



County of Monterey

Item No.

Board Report

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

Legistar File Number: 25-451

June 24, 2025

Introduced: 6/10/2025

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

Consider adopting a resolution to:

- a. Approve and adopt the Land Use Fee Waiver Process, Code Enforcement Priority Process Policy, and Fire Recovery Guidelines Policy for inclusion in the Board Policy Manual; and
- b. Provide direction to staff as appropriate.

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution to:

- a. Approve and adopt the Land Use Fee Waiver Process, Code Enforcement Priority Process Policy, and Fire Recovery Guidelines Policy for inclusion in the Board Policy Manual; and
- b. Provide direction to staff as appropriate.

SUMMARY/DISCUSSION:

The County of Monterey is attempting to organize and document formal policies adopted by the Board of Supervisors that are not codified in the County Code. In support of this effort, Housing Community Development (HCD) has identified three policies, processes, and guidelines that meet the definition of a Board Policy and recommends that these policies be included in the Board Policy Manual. These include:

- 1) Land Use Fee Waiver Process (Policy G 260),
- 2) Code Enforcement Priority Process Policy (Policy G 265), and
- 3) Fire Recovery Guidelines (Policy G 268).

The purpose of G-260, Land Use Fee Waiver Policy, is to provide a formal process for the Director of HCD to waive land use fees under certain circumstances. This policy was last approved by the Board of Supervisors for the former Resource Management Agency (RMA) as policy L-50 on July 10, 2012. (Attachment A)

The purpose of G-265, Code Enforcement Priority Policy, is to outline the priorities and procedures for code enforcement, emphasizing timely voluntary compliance, reasonable deadlines, and escalated action when necessary to protect public health, safety, and the environment. (Attachment B)

The purpose of G-268, Fire Recovery Guidelines, is to support recovery from the River, Carmel, and Dolan 2020 fires. The former RMA brought these guidelines to the Board of Supervisors, and they were approved on September 15, 2020, and expire September 15, 2025. (Attachment C)

FINANCING:

The County Administrative Office manages the Board Policy Manual. Approval of the

recommendation will not result in additional general fund contributions. Staff time for preparing this report is included in the FY 24/25 adopted budget for HCD.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Formalizing and including these policies into the Board Policy Manual meets the strategic initiative for administration.

Check the related Board of Supervisors Strategic Initiatives:

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☐ Infrastructure
- ☐ Public Safety

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Reviewed by: Josh Bowling, Chief of Building

Reviewed by: Melanie Beretti, AICP, Chief of Planning

Approved by: Craig Spencer, HCD Director

The following attachments are on file with the Clerk of the Board:

Attachment A - G-260 Land Use Fee Waiver Policy

Attachment B - G-265 Code Enforcement Priority Policy

Attachment C - G-268 Fire Recovery Guidelines

cc: Joann Iwamoto (iwamotoj@countyofmonterey.gov)