



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 13-0055, **Version:** 1

Endorse a management process for preparing and adopting long range planning documents and ordinances. (REF120071/Local Coastal Program Amendment Process and REF120072/General Ordinance/Document Preparation Process)

RECOMMENDATION:

It is recommended that the Board of Supervisors endorse a management process for preparing and adopting long range planning documents and ordinances.

SUMMARY:

The Resource Management Agency - Planning (RMA-Planning) Long Range Planning Team (LRPT) 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 LRPT 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 Team currently consists of staff from the Resource Management Agency, Long Range Planning, County Counsel, the Environmental Health Bureau, the Agricultural 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 1 and 2**.

Several related actions will be brought forward to the Board of Supervisors in the near future intended to facilitate the recommended process. These include, but are not limited to the formation of an advisory committee specifically for the development of the Chualar Community Plan and the formation of a new Land Use Advisory Committee (LUAC) for the community of Castroville.

OTHER AGENCY INVOLVEMENT:

The management process was presented to the Coastal and Carmel Valley Land Use Advisory Committees, the Alternative Energy and Environment Committee, and the Permit Streamlining Task Force. Based on input received the recommended process was finalized. On December 12, 2012 the Planning Commission considered the management process and recommended that it move forward to the Board of Supervisors for endorsement.

FINANCING:

The recommended management process can be implemented with existing RMA-Planning staff budgeted in Unit 8172, Fund 001. There will not be an impact on the County's General Fund.

Prepared by: Jacqueline R. Onciano, Planning Services Manager ext. 5193

Approved by: Mike Novo, Director, RMA-Planning, ext. 5192

Benny J. Young, Resource Management Agency Director

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

Attachments:

Attachment A General Ordinance/Document Preparation Process

Attachment B Local Coastal Program (LCP) Amendment Process