
DATE: APRIL 4, 2024

STAFF REPORT

AGENDA ITEM NO. 6.1

TO: FOSTER CITY PLANNING COMMISSION

PREPARED BY: ANDREW BROZYNA, PUBLIC WORKS DIRECTOR/CITY ENGINEER
SOFIA MANGALAM, COMMUNITY DEVELOPMENT DIRECTOR

CASE NO: REVIEW OF PROJECTS IN THE PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM TO DETERMINE CONSISTENCY WITH THE GOALS, POLICIES AND PROGRAMS OF THE FOSTER CITY GENERAL PLAN

PROJECT LOCATION: CITYWIDE

REQUESTED ACTION/PURPOSE

That the Planning Commission adopt the attached Resolution, recommending to the City Council that the projects being considered in the FY 2023-2024 and/or for inclusion in the Five-Year CIP are consistent with the Foster City General Plan and should be accepted by the City Council for inclusion in the FY 2023-2024 and Five-Year CIP, respectively and find the action exempt under the California Environmental Quality Act ("CEQA") pursuant to Section 15061(b)(3) and 15262 of the CEQA Guidelines.

NOTICING/PUBLIC OUTREACH

Notice of the April 4, 2024, Planning Commission Public Hearing, was made available to the public in the following ways:

- Ad in the Foster City Islander – March 20, 2024
- Foster City Website: www.fostercity.org – March 14, 2024
- Electronic Marquee Sign in Leo Ryan Park – March 21, 2024 to April 4, 2024
- Public Posting Places – March 14, 2024
- Email to listserv – March 14, 2024

BACKGROUND

Sections 65400, 65401 and 65403 of the California Government Code require that, among other measures leading to its orderly physical growth and development, each city prepare a capital improvement budget, which is consistent with its mandated and adopted General Plan. State law further requires that CIPs be reviewed annually by the Planning Commission for the local jurisdiction and that the Planning Commission make recommendations to the City Council regarding the consistency of the CIP with the jurisdiction's General Plan and inclusion of proposed projects into the CIP.

Staff is requesting that the Planning Commission review the list of new projects proposed for consideration in FY 2024-2025 and/or for inclusion in the Five-Year CIP, and (per the attached

Resolution and Exhibit A) offer recommendations to the City Council regarding General Plan consistency. Please note that the Commission is asked to make recommendations regarding whether projects are consistent with the City's adopted General Plan and not whether the individual projects should be funded. It is important to note that, even if a project is not specifically mentioned in the General Plan or anticipated, the project can still be funded if it is consistent with the General Plan's Goals, Policies, and Programs.

ANALYSIS

A Capital Improvement Program (CIP) is a comprehensive planning instrument used by the City/EMID to identify needed capital projects and to coordinate the timing and financing of these projects in a way that ensures their implementation. The CIP is adopted in conjunction with the annual City/EMID budget.

In California, the General Plan is the primary vehicle intended to guide the orderly physical growth and development of municipalities. The primary purpose of capital improvement planning and budgeting is to serve the function of achieving the planned, orderly build-out and maintenance of the City as outlined in the General Plan. Projects that are popular or worthy in other ways should not be funded if they are not consistent with the City's General Plan. In short, the Goals, Policies and Programs of the City's adopted General Plan should direct capital improvement planning, and, if/when conflicts occur, the primacy of the General Plan should be recognized and upheld.

The projects described in the proposed Five-Year CIP originate from several sources: the City Council has discussed projects to address recognized problems or civic issues; some were identified during the process of preparing and adopting the General Plan, City staff have identified projects and recommended them through the City Manager to meet operational needs; other projects may have originated through requests from citizens/citizen committees.

The FY 2024-2025 Five-Year Capital Improvement Plan is composed of forty-seven (47) projects in six (6) categories (Building, Parks, Stormwater/lagoon, Streets, Water and Wastewater). The project plan includes forty-one (41) projects that were included in the previous Five-Year Capital Improvement Plan(s). These have, therefore, previously been reviewed by the Planning Commission. They remain on the Plan because they are scheduled for construction in future years, are in a subsequent project phase, have been modified in scope, or are part of an overall maintenance program in which the recurring project is the same but is applied to different areas of the City's infrastructure every few years. These projects, having been previously reviewed by the Planning Commission, are not included in this report. Attachment 2 is a table indicating projects previously reviewed by the Planning Commission and the year in which each was reviewed.

The six (6) projects listed below are those which, in their current forms, have not been previously reviewed by the Planning Commission. Brief project summaries are included here, and full project descriptions can be found in Attachment 3.

1. Replace Council Chambers HVAC (Project BD-05): The project includes replacing and upgrading four (4) air conditioning condensers and verifying the condition of and replacing damaged or aged system parts.

2. City Hall Exterior Rehabilitation (Project PK-04): This project includes replacing the water feature closest to the council chambers with a shade structure and seating elements, replacing the fountain near the clock tower with a large planting bed and refreshing of the landscaping along Hillsdale Blvd.
3. Port Royal Synthetic Resurfacing (Project PK-14): This project will replace the existing synthetic turf field surfaces at Port Royal Park.
4. Water Main Condition Assessment (Project WA-01): Previously scoped to be part of (CIP 405-704) Water Transmission and Distribution Systems Improvements Project, this element was moved into its own CIP to provide greater flexibility for project management. A condition assessment of the transmission main and other steel mains that comprise the backbone of the District's water system was last performed in 2005. It is recommended to perform an updated assessment within 20 years to identify the need for future waterline improvements.
5. Large Water Valve Replacement (Project WA-03): This project involves installing new valves, replacing existing valves (8-inches and larger) and various improvements to the water system to keep the water distribution system in good and reliable condition.
6. East Hillsdale Boulevard Loop (Project WA-09): Previously scoped to be part of (CIP 405-704) Water Transmission and Distribution Systems Improvements Project, this element was moved into its own CIP to provide greater flexibility for project management. It addresses completing a waterline loop along East Hillsdale Boulevard to connect two existing pipelines to facilitate the flow of water for both normal and emergency operations.

Staff recommends that the Planning Commission review the proposed projects for consistency with the General Plan. Exhibit A, which is attached to the Resolution, evaluates the proposed new CIP projects against the Goals, Policies and Programs contained in the City's adopted General Plan. The full General Plan can be referenced here:

<https://www.fostercity.org/commdev/page/general-plan>

Staff finds that the proposed new projects are consistent with the General Plan because they will:

- 1) ensure that new and existing developments can be adequately served by municipal services and facilities., pursuant to General Plan Goal LUC-L;
- 2) provide sufficient and diverse recreational opportunities, pursuant to General Plan Goal PC-A;
- 3) maintain existing recreational facilities, pursuant to General Plan Goal PC-B;
- 4) create a community more resilient to seismic and geologic hazards, pursuant to General Plan Goal S-2; and
- 5) protect and conserve the quality and quantity of water resources, pursuant to General Plan Goal C-A.

Staff recommends that the Planning Commission adopt the attached Resolution, recommending that the City Council find that the proposed projects being considered in the FY 2024-2025 and/or for inclusion in the Five-Year Capital Improvement Program (CIP) are consistent with the Foster City General Plan and should be accepted by the City Council for inclusion in the FY 2024-2025 and Five-Year CIP, respectively.

Any of the new capital improvement project(s) that are found to be inconsistent with the General Plan's Goals, Policies, and Programs should be removed from the list contained in Exhibit A. Projects that are found by the Commission to be inconsistent with the General Plan will be reported to the City Council.

ENVIRONMENTAL DETERMINATION

The Capital Improvement Program is categorically exempt pursuant to the adopted Guidelines for the Implementation of the California Environmental Quality Act, Section 15061(b)(3), in that it can be seen with certainty that there is no possibility that this CIP action will have a significant effect on the environment and does not involve approval of any specific project that may have a significant effect on the environment. Each project of the CIP will be evaluated, and, as applicable, the appropriate level of environmental analysis conducted.

Additionally, review of the Capital Improvement Program is not a project subject to the California Environmental Quality Act (CEQA), as Section 15262 of the CEQA Guidelines adopted by the Secretary of Resources includes "Feasibility and Planning Studies" as statutorily exempt from CEQA.

NEXT STEPS

The City Council is scheduled to hold a Public Hearing on June 3, 2024, for consideration and adoption of the budget, including the Capital Improvement Program. During that Public Meeting, the Planning Commission's recommendations regarding the consistency of proposed projects with the General Plan and inclusion in the CIP will be considered by the City Council.

ATTACHMENTS

- Attachment 1: Resolution
- Attachment 2: Table of CIP Projects previously reviewed
- Attachment 3: Proposed Five-Year Capital Improvement Project Plan, Fiscal Years 2024-2025 to 2028-2029

GENERAL PLAN : <https://www.fostercity.org/commdev/page/general-plan>