



**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 3, 2018
Placement: Departmental
Estimated Time: 45 minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director Contact Info: Dianne M. Black, Director, Planning and Development Department
(805) 568-2086
Daniel T. Klemann, Deputy Director, Long Range Planning Division
(805) 568-2072
SUBJECT: Long Range Planning Division Fiscal Year 2018-2019 Work Program

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:

- a) Receive a report on the Fiscal Year (FY) 2018-2019 Proposed Work Program;
- b) Allocate the funding and staff resources to approve the 2018-2019 Work Program subject to approval of P&D's budget to:
 - i) Continue to provide required services, conduct operations, and work on projects with remaining work from the FY 2017-2018 Work Program;
 - ii) Initiate the staff-recommended new mandated and non-mandated projects set forth in Attachments 1 and 2, which would be supported by general fund contributions for the FY 2018-2019 Work Program; 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 2018-2019 Work Program for the Long Range Planning Division, as well as the Planning Commissions' recommendations regarding the Work Program. More specifically, Attachments 1 and 2 to this Board letter describe the services, operations, and projects that staff is recommending that the Board include as part of the Work Program. The staff-recommended FY 2018-2019 Work Program prioritizes (1) the completion of work begun during or prior to fiscal year 2017-2018, (2) the completion of new, State-mandated projects, and (3) refocusing staff time and resources on updating Comprehensive Plan Elements and other projects that would have countywide benefits.

Background:

This Board letter and the corresponding hearing regarding the FY 2018-2019 Work Program afford the Board an opportunity to: consider staff's recommendations; receive public input; review current ongoing projects and consider new potential projects; consider the Planning Commissions' and others' recommendations regarding the FY 2018-2019 Work Program; and determine which projects to adopt as part of the FY 2018-2019 Work Program that warrant general fund allocation and staff resources in FY 2018-2019.

The staff-recommended Work Program is discussed in detail in Attachments 1 and 2, and is summarized in Table 1 (below). As shown, the FY 2018-2019 Work Program consists of three general categories of activities: (1) required services and operations; (2) projects from the Long Range Planning Division FY 2017-2018 Work Program that have remaining work to be completed in FY 2018-2019; and (3) recommended, new mandated and non-mandated projects to be initiated in FY 2018-2019. When considering these activities, staff prioritized the completion of existing projects [most of which involve a specific community or particular interests (e.g., community plan updates)], in order to refocus staff resources on the development of countywide plans and programs—especially those which are State-mandated.

When considering staff resources to be allocated to each category of activities, staff assumed that there would be no change in existing staffing levels for the Long Range Planning Division. Accordingly, staff estimated that approximately: (1) 4.5 full time equivalents (FTEs) would be needed to conduct required services and operations; (2) 3.1 FTEs would be needed for the projects from the Long Range Planning Division FY 2017-2018 Work Program that have remaining work to be completed in FY 2018-2019; and (3) 1.7 FTEs would remain to initiate new projects during the next fiscal year.

Two changes occurred with regard to the on-going projects from the Long Range Planning Division FY 2017-2018 Work Program that have remaining work to be completed in FY 2018-2019. First, staff found that given the requests for items to be considered as part of the Agricultural Tiered Permitting Project, it is likely that the project will require the preparation of an environmental document. However, currently there is no funding in the FY 2017-2018 budget to prepare such an environmental document. Therefore, staff: (1) has proceeded with the amendments to revise the permitting requirements for certain agricultural employee dwellings—that is, one item that was added to the Agricultural Tiered Permitting Project that most likely will not require the preparation of an environmental document; and (2) is requesting the funding to prepare the environmental document to evaluate the other components of the Agricultural Tiered Permitting Project in FY 2018-2019. Second, whereas Attachments 1 and 2 included the project regarding Categorical Exclusions for certain agricultural development in the Coastal Zone, this project has been removed from the list of on-going projects. Staff completed the research for

Table 1 – Long Range Planning Division Staff-Recommended Work Program

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	
General Plan Annual 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 Projects	
Comprehensive Plan and Community Plan Projects	FTEs
Airport Land Use Plan (ALUP) Compatibility Amendment (State Mandated)	0.3
Circulation Element Update (State Mandated)	0.7
Coastal Resiliency Project (Grant Funded)	0.3
Eastern Goleta Valley Census Designation	0.1
Energy and Climate Action Plan (ECAP) Implementation	0.2
Gaviota Coast Plan	0.1
Montecito Architectural Guidelines Phase II (Detached Accessory Structures)	0.1
Santa Claus Lane Streetscape, Beach Access, and Parking	0.3
Comprehensive Plan and Community Plan Projects Subtotal =	2.1
Ordinance Amendments	FTEs
Advanced Meter (Southern California Gas Company) Ordinance Amendments (Applicant Funded)	0.1
Agricultural Tiered Permitting Project	0.5
Cannabis Regulations	0.1
Hoop Structures Zoning Ordinance Amendments	0.1
Short Term Rentals Ordinance	0.1
Housing Density Bills of 2016 Ordinance Amendments	0.1
Ordinance Amendments Subtotal =	1.0
Recommended New Projects	
Safety Element Update for Multi-Jurisdictional Hazard Mitigation Plan-Related Amendments (Mandated)	1.1
Zoning Ordinances Amendments to Implement Housing Density Assembly Bill 1515 and Senate Bill 167 (Mandated)	0.5
Environmental Thresholds Guidelines – Amendments to Quality of Life Thresholds	0.1
Recommended New Projects Subtotal =	1.7
Work Program Total =	9.3

this project and found that the establishment of a Categorical Exclusion likely would not create efficiencies or otherwise add value to the permitting or approval process for the types of agricultural development that were under consideration for a Categorical Exclusion (i.e., uses and development that were identified during the development of the Gaviota Coast Plan). Staff consulted the representatives from the Agricultural Advisory Committee (AAC) (who also served in an advisory role regarding the Gaviota Coast Plan), who concurred with staff's conclusions on the Categorical Exclusion project—especially given that their suggestions will be considered as part of the Agricultural Tiered Permitting Project. Staff added the approximately 0.1 FTE that was originally recommended for the Categorical Exclusion Project, to the new project involving an update to the Safety Element.

With regard to new projects, staff recommends that the Board include: (1) an update to the Safety Element, which is a State-mandated project given the Board's adoption of the Multi-Jurisdictional Hazard Mitigation Plan in August 2017 (Government Code § 65302(g)(4)); (2) zoning ordinance amendments to address the requirements of Housing Density Assembly Bill (AB) 1515 and Senate Bill (SB) 167 of the 2017 State legislative session, which are currently in effect but not codified in the zoning ordinances; and (3) amendments to the County's *Environmental Thresholds and Guidelines Manual* (Revised July 2015) to update the County's "quality of life thresholds," in order to provide clarity regarding the evaluation of quality of life impacts in environmental documents prepared pursuant to CEQA.

Both Planning Commissions and the AAC considered the staff-recommended Work Program. On February 28, 2018, the County Planning Commission received a staff presentation on the Fiscal Year 2018-2019 Long Range Planning Division Work Program (Attachment 1). After receiving the presentation, the County Planning Commission recommended that staff prioritize the processing of amendments to the zoning ordinances to address night lighting and signs—two projects that the Board has considered for inclusion as part of past Work Programs. However, given the relatively small amount of work involved with these zoning ordinance amendments, staff is proposing to process these zoning ordinance amendments as part of the general zoning ordinance amendment packages that staff processes annually, rather than as distinct projects to be included in the Long Range Planning Division Work Program.

On February 21, 2018, the Montecito Planning Commission received a staff presentation on the Fiscal Year 2018-2019 Long Range Planning Division Work Program (Attachment 2). Although the Montecito Planning Commission did not provide any specific requests or modifications regarding the activities included in the Work Program, the Montecito Planning Commission recommended that the Board of Supervisors prioritize, and direct staff to commence with the review and development of, new requirements for resiliency for Santa Barbara County. The Coastal Resiliency Project, certain aspects of the update to the Circulation Element, and update to the Safety Element will address new requirements for resiliency for Santa Barbara County.

On March 7, 2018, staff provided a report on the Fiscal Year 2018-2019 Long Range Planning Division Work Program to the Agricultural Advisory Committee (AAC). To date, the AAC has not provided any formal comment; however, the AAC expressed its intent to submit comments to the Board for consideration at the April 3, 2018, hearing.

Fiscal and Facilities Impacts:

Budgeted: No

Funding for the FY 2018-2019 Long Range Planning Division Work Program is included in the P&D budget submittal for the Board's consideration during the budget adoption process in June 2018.

Attachments:

Attachment 1 – County Planning Commission Action Letter and Staff Report for the Hearing of February 28, 2018

Attachment 2 – Montecito Planning Commission Action Letter and Staff Report for the Hearing of February 21, 2018

Authored by:

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