

## Fiscal Year 2022-2023 Budget Study Session

### Community Development Department

**Building and  
Safety**

**Planning**

**Community  
Preservation**

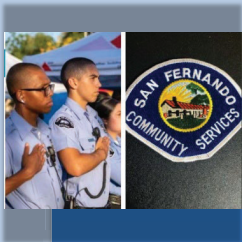
**Housing**

MAY 31, 2022



THE CITY OF  
**SAN FERNANDO**

## Fiscal Year 2021-2022 Accomplishments Focus on Community First



- **Launched Online Permit Counter & Zoning Portal**
- **Processed Planning applications and Building permits**
  - 483 Planning applications = \$153,834 (July 1, 2021 to April 30, 2022)
    - *FY 21-22 Adopted = 153,250 Revenue*
  - 886 Building permits = \$237,500 (July 1, 2021 to April 30, 2022)
    - *FY 21-22 Adopted = \$225,625 Revenue*
- **Continued enhanced community preservation efforts**
  - 384 Code Enforcement citations = \$11,652 (July 2021 to April 2022)

## Fiscal Year 2021-2022 Accomplishments



### Support Economic Recovery: Stronger than Ever

- **Awarded a Bronze Certificate for “Most Business Friendly City”**
- From Los Angeles County Economic Development Corporation for City’s Business friendly actions in response to COVID-19



### Strengthen Climate Resilience and Environmental Justice

- **Updated the City’s Safety Element**
  - Climate change & adaptation
- **Developed Environmental Justice policies, objectives, programs**



Promote civic engagement



Reduce health risks in disadvantaged communities



Prioritize improvements & programs for disadvantaged communities

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## Fiscal Year 2021-2022 Accomplishments

### Preserve Beautiful Homes and Neighborhoods



- Updated the City’s 2021-2029 Housing Element
- Updated the City’s Building and Fire codes
- Implemented temporary regulations for Senate Bill 9
- Participated in Homeless Action Plan
- Engaged professional planning, environmental, and architectural firms to provide field expertise

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**Fiscal Year 2022-2023**  
**Proposed Objectives & Work Plan**

**Preserve Beautiful Homes and Neighborhoods**



Mixed-Use Overlay & Amendment to Specific Plan 5 to facilitate affordable housing in commercial corridors



Update Accessory Dwelling Unit Ordinance to ensure City meets affordable housing needs



Re-establish first-time homebuyer and rehabilitation loan programs

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**Fiscal Year 2022-2023**  
**Proposed Objectives & Work Plan**

**Support Economic Recovery:  
Stronger than Ever**



Establish façade improvement program to revitalize downtown



Establish outdoor dining program to promote pedestrian friendly & community focused design



Streamline public art process to integrate San Fernando's history & culture in private/public spaces

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## Fiscal Year 2022-2023 Proposed Objectives & Work Plan

### Strengthen Climate Resilience and Environmental Justice



Climate Action and Resilience Plan – Phase 1 to conduct Greenhouse Gas Emission Inventory & Vulnerability Assessment



Vehicle Miles Traveled methodology to promote multimodal transportation networks and diversity of land uses

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## Proposed Performance Measures



**Building & Safety Division**



### Performance Goal

- Ensure a safe place to live or operate that complies with City's standards

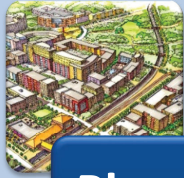
### Performance Measures FY 22-23

- A. # of building permit issued
- B. # of plans reviewed
- C. # of building inspections completed
- D. # of presale inspections performed & received compliance

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## Proposed Performance Measures



**Planning  
Division**



### Performance Goal

- Promote high-quality development while preserving the history and charm of San Fernando



### Performance Measures FY 22-23

- A. # of customers served
- B. # of Planning application processed
- C. # of Public Arts application processed



## Proposed Performance Measures



**Community  
Preservation  
Division**



### Performance Goal

- Enforce City Code to protect the health, safety, and welfare of San Fernando



### Performance Measures FY 22-23

- A. # of code violations initiated & completed
- B. # of citation issued
- C. # of code enforcement inspections completed





## Proposed Performance Measures

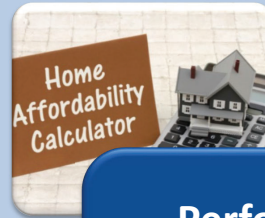


### Housing Division



### Performance Goal

- Support residents to secure and maintain quality housing resources



### Performance Measures FY 22-23

- A. # of customers served
- B. # of applications submitted & approved
- C. # of assisted home loans funded
- D. # of homeless assisted

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## Sample Performance Measures

Building Division	2020 Actual	2021 Actual	2022 Projected
A. # of building permit issued			
B. # of plans reviewed			
C. # of building inspections completed			
D. # of presale inspections:			
Performed			
Received Compliance			

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## Fiscal Year 2022-2023 Proposed Enhancements Preserve Beautiful Homes and Neighborhoods



- **Add an Administrative Assistant (Ongoing: \$86,651)**
  - Support to new Housing Coordinator & entire department
  - Reduce administrative tasks for Planning and Building staff
  - Increase customer service

### Value Added:

- Increase operational efficiency for revenue generating positions.
- Lighten load for Community Development Technician to focus on issuing building permits (50%)
  - Increase revenues from Building permits, property tax, and sales tax
- **Expected to Impact the Following Performance Measures: Building & Safety A & B and Housing A, B, C & D.**

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## Fiscal Year 2022-2023 Proposed Enhancements Preserve Beautiful Homes and Neighborhoods



- **Professional Community Development Firms (One-time: \$75,000)**
  - Supplement Planning & Building staff
  - Provide field expertise

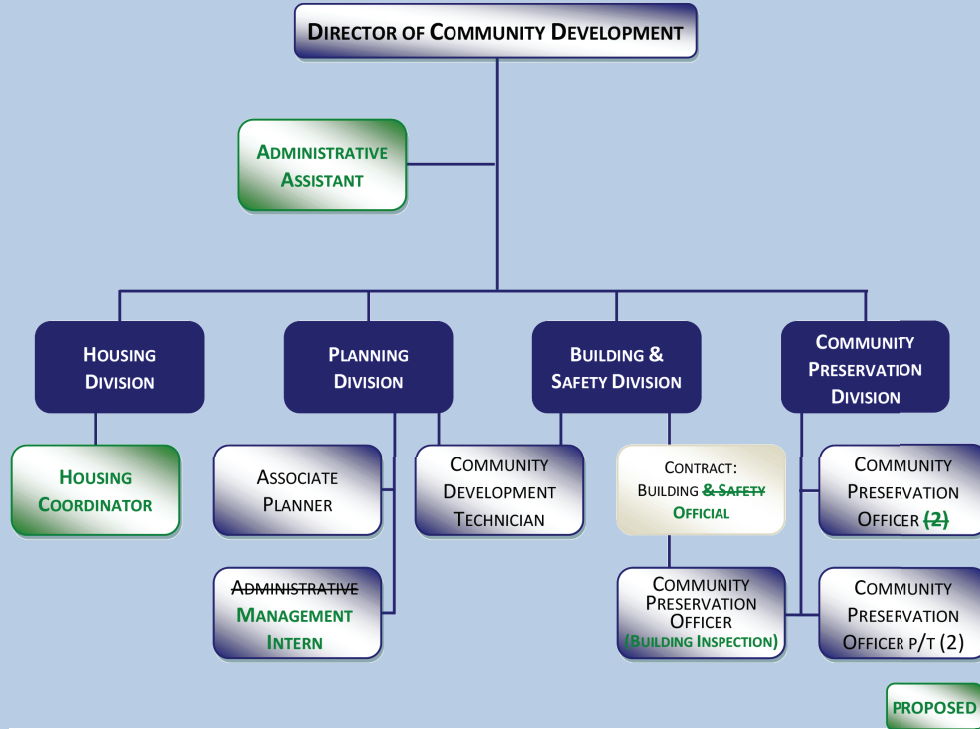
### Value Added:

- Maintain operational efficiency when needed (staff shortage, increase in permits)
  - Increase revenues from Building permits, property tax, and sales tax
- Facilitate high-quality design
- **Expected to Impact the Following Performance Measures: Building & Safety A, B, C, & D, and Planning A & B.**

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## Proposed Department Organization



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## Budget Summaries

### Proposed Funding Sources:

COMMUNITY DEVELOPMENT	2019 Actual	2020 Actual	2021 Actual	2022 Adjusted	2023 Proposed	% Of Total
GENERAL REVENUE	488,645	498,530	678,702	711,488	836,862	61.38%
CONSTRUCTION PERMITS	304,932	378,484	284,111	225,625	315,000	23.10%
COMMERCIAL AND HOME OCCUPANCY PERMITS	24,492	25,493	20,068	25,000	23,000	1.69%
PLANNING REVIEW	22,087	36,863	35,442	36,000	32,000	2.35%
GARAGE SALE PERMITS	2,486	1,535	1,128	3,000	1,700	0.12%
BANNER AND SIGN PERMITS	13,213	14,789	14,384	15,000	14,000	1.03%
CODE ENFORCEMENT CITATIONS	6,760	12,060	16,890	12,000	11,000	0.81%
ZONING & PLANNING FEES	120,532	83,565	109,026	90,250	90,000	6.60%
PUBLIC NOTIFICATION FEES	1,200	122	-	1,200	440	0.03%
ENVIRONMENTAL ASSESSMENT FEES	2,040	2,400	-	2,000	2,000	0.15%
CODE ENFORCEMENT INSPECTION ORDERS	3,513	3,258	3,782	2,500	3,500	0.26%
INSPECTION UPON RESALE PROGRAM	22,560	18,265	22,800	19,000	19,000	1.39%
VENDOR INSPECTION FEES	16,430	14,821	8,013	15,000	15,000	1.10%
<b>TOTAL FUNDING SOURCES</b>	<b>1,028,889</b>	<b>1,090,186</b>	<b>1,194,346</b>	<b>1,158,063</b>	<b>1,363,502</b>	<b>100%</b>

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## Budget Summaries

### Proposed Funding Sources:

COMMUNITY DEVELOPMENT	2019 Actual	2020 Actual	2021 Actual	2022 Adjusted	2023 Proposed	% Of Total
GENERAL REVENUE	488,645	498,530	678,702	711,488	836,862	61.38%
OTHER SOURCES	540,245	591,656	515,644	446,575	526,640	38.62%
<b>TOTAL FUNDING SOURCES</b>	<b>1,028,889</b>	<b>1,090,186</b>	<b>1,194,346</b>	<b>1,158,063</b>	<b>1,363,502</b>	<b>100%</b>

### Proposed Expenditures, by Division:

COMMUNITY DEVELOPMENT	2019 Actual	2020 Actual	2021 Actual	2022 Adjusted	2023 Proposed	% Change
01-140 Building and Safety	196,832	197,936	191,954	175,556	157,331	-10%
01-150 Planning/Administration	427,171	418,574	433,013	510,048	525,216	3%
01-151 Economic Development	-	55,335	42,065	88,141	50,000	-43%
01-152 Community Preservation	404,887	418,341	527,313	384,318	517,664	35%
01-155 Low/Moderate Income Housing	-	-	-	-	113,291	-
<b>Total Community Development</b>	<b>1,028,889</b>	<b>1,090,186</b>	<b>1,194,346</b>	<b>1,158,063</b>	<b>1,363,502</b>	<b>18%</b>

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## Proposed Department Organization

