

MONTEREY COUNTY PLANNING COMMISSION

Meeting: November 14, 2012	Department Report
Project Description: Consider the process for preparing and processing ordinances and other long range planning documents and provide recommendations for consideration by the Board of Supervisors	
Project Location: County -wide	APN: N/A
Planning File Number: REF120071 & 120072	Owner: N/A
Planning Area: Inland Areas of the Unincorporated County of Monterey	Flagged and staked: N/A
Zoning Designation: N/A	
CEQA Action: N/A	
Department: RMA - Planning Department, Long Range Planning Team	

RECOMMENDATION:

It is recommended that the Planning Commission receive a presentation related to the process for preparing and processing ordinances and other long range planning documents and recommends staff's proposed process to the Board of Supervisors.

OVERVIEW:

Resource Management Agency (RMA) Planning Bureau's Long Range Planning Team is tasked to work on preparing and processing General Plan/ Local Coastal Plan Amendments, ordinances, community plans, public facilities plans, and impact fee programs needed to facilitate the long range planning goals of the County. The RMA in coordination with other County staff and Advisory Committees has developed a recommended management process aimed at undertaking these functions in an effective manner intended to balance public participation, current policy direction, state requirements if applicable, with available staff and funding resources.

DISCUSSION:

Staff has developed an overall approach to managing an extensive list of assignments that have emerged from a range of sources including:

- The 2010 General Plan (applies to the non-coastal areas only)
- Local Coastal Program (LCP) Update (Periodic Review and Coastal General Plan)
- Federal or State regulations that require the County to adopt certain ordinances
- Community interest and specific land use related issues identified by the Board of Supervisors (Board Referrals)
- Clarifications identified by staff based on implementation experiences.

The Long Range Planning Team developed a comprehensive list of all the assignments generally organized by topic. This list is titled the Long Range Planning Work Program (**Attachment 1**) and is intended to be a management and communication tool that will be continually updated as work on the individual assignments progress, are completed, evolve or additional assignments are added.

Long Range Planning Work Program:

The Long Range Planning Work Program includes some basic information to assist in communication internally in the County and externally with the decisions makers and public. It is not intended to provide comprehensive background or status for each assignment but rather a quick reference tool related to all the current assignments for Coastal and Non-Coastal areas.

The Work Program provides the following:

- Document Type. Specific plans/policies/ordinances/programs that need to be prepared are listed with a simple title.
- Relationship to policy documents. Generally, plans/policies/ordinances/programs are related to new/amended state or federal laws, new/amended regional regulations (Air District, Regional Water Quality Control Board, etc), General Plan policy, or Local Coastal Plan policy. There are also various assignments designed to improve the County planning processes or inconsistent/unclear regulations that come up in response to current events (e.g.; Board of Supervisor Referrals).
- Applicability. Where staff intends to apply a subject policy/regulation (countywide, inland only, coastal only) and what part of the Monterey County Code is anticipated to be amended (Title, Chapter). The list also includes reference to "Ag" where items are identified to potentially relate to the agricultural industry for referral to the Agriculture Advisory Committee.
- Priority. The Work Program is a "living document" with many assignments that will take multiple years to complete. Items with specific timelines established by policy or with timelines established by the Board of Supervisors are generally given a higher priority. The Team also established priorities for other items based on what is perceived importance for operations/process and available funding and staff resources.
- Staff Assigned. Assignments have been organized into groupings that enable a single project manager to become expert and oversee an entire work element, benefiting from the interrelationships between the various assignments.
- General Status (% complete). See Phasing below.

Long Range Planning Team Program Management Summary:

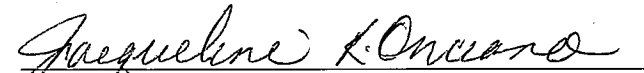
The Team currently consists of staff from the Resource Management Agency, Long Range Planning, County Counsel, the Environmental Health Bureau, the Ag Commissioner, and Monterey County Water Resources agency. A variety of consultants are assisting in specific assignments as necessary.

In order to help manage the extensive and diverse workload associated with various assignments, staff has developed a basic standard process for processing ordinances and programs, and a separate process for updating the Local Coastal Program (LCP). These processes are intended to take assignments forward in an organized manner to maximize efficiencies in meeting target timelines while addressing the specific issues associated with each ordinance or planning document. This process revolves around the Planning Commission as the central point where all public input is assessed and a recommendation is made to the Board of Supervisors. In certain cases, the Commission may request additional or unique steps to solicit input from specific stakeholders.

The general steps include internally scoping the assignment, preparing a recommended concept or alternative approaches and transmitting it to stakeholders and relevant committees, holding a Planning Commission workshop to obtain direction, preparing a draft ordinance or document and conducting environmental review, and conducting hearings at the Planning Commission and Board of Supervisors. More details are included in **Attachments 2 and 3**.

OTHER AGENCY INVOLVEMENT:

Staff made presentations on the proposed process to the Coastal Land Use Advisory Committees (LUACs), to the Carmel Valley LUAC, and to the Permit Streamlining Task Force.



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November 6, 2012

This report was prepared and reviewed by Marti Noel, Assistant Director, Resource Management Agency and Jacqueline R. Onciano, Planning Services Manager, Long Range Planning

ATTACHMENT 1

Long Range Planning Work Program

Program MCC Title/Chapter Area	Task Description (File #)	Policy Reference	Completion Goal	Status	Priority #	Planner/ Agency	Task #
ADMINISTRATION							
Administration Inland	2010 General Plan Implementation Ordinance		With GP Adoption (10.26.2010)	100% (10.26.2010)	Complete		1
Administration Inland	2010 General Plan Implementation Work Program	LU-9.1	3 Months (01.25.2011)	100% (01.25.2011)	Complete		2
Administration Inland	Tracking System <i>(REF120031)</i>	LU-1.20	1 Year (10.26.2011)	95%	1	AQ	16
Administration Inland Title 21	Development Evaluation System <i>(REF120030)</i>	LU-1.19; C-2.4, 2.5; OS- 3.5, 3.6, 5.3; S-1.8, 2.7, 2.9, 3.8, 6.5; PS-1.3, 2.3, 3.1, 3.13, 4.5, 4.6; CV-1.6	1 Year (10.26.2011)	30%	1	AQ	35
Administration Inland Title 21	General Plan Amendment (GPA) Process	LU-9.6		5%	2		76
Administration Inland Title 21	GPA Criteria	LU-9.7		5%	2		77
Administration Inland Title 21	Criteria for geo/hydro studies/reports	OS-3.3; S-1.3 to 1.8		0%	3	JRO	40
Administration Inland	Permit Assistant Process- Key Industry Clusters	ED-4.1		20%	3	ED	45
Administration	Link Overall Economic Development Commission (OEDC) and Workforce Investment Board (WIB)	ED-3.3		90%	3	ED	84

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Administration Countywide Title 2	Emergency Plan/Procedures	S-5.1, 5.3, 5.5, 5.6		0%	5	AQ	59
LOCAL COASTAL PROGRAM (LPC) UPDATE							
LCP Coastal	Local Coastal Plan Update LCP: Part I - General Provisions	2004 Periodic Review		20%	1	MC (CH)	
LCP Coastal	Local Coastal Plan Update LCP: Part II - North County Land Use Plan	2004 Periodic Review		10%	1	MC (CH)	
LCP Coastal	Local Coastal Plan Update LCP: Part II North County Land Use Plan- Moss Landing Community Plan (GPZ090005)	2004 Periodic Review		75%	1	MC (CH)	
LCP Coastal	Local Coastal Plan Update LCP: Part III - Big Sur Land Use Plan	2004 Periodic Review		5%	2	MC (CH)	
LCP Coastal	Local Coastal Plan Update LCP: Part IV - Carmel Area Land Use Plan	2004 Periodic Review		5%	2	MC (CH)	
LCP Coastal	Local Coastal Plan Update LCP: Part V - Del Monte Forest Land Use Plan	2004 Periodic Review		95%	1	MC (CH)	
LCP Coastal	Title 20: Coastal Implementation Plan	2004 Periodic Review		10%	1	MC/AQ (CH)	
GENERAL PLAN (GP) [Area and Corridor Planning] - INLAND							
GP Inland	Boronda Community Plan	LU-1.19; LU-2.21; LU- 2.22		90 %	4	Bob S.	8

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GP Inland	Chualar Community Plan	LU-1.19, LU-2.21, LU-2.22; LU-2.23		5%	4	NA	46
GP Inland	Study Areas- Review for Special Treatment Area (STA) Designation	CV-1.26; CSV-1.4; GS-1.11		0%	4	RMA - PD	51
GP Inland Title 21 Title 19 AAC	Agricultural Wine Corridor Plan (AWCP)	AG-4.3		5%	3	CH/JRO (AgC)	53
GP Inland	Pajaro Community Plan	LU-1.19, LU-2.21, LU-2.22 LU-2.23		0%	4		74
GP Building Inland (CV)	Carmel Valley Traffic Improvement Plan (CVTIP)	CV-2.17, 2.18, 2.10, 2.11, 2.12		70%	3	DMPW	30
CLIMATE ACTION							
Climate Action Countywide	Municipal Climate Action Plan (CAP) County Operation (GHG) Reduction Plan (REF120044)	OS-10.15 (EECBG)	1 Year (10.26.2011)	65%	1	CS	15
Climate Action Countywide	Community Climate Action Plan & Greenhouse Gas (GHG) Reduction Plan (REF120045)	OS-10.11: C-3.1 (EECBG) Mitigation Monitoring & Reporting Plan (MMRP)	2 Years (10.26.2012)	45%	2	CS/MC	Climate Action Countywide
Climate Action Chapter 15.12 Countywide	Green Building Ordinance (Ord.) (REF110058)	OS-10.12 (EECGB)	2 Years (10.26.2012)	95%	1	CS	13

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Program MCC Title/Chapter Area	Task Description (File #)	Policy Reference	Completion Goal	Status	Priority #	Planner/ Agency	Task #
Climate Action Countywide	Public Energy Efficiency Program (Outreach) (REF110053)	(EECBG)		40%	1	NA/JRO	
Climate Action Countywide	Green House Gas Inventory and Monitoring Tool (REF110054)	(EECBG)		45%	1	CS	
Climate Action Inland Title 21	Wind Turbine (Small-Scale) Ord.	OS-10.13 (EECBG)		65%	1	DM/JRO	
Climate Action Countywide	Energy, Water Efficient (Conservation) and Landscape Ord. (REF110056)	(EECBG)		50%	1	AQ/MC	
Climate Action Countywide	Green Zoning Ord. (REF110057)	(EECBG)		50%	1	NA/MC	
Climate Action Inland Title 21	Alternative Energy Promotion Ord. (REF110059)	OS-10.13		90%	2	JRO/CS	48
HOUSING							
Housing 20.65-Coastal 21.65-Inland	Density Bonus	Housing Element LU-2.12; CV-1.10; GMP- 1.9	1 Year (10.26.2011)	100% (05.24.2011)	Complete		3
Housing 20.64-Coastal 21.64-Inland	Second Unit; Residential Care Homes; Definition of Family	Housing Element	1 Year (10.26.2011)	100% (05.24.2011)	Complete		4
Housing 20.64-Coastal 21.64-Inland	Emer. Shelters; Trans. Housing; SRO	Housing Element	1 Year (10.26.2011)	100% (05.24.2011)	Complete		5

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Housing 20.64-Coastal 21.64-Inland	Farm/Ag Worker Housing	Housing Element	1 Year (10.26.2011)	100% (05.24.2011)	Complete		6
Housing 20.61-Coastal 21.61-Inland	Reasonable Accommodation	Housing Element	1 Year (10.26.2011)	100% (05.24.2011)	Complete		7
SPECIAL STUDIES							
Special Studies Inland	At-Risk Structure Inventory	S-5.16		0%	5	Bldg.	49
Special Studies Inland	Inventory Vacant/ Underutilized Commercial and Industrial Lands	ED-4.2		0%	5	ED	85
HEALTH AND SAFETY							
Health and Safety Countywide Title 10	Solid Waste Management Plan	PS-5.3 to PS-5.6		0%	2	EHB	52
Health and Safety Countywide Title 10	Recycling/Diversion Programs	PS-5.3		0%	2	AQ (EH)	56
Health and Safety Countywide Title 10	Landfill Vicinity Ordinance or Standards	PS-6.4		50%	2	EH & RMA-PD	93
STREETS, SIDEWALKS, AND PUBLIC PLACES							

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Program MCC Title/Chapter Area	Task Description (File #)	Policy Reference	Completion Goal	Status	Priority #	Planner/ Agency	Task #
Public Places Countywide Title 14	Comprehensive Bike Plan- Trail Maps	C-9.1 to C-9.6, OS-1.10, CACH-3.8, CV-3.14, 3.19, GMP-3.11,3.12, 3.13, NC-3.7, T-2.6		0%	5	DM/JRO (PW)	71
Health and Safety Countywide Title 14	Parks Acquisition Development and Maintenance Guidelines	PS-11.2, 11.11, 11.12; CV-3.15; GS-5.1		10%	5	JRO/DM (Parks)	78
PUBLIC SERVICES							
Public Services Countywide Chapter 15.08 AAC	New Well Testing Ord. (REF120022)	PS-2.4, 2.5		70%	1	JRO (EH, WRA & AgC)	32
Public Services Countywide Chapter 15.08 AAC	New Well Ord. (REF120022)	PS-3.4; NC-3.8; CV-3.20		70%	1	JRO (EH, WRA & AgC)	33
Public Services Countywide Chapter 15.08 AAC	High Capacity Well Assessment (REF120022)	PS-3.4		70%	1	JRO (EH, WRA & AgC)	34
Public Services (Zoning) Inland (CV, NC) Title 21	Discretionary Permit Process for Well Ordinance	CV-3.20, NC-3.8, NC-5.4	1 Year 10.26.2011	5%	2	JRO (EHB & WRA)	Zoning Inland (CV, NC) Title 21

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Public Services (Environment) Inland Title 16 AAC	Alternative Water Source Plan	PS-3.14	5 Years (10.26.2015)	5%	3	EH & WRA	17
Public Services (Environment) Inland	Working Group for expansion of the Salinas Valley Water Project (SVWP)	PS-3.17	5 Years (10.26.2015)	0%	3	WRA	79
Public Services (Environment) Inland Title 16 Title 19 Title 21 AAC	Long Term Sustainable Water Supply Ord.	PS-3.2		35%	3	JRO (WRA, EH, RMA - PD)	80
Public Services (Environment) Inland Title 16	Guidelines and Procedures for Conducting Water Supply Assessment	PS-3.13; CV-5.1		5%	3	JRO (EHB)	81
Public Services (Environment) Inland Title 16	Monitoring Wells for Rapid Growth Area	PS-2.2		0%	3	JRO (EHB)	82
Public Services Countywide Title 15 AAC	On-Site Wastewater Management Plan (OWMP)	PS-4.12; CV-5.5, PS-4.8, 4.10		25%	2	JRO (EHB)	54
Public Services Countywide Title 15 AAC	On-Site Wastewater Treatment Systems (OWTS) Criteria	PS-5.3		25%	2	JRO (EHB)	55

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Public Services Countywide Title 15 AAC	Water Conservation Ord. (Urban, Ag, recycling)	PS-3.10, 3.11, 3.12; CV- 5.3		0%	4	JRO/DM	61
Public Services Inland AAC	Hydrologic Resources and Constraints Mapping	PS-2.6		10%	2	RMA – PD, EHB & WRA	63
Public Services (Environment) Inland	Contaminated sites	PS-2.6		0%	3	EHB	64
ENVIRONMENT							
Environment Inland Title 16 AAC	Critical Habitat Monitoring Program	OS-5.17; CACH-3.7, 3.8, 3.9; GMP-3.8, 3.9; NC- 3.5		0%	3	NA (AgC)	26
Environment Inland Title 16 AAC	Critical Habitat/Suitable Habitat/Wildlife Corridors	OS-5.1, 5.2, 5.17, 5.18, 5.24		0%	3	NA (AgC)	27
Zoning Inland Title 21	Biology Reports	OS-5.16		10%	4	NA	28
Environment (Zoning) Inland Title 21 AAC	Conservation Strategy Mapping Kit Fox Habitat (REF120060)	OS-5.19	4 Years (10.26.2014)	10%	3	NA (AgC)	29
Environment Inland	Restoration Fee Waiver Program	OS-5.15		0%	3	DM	58

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Program MCC Title/Chapter Area	Task Description (File #)	Policy Reference	Completion Goal	Status	Priority #	Planner/ Agency	Task #
Environment Inland	Mineral Resources Maps/ SMARA Inventory	OS-2.4, 2.5; CV-1.19		0%	3		60
Environment Inland	Opportunities and Programs for Historic/Cultural (Mills Act Program)	PS-12.16		95%	3	CS	92
Environment Inland	Conservation Strategic Plan	OS-5.21	5 Year Intervals (10.26.2015)	5%	3		69
AGRICULTURE							
Agriculture (Environment) Inland Title 21 AAC	Ag Conversion Mitigation Program	AG-1.12; GS-6.1		30%	4	DM (AgC)	21
Agriculture (Zoning) Title 21 Inland AAC	Routine and Ongoing Agriculture Ordinance	AG-3.3; CV-6.2		50%	4	DM (AgC)	22
Agriculture (Zoning) Inland Title 21 AAC	Revised Right to Farm Ord.	AG-1.9		50%	4	DM (AgC)	23

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Agriculture (Zoning) Inland Title 21 AAC	Slope Permit Process: Discretionary Ag Permit-Ministerial Formula	OS-3.5, 3.6; CACH-3.4; CV-4.1		5%	4	DM (AAC)	24
Environment Inland Title 21 AAC	Erosion Program- Hillside Conversion (Convene a Committee)	OS-3.9	5 Years (10.26.2015)	0%	4	DM (AAC)	25
Environment Inland Title 21 AAC	Runoff Performance Standards	S-3.5; PS-2.8		0%	4	DM (AAC)	47
Environment Inland AAC	Farmland Mapping and Monitoring Program (FMMP)- Mapping	AG-1.10		0%	4	(AAC)	75
Environment Inland	Tax/Economic Incentives Ord.	AG-1.5		0%	5	ED, RMA- PD & AAC	88
ECONOMIC DEVELOPMENT							
Economic Dev Inland	Capital Improvement Finance Plan (CIFP)	C-1.2, 1.12; LU-2.30; PS- 1.1, 3.7, 4.1, 7.8, 11.10; CACH-2.6; CV-4.3; GMP-2.1; NC-2.1; T-2.5; AWCP-4.5	3 Years (10.26.2013)	5%	4	MN (PW)	11
Economic Dev Inland	Design & Implement Public/Private Economic Development Strategy Program	ED-2.1		75%	5	ED, WIB OEDC	90
Economic Dev Inland	Economic Incentive Program	ED-3.2, 3.4		25%	5	ED, WIB OEDC	91

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Program MCC Title/Chapter Area	Task Description (File #)	Policy Reference	Completion Goal	Status	Priority #	Planner/ Agency	Task #
BUILDINGS AND CONSTRUCTION							
Building Countywide Title 18 AAC	Best Management Practice (BMPs) for grading and erosion	OS-3.1, 3.3		0%	5	DM	31
Building Countywide Chapter 18.10	Updated Fire Standards (18.56)	S-4.9, 4.13, 4.16, 4.19, 4.22, S-4.23, 4.24; CACH-4.3, 4.4		0%	5	DM	65
Building Countywide Chapter 18.10	Fire Hazard Development Procedures	S-4.7		0%	5	DM	66
Building Countywide Title 16 AAC	Drainage Design Manual	S-3.7; PS-2.8, 2.9; CV- 5.6, 4.2		0%	5	DM (AAC)	83
Building Countywide Chapter 18.10	Fire Resistant Plant List	S-4.28; OS-5.14		0%	5	DM	89
SUBDIVISION							
Subdivision Inland Title 19	Lot Line Adjustment Subdivision Provisions	LU-1.14 to LU-1.18		5%	3	NA	36

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GP/LCP Inland Title 19 AAC	Subdivision of Ag Land	AG-1.3		0%	3	NA (AAC)	86
Subdivision Coastal Title 19	Title 19: Subdivision Ordinance - Coastal Zone	2004 Periodic Review		0%	3	MC/NA	
Subdivision Board Referral Title 20- Coastal Title 21-Inland Title 19 - Coastal Title 19 - Inland	Elimination of the Minor and Standard Subdivision Committees BOS Referral #: 2009 - 03 (REF120004) (REF100014)	Monterey County Code		95%	2	NA/JRO	Board Referral
ZONING							
Zoning Inland Title 21	Resource Cultural Protection Guidelines (REF110065)	LU-9.2	1 Year (10.26.2011)	85%	1	CS/AQ	10
Zoning Inland Title 21	Cultural Resource Design and Report Criteria (REF110065)	OS-6.5, 6.6, 7.1, 7.5, 8.4, 8.7		70%	1	CS	20
Zoning Inland Title 21	Update Arch Sensitivity Maps	OS-6.2, 7.2, 8.2		0%	3	CS	67
Zoning Inland Title 21	Establish Native American Panel	OS-8.5		0%	3	CS	68

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Zoning Board Referral Title 20- Coastal Title 21-Inland	Private Roads/Easements BOS Referral #: 2005.01 (PLN060127)	C-3.6		80%	2	CH	
Zoning Inland Title 21 AAC	Stream Setback Ord.	OS-5.22	3 Years (10.26.2013)	5%	4	DM (EHB, AAC)	9
Zoning Inland Title 21	Hazard Database Mapping- Severe Slope, Geological Constraints- Inundation Maps, Erosion, Sedimentation, Chemical Pollution Inventory	OS-3.4; S-1.2, 3.6, 3.8, 5.7	5 Years (10.26.2015)	0%	4		18
Zoning Inland Title 21	Lighting Criteria	LU-1.13; CV-3.16, 3.17; T-3.2		0%	4	AQ	37
Zoning Inland Title 21 AAC	Ag Buffer Criteria	AG-1.2; LU-2.8		5%	4	DM (AgC)	43
Zoning Inland Title 21	Oak Woodlands Policies	OS-5.23	5 Years (10.26.2015)	5%	4		70
Zoning Inland Title 21	Timber Harvest	OS-5.7 to OS-5.10		0%	4	AQ	87
Zoning Title 21 Inland	Ridgeline Development Criteria	OS-1.3, 1.4, 1.5		0%	5	AQ	38

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Program MCC Title/Chapter Area	Task Description (File #)	Policy Reference	Completion Goal	Status	Priority #	Planner/ Agency	Task #
Zoning Inland Title 21	Clustering Program	OS-1.8		0%	5	NA	39
Zoning Inland Title 21	Tree Removal Regulations-Migratory Birds	OS-5.10, 5.25; CACH- 3.4, 3.6; CV-3.11; NC- 3.3, 3.4; T-3.7		0%	5	DM	41
Zoning Inland Title 21	Invasive Plant Policy and Procedures	OS-5.14		35%	5	DM	42
Zoning Inland Title 21	Scenic Highway/Road Corridor	OS-1.2 C-5.2, C-5.3, C- 5.4; T-2.8		0%	5	AQ	50
Zoning Inland	Development Impact Ord.	S-5.11, 6.3		0%	5	CS	57
Zoning <u>Countywide</u> Chapter 10.60	Community Noise Ord.	S-7; CACH-3.2		5%	5	NA	62
Zoning Inland Title 21	Historic Preservation Plan/Ord. Update	PS-12.1; CV-3.13; GS- 1.4, 3.3, 3.4; NC-3.6		0%	5	CS/NA	72
Zoning Inland Title 21	Transfer Development Credits	LU-1.8; OS-1.7; T-1.6		0%	5	JRO	73

ZONING MAP

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Zoning Inland Title 21	Update Zoning Classification (Zoning Maps): POR; Urban Reserve (UR) Overlay; Community Plan (CP) Overlay; Resource Conservation (RC) Overlay; AWCPC Overlay; STA Overlay; Affordable Housing (AHO) Overlay; Ag Buffers (AB) Overlay; Visually Sensitive (VS) Overlay; Design (D) District; Site Control District (S); CV RD Setback; Urban Residential-Mixed Use; Rural Residential; Ag Support Facilities; Study Area	LU-2.8, 2.12, 2.16, 2.18, 2.24, 2.28, 2.34, 2.35, 3.1, 4.1, 5.1, 6.1, 6.2, 9.4; AG-1.7, 2.1, 2.2, 2.9, 3.3; CACH-1.2, 1.3, 1.5, 3.1; CV-1.12, 1.20, 1.22, 1.23, 1.25, 1.27, 3.1; CSV-1.1, 1.3, 1.4, 1.5, 1.6, 1.6, 1.7, 3.1; GMP-1.6, 1.7, 1.8, 1.9, 3.3; GS-1.1, 1.2, 1.3, 1.8, 1.9, 1.13; NC-1.4; T-1.4, 1.7; AWCPC-4.4		35%	1	JD	44
Zoning Inland Title 21	Visual Sensitivity Maps	OS-1.11; CACH-3.1; CSV-3.1; GMP-3.3; NC-3.1; T-3.1, 3.3	5 Years (10.26.2015)	0%	5	AQ	19

Assigned Planner

Carl Holm (CH)
 Jacqueline R. Onciano (JRO)
 Martin Carver (MC)
 Craig Spencer (CS)
 Nadia Amador (NA)
 Anna Quenga (AQ)
 David Mack (DM)
 Jim DiMaggio (JD)
 Marti Noel (MN)

Department/Agencies

Resource Management Agency (RMA – PD)
 Environmental Health (EH)
 Water Resources Agencies (WRA)
 Parks Department (Parks)
 Public Works (PW)
 Agricultural Commissioner (AgC)
 Agricultural Advisory Committee (AAC)
 Economic Development (ED)
 Overall Economic Development Commission (OEDC)
 Workforce Investment Board (WIB)

ATTACHMENT 2

General Ordinance/Document Preparation Process

Phase One: Scoping

At a preliminary level and in collaboration with relevant County departments and outside agencies, identify the need and purpose, policy and regulatory framework, relationship to other ordinances/documents being prepared and technical requirements. Develop alternative approaches and present to the RMA Deputy Director, County Counsel, and other senior management for discussion and confirmation. Completion of this phase is considered 20% of the work effort.

Phase Two: Concept/Alternatives Development

Prepare an administrative draft of the recommended concept and/or alternative approaches to address specific issues for internal discussion with relevant County departments. Based on this draft effort, staff will refine concepts/alternatives. Staff will transmit the concept/alternative description to established committees and groups such as (but not limited to) the Land Use Advisory Committees, Agricultural Advisory Committee, Alternative Energy and Environment Committee, and Permit Streamlining Task Force. These committees/groups will be given the opportunity to submit comments to staff to be included in the input transmitted to the Planning Commission. Staff will then conduct a noticed Planning Commission Workshop to present the: purpose, policy and regulatory framework, technical background, proposed concept/alternatives, and proposed process (including appropriate stakeholders). The Planning Commission receive the staff presentation and public comment and provide direction in developing a draft ordinance and/or performing additional research and analysis, developing additional options and returning for another workshop on the concept/approach. Completion of this phase is considered 50% of the work effort.

Phase Three: Draft Document/Public Review

Prepare a draft document for public review by Board Subcommittees, outside agencies, and interest groups as identified by the Planning Commission. Refine the draft document based on this input and prepare a draft environmental review document. Distribute draft documents for public review. If new issues arise or there are differing opinions for a solution, conduct an additional Planning Commission Workshop to present options and receive direction. Following the public review, evaluate comments received and prepare draft responses in collaboration with relevant County departments, consultants and outside agencies. Completion of this phase is considered 80% of the work effort.

Phase Four: Public Hearings/Adoption

Finalize the document and hold Planning Commission hearing to consider a formal recommendation to the Board of Supervisors. Address Planning Commission recommendations and forward onto the Board for a noticed public hearing as required. Perform project close out activities. Completion of this phase is considered 100% of the work effort.

ATTACHMENT 3

Local Coastal Program (LCP) Amendment Process

The County's 2010 General Plan only covers the non-Coastal areas of the County. The 1982 General Plan which incorporates the LCP remains in place for the Coastal areas. An update of the LCP and related documents is included on the Long Range Planning Work Program. This assignment includes a number of specific issues including the ultimate certification of the LCP by the Coastal Commission. A recent Board Referral from Supervisor Potter requests that the Coastal LUACs be consulted during the process. The Long Range Planning Team has developed a proposed approach to undertaking the assignment that is summarized below:

Update Purpose:

- Update information, including removing no longer relevant policy or information
- Incorporate State required elements: 1) Periodic Review; 2) changes in State law (e.g. greenhouse gas emissions, water conservation, etc)
- Address community concerns (e.g. Board referrals)
- Provide consistency with relevant County policies

Proposed Format:

- Develop a five part LCP – Part 1 being General Provisions that are not regulated under the Coastal Act (e.g. Noise and Safety Elements), and any relevant policies that apply to all areas.
- Parts 2-5 would consist of an update to the combined LUP/CIP for each area - delete obsolete/completed policies, add/amend policies where appropriate.

Proposed Approach:

- The Board of Supervisors determines appropriate citizen's committee for each Land Use Plan (LUP) Area.
- Citizen's committee provided with the background documents and invited to review and comment on the current LUP/CIP and Periodic Review comments for their specific area.
- Based on current requirements and input received from the citizen's committees, Staff prepares an initial draft of Part 1 and present it to each citizen's committee.
- The citizen's committees prepare a list of recommendations on the update of the LUP for their area and present recommendations at workshops with Staff
- Staff coordinates with Coastal Commission Staff as appropriate.
- Staff prepares a presentation to the Planning Commission at a workshop that includes the citizen committee's recommendations and input from Coastal Commission Staff.
- The Planning Commission provides direction to Staff to refine a draft LCP.
- Staff revises the draft LCP and conducts environmental/public review
- The Board of Supervisors considers the draft LCP.