

Attachment C

Board of Supervisors

Board Order

and

Resolution of Intent No. 14-213



Monterey County

Board Order

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Upon motion of Supervisor Parker, seconded by Supervisor Potter and carried by those members present, the Board of Supervisors hereby:

Adopted Resolution No. 14-213:

- a. Finding that the ordinance is not a project under the California Environmental Quality Act (CEQA) per CEQA Guidelines Sections 15060 (c)(3) and 15378 (b)(5) because the ordinance is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment;
- b. Adopting a resolution of intent to adopt an ordinance (Attachment B, Exhibit 1) amending Title 19 (coastal subdivision ordinance) and Title 20 (Monterey County Coastal Implementation Plan, Part 1) of the Monterey County Code to establish notification and hearing procedures to address inactive discretionary land use permit applications in the coastal unincorporated area of Monterey County;
- c. Certifying that the amendment is intended to be carried out in a manner fully in conformity with the Coastal Act; and
- d. Directing staff to submit the proposed ordinance to the California Coastal Commission for certification together with materials sufficient for a thorough and complete review.

PASSED AND ADOPTED on this 8th day of July 2014, by the following vote, to wit:

AYES: Supervisors Armenta, Calcagno, Salinas, Parker and Potter

NOES: None

ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 77 for the meeting on July 8, 2014.

Dated: July 9, 2014
File Number: ORD 14-011

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By 
Deputy

Before the Board of Supervisors in and for the County of Monterey, State of California

Resolution No. 14-213

Resolution of the Monterey County Board of Supervisors to adopt a resolution to:
a. Find that the ordinance is not a project under the California Environmental Quality Act (CEQA);
b. Adopt resolution of intent to adopt an ordinance (Attachment B, Exhibit 1) amending Title 19 (coastal subdivision ordinance) and Title 20 (Monterey County Coastal Implementation Plan, Part 1) of the Monterey County Code to establish notification and hearing procedures to address inactive discretionary land use permit applications in the coastal unincorporated area of Monterey County;
c. Certify that the amendment is intended to be carried out in a manner fully in conformity with the Coastal Act; and
d. Direct staff to transmit the proposed ordinance to the California Coastal Commission for certification together with materials sufficient for a thorough and complete review.
[REF120032, Inactive Application Ordinance Coastal zone].....

The proposed ordinance (REF120032) amending Title 19 (coastal subdivision ordinance) and title 20 (Monterey County Coastal Implementation Plan, Part 1) of the Monterey County Code to establish notification and hearing procedures to address inactive discretionary land use permit applications in the coastal unincorporated area of Monterey County came on for public hearing before the Monterey County Board of Supervisors on June 24, 2014. Having considered all the written and documentary evidence, the administrative record, the staff report, oral testimony, and other evidence presented, the Monterey County Board of Supervisors hereby finds and decides as follows:

RECITALS

- 1. Pursuant to Article XI, section 7 of the California Constitution, the County of Monterey may adopt and enforce ordinances and regulations not in conflict with general laws to protect and promote the public health, safety, and welfare of its citizens.
2. As of July 1, 2013, the Monterey County Resource Management Agency-Planning Department had 2,925 applications for discretionary entitlements for land use projects which had no activity for at least six consecutive months but which applicants had not withdrawn.
3. Indefinite retention of such inactive applications creates several problems, including: creation of a backlog of applications whose status is uncertain; diversion of resources away from processing active applications; technical reports and information becoming

Commission takes action; and that the Coastal Commission confirms the action of the County. Accordingly, the ordinance will not go into effect until after subsequent formal adoption by the Board of Supervisors at a duly noticed public hearing, and it will not become operative until the California Coastal Commission's certification is final and effective.

12. A public hearing on the proposed ordinance at the Monterey County Planning Commission was duly noticed for May 14, 2014 in the Monterey County Weekly at least ten days prior to the hearing. On May 14, 2014, the Planning Commission conducted a public hearing on the draft ordinance and recommended adoption of the ordinance on a vote of 9-0 (1 absent).
13. A public hearing on the proposed ordinance at the Monterey County Board of Supervisors was duly noticed for July 8, 2014. Notice was provided by publication in the Monterey County Weekly at least ten days prior to the hearing and by giving notice to interested parties.

DECISION

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Monterey does hereby:

- a. Find that the ordinance is not a project under the California Environmental Quality Act (CEQA) per CEQA Sections 15060 (c)(3) and 15378 (b)(5) because the ordinance is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment;
- b. Adopt a resolution of intent to adopt an ordinance, attached hereto as Exhibit 1 and incorporated herein by reference, amending Title 19 (coastal subdivision ordinance) and Title 20 (Monterey County Coastal Implementation Plan, Part 1) of the Monterey County Code to establish notification and hearing procedures to address inactive discretionary land use permit applications in the coastal unincorporated area of Monterey County;
- c. Certify that the amendment is intended to be carried out in a manner fully in conformity with the Coastal Act; and
- d. Direct staff to transmit the proposed ordinance to the California Coastal Commission for certification together with materials sufficient for a thorough and complete review.

PASSED AND ADOPTED upon motion of Supervisor Parker, seconded by Supervisor Potter and carried this 8th day of July 2014, by the following vote, to wit:

AYES: Supervisors Armenta, Calcagno, Salinas, Parker and Potter
 NOES: None
 ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 77 for the meeting on July 8, 2014.

Dated: July 9, 2014
 File Number: ORD 14-011

Gail T. Borkowski, Clerk of the Board of Supervisors
 County of Monterey, State of California

By 
 Deputy

G. The establishment of notification and hearing procedures for inactive applications serves the public health, safety, and welfare by addressing the problems associated with indefinite retention of inactive applications while providing notice and opportunity to applicants to be heard.

H. This ordinance is not a project under the California Environmental Quality Act (CEQA) per CEQA Guidelines Sections 15060(c) (3) and 15378(b)(5) because the ordinance is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

SECTION 2. The Table of Contents of Chapter 19.01 of Title 19 (coastal subdivision ordinance) of the Monterey County Code is amended to add section 19.01.085 as follows:

19.01.085 Inactive applications.

SECTION 3. Section 19.01.085 is added to Title 19 (coastal subdivision ordinance) of the Monterey County Code to read as follows:

19.01.085 Inactive applications.

- A. When an applicant for a discretionary land use entitlement under this Title has not submitted information, documents, or associated land use application fees requested by the County for a period of at least six (6) consecutive months, the County in its discretion may follow the process outlined in this section to determine if the application is inactive.
- B. Courtesy notice prior to deeming an application inactive.
Prior to deeming an application inactive, the Director of Planning shall mail a courtesy notice providing notice that the application will become inactive within thirty (30) calendar days of the date of mailing of the courtesy notice, unless the applicant takes one of the options outlined in the notice. The courtesy notice shall include the description of the proposed project and the outstanding information required and/or application fees required, if applicable. The courtesy notice, as well as further correspondence from the Director of Planning required by this subsection, shall be mailed to all of the following: the property owner as shown in the latest assessment roll; the applicant (if different from the owner); and the applicant's authorized agent, if any. The courtesy notice shall outline the options available to applicant as set forth in subsection C below.
- C. Options available to applicant following receipt of courtesy notice.
 1. The applicant may withdraw his/her/its application in writing.
 2. The application shall remain in active status if the applicant takes one of the following steps:
 - a. The applicant may submit the outstanding information (required information and/or outstanding application fees, as identified by the County in the courtesy notice) within no more than thirty (30) calendar days from the date of mailing of the courtesy notice together with such

- b. The applicant within no more than one hundred and eighty (180) calendar days from the date of mailing of the notice of inactive application may submit required information and/or outstanding application fees together with such additional application fees as County may require to reactivate the application.
3. If after more than one hundred and eighty (180) calendar days from the date of mailing of the notice of inactive application the applicant does not withdraw his/her/its application in writing or does not provide the required information and/or application fees, including a reactivation fee, staff will schedule the application for a public hearing by the Appropriate Authority with a recommendation of denial.

F. Action by Appropriate Authority.

1. The Appropriate Authority to hear inactive applications shall be the person, official, or body designated by Title 19 (coastal) of the Monterey County Code as the Appropriate Authority to act on the type of permit that is the subject of the inactive application.
2. Notice of the public hearing on the inactive application shall be given pursuant to Section 19.01.055 of Title 19 (coastal) of the Monterey County Code.
3. The Appropriate Authority may deny the inactive application if the Appropriate Authority finds, based on substantial evidence, that the applicant has failed to provide complete or adequate information or failed to provide application fees required by the County to process the application.

G. Appeals.

An appeal may be taken from the action of the Appropriate Authority pursuant to Chapter 19.16 of this Title.

- H. Notwithstanding any other provision of this Section 19.01.085, if an inactive application for a subdivision or lot line adjustment is part of a Combined Development Permit, the County shall process the inactive application in accordance with Chapter 20.83 of Title 20 of the Monterey County Code, excepting any application for a Combined Development Permit that includes an application for a subdivision and that was deemed complete prior to the effective date of Ordinance No. ____ adopting Section 19.01.085.

I. Exemption.

This Section 19.01.085 shall not apply to any application for a subdivision, including any application for a Combined Development Permit that includes a subdivision application, which was deemed complete prior to the effective date of Ordinance No. ____ adopting Section 19.01.085.

SECTION 4. The Table of Contents of Title 20 of the Monterey County Code is amended to add Chapter 20.83 as follows:

Chapter 20.83- Inactive Applications

- C. Options available to applicant following receipt of courtesy notice.
1. The applicant may withdraw his/her/its application in writing.
 2. The application shall remain in active status if the applicant takes one of the following steps:
 - a. The applicant may submit the outstanding information (required information and/or outstanding application fees as identified by the County) within no more than thirty (30) calendar days from the date of mailing of the courtesy notice together with such additional application fees as County may require to reactivate the application.
 - b. The applicant may request in writing within thirty (30) calendar days from the date of mailing of the courtesy notice that his/her/its application be kept active. Such written request shall be made to the Director of Planning with a detailed explanation of the reason(s) for the request and the additional time needed to provide the requested information and/or application fees. Such reasons may include by way of example and not by limitation, additional time needed to conduct a required seasonal biological survey or to secure a professional consultant to carry out a required analysis. The Director of Planning shall review the written request and provide the applicant a written determination, approving or denying the request. If the Director of Planning grants the applicant's request, the written determination shall specify the additional time granted.
 3. If a change of ownership of the property that is the subject of the application has occurred between the submittal of the application and the receipt of the courtesy notice, the new owner may reactivate the application only upon payment of such new application fees as identified in the courtesy notice, such update of the application as the County may require, and submittal of such outstanding information as County has identified. Change of ownership means a change of ownership as determined by the County Assessor pursuant to the California Revenue and Taxation Code.

D. Deeming an Application Inactive.

The Director of Planning shall deem an application inactive if the applicant fails to submit the information and/or fees identified in the courtesy letter within the time allotted by that letter, or any extended time granted pursuant to section 20.83.030.C.2.b, or if the Director of Planning denies a request by applicant pursuant to section 20.83.030.C.2.b to keep the application active.

E. Notice of Inactive Application.

1. After the Director of Planning has deemed an application inactive, the Director of Planning shall provide written notice to the property owner as shown in the latest assessment roll, the applicant (if different from the owner), and the applicant's authorized agent, if any, that the application has been deemed inactive. The notice shall include the description of the proposed project, the outstanding information required and/or application fees required. The notice shall outline the options available to the applicant as set forth in subsection E.2 below and inform

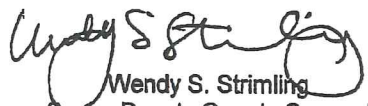
PASSED AND ADOPTED on this ___ day of _____, 2014, by the following
vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

LOUIS R. CALCAGNO, CHAIR
Monterey County Board of Supervisors

A T T E S T:

GAIL T. BORKOWSKI
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Wendy S. Strimling
Senior Deputy County Counsel

By _____
Deputy