

DRAFT
Minutes

GENERAL PLAN UPDATE – REFINEMENT GROUP

Thursday, August 5, 2004, 12:00 to 5:00 PM
at the Salinas Valley Builders' Exchange, 590-A Brunken Ave., Salinas

Those present: Bob Perkins, Gwen Miller, Chris Bunn, Christopher Bunn Jr., Brian Finegan, Tom Carvey, Nancy Isakson, Jim Bogart, Jay Brown, Mike Caplin, Luann Meador, Shari Damon and Alfred Diaz-Infante

- I) Public Comment Period (Public Comment for issues not on the agenda)
Public comment: none
- II) Approval of agenda for August 5, 2004
Public comment: none
Add: RG cover letter VII c (1)
Also known as "transmittal letter"
- III) Approval of minutes from July 15, 2004 and July 29, 2004
Public comment: none
Two sets of minutes to approve.
July 15, 2004 approved as e-mailed.
July 29, 2004 approved as e-mailed.
- IV) Housing Element
Public comment: none
The Housing Element subcommittee has been meeting and will bring their work next week.
- V) Coastal Element
Public comment: none
Mike Caplin brought a hard copy of the Coastal Element today.
- VI) Review and complete the final versions of the Circulation, Public Services and Administration elements
Public comment: none
Administration element:
AD-5 was stricken last time
AD-6: Project-specific Fiscal Analysis.
Capitalize "fair share." Strike individual and add "new major" to read "new major development"
AD-6.1: Fiscal Impact Report: discussion of what constitutes a major subdivision. The GPU3 definition said that a non-residential project that employs more than 5 people would have to file a fiscal impact report. Title 14, CEQA guidelines were read. Discussion about the threshold for requiring the filing of a fiscal impact report. Suggestion that the wording should include "*substantial* change in demand for municipal services: police, water, fire, sewage, etc." Appendix H of the CEQA Guidelines.

To read: “Applications for new major development where the initial study identifies a substantial increase in demand for public services: police, fire, water, sewage, etc. shall prepare a fiscal impact report to determine the fiscal effects that the project may have on the ~~surrounding area~~ and the County as a whole. The report shall identify appropriate fees or other measures to address the fiscal effects. If a Community Plan, Infrastructure and Financing Study or other previously prepared report has been approved and contains sufficient information, the County shall waive all or part of a separate fiscal impact report requirement. m/s/c

AD-6.2: Content of report:

The report shall include analysis of the fiscal effects on public services (roads, water, fire, sheriff, etc.). Previously prepared and adopted Community Plan, Infrastructure and Financing Studies or other previously prepared reports may be relied upon for all or part of this analysis. Strike next two sentences. Last sentence: The report shall also analyze the impacts of any proposed measures to address fiscal impacts (in other words, don’t overload affordable housing).

AD-7: Title: Project Permit Review ~~and Enforcement~~: strike everything after the word “understandable”. The title should be “permit application review,” not a review of the projects themselves. There was discussion of the permit application process.

AD-7.1: Permit Review Process: strike (a) and (b), move (c) to different section.

AD-7.2: Processing priorities: strike entirely

AD-7.3: Development Applications on Existing Lots of Record: discussion of the relevance of this policy. By law, the County must already ensure that projects are consistent with the General Plan. Strike, add comment.

AD-7.4: Prerequisites for New Lot Creation: strike.

AD-7.5: Simplify Permit Review: The County shall evaluate permit review procedures ~~for projects that are located within Community Areas and housing projects that meet the criteria of the Affordable Housing Overlay~~, and shall prepare changes to ordinances and procedures to allow expedited processing.

Strike last sentence about exempting Routine and Ongoing Ag.

AD-7.6: Incomplete Application: gathering some information, such as biological information, can take years. Extinguishing the permit in a given amount of time would therefore not be good. Discussion about keeping the process efficient by having permits expire.

“The permit application will be closed if the applicant fails to notify the County within 60 days of the applicant’s intent to proceed.”

AD-7.7: Delete

AD-7.8: leave as is in GPU3. strike 2nd sentence.

AD-7.9: Code Enforcement: Codes and ordinances exist now. The County will have to have some kind of program or plan to respond to complaints. 2 kinds of enforcement: (1) monitoring of mitigation measures that were imposed in the permitting process and (2) enforcement of the UBC.

Worked stopped at this point. AD-8 will be the starting point next week.

The permit streamlining act language could be included. The required information should be listed and the process should be completed in a timely manner. Brian Finegan will work on language to be brought back next week.

VII) Reports from sub-committees

- A) Finished Elements:
 - i) Land Use
 - ii) Ag: Bob Perkins said that the Ag subcommittee made some style corrections and 4 more substantial corrections. Work was stopped due to the lack of having the final version from the typist.
 - iii) ERME
 - iv) Circulation
 - v) Public Service
 - vi) Health and Safety Element
 - vii) Definitions: Mike Caplin distributed a page of definitions, dated 8/5/04. Mike led the discussion of the definitions. Nancy Isakson took notes.
 - Maritime Chaparral: As per subcommittee recommendation.
 - Shoreline Access: As per subcommittee recommendation. Include lateral access, vertical access, and visual access.
 - Lateral Access: As per subcommittee recommendation.
 - Vertical Access: As per subcommittee recommendation.
 - Visual Access: As per subcommittee recommendation.
 - Wetlands: discussion Plant communities that include naturally occurring fresh and saltwater marshes.
 - Nancy Isakson will produce the final version and send it to Karen. m/s/c 8/5/04 adopted.

- B) 1982 General Plan Organization Subcommittee Work

- C) Report on word processing and final clean version of RG work
 - i) Cover letter:
 - Luann Meador distributed copies of the notes she took during the RG meeting of July 15, 2004.
 - Page 1 (typed). Page 2 (handwritten): Discussion about including a list of deletions and items that have been changed. Suggestion that the typist could hyperlink the definitions and internal references.

- D) Other items:
 - i) Update of GPU process: Typist is completing work.
 - ii) Prioritization of goals

- VIII) Agenda building for next meeting:
 - Tom Carvey will make a spreadsheet showing the status of each finished element.

- IX) Adjournment to meeting of Thursday, August 12, 2004, 12:00 to 5:00 PM at the Monterey County Association of Realtors' offices, 201-A Calle Del Oaks, Del Rey Oaks