



BOARD OF SUPERVISORS
AGENDA LETTER

Clerk of the Board of
Supervisors

105 E. Anapamu Street,
Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:

Department Name: 3rd District Supervisor
Department No.:
For Agenda Of: 10/20/09
Placement: Administrative
Estimated Time: 5 min
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Supervisor Doreen Farr, Third District
Director(s)
Staff Contact Chris Henson, Chief Executive Assistant, 568-2197
Info:

SUBJECT: Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

As to form: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

1. Adopt a resolution (Attachment A) approving the formation of the Gaviota Coast Planning Advisory Committee (GavPAC).
2. Appoint the following eleven (11) members, as nominated by the Third District Supervisor, to serve on the GavPAC:
 1. Jose Baer
 2. Beverly Boise-Cossart
 3. Terri Bowman
 4. Michael Feeney
 5. Charles D. Kimbell, Chair
 6. Mark Lloyd
 7. Christina McGinnis
 8. Philip McKenna
 9. Jenifer McNabb
 10. Guner Tautrim
 11. Paul VanLeer

3. Apply the provisions included in Attachment A: Resolution of the Board of Supervisors and Exhibit C: Guidelines for General Plan Advisory Committees, as may be amended, including compliance with the Ralph M. Brown Act governing open meetings for local government bodies, to the administration of the GavPAC for the duration of the appointment.

Summary Text:

Preparation of the Gaviota Coast Plan is dependent on the Board of Supervisors appointment of the Gaviota Coast Planning Advisory Committee (GavPAC), consisting of applicants who live, own property, own a business, or are a stakeholder in the Gaviota Coast Plan area (Exhibit A of Attachment A). The GavPAC will represent the community and advise staff on community goals and policies for the Gaviota Coast Plan area.

Background:

In June 2009, the Santa Barbara County Board of Supervisors approved funding the Gaviota Coast Plan as a high priority project in the Office of Long Range Planning 2009-2010 Annual Work Program.

The Board of Supervisor's support for the planning effort was based in large part from public comments received at a special Board of Supervisors hearing in August 2008 regarding land use issues on the Gaviota Coast. Gaviota Coast landowners and members of the community expressed a desire to develop a local solution to address the resources conservation and land use issues specific to the Gaviota Coast.

It has been over 25 years since the Santa Barbara County Comprehensive Plan and Local Coastal Plan policies were developed. Development of the Gaviota Coast Plan will benefit the public by:

- providing a local vision for lasting protection of the Gaviota Coast; and
- establishing new policies, programs, and planning tools to enhance and strengthen ongoing resource conservation and agricultural stewardship in order to protect the resources of the Gaviota Coast for future generations.

GavPAC Formation: On July 16, 2009, Planning & Development held a public workshop to inform interested applicants of the application process for the Gaviota Coast Planning Advisory Committee. The Clerk of the Board of Supervisors received 28 applications during the open application period between July 10, 2009 and August 21, 2009.

The Third District Supervisor conducted interviews with all applicants and has nominated eleven (11) members to serve on the Gaviota Coast Planning Advisory Committee (GavPAC), including nomination of Charles D. Kimbell to serve as GavPAC Chair. The majority of GavPAC members are land owners and/or ranch managers within the Gaviota Coast Plan area. The initial GavPAC meeting, and all subsequent meetings, will be publicly noticed pending Board of Supervisors adoption of the resolution (Attachment A) to form the GavPAC.

Plan Area Boundary: The Gaviota Coast Plan area includes approximately 101,430 acres and generally follows the watershed of the Santa Ynez Mountains to the north, Vandenberg Air Force Base to the west, and City of Goleta and Goleta Community Plan Boundary to the east. The area is predominantly zoned for agriculture (96.2% - 97,472 acres) with limited areas zoned for recreation (2.2% - 2,301 acres), transportation corridor (1.2% - 1,201 acres), and industrial (.3% - 372 acres) (See Attachment B for Plan Area zoning designations).. The 38-mile rural coastline has striking scenic beauty combined

with rich biological, agricultural, and cultural resources that make it unique along the coast of southern California.

The GavPAC will have the ability to review the plan boundary and recommend minor boundary adjustments to the Board of Supervisors that are consistent with the intent of establishing a watershed based planning area.

The Agricultural Advisory Committee reviewed the Gaviota Coast Plan area boundary at their July and August 2009 meetings. On August 5th, 2009 the AAC made recommendations as included in Attachment C. Mr. Baer and Mr. VanLeer, who currently serve on the AAC, are nominated and if appointed will act as individual members and not as AAC representatives.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Gaviota Coast Plan Project

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ 230,000		\$ 1,417,350
State			
Federal			
Fees			
Other:			
Total	\$ 230,000	\$ -	\$ 1,417,350

Narrative:

The Gaviota Coast Plan is a Board-approved project, is budgeted from the General Fund, and is fully staffed by employees in the Office of Long Range Planning.

Staffing Impacts:

Legal Positions: FTEs:
 N/A N/A

Special Instructions: None

Attachments:

- A. Resolution of the Board of Supervisors Approving Formation and Appointment of the Gaviota Coast Planning Advisory Committee.
 - Exhibit A: Gaviota Coast Plan Area Map
 - Exhibit B: Gaviota Coast Plan Organizational Framework Diagram
 - Exhibit C: GPAC Guidelines and GPAC Responsibilities Agreement
- B. Gaviota Coast Plan Area Zoning Maps
- C. AAC Minutes – August 5, 2009

Authored by:

Chris Henson, Chief Executive Assistant
Third District Supervisor's Office

cc: None

October 20, 2009 Board of Supervisors Hearing
Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)
Attachment A
Page 1

Attachment A

Resolution of the Board of Supervisors of the County of Santa Barbara, State of California in the Matter
of Formation and Appointment of the Gaviota Coast Planning Advisory Committee

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RESOLUTION OF THE BOARD OF SUPERVISORS
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF APPROVING FORMATION) RESOLUTION NO. 09-_____
AND APPOINTMENT OF THE GAVIOTA COAST)
PLANNING ADVISORY COMMITTEE AND)
RESTRICTING COMPREHENSIVE PLAN)
AMENDMENTS AND REZONES WITHIN THE)
GAVIOTA COAST PLAN AREA UNTIL THE)
BOARD OF SUPERVISORS ADOPTS THE)
GAVIOTA COAST PLAN)

WHEREAS, in June 2009 the Board of Supervisors approved a Work Program for the Office of Long Range Planning to begin the Gaviota Coast Plan; and,

WHEREAS, the Board of Supervisors has conducted a duly noticed public workshop on July 16, 2009 to inform interested applicants of the application process for the Gaviota Coast Planning Advisory Committee; and,

WHEREAS, The Board of Supervisors has accepted applications for positions on the Gaviota Coast Planning Advisory Committee from residents and property/business owners within the Gaviota Coast Plan Area beginning July 10, 2009 through August 21, 2009; and,

WHEREAS, the Third District Supervisor has conducted interviews and nominated eleven members to serve as the Gaviota Coast Planning Advisory Committee; and,

WHEREAS, it is in the interest of the County to continue processing rezone applications, as outlined in this resolution, which are consistent with the Comprehensive Plan.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. The above recitations are true and correct.
2. The Gaviota Coast Planning Advisory Committee (hereinafter referred to as the GavPAC) is hereby formed and the eleven members nominated by the Third District Supervisor are hereby appointed, as follows:
 - a) Jose Baer
 - b) Beverly Boise-Cossart
 - c) Terri Bowman
 - d) Michael Feeney
 - e) Charles D. Kimbell, Chair
 - f) Mark Lloyd
 - g) Christina McGinnis
 - h) Philip McKenna
 - i) Jenifer McNabb
 - j) Guner Tautrim
 - k) Paul VanLeer

3. Charles D. Kimbell is hereby appointed Chair of the Gaviota Coast Planning Advisory Committee.
4. An election of officers, consisting of at least a Vice-Chair and Recording Secretary shall take place by the second meeting occurring after legal formation of the GavPAC. Election of officers, consisting of at least a Chair, Vice-Chair and Recording Secretary shall take place annually thereafter.
5. The GavPAC serves as an advisory body to the County of Santa Barbara and shall receive community input, review and comment on planning issues in the Gaviota Coast Plan Area. The GavPAC will provide a list of goals for the Gaviota Coast Plan Area which will be used by County staff to draft the Gaviota Coast Plan. The Gaviota Coast Plan format will be consistent with adopted Comprehensive Plan documents.
6. The jurisdiction of the GavPAC shall be restricted to the Gaviota Coast Plan area, as depicted in Exhibit A. The GavPAC shall refrain from reviewing or commenting on projects or planning issues outside of the Plan area boundary, unless specifically authorized by the Board of Supervisors. The GavPAC may review the Plan boundary at a publicly noticed GavPAC meeting and recommend minor boundary adjustments to the Board of Supervisors.
7. The GavPAC may receive community input and provide an advisory review function to the County of Santa Barbara Office of Long Range Planning, Development Review South, and Energy Division staff, the Planning Commission, and Board of Supervisors regarding discretionary projects that affect the Planning Area shown in Exhibit A. Applicants shall not be required to attend or fund GavPAC review. Ministerial projects and current discretionary projects reviewed by decision makers prior to the effective date of this resolution shall be exempt from GavPAC review, unless specifically authorized by the Board of Supervisors. Exhibit B depicts the role and function of County staff and the GavPAC.
8. Meetings to review discretionary projects shall be facilitated by the Office of Long Range Planning as the organizer of General Plan Advisory Committees in coordination with Development Review South and/or Energy Division who shall provide for location(s), scheduling, materials, and supplies for these meetings.
9. The GavPAC member term of office shall be for approximately (4) years, coterminous with the term of office of the Third District Supervisor. Termination of members within this term of office shall be subject to majority approval by the Board of Supervisors. Replacement of members shall be based on nomination by the Third District Supervisor, subject to approval by the Board of Supervisors. There is no provision for GavPAC member reimbursement or compensation. Meeting materials and supplies shall be provided by the County.
10. Subsequent to adoption of the Gaviota Coast Plan, the Gaviota Coast Planning Advisory Committee (GavPAC) shall be disbanded.
11. A quorum shall consist of at least six members and shall be required to conduct any County-sanctioned GavPAC meetings.

12. All other provisions of the Guidelines for General Plan Advisory Committees, and the GPAC Member Agreement (Exhibit C), as may be amended, shall apply to the GavPAC upon formation by the Board of Supervisors, including compliance with the Ralph M. Brown Act governing open meetings for local government bodies.

13. The County shall :

- a. Suspend comprehensive plan amendments and rezones requiring comprehensive plan amendments within the Gaviota Coast Plan Area (Exhibit A) until the Board of Supervisors adopts the Plan, unless the Planning Commission determines a project to be a public benefit.
- b. Allow rezone applications which are consistent with the Comprehensive Plan to be considered.

PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of Santa Barbara,
State of California, this 20th day of October 2009, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

JOE CENTENO
Chair, Board of Supervisors
County of Santa Barbara

ATTEST:

MICHAEL F. BROWN
Clerk of the Board of Supervisors

By _____
Deputy Clerk

APPROVED AS TO FORM:

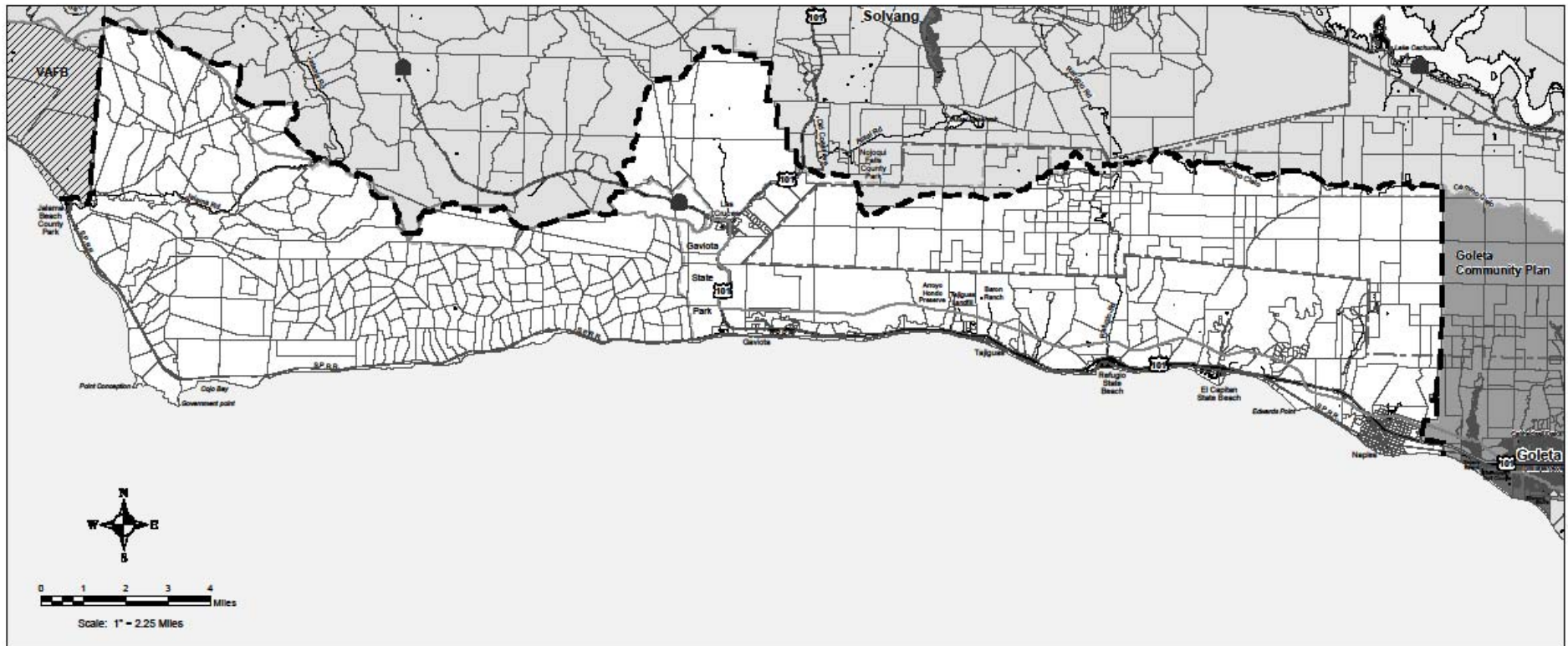
DENNIS MARSHALL
County Counsel

By _____
Deputy County Counsel








October 20, 2009 Board of Supervisors Hearing
Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)
Exhibit A
Page 1

Exhibit A
Gaviota Coast Planning Area Map

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Gaviota Coast Plan

- | | |
|--|--|
|  Gaviota Coast Plan Boundary |  Goleta Community Plan Boundary |
|  Rural Region Boundary |  Incorporated City |
|  Los Padres National Forest Boundary |  Vandenberg Air Force Base |
|  Santa Barbara County Coastal Zone Boundary | |

October 20, 2009 Board of Supervisors Hearing
Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)
Exhibit A
Page 4 of 41

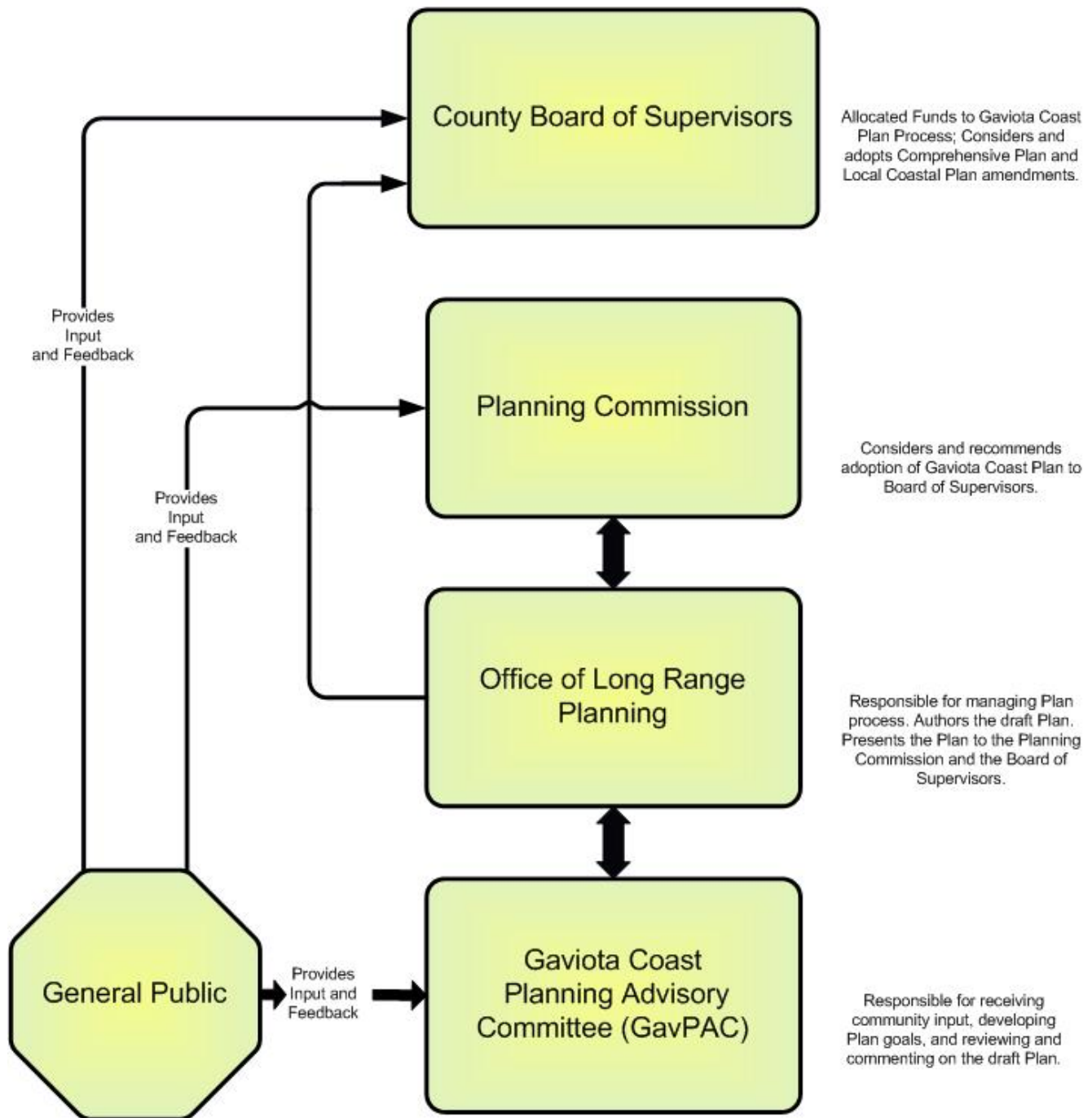
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Exhibit B
Gaviota Coast Plan
Organizational Framework Diagram

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Exhibit B

Gaviota Coast Plan Organizational Framework



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Exhibit C
GPAC Guidelines and Responsibilities Agreement

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GPAC GUIDELINES

Guidelines for General Plan Advisory Committees And Similar Advisory Bodies

Santa Barbara County

April 9, 1991

1. Introduction

The purpose of these Guidelines is twofold:

- 1) To clarify the respective roles of the each participant in the citizen advisory committee process; and
- 2) To outline the “rules of the game,” so that everyone has similar expectations and understanding of the overall process, and each participant sees how they and others *together* contribute to “forwarding the actions;” that is, moving toward accomplishing the committee’s specific product-goals within an appropriate schedule and budget.

The advisory committee process is a collaborative one involving an often diverse array of individuals and viewpoints, levels of expertise and matters of concern. The public, committee appointees, and respective staff from the appointing Supervisor’s office, the Resource Management Department (RMD), and from other agencies and offices all benefit in having a clear understanding of their respective roles and responsibilities in the committees’ conduct of their official business.

We have made an effort to cover all essential aspects of the committee operations, such as how appointments are made, how long each member’s term is, the responsibilities of different participants, conflict of interest issues, and meeting procedures. Nonetheless, these Guidelines are not exhaustive, not do they incorporate all statutes and regulations which may apply to GPAC operations, e.g. State open meetings law (Brown Act). The Guidelines strive to make adequate reference to other rules, as appropriate.

2. Applicability

These Guidelines apply to all Board-appointed citizen advisory committees whose primary mission involves products and activities of the County Resource Management Department (RMD). Although there are many groups which provide input to the public process, e.g. Technical Advisory Committees, Agricultural Element Advisory Committee, Transportation Demand Management Advisory Task Force, etc., for ease of reference in these Guidelines, they are collectively termed “GPACs” (General Plan Advisory Committees).

3. Establishment of GPACs

GPACs are established to advise the Board of Supervisors, Planning Commission, Planning and Development staff, and other County officials on matters related to the implementation and periodic modification of the Comprehensive Plan. These committees are creation of the County Board of Supervisors; their establishment is not specifically *required* by any State laws or regulations. Therefore, the Board of Supervisors has discretion to create, modify, and terminate GPACs, their membership, mission statement, schedule, etc. at any time.

4. Committee Authority

GPACs are advisory in nature and have no authority to approve, deny, or require modification to any matter or project under the committee’s consideration. The committee’s advice shall be conveyed to the appropriate decision-making body in the staff report. County staff will acknowledge GPAC input in formulation staff’s recommendations for action by County decision-makers. Staff is assigned responsibility for the timely completion of Board-approved Comprehensive Planning work programs and development permit application reviews.

5. Appointment Process and Membership Term

A) Size

The size of a GPAC shall be established by the Board of Supervisors upon creation of the committee. Typically, such committees consist of no more than fifteen (15) members. Committees should have an odd number of members; this eliminates ambiguity as to what constitutes a quorum, and minimizes the possibility of tie votes.

B) Composition

C)

The composition of a GPAC should be determined at the time of its creation, especially if it is intended that specific geographic areas, professional affiliations, community segments and/or other interest groups be represented in the committee’s membership.

D) Vacancies and Application Process

A vacancy or vacancies on a GPAC shall exist

- 1) When the committee is created
- 2) When a member or members is/are formally removed by the Board of Supervisors, or
- 3) When the Board receives and acknowledges a letter of resignation from an incumbent.

Vacancies on a GPAC shall be advertised by the Clerk of Board of Supervisors in the same manner as vacancies for other County advisory commissions. Vacancies shall be advertised within ten (10) calendar days of their availability. Applications for membership shall be submitted on forms provided by the Clerk of the Board, and shall be accepted by the Clerk.

E) Selection Process

Upon the close of an application period, a copy of each application submitted will be given to the Board member(s) in whose district(s) the vacancy or vacancies exist. Appointment(s) shall be recommended by such Board member(s), for confirmation by the entire Board. In cases where a committee operates in more than one supervisorial district, representation on the committee shall be roughly proportional to the area and/or population of the respective districts. All members on such multi-district committees shall be specifically appointed by one of the participating supervisors. In no case can any individual be appointed concurrently as a regular member of more than one committee.

F) Term of Office

The term of office for a GPAC and its members is established by the Board of Supervisors when it creates the committee. For the committees which operate within a single supervisorial district, the maximum terms of office may be four (4) years, coinciding with the Board member's term of office. Other committees may have terms of office of two (2) years, unless a different term of office is set by the Board. In no case is any term of office indefinite.

6. Committee Operations

A) Committee Mission and Responsibilities

The specific mission for a GPAC and its term of service shall be established by the Board of Supervisors at the time of its creation of the Committee. In the absence of any such specific mission statement, the mission of a GPAC shall be to:

- 1) Assist and advise the Board of Supervisors, Planning Commission, and County staff in their developing, adopting, ... Barbara County Comprehensive Plan;
- 2) Review and comment upon other matters related to the County's planning functions, upon specific direction by the Board of Supervisors.

B) Officers and Rules of Conduct

The responsibilities of the GPAC at large also include annual election of officers, consisting of at least a Chair, Vice-Chair, and Recording Secretary. The Chair shall lead all meetings, be the primary

spokesperson for the GPAC, and be the primary committee liaison to staff and the public. The Vice-Chair shall fulfill the duties of Chair in the latter's absence. The recording Secretary shall take notes of, or tape-record, each regular and special committee meeting, and shall prepare minutes, and shall prepare minutes of motions, discussion items, etc. At a minimum, these minutes shall clearly convey actions and motions taken by the Committee. These minutes are to be considered, amended as needed and approved by the full committee at the earliest possible time. In addition, the committee may adopt specific rules of conduct and procedure, as long as such rules are consistent with the applicable laws and regulations (including these Guidelines).

C) Meeting Procedure

All GPACs are subject to the Brown Act, which set standards for public notice as to meeting time, date and location as well as items to be discussed. Key implications of this are as follows:

- 1) Noticing of all GPAC meetings, including time, location and an agenda, must be posted in a public place within the applicable area. Efforts should be made to provide adequate public notice beyond minimum Brown Act requirements of seventy-two (72) hours.
- 2) All GPAC meetings must be open and public. Meetings are to be held in a facility which makes adequate provision for attendance by all interested members of the public.
- 3) Members of the public are to be given an opportunity to speak to the Committee on any regular agenda item at the time it is being discussed. Members of the public will also be given an opportunity to speak to any relevant non-agenda item. All public speakers are subject to reasonable time constraints established by the Committee Chairperson and any adopted procedures. All public speakers are to identify their names and relevant business and/or personal interests they are representing for the record.
- 4) Committees will attempt to establish a consistent regular meeting time and location in their rules of conduct.
- 5) Minutes of GPAC meetings will be kept on file by both the committee secretary and RMD. These minutes shall be available for any interested person to examine.
- 6) All GPACs will elect officers and may adopt rules of procedure (See end of Section 5.B above)
- 7) Meetings shall run in a parliamentary style. Substantive issues will have higher priority than matters of procedural detail. The Chair has discretion in guiding discussion of items among Committee members while allowing for appropriate public input.
- 8) Staff may address the Committee at any time, with timely recognition by the Chair.
- 9) Quorum: A majority of the members of the GPAC constitute a quorum. Decisions are made by a majority of the members present and voting. No business may be transacted if fewer than a quorum is present. Formal votes by a committee are to have a motion and second, prior to allowing further discussion and a vote.
- 10) Members of the GPAC shall not vote on issues which involve a legal or ethical conflict of interest or duty (See section 7)
- 11) Subcommittees: GPACs may select subcommittees to focus on issues or subjects meriting more detailed work outside of the full Committee. Subcommittees are made up of Committee members only, and must number fewer than a quorum of the full GPAC. Subcommittee meeting arrangements may be set by either the staff or the committee. Such meetings are not legally required to be noticed or posted, but every effort should be made by a subcommittee officer or member to notice and/or post the meetings, as they are open to any interested member of the public. Information about their time and location is to be available through the overall committee secretary and through RMD staff. Subcommittees shall choose a Chair and

a Vice-Chair, and may choose a Recording Secretary for preparing informal minutes. A report from any subcommittee meeting shall be made at the next full GPAC meeting. Staff support for subcommittee meetings may be provided, but is not required.

D) Attendance

GPAC members shall make every effort to attend regular meetings. Members unable to attend any meeting should contact the committee Chair or RMD staff at least seventy-two (72) hours prior to the meeting. Three consecutive unannounced absences by a member shall be grounds for dismissal from the GPAC, subject to the discretion of the appointing Supervisor(s).

E) Appearance on GPAC's behalf

The Chair, Vice-Chair, or other official designee shall speak for the Committee at any applicable non-GPAC public hearing or other meeting. Individual members of GPAC not so designated, who do testify at a public hearing or other meeting, shall clearly identify themselves as speaking individually as a member of GPAC, and shall clearly indicate that they are not authorized to speak for the full committee.

F) Timely adjournment of evening meetings

To encourage public participation, evening meetings of GPAC will be organized, agendaed and run so as to finish at a reasonable hour. If a particular GPAC finds its evening meetings habitually running past 9:30PM, staff and the Chair will work together to shorten the agendas and, if necessary, to expedite committee discussion and action on items.

7. Conflicts of Interest

GPAC members are not considered to be "public officials" as defined in § 82048 of the California Government Code, and therefore are not subject to the State Political Reform Act and its disclosure provisions (Government Code §§ 81000 et seq.). Nevertheless, GPAC members shall remove themselves from all discussions and votes on matters in which they have any direct personal financial interest, or where the member's professional allegiance and/or personal bias cannot be set aside to allow the member's fair consideration of the issue(s) at hand.

In gauging such extra-legal conflicts of interest and/or duty, each member shall exercise careful judgment and introspection in giving priority to the interests of fairness and objectivity; if there is any reasonable doubt that the member has a conflict, the member shall refrain from participation in the committee's deliberations and vote(s). Should a member not refrain voluntarily, and should the member's participation specifically be challenged by another committee member, staff, or the public, the member's participation on any item of official committee business may be prevented by a two-thirds majority vote of the full committee (i.e., at least two-thirds of the total incumbent committee membership, including the member in question). Pervasive or recurring conflicts of interest and/or duty should lead a member to resign voluntarily from a GPAC, and may be grounds for a dismissal by the appointing Supervisor(s).

8. Committee and Staff Responsibilities

A) GPAC Member Duties

The responsibilities of the individual GPAC members include:

- 1) Punctually and fully attend all regular and special meetings of the GPAC and all relevant subcommittee meetings, to the maximum possible extent;
- 2) Come to all meetings fully prepared, having reviewed the agenda and all related written/graphic material available before the meeting;
- 3) Conscientiously follow high ethical standards in putting the broad public interest ahead of any personal interest and/or bias, and to abstain from all discussions and votes where this is not possible;
- 4) Promote full and open discussion of all matters of official committee business;
- 5) Support the committee Chair, Vice-Chair, and staff in maintaining order, keeping discussions relevant to the business at hand, and following proper procedures, while giving primary attention to matters of substance.
- 6) **In meetings pertaining to development projects, strive to comment on projects in a productive and expeditious manner which recognizes State and County-established processing timelines. Particularly, any GPAC comments on environmental documents relating to development projects shall be made within the established environmental review timelines.**

B) Board of Supervisors' Administrative Staff

The Administrative Assistant(s) of each pertinent Supervisor works cooperatively with RMD and other participating public agency staff, and observes and participates in the GPAC's activities on behalf of the Supervisor(s), as well as conveying the interests of the Supervisor(s) to the committee. The Administrative Assistant(s) are also responsible for matters relating to the appointment of GPAC members.

Meetings dealing with development project review are schedule by, and primarily supported by, the Board's Administrative Assistant(s), with an RMD planner familiar with the project in attendance, if feasible. **Scheduling of such meetings shall recognize case processing timelines. Representative of development projects shall be encouraged to attend all applicable GPAC meetings.**

C) RMD Planning Staff Duties

Staff responsibilities in supporting a GPAC include:

- 1) Schedule all GPAC meetings pertaining to Comprehensive Plan issues, making arrangements for all facilities, distribute written/graphic materials, notices, agendas, etc. For such meetings, coordinate necessary staff participation and guest speakers;
- 2) For GPAC meetings as appropriate, prepare recommendations and other material for GPAC review and comment. Advise the GPAC on matters of both substance and procedure;
- 3) Assist the GPAC Chair in promoting full and open participation by all GPAC members and other people in attendance at any meeting, keeping discussion pertinent to the business at hand;

- 4) Handle information requests for material and general information related to the official business of the GPAC;
- 5) Report the GPAC's activities. Recommendation and comment to County decision-makers and official within the framework of the overall presentation of staff recommendation on a committee product-goal (i.e. a draft community plan update, a technical element or portion thereof, or a project application);
- 6) Coordinate with the Chair and Secretary on committee and subcommittee meeting schedules.

D) County Counsel

Staff support to GPACs will not be provided by County Counsel. Specific legal issues are to be directed through RMD to County Counsel for response; RMD shall also coordinate with Board Administrative Assistants on such items as applicable.

GPAC RESPONSIBILITIES AGREEMENT

“Responsibility Agreement”:

Statement of Commitment to County Guidelines for Advisory Committee Membership and Conduct

Members of the _____ General Plan Advisory Committee are asked to read, understand, and adhere to the following guidelines:

1. I understand that I will be asked to commit approximately 15-25 hours/month for the next _____ months/years for the following:
 - Six to nine hours each month to attend 2-3 meetings;
 - Document review, including but not limited to environmental documents, environmental constraints analyses, special studies, Comprehensive Plan elements, Zoning Ordinances, minutes, and other materials contained in meeting packets;
 - Participation on subcommittees when special issues need to be addressed;
 - Assisting County staff in organizing special events, publications, and public notices;
 - Participate in field investigation, as necessary.

PLEASE INITIAL HERE _____

2. I agree to punctually and fully attend all regular and special meetings of the GPAC and all relevant subcommittee meetings to the maximum possible extent. I understand that upon 3 unexcused absences or 5 consecutive absences I will be subject to dismissal from the committee. Absences may only be excused if communicated to the Chairperson of the committee or the appointing Supervisorial office in advance of a scheduled meeting.

PLEASE INITIAL HERE _____

3. I understand that I am expected to come to the meeting fully prepared, having reviewed the agenda and all related written/graphic material available before the meeting.

PLEASE INITIAL HERE _____

4. I will conscientiously follow high ethical standard in putting the broad public interest ahead of any personal interest and/or bias. I further understand that it is my duty to abstain from all discussions and votes on matters that could materially affect any development interest that I may have in any real property, or where a professional allegiance and/or personal bias cannot be set aside to allow my fair consideration of the issue(s) at hand. I further understand the if I should not voluntarily abstain from the discussion and/or vote in such situation, that my participation can be challenged by another committee member, staff or the public, and my participation in that issue can be prevented by a two-thirds majority vote of the full committee. I understand that pervasive or recurring conflicts of interest and/or duty should lead me to voluntarily resign from the committee and may be grounds for dismissal by the appointing Supervisor(s).

PLEASE INITIAL HERE _____

5. I commit to supporting the General Plan Update process.

PLEASE INITIAL HERE _____

6. I agree to communicate the issues under discussion with the constituents that I represent and to express their interests in public forum.

PLEASE INITIAL HERE _____

7. I agree to promote and publicize planning and the function of the committee to generate public interest and awareness.

PLEASE INITIAL HERE _____

8. I agree to promote and participate in full and open discussion of all matters of official committee business, and strive for consensus to the maximum possible extent.

PLEASE INITIAL HERE _____

9. I understand that I am expected to state the reason and basis for a decision before casting a vote on any substantive issue.

PLEASE INITIAL HERE _____

10. I agree to support the committee Chairperson and County staff in maintaining order, keeping discussions relevant to the business at hand, and following the proper procedures, while giving primary attention to matters of substance.

PLEASE INITIAL HERE _____

11. I understand that it is the role of the Chairperson to lead all meetings, be the primary spokesperson for the committee, and be the primary liaison to the staff and public. The Chairperson is also expected to attend periodic meetings with staff prior to regular and/or special meetings of the committee to discuss the agenda and format of the meeting. The Vice-Chairperson shall fulfill the duties of the Chairperson in the latter's absence. The Recording Secretary shall take notes of, or tape record, each regular and special committee meeting, and shall prepare minutes of such meetings, which shall be considered and approved by the full committee at the earliest possible time.

PLEASE INITIAL HERE _____

As a member of the _____ General Plan Advisory Committee I have read and understand the guidelines provided above.

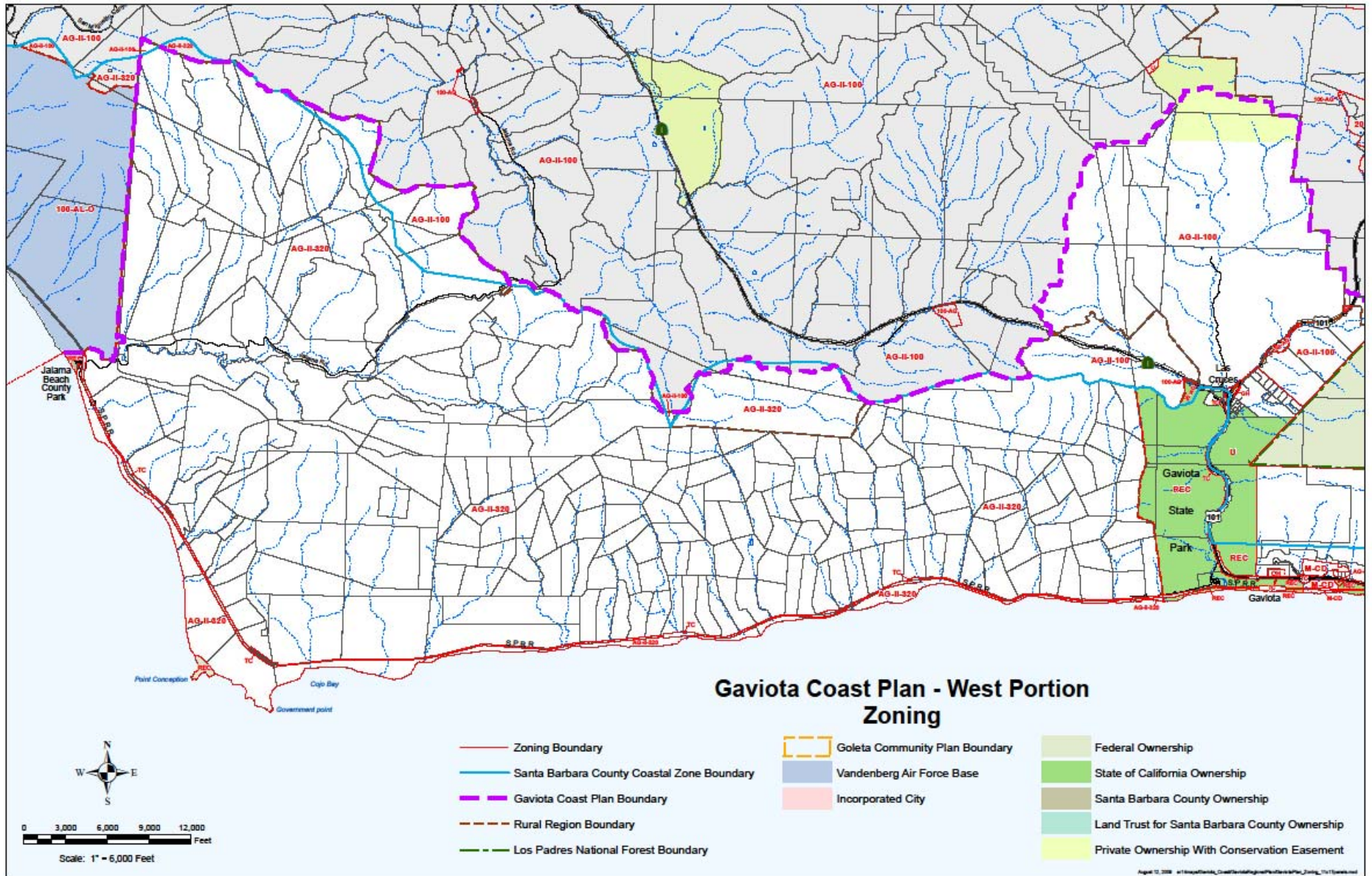
Signature

Date

October 20, 2009 Board of Supervisors Hearing
Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)
Attachment B
Page 1

Attachment B
Gaviota Coast Plan Area Zoning Maps

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October 20, 2009 Board of Supervisors Hearing
Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)
Attachment B
Page 4

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October 20, 2009 Board of Supervisors Hearing
Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)
Attachment B
Page 6

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October 20, 2009 Board of Supervisors Hearing
Formation and appointment of members to the Gaviota Coast Planning Advisory Committee (GavPAC)
Attachment C
Page 1

Attachment C

AAC Minutes – August 5, 2009

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COUNTY OF SANTA BARBARA

AGRICULTURAL ADVISORY COMMITTEE

August 5, 2009

Farm Bureau Office
180 Industrial Way
Buellton, Ca

APPROVED MINUTES

These minutes reflect the actions and general discussion of the Committee.

The Agricultural Advisory Committee was called to order by Kari Campbell-Bohard, Chair, at 2:08 pm at the Farm Bureau Office in Buellton.

COMMITTEE MEMBERS PRESENT: 9

Jose Baer
Kari Campbell-Bohard, Chair
Willy Chamberlin
Grant Cremers
Dorothy Laine
Bradley Miles
Richard Quandt
LeRoy Scolari
Paul Van Leer

COMMITTEE MEMBERS ABSENT: 3

Brian Caird
Greg France
June Van Wingerden

STAFF MEMBERS PRESENT:

P&D - Mike Hays, David Lackie, Stephanie Stark and Brian Tetley
Agricultural Commissioner's Office – Bill Gillette (Ag Commissioner)

NUMBER OF INTERESTED PERSONS: 7

- I. Pledge of Allegiance
- II. Public Comment

Re: Bill Gillette – Wilja Happe has been nominated as an AAC alternate member representing the Santa Barbara Flower & Nursery Growers' Association.

Re: Willy Chamberlin – The State has suspended Williamson Act subvention fund payments to Counties.

III. Minutes

Motion: Grant Cremers moved, seconded by Leroy Scolari and carried by a 4-0-5 vote to approve the May 6, 2009 minutes as corrected.

Motion: Kari Campbell-Bohard moved seconded by Jose Baer and carried by a 5-0-4 vote to approve the July 1, 2009 minutes as corrected.

IV. Report from the Agricultural Commissioner – Bill Gillette

Ag Preserve Program – Due to budget constraints, the State has suspended subvention funds to all Counties this year. Bill clarified the State's action does not affect existing contracts nor does the County expect a large number of people to leave the program.

Light Brown Apple Moth – USDA lifted the LBAM quarantine, however Mexico and Canada have not recognized the action and have not lifted the LBAM shipping requirements. LBAM was recently found in San Luis Obispo.

Grape shipments to Oregon – Oregon has quarantine requirements for grapes shipped from Santa Barbara County (Vine Mealybug).

Frost Declaration - USDA released a disaster declaration for frost in the Cuyama Valley.

New P&D Director - Dianne Black is acting as the P&D Director until the new director arrives in September.

V. Reports From Agricultural Planners – Mike Hays & Stephanie Stark

Ag Buffer Policy – Mike has met with stakeholders, attended an ag buffer tour in San Luis Obispo County and is preparing a project charter. Next month Mike will present the draft charter to the AAC. AAC members would like to be very involved as policy development proceeds.

Ag Permit Streamlining – Ag Planners are working with Pat Saley and Noel Langle to address public comment on the ND and assured the AAC the process is moving along.

Outreach - Mike attended the Farm Bureau luncheon and gave brief presentation of the ag planning program.

Projects – Several applications for produce coolers were recently submitted.

VI. Gaviota Coast Rural Regional Plan – David Lackie and Brian Tetley

Committee member Jose Baer left the meeting due to a potential conflict of interest with the topic. David Lackie from Long Range Planning (LRP) informed the Committee of the upcoming GavPAC application deadline and reported the first kickoff meeting was well attended. Staff presented the AAC with a map of the 97,000-acre plan area. The discussion focused on the size of the plan area, amount of irrigated agriculture, project funding, GavPAC process, and project goals. The Committee felt the plan area extends beyond what most people think of as the Gaviota Coast and strongly supported reducing the plan area. They asked for an additional map depicting active agricultural areas and Ag Preserves within the plan area (see attached map and memo from LRP to AAC dated August 25, 2009).

Motion: The Agricultural Advisory Committee recommends the Board of Supervisors modify the western edge of the Gaviota Coast Rural Regional Plan boundary as follows (see Attachment 1 for map): Redraw the line so that the northwest edge starts where the Gaviota Coast Plan boundary line, Rural Region boundary line, and Forest Service boundary line intersect (south of Nojoqui Falls County Park); follow the Forest Service boundary line to the intersection of Gaviota State Park boundary then west along northern boundary of Gaviota State Park; follow south along west side of the Gaviota State Park to the ocean. The motion was made by Willy Chamberlin, seconded by Leroy Scolari and carried by a unanimous vote.

Motion: The Agricultural Advisory Committee recommends the AAC has a seat on the GavPAC and recommend Paul Van Leer to serve as the AAC representative. Richard Quandt moved, seconded by Willy Chamberlin and carried by a unanimous vote.

VII. Reports from Committee Members

No reports were provided.

VIII. Meeting Adjourned at 4:15 pm.

NEXT MEETING: The next proposed AAC meeting is scheduled for Wednesday, September 2nd.