

SANTA BARBARA COUNTY BOARD AGENDA LETTER



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

Agenda Number:

Prepared on: August 17, 2004
Department: P&D
Budget Unit: 053
Agenda Date: September 7, 2004
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from: N/A

TO: Board of Supervisors

FROM: Dianne Meester, Assistant Director
Planning and Development Department

STAFF CONTACT: Cintia Mendoza, Montecito Planning Commission Recording Secretary
568-2058

SUBJECT: Hearing to consider adoption of a Resolution to amend Board of Supervisors Resolution No. 91-333, Section 4.2 to change the public comment submittal deadline for multi-page letters to the Montecito Planning Commission and to change references from Resource Management Department (RMD) to Planning and Development (P&D) and to add a reference to the Montecito Planning Commission.

Recommendation:

That the Board of Supervisors:

- A. Find that this amendment is not subject to the California Environmental Quality Act pursuant to Section 15378(b)(5) of the Guidelines for Implementation of CEQA; and
- B. Adopt the attached Board of Supervisors Resolution amending Board Resolution No. 91-333, Section 4.2 to revise the public comment letter submittal deadline for the Montecito Planning Commission and to change references from Resource Management Department to Planning and Development Department and to add a reference to the Montecito Planning Commission.

Alignment with Board Strategic Plan:

The recommendations are primarily aligned with Goal No. 1: An Efficient Government able to Respond Effectively to the Needs of the Community, and Goal No. 6: A County Government that is Accessible, Open and Citizen Friendly, and is required by law or routine business necessity.

Executive Summary and Discussion:

On July 21, 2004, the Montecito Planning Commission recommended that the Board of Supervisors amend Section 4.2 of the Board of Supervisors Resolution No. 91-333, Procedural Rules Governing Planning Zoning and Subdivision Hearings before the Board of Supervisors and the Planning Commission. The Montecito Planning Commission propose changes to amend the submittal deadline for multi-page public comment letters to be filed with the Secretary no later than 12:00 p.m. on the Friday before the Montecito Planning Commission hearing rather than 12:00 p.m. on the Monday before the Montecito Planning Commission hearing. This requirement only applies to multi-page submittal letters and continues to allow the Montecito Planning Commission the discretion to vote multi-page late submittals into the record. Additionally, at the request of the Montecito Planning Commission, P&D staff consulted the County Planning Commissioners as to whether they were interested in revising their submittal deadline as well. The County Planning Commissioners chose not to amend their submittal deadline for multi-page letters and therefore the proposed change will affect the procedural rules for the Montecito Planning Commission only. The remainder of the Resolution will remain unchanged other than updating the name of the Resource Management Department to Planning and Development.

Mandates and Service Levels:

The California Government Code allows area planning commissions and design review boards. The Board of Supervisors is responsible for adopting by-laws and resolutions which govern the conduct of the Montecito Planning Commission hearings.

Fiscal and Facilities Impacts:

There will be no fiscal or facilities impacts as a result of adoption of this resolution.

Special Instructions:

Planning & Development will satisfy all noticing requirements.

Clerk of the Board will forward a copy of the Minute Order, together with any pertinent documents (i.e., Board of Supervisors Resolution) to Planning and Development, Attention Cintia Mendoza.

Concurrence:

County Counsel

Attachments:

Board of Supervisors Resolution