



**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:** April 2, 2013  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Glenn S. Russell, PhD, Director, Planning and Development,  
Director(s) (805) 568-2085

Contact Info: Jeff Hunt, AICP, Deputy Director, Long Range Planning Division,  
(805) 568-2072

**SUBJECT:** 2012 Comprehensive Plan Annual Progress Report

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- (1) Receive and file the *2012 Comprehensive Plan Annual Progress Report* (Attachment 1) as required by Government Code Section 65400, and
- (2) Determine that the Board of Supervisors' action is not a project, pursuant to CEQA Guideline section 15378(b)(5).

**Background:**

Government Code Section 65400 requires the "planning agency" of certain cities and all counties to provide an annual report to the "legislative body," the Governor's Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD) documenting the status of the comprehensive plan, its progress in implementing the comprehensive plan, and its progress in meeting its share of regional housing needs. In Santa Barbara County, pursuant to Santa Barbara County Administration Code section 2-25.1, the County Planning Commission is the planning agency for unincorporated areas of the County outside of the Montecito planning area and the Montecito Planning Commission is the planning agency for the unincorporated portion of the County that is located within the Montecito planning area. Under Santa Barbara County Administration Code section 2-69, the Board of Supervisors is the legislative body. The annual report is due to OPR and HCD by April 1 of each year.

Enclosed is the County's *2012 Comprehensive Plan Annual Progress Report*, including the housing portion of the report (Attachment 1). The report summarizes programs undertaken by Planning and Development in 2012 (January 1, 2012 through December 31, 2012) to maintain and implement the County's Comprehensive Plan. The report also provides details on housing production. Specifically, the report is divided into the following sections:

1. Purpose of the Annual Progress Report,
2. Structure of the Comprehensive Plan and Supporting Documents,
3. Comprehensive Plan Amendments and Implementation Activities,
4. Housing Element Activity,
5. Annual Work Program, and
6. Attachment – Data Tables

In summary, the County continues to make progress towards maintaining and implementing the Comprehensive Plan and meeting its share of regional housing needs.

**Planning Commissions Recommendations:**

The County Planning Commission reviewed the annual report on March 6, 2013, and voted 5-0 to receive, file, and provide the report to OPR, HCD, and the Board of Supervisors. The County Planning Commission Staff Report (Attachment 2) and County Planning Commission Action Letter (Attachment 3) are enclosed. Similarly, the Montecito Planning Commission reviewed the report on March 20, 2013, and voted 5-0 to take the same action as the County Planning Commission (Attachments 4 and 5).

The report was sent to OPR and HCD on March 22, 2013.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

Preparation of the Comprehensive Plan Annual Progress Report is a required service and is budgeted in the Long Range Planning Division of the Planning and Development Department on page D-138 of the County of Santa Barbara Operating Plan, Fiscal Year 2012-13 Recommended Budget. Staff spent approximately 90 hours preparing the report and presenting it to the Planning Commissions.

**Special Instructions:**

The Clerk of the Board shall forward a copy of the minute order to Planning and Development, Attention: David Villalobos, Hearing Support.

**Attachments:**

- Attachment 1: *2012 Comprehensive Plan Annual Progress Report*
- Attachment 2: Planning Commission Staff Report (dated February 27, 2013)
- Attachment 3: Planning Commission Action Letter (dated March 6, 2013)
- Attachment 4: Montecito Planning Commission Staff Report (dated February 27, 2013)
- Attachment 5: Montecito Planning Commission Action Letter (dated March 20, 2013)

**Authored By:**

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