



## MEMORANDUM

**Date:** June 14, 2016  
**To:** City Council  
**From:** Mayor Kevin Romick  
Vice-Mayor Sue Higgins

**SUBJECT:** Appointments of Citizen Planning Advisors

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### Background

In March of 2014 the City Council adopted Resolution 15-14 (attached) that formed the Citizen Planning Advisors. Due to a lack of applications, no appointments were made. Earlier this year the City Council reviewed various concepts to encourage more public input in the Planning/Zoning process (attached) and directed Staff to once again work to obtain volunteers willing to serve as Citizen Planning Advisors. These volunteers would function in a capacity similar to a more formal Design Review Board.

Significant outreach was conducted again to solicit applications and nine residents ended up applying. After a thorough review of the applications, all nine were interviewed by the Mayor and Vice-Mayor, as a Council subcommittee, and members of City staff. We were all impressed with the quality of the candidates and our recommendation focuses on those that have some specific technical expertise that is relevant to Planning, and to those that have not been able to participate much, but are desirous to do so. (Some candidates are already very involved and would continue to be so).

The appointed Citizen Planning Advisors would receive subdivision and Design Review applications and would have the opportunity to submit comments regarding the applications, which would then be included in staff reports presented to the City Council. The Advisors would use the adopted Residential and Commercial/Industrial Design Guidelines to review the projects.

Resolution 15-14 calls for a City Council review of this program at the conclusion of the first two years of operation. Also, the Resolution specifies the rule applicable to all volunteer City committees, which is that members serve at the pleasure of the majority of the Council and can be removed at any time and without cause.

Staff believes that this program will be an effective method of obtaining focused citizen input early on in the community development process.

**Fiscal Impact**

Anticipated minor costs for orientation/training, duplication and/or transmittal of materials and associated Staff time would likely be between \$5,000 and \$10,000 per year.

**Recommendation**

Appoint Ravi Batth, Samuel Drucker, Nicholas Garcia, Roni Gomez and Nick Lawrence as Citizen Planning Advisors; and, Patricia Twigg to be designated as an alternate.

**Attachments**

1. Resolution 15-14 Establishing Citizen Planning Advisors
2. Summary of actions to increase public input in Planning/Zoning processes
3. Applications of recommended candidates

**RESOLUTION NO. 15-14**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY  
ESTABLISHING CITIZEN PLANNING ADVISORS**

**WHEREAS** the City Council is the Planning Agency of the City of Oakley; and

**WHEREAS** the Council desires to encourage more citizen participation and input in the subdivision and Design Review process;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. There is hereby established the volunteer office of "Citizen Planning Advisor", which shall have the duties as specified herein.
2. The City Council may, from time to time, appoint three, but not more than five, Citizen Planning Advisors, who shall serve terms of two years.
3. The City shall use its established application process for recruiting and selecting the Advisors. Emphasis in the appointment selection shall be based upon each applicant's knowledge and interest in urban and community planning and any knowledge or experience in the disciplines of architecture, urban design, landscape architecture, environmental studies, traffic engineering, or related disciplines.
4. Every Citizen Planning Advisor shall be deemed to be a "designated employee" under the City's Conflict of Interest Code and shall be assigned Disclosure Categories 1 – 4 and file Disclosure Statements and otherwise comply with all requirements of the Conflict of Interest Code and regulations of the City and the State of California. Although they are included in the term "designated employee", Citizen Planning Advisors shall be volunteers and not be employees of the City and not be entitled to compensation or benefits of any kind or nature. They may, however, be entitled to receive training or reimbursement of expenses if approved in advance of incurring any expense or training by the City Manager.
5. City staff will route to Citizen Planning Advisors subdivision and Design Review projects after the applications for such projects are "deemed complete" per Government Code Section 65920 et. seq. Each Advisor will use the adopted Residential and Commercial/Industrial Design Guidelines to review projects and may submit comments on the project to City staff.
6. City staff shall attach any comments received from the Citizen Planning Advisors to the reports given to the City Council.
7. City staff shall have no obligation to respond to comments from Citizen Planning Advisors.

## **More public input in the Planning/Zoning process**

*This is a follow-up to the discussions of how to encourage even further input in planning and zoning items that come before the City Council.*

- Increasing noticing area from 300' (State law) to 500' *(this has been implemented)*
- Placing all development projects and CEQA items on the City website *(this is being implemented)*
- Providing a biweekly update on new projects received for the FYI *(this is being implemented)*
- Continue efforts to encourage residents to sign up to receive City Council Meeting agendas via email *(this is being implemented)*
- Hold PRELIMINARY work session on any proposed General Plan Amendment *(this has been implemented)*
- Staff to hold community meetings on larger projects (commercial projects over 2,000 sq. ft., subdivisions over 50 units, rezones and General Plan Amendments)
- Include significant project in the weekly *Oakley Outreach* email blast and FYI *(this is being implemented)*
- Incorporate these items in the online town hall software "*Engage in Oakley*" *(this is being implemented)*
- Continuing Citizen Leadership Academy to help further prepare community leaders *(this is being implemented)*
- Appoint 3-5 Citizen Planning Advisors *(in process)*

# OAKLEY



CALIFORNIA

\* APPLICATION FOR APPOINTMENT  
BY THE OAKLEY CITY COUNCIL  
FOR  
CITIZEN PLANNING ADVISORS

(Please Print Clearly)

Name: SAMUEL DRUCKER

Home Address: 25 MORE CT.  
OAKLEY, CA 94561

Mailing Address: SAME AS ABOVE  
(if different)

Home Phone: 925-878-5677

Work Phone: SAME AS ABOVE

E-Mail: SDRUCH28@GMAIL.COM

Are you a graduate of the City of Oakley Citizen Leadership Academy?  Yes  No

Please provide a written or typed response for each item below. Please use no more than 200 words per item. Please attach additional pages as needed.

1. Please state your interest in the position.

I AM INTERESTED IN PURSUING THE POSITION OF CITIZEN PLANNING ADVISOR. I AM A HUSBAND AND NEW FATHER WITH A PASSION FOR DESIGN AND PLANNING AND FEEL THAT I CAN PROVIDE INSIGHT AS WELL AS GAIN A UNIQUE OPPORTUNITY FOR EXPERIENCE.

2. Qualifications: Please describe your educational, work and other experience which would make you a valuable addition to the position.

I AM CURRENTLY IN MY THESIS YEAR (5<sup>TH</sup>) OF A BACHELOR OF ARCHITECTURE DEGREE AT THE ACADEMY OF ART UNIVERSITY IN SAN FRANCISCO.

I AM ALSO AN ARCHITECTURE INTERN AT SDG ARCHITECTS IN BRENTWOOD. I AM A 5 YEAR VETERAN OF THE U.S. COAST GUARD AND AN EAGLE SCOUT FROM TROOP 204 IN LAFAYETTE, CA.

3. Please describe your involvement with any local, civic or community groups?

THIS OPPORTUNITY WOULD BE MY FIRST INVOLVEMENT WITH ANY LOCAL, CIVIC AND COMMUNITY GROUP.

4. As a resident of Oakley, what do you see as the strengths of the community?  
Conversely, what are its weaknesses?

AS A THIRD YEAR RESIDENT, ORIGINALLY FROM LAFAYETTE, I SEE OAKLEY'S FAMILY-ORIENTED DEMOGRAPHIC, SMALL TOWN FEEL, RICH REGIONAL HISTORY, AND ECOLOGICAL ADJACENCY AS NOTABLE STRENGTHS.

WEAKNESSES MAY INCLUDE ISSUES OF SUBURBAN SPRAWL (ALTHOUGH PUBLIC TRANSIT AND BIKE LANES AID IN REMEDIATING THIS).

A LACK OF WALKABILITY AND DISTANT PROXIMITY OF AMENITIES CAN BE SEEN AS A DETERRENT.  
I AM AWARE OF OAKLEY'S DOWNTOWN REVITALIZATION.

5. Have you previously or are you currently serving on any board or commission for Oakley or any other governmental agency? If so, please include.

NO, I AM NOT, NOR HAVE I DONE SO.

6. What do you hope to accomplish by your participation with the Citizen Planning Advisory group?

I HOPE TO PROVIDE THE CITY WITH WHATEVER INSIGHT I CAN PROVIDE WITH AN OPINION ON DESIGN, PLANNING, AND THE NEEDS & WANTS OF THE PUBLIC.

ALSO, I WOULD LIKE TO GAIN SOME INSIGHT TO THE CITY PLANNING PROCESS, POSSIBLY INSPIRING FURTHER INTEREST.

Additional relevant comments:

I WOULD GREATLY APPRECIATE YOUR CONSIDERATION FOR THIS POSITION. IF YOU HAVE ANY QUESTIONS PLEASE CONTACT ME. THANK YOU.

Date: 12 MAY 2016

Please return this application no later than 6 p.m. on Thursday, May 19th to:

City of Oakley  
Office of the City Clerk  
3231 Main Street  
Oakley, CA 94561

\*All information contained in this application is public data and will be made available for public review and copying for anyone requesting it, and may be posted on the website of the City of Oakley. All information in this application will be provided to the Oakley City Council in a public forum and will be reviewed in public. It will, therefore, be part of the public record. Although you are not legally required to provide any of the information requested in this application, the information may be used to determine your suitability for appointment.

# OAKLEY



CALIFORNIA



**\* APPLICATION FOR APPOINTMENT  
BY THE OAKLEY CITY COUNCIL  
FOR  
CITIZEN PLANNING ADVISORS  
(Please Print Clearly)**

Name: Ravinder S Batth

Home Address: 61 Gull View Ct.  
Oakley, CA 94561

Mailing Address: \_\_\_\_\_  
(if different) \_\_\_\_\_

Home Phone: 925-420-6955

Work Phone: 925-323-8626

E-Mail: rvbaat@gmail.com

Are you a graduate of the City of Oakley Citizen Leadership Academy?  Yes  No

*Please provide a written or typed response for each item below. Please use no more than 200 words per item. Please attach additional pages as needed.*

1. Please state your interest in the position.

Being a resident of the city for the last 8 years, I feel concerned about every aspect of the city. I want to see this city as one of the best cities to live and like to contribute, in whatever way I can, towards the development of the Oakley.

2. Qualifications: Please describe your educational, work and other experience which would make you a valuable addition to the position.

M.A. Economics.

- I have worked as a Statistician where I did collection, compilation and interpretation of data
- I worked in a petroleum company and worked on various positions that involved management, customer service and auditing.
- I have been working full-time as a Realtor now, so I am very familiar with the changing landscape.

3. Please describe your involvement with any local, civic or community groups?

- I am an Ambassador with 'You Me We Oakley'
- Completed my Leadership training with the City
- Part of the Police Advisory Group.

4. As a resident of Oakley, what do you see as the strengths of the community?  
Conversely, what are its weaknesses?

Strengths: <sup>relatively</sup>

- Being a ~~small~~ city, it has a community feel.
- Close to water fronts, Delta and open spaces and farming lands on one side & hills on other.
- Easy access to major Metropolitan or business centers (San Francisco, Sacramento.)

Weaknesses:

- Does not have much shopping options that may attract the city's revenues rather there can be an outflow of revenue.
- Need to develop some attractions to increase outside visitors & shoppers.

5. Have you previously or are you currently serving on any board or commission for Oakley or any other governmental agency? If so, please include.

NO

6. What do you hope to accomplish by your participation with the Citizen Planning Advisory group?

I shall be able to give my input from the concerned public member that may help the City planners to develop strategies for the better development of the city.

Additional relevant comments:

Date: 5/19/16

*Praninder Singh*

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# OAKLEY



CALIFORNIA

**\* APPLICATION FOR APPOINTMENT  
BY THE OAKLEY CITY COUNCIL  
FOR  
CITIZEN PLANNING ADVISORS  
(Please Print Clearly)**



Name:

Nicholas Garcia

Home Address:

2116 El Lago Drive  
OAKLEY CA, 94561

Mailing Address:  
(if different)

\_\_\_\_\_  
\_\_\_\_\_

Home Phone:

925 - 679 1236

Work Phone:

408 - 582 - 2938

E-Mail:

Nicholas.Garcia@A11source.com

Are you a graduate of the City of Oakley Citizen Leadership Academy?  Yes  No

*Please provide a written or typed response for each item below. Please use no more than 200 words per item. Please attach additional pages as needed.*

1. Please state your interest in the position.

I have a vested interest in the community as a citizen, landowner, and top 15.5% in education. With my background in civil construction and land development I feel obligated to my brethren to take care of them

**2. Qualifications: Please describe your educational, work and other experience which would make you a valuable addition to the position.**

Since the 90's I have worked in the various aspects of construction from the trades, inspection, design, land development, and utilities, I have worked with various jurisdictions. My deep understanding of E.I.R., drainage, staking, and Terrain analysis with regards to some zoning are unique items I bring to the team. I own a degree in construction and currently taking ~~my~~ graduate courses from my M.B.A. as well.

**3. Please describe your involvement with any local, civic or community groups?**

My family and I are frequently involved with OAKLEY community service such as Marsh creek cleanup.

4. As a resident of Oakley, what do you see as the strengths of the community?

Conversely, what are its weaknesses?

I see the layout and space allocation of great advantage to residents, in particularly the runoff ponds and vineyards to create a sustainable environment.

As far as weaknesses education is the weakest area along with the ability to prevent crime from predators from Antioch, Pittsburg, and Oakland.

5. Have you previously or are you currently serving on any board or commission for Oakley or any other governmental agency? If so, please include.

No, I have never served but I have 8 years preparing engineering documentation working with civil engineers as a public servant, in addition to manage the construction process in various jurisdictions from Tulare the Reno.

6. What do you hope to accomplish by your participation with the Citizen Planning Advisory group?

I want to serve the community as a human resource and as a role model for fellow residents

**Additional relevant comments:**

Projects list I have worked on as an example;

- Anderson Reservoir (civil) SCVWD
- Catalina Freeway (civil) SCVWD
- Alviso Clay Cap (CIV) BKF
- Various building construction (various)

Date:

5/16/16

Please return this application no later than 6 p.m. on Thursday, May 19th to:

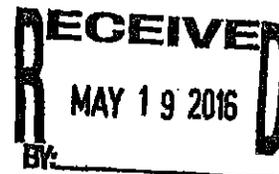
City of Oakley  
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# OAKLEY



CALIFORNIA



**\* APPLICATION FOR APPOINTMENT  
BY THE OAKLEY CITY COUNCIL  
FOR  
CITIZEN PLANNING ADVISORS  
(Please Print Clearly)**

Name: Roni Gomez

Home Address: 4608 La Vista Drive  
Oakley

Mailing Address: \_\_\_\_\_  
(if different)

Home Phone: 925-699-3701

Work Phone: 925-699-3701

E-Mail: fishdancin@yahoo.com

Are you a graduate of the City of Oakley Citizen Leadership Academy?  Yes  No

*Please provide a written or typed response for each item below. Please use no more than 200 words per item. Please attach additional pages as needed.*

1. Please state your interest in the position.

I have been a resident of Oakley since 1988 and have seen many changes, good and bad. The incredible growth of our small town has been amazing. I wish to be more a part of it, more invested. I was in the inaugural Leadership Academy and have looked for the right project fit to commit myself.

- 2. Qualifications: Please describe your educational, work and other experience which would make you a valuable addition to the position.**

**I have no experience except as a citizen who is ready to commit the time and energy to a project that matters. And it does matter. To the existing citizens of the city, the ones that will come in the future to live and the businesses that will locate within our city limits, bringing tax dollars and infrastructure.**

- 3. Please describe your involvement with any local, civic or community groups?**

**I am very active in the Veteran community. I volunteer for fund raisers and events in the city. I also spend a good amount of time making dresses for at-risk little girls around the world to keep them safe from predators and traffickers.**

4. **As a resident of Oakley, what do you see as the strengths of the community?  
Conversely, what are its weaknesses?**

**It's People! It's small town atmosphere. It's city government that has the city, as a whole, in it's best interest.**

**The greatest weaknesses we have are bigger than just our city. They are societal issues.**

**On a local level, citizen involvement must be increased. There is too much complaining about every issue, plan or decision, yet no one is willing to get involved.**

5. **Have you previously or are you currently serving on any board or commission for Oakley or any other governmental agency? If so, please include.**

**No**

**6. What do you hope to accomplish by your participation with the Citizen Planning Advisory group?**

**A greater understanding of the planning process. The who, when, why and how of all of it. Experience to continue my involvement in my city. A sense of involvement, commitment and accomplishment.**

**Additional relevant comments:**

Date: 5-17-2016

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Oakley, CA 94561

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**\* APPLICATION FOR APPOINTMENT  
BY THE OAKLEY CITY COUNCIL  
FOR  
CITIZEN PLANNING ADVISORS**

**Name: Nick Lawrence**

**Home Address: 135 Edmeades Ct., Oakley, CA 94561**

**Mailing Address: Same as above**

**Home Phone: 317-441-9294**

**Work Phone: 510-220-5178**

**Email: nmlawrence1422@gmail.com**

**Are you a graduate of the City of Oakley Citizen Leadership Academy?   Yes No**

***Please provide a written or typed response for each item below. Please use no more than 200 words per item. Please attach additional pages as needed.***

**1. Please state your interest in the position.**

As a citizen of Oakley, I'm interested in providing guidance and input on projects that the city is undertaking. I appreciate the council's approach on requesting additional input and feel a responsibility to help with this.

**2. Qualifications: Please describe your educational, work and other experience which would make you a valuable addition to the position.**

I have 30+ years of engineering and program management experience and while not in the urban planning or other related disciplines in the advertisement, I feel that I could contribute to the discussions on city projects.

**3. Please describe your involvement with any local, civic or community groups?**

At this time, I am not involved in any of the groups mentioned.

**4. As a resident of Oakley, what do you see as the strengths of the community?  
Conversely, what are its weaknesses?**

I think the small town feel near the larger metropolis areas around us is a strong characteristic of the community. I think our reputation of a clean and safe environment is well founded. I would like to see the city grow to offer more business and community assets. I think the city can and should continue to build around the downtown and surrounding areas.

**5. Have you previously or are you currently serving on any board or commission for Oakley or any other governmental agency? If so, please include.**

I am not and have not served on boards or governmental agencies.

**6. What do you hope to accomplish by your participation with the Citizen Planning Advisory group?**

I would like to offer input from, possibly, a different perspective since I don't have the direct experience in the related fields. I also see this as a way to participate in the community and help it continue to be a great location.

**Additional relevant comments:**

Date: 19-May-2016

# OAKLEY



CALIFORNIA

RECEIVED  
MAY 12 2016  
BY: \_\_\_\_\_

**\* APPLICATION FOR APPOINTMENT  
BY THE OAKLEY CITY COUNCIL  
FOR  
CITIZEN PLANNING ADVISORS**

*(Please Print Clearly)*

Name: Patricia A. Twigg

Home Address: 1886 Santa Fe St.  
Oakley, CA 94561

Mailing Address: \_\_\_\_\_  
(if different)

Home Phone: (925) 625-3686

Work Phone: \_\_\_\_\_

E-Mail: patwigg@att.net

Are you a graduate of the City of Oakley Citizen Leadership Academy?  Yes  No

*Please provide a written or typed response for each item below. Please use no more than 200 words per item. Please attach additional pages as needed.*

1. Please state your interest in the position.

*As a 27.5 year resident of Oakley, I would like to provide input into the decision making process as it pertains to the growth of Oakley (residential and business).*

2. **Qualifications:** Please describe your educational, work and other experience which would make you a valuable addition to the position.

In college (UC-Davis + Fresno State), I took a lot of Political Science courses, including local and state government classes. My work experience included 35 years in the financial world (25 years doing productivity studies for Bank of America + 10 years ~~in~~ the mortgage banking field).

3. Please describe your involvement with any local, civic or community groups?

As a part of being a graduate of the 2015 City of Oakley Citizen Leadership Academy, I am currently involved in the Oakley Police Chief's Advisory Group. ~~I~~ I am also a member of Beta Sigma Phi, which is a Women's cultural, civic and philanthropic organization.

4. As a resident of Oakley, what do you see as the strengths of the community?  
Conversely, what are its weaknesses?

The strengths and weaknesses are in the diversities of the Oakley residents.

Also, one of the main weaknesses is that the city government doesn't listen enough to its citizens when making decisions.

5. Have you previously or are you currently serving on any board or commission for Oakley or any other governmental agency? If so, please include.

No

6. What do you hope to accomplish by your participation with the Citizen Planning Advisory group?

I am hoping that the city will start listening to its citizens as it pertains to city growth (residential and business).

I, as a long time resident, would like more businesses (shopping) so that Oakley residents will pay taxes to Oakley and not nearby cities (Antioch, Brentwood and Concord).

**Additional relevant comments:**

Date: 5/9/16

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