

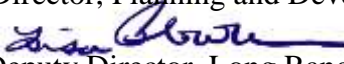


BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Planning and
Development
Department No.: 053
For Agenda Of: March 9, 2021
Placement: Departmental
Estimated Time: 1 hour
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors (Board)
FROM: Department Lisa Plowman, Director, Planning and Development Department
Director (805) 568-2086 
Contact Info: Dan Klemann, Deputy Director, Long Range Planning Division
(805) 453-4803
SUBJECT: Long Range Planning Division Fiscal Year 2021-2024 Work Program

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board:

- a) Receive a report on the proposed Fiscal Year (FY) 2021-2024 Work Program;
- b) Allocate the requested funding and staff resources to implement the work identified in FY 2021-2022 of the proposed FY 2021-2024 Work Program, subject to the approval of the Planning and Development Department's (P&D's) budget; and
- c) Determine that the Board's action is not a "project" that is subject to environmental review pursuant to the State California Environmental Quality Act (CEQA) Guidelines [§ 15378(b)(5)].

Summary Text:

This Board letter and attachments set forth staff's recommended FY 2020-2024 Work Program for the Long Range Planning Division. This will be the second, three-year work program that the Board will be considering since converting to a three-year planning timeframe for the work program. The three-year planning timeframe affords the Board the opportunity to prioritize multiyear projects, some of which are interrelated and should be considered together when developing the work plans for them.

The staff reports included as Attachments 1 and 2, project summaries set forth in Attachment 3, and project schedules shown in Attachment 4, to this Board letter, describe in detail the services, operations, and projects that staff is recommending that the Board include as part of the FY 2020-2024 Work Program.

As stated in the staff reports, staff developed the recommended Work Program based on the following considerations:

- Progress on the projects included in the Work Program for the current Fiscal Year;
- Some of the projects are multi-year projects that staff initiated at the Board's direction as part of past Long Range Planning Division Work Programs, and require a continued commitment of resources to complete;
- Existing State and Federal mandates, as well as changes in State and Federal law that affect local land use policies and regulations;
- Projects that advance the goals and programs set forth in the Santa Barbara County Comprehensive Plan;
- Continued Planning and Development Department support for County-sponsored projects which have specific deadlines that must be met or funding requirements that must be satisfied; and
- Staff availability and budget constraints, given the fiscal priorities of Santa Barbara County and available funding sources.

With regard to progress on the projects, staff has completed the following efforts within the first two quarters of this fiscal year:

- Advanced Meter Southern California Gas Company Ordinance Amendments
- Cannabis Land Use Ordinance Amendments
- Interim Greenhouse Gases (GHGs) Emissions Thresholds
- Orcutt Community Plan Amendment ("Rodeo Drive"/Union Valley Parkway Road Extension)
- Santa Claus Lane Streetscape, Beach Access, and Parking Project
- Senate Bill (SB) 743 Vehicle Miles Traveled (VMT) California Environmental Quality Act (CEQA) Thresholds

Furthermore, by the end of this fiscal year staff anticipates making substantial progress [e.g., obtain Board approval and submit a Local Coastal Program Amendment (LCPA) to the Coastal Commission for certification] on the following Comprehensive Plan projects that the Board included in the FY 2020-2023 Work Program:

- Accessory Dwelling Units Ordinance Amendments (Partially Grant Funded)
- Agricultural Employee Dwellings Ordinance LCPA
- Coastal Resiliency LCPA (Partially Grant Funded)
- Hollister Avenue-State Street Streetscape Project
- Housing and Density Bonus Law Amendments (Partially Grant Funded)
- 2019 Zoning Ordinance Amendments Package – Coastal Commission Certification

In order to confirm that resources would be available to support all of the work identified in the FY 2020-2023 Work Program, the Board delayed work on the following projects during the first quarter of this Fiscal Year:

- Agricultural Tiered Permitting Ordinance Amendments
- State Housing and Density Bonus Law Amendments
- Utility Grade Solar Ordinance Amendments

- Zoning Ordinance Amendments Package

Staff resumed work on these projects at the end of the first quarter of this Fiscal Year.

With regard to staff availability and budget constraints, the Long Range Planning Division has experienced vacancies for most of the current Fiscal Year. P&D had difficulty filling the vacant positions and is currently recruiting to fill three vacancies in the Long Range Planning Division. The inability to fill these vacancies resulted in a slower start to the above referenced programs.

State-mandated projects play a significant role in establishing the priorities for the Work Program in the next fiscal year. Staff must complete a substantial amount of work on the Housing Element Update in order to obtain Board approval and submit it to the State Housing and Community Development Department (State HCD) for review and approval by the third quarter of FY 2022-2023. Furthermore, the Housing Element Update likely will require corresponding amendments to the Land Use Element. The concurrent amendment of these two, State-mandated general plan elements will require the concurrent adoption of a new Environmental Justice Element, pursuant to State Government Code § 65302(h)(2). The Code states (in pertinent part): “A ... county ... subject to this subdivision shall adopt or review the environmental justice element, or the environmental justice goals, policies, and objectives in other elements, upon the adoption or next revision of two or more elements concurrently” Finally, it is likely that the Santa Barbara County Association of Governments (SBCAG) Board of Directors is likely to take action on the draft Airport Land Use Compatibility Plans (ALUCPs) within the next fiscal year. According to Government Code § 65302.3, the County must amend the Comprehensive Plan to be consistent with the ALUCPs, or adopt findings and overrule the ALUCPs, within 180 days of the date that SBCAG adopts the ALUCPs. These four State-mandated projects are estimated to require approximately 5.0 full time equivalents (FTEs)-worth of labor in FY 2021-2022.

In addition to the State-mandated projects, there are certain County-sponsored projects that require planning staff support during the next fiscal year, namely, the:

- Community Services Department’s Climate Action Plan and Recreation Master Plan; and
- Public Works Department’s Active Transportation Plan.

These planning support tasks on these specific projects are in addition to other planning support that Long Range Planning Division staff provides to other County agencies for County-sponsored projects that are unrelated to the specific projects included in the Long Range Planning Division Work Program.

Based on the considerations set forth above, staff developed recommendations for the work to be included in FY 2021-2022 of the FY 2021-2024 Work Program. Table 1 summarizes the services, operations, and projects that staff is proposing to be included, as well as the estimated staffing levels (in FTEs) to complete them. The requirements to complete the State mandated projects within the identified timeframes and the need to delay the start of certain projects have resulted in the need to temporarily suspend work projects in FY 2021-2022, as shown below. Attachment 3 sets forth a brief description of each project listed in Table 1, and Attachment 4 provides a general timeline for the estimated completion of each project listed in Table 1.

Table 1 – FY 2021-2022 Required Services, Operations, and Projects

| Services and Operations | |
|--|-------------|
| Required Services | FTEs |
| Grant Research and Applications | |
| Agricultural Preserve Processing and Agricultural Preserve Advisory Committee Support | |
| Regional and Inter-Agency Coordination | |
| Technical Support to Other Departments | |
| Legislative Review | |
| General Plan Consistency Review | |
| Responsible Agency Review | |
| Capital Improvement Projects Conformity Review | |
| Comprehensive Plan Annual Progress Report | |
| Local Agency Formation Commission/Santa Barbara County Association of Governments Review | |
| Required Services Subtotal = | 1.5 |
| Operations | FTEs |
| Budget Development and Implementation | |
| Public Information, Referrals, Website, and Outreach | |
| Staff Meetings and Training | |
| Evaluation and Performance Reviews | |
| Division Administration | |
| Operations Subtotal = | 3.0 |
| On-Going Comprehensive Plan Projects | |
| Project | FTEs |
| Accessory Dwelling Unit (ADU) Ordinance Amendments | 0.1 |
| Agricultural Employee Dwellings (AEDs) Local Coastal Program Amendment | 0.1 |
| Agricultural Tiered Permitting Ordinance Amendments | 0.3 |
| Airport Land Use Compatibility Plan (ALUCP) Consistency Amendments (Mandated) | 0.8 |
| Circulation Element Update (Mandated) | 0.4 |
| Climate Action Plan/Energy Element Amendments | 0.3 |
| Coastal Resiliency LCPA – POTENTIALLY SUSPEND UNTIL FY 22-23 | 0.0 |
| Farmstays Ordinance Amendments | 0.2 |
| Safety Element Update (Mandated) | 0.8 |
| Short-Term Rentals LCPA – SUSPEND UNTIL FY 22-23 | 0.0 |
| State Housing and Density Bonus Laws Implementation Project | 0.7 |
| Utility Grade Solar Ordinance and Policy Amendments | 0.4 |
| Zoning Ordinance Amendment Package – SUSPEND UNTIL FY 22-23 | 0.0 |
| Zoning Ordinance Management | 0.1 |
| On-Going Comprehensive Plan Projects Subtotal = | 4.2 |
| New Comprehensive Plan Projects | |
| Environmental Justice Element (Mandated) | 1.3 |
| Housing Element Update (Mandated) | 2.9 |
| Recreation Master Plan Comprehensive Plan Amendments | 0.1 |
| New Comprehensive Plan Projects Subtotal = | 4.3 |
| FY 2020-2021 Long Range Planning Division Work Program Total = | 13 |

As stated above, the Long Range Planning Division has experienced vacancies since January 2020 and currently has three vacancies for which P&D is conducting a recruitment. In addition, due to the budget concerns related to COVID-19, the Board delayed four projects during the first quarter of this Fiscal Year. Furthermore, given some significant policy disagreements between Coastal Commission and P&D staff with regard to the Coastal Resiliency LCPA, this project has required substantially more negotiation with Coastal Commission staff than originally anticipated. As such, County staff does not anticipate that work

on this project will be completed within this Fiscal Year. In summary, staff did not make as much progress on certain tasks as originally estimated when developing the Long Range Planning Division FY 2020-2023 Work Program, and recommends that the Board temporarily suspend the following non-mandated work until future fiscal years to accommodate other priorities in the Work Program:

- Initiating a new Zoning Ordinance Amendments Package;
- Further negotiations with Coastal Commission staff and Coastal Commission certification of the Coastal Resiliency LCPA; and
- Decision-maker hearings for, and submittal of the LCPA for Coastal Commission certification of, the Short-Term Rentals Coastal Zoning Ordinance Amendments.

The Board should consider adding this work back into the Work Program if or when resources become available as part of a future fiscal year P&D budget. In addition, staff recommends that projects meeting the criteria below remain a priority for future fiscal years:

- are partially grant funded, to avoid compromising the grant funding;
- are required to satisfy a State or other legal mandate;
- are needed to implement a County-sponsored project or program; and/or
- will require only minimal work (e.g., 0.1- to 0.2-FTEs-worth of labor) within the next fiscal year to fully complete.

Future Fiscal Years

With regard to entirely new projects to be added to the Work Program Year 2 and 3, staff continues to recommend that the Board prioritize completing existing projects in the Work Program, consolidating Comprehensive Plan components, and updating the Comprehensive Plan general plan elements. General plan elements that should be updated as part of future work programs, given the date the element was adopted or the last time the element was substantially amended (as applicable), include:

- Open Space Element (1991)
- Environmental Resources Management Element (1991)
- Agricultural Element (1991)
- Noise Element (1997)
- Conservation Element (2010)

In addition, the new or updated general plan elements likely will identify new County programs that will need to be implemented in order to achieve the goals set forth in the new or updated general plan elements. For example, it is likely that more specific planning guidance beyond what is currently adopted will be needed to facilitate new housing production identified in the Housing Element Update, as well as streetscape improvements identified in the Active Transportation Plan, in Isla Vista. These planning efforts may warrant reconsideration of the draft Isla Vista Master Plan that the Board adopted in 2007 (yet never completed the Coastal Commission certification process and, consequently, never became effective).

Finally, the Board may identify other projects to be considered for inclusion in the Work Program during future fiscal years.

Work Program Outreach

On February 4, 2021, staff provided an update on the recommended Fiscal Year 2021-2024 Long Range Planning Division Work Program to the Agricultural Advisory Committee (AAC). The AAC did not provide any specific recommendations regarding the Work Program. The AAC has been receiving, and will continue to receive, regular updates on P&D's progress with regard to agricultural-related projects in the Work Program.

On February 17, 2021, staff presented the recommended Fiscal Year 2021-2024 Long Range Planning Division Work Program to the Montecito Planning Commission (MPC). The MPC did not make any specific recommendations with regard to the Work Program.

On March 21, 2021, staff presented the recommended Fiscal Year 2021-2024 Long Range Planning Division Work Program to the County Planning Commission (CPC). The CPC did not make any specific recommendations with regard to the Work Program.

Fiscal Analysis:

Budgeted: No

Funding for the preparation of the FY 2021-24 Long Range Planning Division Work Program is included in the P&D FY 2021-22 Requested Budget submittal for the Board's consideration during the budget adoption process in April and June 2021. Funding for subsequent fiscal year work programs will be considered as part of the annual County budget process.

Attachments:

- Attachment 1 – County Planning Commission Staff Report for the Hearing of February 24, 2021
- Attachment 2 – Montecito Planning Commission Staff Report for the Hearing of February 17, 2021
- Attachment 3 – Long Range Planning Division Work Program Project Summaries
- Attachment 4 – Project Schedules

Authored by:

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