

AGENDA

CITY OF GUADALUPE PLANNING COMMISSION

Tuesday, August 19, 2008

Regular Meeting 6:00 p.m.

City Hall, Council Chambers
918 Obispo Street, Guadalupe, CA 93434

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's office, (805) 356-3891. Notification of at least 72 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

*If you wish to speak concerning any item on the agenda, please complete the Request to Speak form that is provided at the rear of the Council Chambers prior to the completion of the staff report and hand the form to the City Clerk. **Note:** Staff Reports for this agenda, as well as any materials related to items on this agenda submitted after distribution of the agenda packet, are available for inspection at the office of the City Administrator, City Hall, 918 Obispo Street, Guadalupe, California during regular business hours, 8:00 a.m. to 12:00 pm. and 1:00 p.m. to 5:00 p.m., Monday through Friday; telephone (805) 356-3891.*

MEMBERS OF THE PLANNING COMMISSION: Commissioners Monika Huntley, Carl Kraemer, Frances Romero and Chairman Alejandro Ahumada.

1. **CALL TO ORDER.**
2. **PLEDGE OF ALLEGIANCE.**
3. **INSTALLATION AND OATH OF OFFICE.** Oath of Office to recently appointed Commissioner Jesse Ramirez.
4. **ROLL CALL.** Commissioners Monika Huntley, Carl Kraemer, Frances Romero, Jesse Ramirez and Chairman Alejandro Ahumada.
5. **ELECTION OF OFFICERS FOR PLANNING COMMISSION.** That the Planning Commission elect via separate actions the Chair, Vice, Chair, and Secretary of the Planning Commission for 2008-2009.
 - a. Election of Chair, Vice, Chair, and Secretary of the Planning Commission for 2008-2009.

AGENDA – CITY OF GUADALUPE PLANNING COMMISSION

Regular Meeting – August 19, 2008

Page 2

6. **CONSENT CALENDAR.** The following routine items are presented for Planning Commission approval without discussion as a single agenda item in order to expedite the meeting. Should a Commissioner wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

- a. Minutes of the Planning Commission meeting of July 15, 2008 to be ordered filed.

7. **COMMUNITY PARTICIPATION FORUM.**

Each person will be limited to a discussion of 3 minutes. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. The Planning Commission may direct Staff to investigate and/or schedule certain matters for consideration at a future Planning Commission meeting.

8. **PRELIMINARY PLAN FOR THE AMENDMENT TO THE REDEVELOPMENT AGENCY.** That the Planning Commission receive the presentation from staff and adopt PC Resolution No. 2008-03.

- a. Written Staff Report (Regan Candelario)
b. Planning Commission discussion and consideration.
c. It is recommended that the Planning Commission receive the presentation from staff and adopt PC Resolution No. 2008-03.

9. **CODE ENFORCEMENT MONTHLY SUMMARY.** That the Planning Commission receive the presentation from staff.

- a. Written Staff Report (Rob Mullane/ John Rickenbach)
b. Planning Commission discussion and consideration.
c. It is recommended that the Planning Commission receive the presentation from staff.

10. **PLANNING COMMISSION WORKSHOP # 7: INFRASTRUCTURE AND URBAN DEVELOPMENT.** That the Planning Commission receive the presentation from staff.

- a. Written Staff Report (Rob Mullane/John Rickenbach)
b. Planning Commission discussion and consideration.
c. It is recommended that the Planning Commission receive the presentation from staff.

11. **PLANNING DIRECTOR'S REPORT.**

12. **FUTURE AGENDA ITEMS.**

- a. Historical Building Regulations.

AGENDA – CITY OF GUADALUPE PLANNING COMMISSION
Regular Meeting – August 19, 2008
Page 3

13. ANNOUNCEMENTS.

14. ADJOURNMENT.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the City Hall display case, the Water Department, the City Clerk's office, and Rabobank not less than 72 hours prior to the meeting. Dated this 15th day of August, 2008.

By:  For CCL
Carolyn Galloway-Cooper, Deputy City Clerk

State of California

County of Santa Barbara

Oath of Affirmation of Allegiance for Public Officers and Employees

The execution of this Oath is required by Article XX, Section 3, of the Constitution of the State of California.

I, Jesse Ramirez do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without mental reservation or purpose of evasion; that I will well and faithfully discharge the duties upon which I am about to enter.

SUBSCRIBED AND SWORN TO before me this 19th day of August, 2008.

Signature of Officer Administering Oath

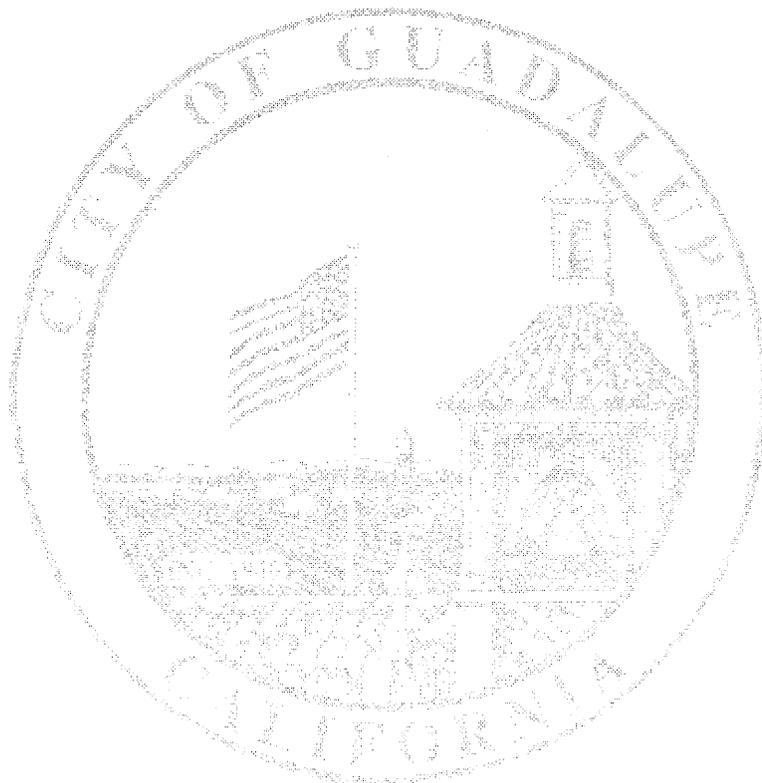
Signature of Person Taking Oath

John Rickenbach, City Planner

Name/Title of Officer Administering Oath

Planning Commissioner

Title of Person Taking Oath



REPORT TO THE PLANNING COMMISSION
August 19, 2008

16/

Prepared By:
Rob Mullane, City Planner

15/

Approved By:
Carolyn Galloway-Cooper

SUBJECT: Election of Officers for Planning Commission

EXECUTIVE SUMMARY:

In accordance with the City's procedures for Administration and Personnel (Section 2.24 of the City Municipal Code), the Planning Commission shall hold an election of officers for the positions of Chair, Vice Chair, and Commission Secretary.

Staff will brief the members on the Commission's structure and procedure for nomination and election of officers, and then turn over the election of officers to the Commission.

RECOMMENDATION:

- 1) Elect via separate actions the Chair, Vice Chair, and Secretary of the Planning Commission for 2008-2009

DISCUSSION:

Annual election of officers is customary, and should be held in August, as per the City's procedures Commission terms begin and end on July 31 (Section 2.24.040). The authority for the Commission to appoint its officers is set forth in Section 2.24.050 of the Municipal Code. The Commission elects a Chair and Vice-Chair from among the members of the Planning Commission, and elects a Secretary who may also be on the Commission, or who may be a City staff-member. The duties of the Secretary are to record the minutes of each Commission meeting.

The election of the Chair, Vice-Chair, and Secretary are separate actions conducted by nomination, seconding of the nomination, any other nominations and seconds, any discussion by nominators or nominees, and then a motion vote of the Commission. The Chair should be elected first, then the Vice-Chair, and finally the Secretary. The current Chair runs the meeting through the election of officers, and then the newly-elected Chair takes over the running of the rest of the meeting.

ATTACHMENT:

- 1) Chapter 2.24 of the City Municipal Code regarding the Planning Commission

ATTACHMENT 1

CHAPTER 2.24 OF THE CITY MUNICIPAL CODE REGARDING THE
PLANNING COMMISSION

G. To hinder or delay the progress of the fire department on its way to or from, or at, any fire in the city. (Ord. 26 §5, 1947)

2.20.050 Violation--Penalty. Any person guilty of violating any of the provisions of this chapter, or performing any act declared by this chapter to be unlawful, shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punished by a fine and/or imprisonment in accordance with the general penalty provision then in effect in the city, pursuant to chapter 1.08 of this code, as amended. (Ord. 86-271 §9, 1986; Ord. 26 §6, 1947)

Chapter 2.21

BUILDING OFFICIAL

Sections:

- 2.21.010 Purpose.
- 2.21.020 Building Official.
- 2.21.030 Powers and Duties.

2.21.010 Purpose. The City Council finds and determines that the Public Health, Safety, Welfare and orderly development of the community will be better served by the establishment of the Department of Building and Safety.

2.21.020 Building Official. The position of Building Official for the City of Guadalupe is hereby created and established. The Public Works Director/City Engineer shall be the Building Official for the City.

2.21.030 Powers and Duties. It shall be the duty of the Building Official to direct, administer and enforce the applicable building, mechanical, electrical and other regulatory codes adopted by the city per section 2.21.

The Building Official shall have the powers and duties prescribed in the various said codes to effectively administer the office and shall effectively organize and administer the Department of Building and Safety. (Ord. 90-295, 1990)

Chapter 2.24

PLANNING COMMISSION

Sections:

2.24.010	Established--Statutory authority.
2.24.020	Membership.
2.24.030	Appointments and vacancy filling.
2.24.040	Terms of office.
2.24.050	Officers.
2.24.060	Absences.
2.24.070	Powers and duties.
2.24.080	Compensation.

2.24.010 Established--Statutory authority. A planning commission in and for the city is established and created, pursuant to the provisions of Section 65000 et seq. of the Government Code of the state, as now or hereafter amended. (Ord. 160 §1, 1976)

2.24.020 Membership. The planning commission shall consist of five members who shall be qualified electors of the city, but who shall not otherwise be officials of the city. Such member shall be appointed by vote of the council after nomination by the mayor or other member of the city council. (Ord. 160 §2, 1976)

2.24.030 Appointments and vacancy filling. Appointments for the planning commission and the filling of vacancies shall be made by vote of the council after nomination by the mayor or other member of the council. Vacancies shall be filled for the unexpired term only. Vacancies occurring otherwise than by expiration of term shall be filled in the manner set forth for appointments. All members shall serve at the pleasure of the council. (Ord. 160 §4, 1976)

2.24.040 Terms of office. Members of the planning commission shall serve for a period of four years, beginning on July 31st. The terms of three members shall expire July 31, 1976, and shall be filled for terms of one, two or three years. The terms of two other members shall expire on July 31, 1978, and shall be filled for terms of one and two years. (Ord. 160 §3, 1976)

2.24.050 Officers. As provided by Section 65150 of the Government Code, the council hereby delegates to the planning commission the authority to appoint its own chairman and vice-chairman from the commission membership, and to appoint a secretary who may be a member of the commission or an employee of the city. The terms of office of the chairman and vice-chairman shall be established by the regularly adopted rules and regulations of the commission. (Ord. 160 §5, 1976)

2.24.060 Absences. Absences from three consecutive regular meetings or twenty-five percent of the regular meetings in any one year period without the formal consent of the council, shall be deemed to constitute the retirement of such absent member and the position shall be declared vacant. (Ord. 160 §6, 1976)

2.24.070 Powers and duties. The planning commission shall be appointees and members thereof and shall have the powers and duties provided by Section

65000 et seq. of the Government Code of the state, as now hereafter amended.
(Ord. 160 §7, 1976)

2.24.080 Compensation. A. The council finds that the members of the city planning commission devote substantial time and effort to the improvement of the city through their work, which is currently uncompensated. The payment of a nominal salary for services on this commission will assist in continuing to assure that highly motivated and competent people fill the positions.

B. Each member of this planning commission shall receive as salary the sum of twenty-five dollars per month, provided that they have no unexcused absences from regularly scheduled meetings in that month. An absence shall be deemed excused only after presentation of the reason for the absence to the commission involved by the absent commissioner at the next regularly scheduled meeting, and the affirmative vote of a majority of the commission present at the meeting, not including the petitioning commissioner. (Ord. 86-265 §1 (part) and 2 (part) , 1987)

Chapter 2.28

RECREATION COMMISSION

Sections:

- 2.28.010 Recreation programs generally.
- 2.28.020 Commission established--Membership.
- 2.28.030 Appointments and vacancy filling.
- 2.28.040 Meetings, officers and rules and regulations.
- 2.28.050 Secretary and other services.
- 2.28.060 Powers and duties.
- 2.28.070 Recreation director--Appointment--Powers and duties.
- 2.28.080 Athletic contests, demonstrations or exhibits.
- 2.28.090 Permits for use of recreation facilities.
- 2.28.100 Eviction of certain persons authorized when.
- 2.28.110 Compensation.

2.28.010 Recreation programs generally. The city council may hereafter organize, promote and conduct programs of community recreation, may establish a system of playgrounds and recreation and may acquire, improve, maintain and operate recreation facilities within or without the territorial limits of the city, and to these ends may make expenditures from the general fund of the city. (Ord. 52 §1, 1952)

2.28.020 Commission established--Membership. There is created and there shall thereafter be a recreation commission for the City. Such Commission shall



MINUTES

CITY OF GUADALUPE PLANNING COMMISSION

Tuesday, July 15, 2008

Regular Meeting 6:00 p.m.

City Hall, Council Chambers
918 Obispo Street, Guadalupe, CA 93434

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's office, (805) 356-3891. Notification of at least 72 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

*If you wish to speak concerning any item on the agenda, please complete the Request to Speak form that is provided at the rear of the Council Chambers prior to the completion of the staff report and hand the form to the City Clerk. **Note:** Staff Reports for this agenda, as well as any materials related to items on this agenda submitted after distribution of the agenda packet, are available for inspection at the office of the City Administrator, City Hall, 918 Obispo Street, Guadalupe, California during regular business hours, 8:00 a.m. to 12:00 pm. and 1:00 p.m. to 5:00 p.m., Monday through Friday; telephone (805) 356-3891.*

MEMBERS OF THE PLANNING COMMISSION: Commissioners Monika Huntley, Carl Kraemer, Frances Romero and Chairman Alejandro Ahumada.

1. **CALL TO ORDER.** Chair Ahumada at 6:02 pm.
2. **PLEDGE OF ALLEGIANCE.**
3. **ROLL CALL.**
Present: Commissioners Carl Kraemer and Frances Romero, Vice-Chair Monika Huntley, and Chairman Alejandro Ahumada.
4. **CONSENT CALENDAR.** The following routine items are presented for Planning Commission approval without discussion as a single agenda item in order to expedite the meeting. Should a Commissioner wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

- a. Minutes of the Planning Commission meeting of June 17, 2008 to be ordered filed.

Motion to Approve the Consent Agenda Items, including the filing of the Minutes of the April 15, 2008 and May 20, 2008 Planning Commission meetings. (Kramer/Huntley)

VOTE: **Ayes: 3**
 Noes: 0
 Abstentions: 1 (Romero)
 Motion passed

5. COMMUNITY PARTICIPATION FORUM.

Each person will be limited to a discussion of 3 minutes. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. The Planning Commission may direct Staff to investigate and/or schedule certain matters for consideration at a future Planning Commission meeting.

Speaker 1: George Alvarez. Noting that a stockpile of dirt has been addressed by the City, but that this should have been addressed more quickly. Mr. Alvarez also noted the importance of the Planning Commission's role in planning and development issues and commented on the difference between how development impact fees were handled for the Vernon Apartments projects versus the DJ Farms project.

6. REVIEW OF SIGN REGULATIONS AND PROPERTY UPKEEP REQUIREMENTS. That the Planning Commission receive a presentation from staff, allow for Planning Commission discussion and questions and answers.

- a. Written Staff Report (Rob Mullane)
- b. Planning Commission discussion and consideration
- c. It is Recommended that the Commission direct staff to return with any new regulations or requirements for formal consideration if such changes are deemed necessary.

City Planner Rob Mullane presented the written staff report including summarizing what regulations are in place for signage and property upkeep. Vice-Chair Huntley noted that this issue was discussed at the Planning Commission a few years ago and that at that time, one of the specific issues discussed was a rug company sign.

Speaker #1: George Alvarez. Noted that a group or task force was convened at that time (in the past) and met several times. A draft set of recommendations was compiled. Mr. Alvarez offered to try to obtain this report and provide it to staff. He also noted the need for City trashcans to be provided in the downtown business area to address lack of such facilities and an abundance of trash being blown around. Mr. Alvarez further noted the opportunity for shop owners to help maintain a neat and clean frontage in this area.

City Planner Mullane stated that sign permits are required for almost all signs prior to installation, that the design of the size would be considered in the Design Review Permit process, and that design guidelines if drafted, would be helpful for the Commission in design review.

Chair Ahumada direct staff to see what guidelines or recommendations were drafted by the task force, and to perhaps obtain any reports or guidance with the assistance of Mr. Alvarez and/or Mr. John Perry. Further action on improvements to the City's signage and property upkeep regulations should be revisited once this previous work is reviewed.

The Commission's went on to discuss the possible need to improve the City's sign regulations, the need for a standard condition on signage upkeep in sign permits, and the need for trash cans and recycling cans, and bike racks along roadways in commercial areas of the City. The degree to which code enforcement relates to the aesthetics of these areas was also discussed, and the Commission requested a monthly status report on code enforcement efforts.

7. PLANNING DIRECTOR'S REPORT

City Planner Mullane gave an update on the status of the DJ Farms project.

Speaker #1: George Alvarez. Provided additional information on the DJ Farms item that was discussed at the previous week's City Council meeting.

8. FUTURE AGENDA ITEMS.

a. **Historical Building Regulations**

Speaker #1: Beverly Chapman, requesting an update on how the Planned Residential Development Overlay District is working and being utilized.

Speaker #2: George Alvarez regarding kids using skateboards in the downtown area.

The Planning Commission and staff noted that an update on the PD Overlay was also provided for in the Commission's Resolution supporting this zoning code amendment; this update will occur at the appropriate time, as identified in the resolution.

City Planner Mullane stated that he would bring the issue of skateboarding in the downtown area to the City Administrator's attention.

9. ANNOUNCEMENTS.

Commissioner Romero noted that graffiti has damaged the murals at Treasure Park and that this is a shame.

Commission Kraemer concurred on the graffiti and noted that this is a code enforcement issue. Commissioner Kramer also noted that the sidewalk in front of the Guadalupe Pharmacy has not been repaired yet.

Vice Chair Huntley expressed her thanks to the Police and Fire Departments for addressing a recent fire near her residence.

10. ADJOURNMENT. 7:51 pm

Submitted by:

Affirmed by:

Planning Commission Secretary

Alejandro Ahumada, Chairman

Preliminary Plan for the Amendment to the Redevelopment Plan to the Guadalupe
Redevelopment Project Area

PC RESOLUTION NO. 2008-03

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GUADALUPE APPROVING THE PRELIMINARY PLAN FORMULATED FOR THE AMENDMENT TO THE REDEVELOPMENT PLAN FOR THE GUADALUPE REDEVELOPMENT PROJECT AREA AND AUTHORIZING SUBMITTAL OF THE PRELIMINARY PLAN TO THE REDEVELOPMENT AGENCY OF THE CITY OF GUADALUPE.

WHEREAS, Agency staff has worked with a consulting firm to analyze the feasibility of increasing the annual tax increment limit and to modify other time and financial limits in the Redevelopment Plan in order to alleviate blighting conditions in the Guadalupe Redevelopment Project Area (“Project Area”); and

WHEREAS, the California Community Redevelopment Law, Health and Safety Code Section 33000 et seq. (the “CRL”) provides for the City of Guadalupe Planning Commission (“Planning Commission”) to work in cooperation with the Agency to prepare a Preliminary Plan, which will serve as a basis for the Amendment; and

WHEREAS, the Preliminary Plan has been prepared in accordance with Section 33324 of the CRL.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Guadalupe does hereby:

1. The Planning Commission hereby accepts the proposed amendment actions identified in the Preliminary Plan and authorizes staff to continue analysis of the amendment actions and document all findings pursuant to the CRL.
2. The Planning Commission hereby authorizes staff to transmit the Preliminary Plan for the Amendment, together with a copy of this Resolution, to the Agency.

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of Guadalupe this 19th day of August 2008.

Alejandro Ahumada, Chairman

ATTEST:

I, **Robert A. Mullane**, Planning Commission Secretary of the City of Guadalupe, **DO HEREBY CERTIFY** that the foregoing Resolution, being **P.C. Resolution No. 2008-03**, has been duly signed by the Planning Commission Chair and attested by the Planning Commission Secretary, all at a meeting of the Planning Commission, held August 19, 2008, and that same was approved and adopted.

Motion:

AYES:

NOES:

ABSTAIN:

ABSENT:

Rob Mullane
Planning Commission Secretary

Guadalupe Redevelopment Project Area

Preliminary Plan for the Amendment to the Redevelopment Plan



**Guadalupe Community Redevelopment
Agency**

918 Obispo Street

Guadalupe CA 93434



A 2616 East 3rd Street
Los Angeles, CA 90033
T 323/265 4400
F 323/261 8676
W tierrawestadvisors.com

REAL ESTATE & REDEVELOPMENT
CONSULTANTS

Preliminary Plan

Guadalupe Redevelopment Project Area – Guadalupe Community Redevelopment Agency

TABLE OF CONTENTS

<i>I. INTRODUCTION</i>	1
<i>II. PROJECT AREA LOCATION AND DESCRIPTION</i>	1
<i>III. GENERAL STATEMENT OF PROPOSED PLANNING ELEMENTS</i>	2
<i>A. Land Uses</i>	2
<i>B. General Statement of Proposed Layout of Principal Streets</i>	3
<i>C. General Statement of Proposed Population Densities</i>	3
<i>D. General Statement of Proposed Building Intensities</i>	3
<i>E. General Statement of Proposed Building Standards</i>	3
<i>IV. ATTAINMENT OF THE PURPOSES OF THE LAW</i>	3
<i>V. CONFORMANCE TO THE GENERAL PLAN OF THE CITY</i>	4
<i>VI. GENERAL IMPACT OF THE PROPOSED PROJECT UPON THE RESIDENTS OF THE PROJECT AREA AND SURROUNDING NEIGHBORHOODS</i>	4
<i>Exhibit A: Project Area Map</i>	6

Preliminary Plan

Guadalupe Redevelopment Project Area – Guadalupe Community Redevelopment Agency

I. INTRODUCTION

This document is the Preliminary Plan ("Plan") for the amendment to increase the time limit for the effectiveness of the Plan and increase the tax increment limit to the Redevelopment Plan for the Guadalupe Redevelopment Project Area ("Project Area"). This Plan has been prepared for the Guadalupe Community Redevelopment Agency ("Agency"), on behalf of the Guadalupe Planning Commission ("Planning Commission"), pursuant to the California Community Redevelopment Law ("CRL") and all applicable laws and local ordinances. The Plan's purpose is to amend the Redevelopment Plan for the Project Areas through implementing the following changes:

- Increase the annual tax increment limit to the Redevelopment Plan.
- Modifying other time and financial limitations in the Redevelopment Plan for the Project Area as authorized by the Law.

This Plan has been prepared in accordance with Section 33324 of the CRL which states that the Plan should:

- (a) Describe the boundaries of the Project Area;
- (b) Contain a general statement of land uses and of the layout of principal streets, population densities, building intensities and standards proposed as the basis for the redevelopment of the project area;
- (c) Show how the purpose of the Law would be attained by redevelopment;
- (d) Show how the redevelopment pursuant to the Preliminary Plan is consistent with the community's General Plan; and
- (e) Describe, generally, the impact of the Plan upon residents of the project area and surrounding neighborhoods.

II. PROJECT AREA LOCATION AND DESCRIPTION

The Project Area encompasses about 90% of the City of Guadalupe and a portion of its sphere of influence as adopted by the Santa Barbara County Local Area Formation Commission, an area of approximately 581 acres. There are

Preliminary Plan

Guadalupe Redevelopment Project Area – Guadalupe Community Redevelopment Agency

three areas within the City Limits that are not included in the project area boundary; an undeveloped 209 acre property referred to as the DJ Farms site and the Point Sal Dunes and Riverview residential development projects.

Guadalupe is located in northern Santa Barbara County about 10 miles west of the City of Santa Maria. The City is situated in the heart of the fertile Santa Maria Valley which is an agricultural region of Statewide and even national importance. To the west is the Guadalupe Dunes, one of the last remaining coastal dunes complexes in California. To the south is the City of Lompoc and Vandenberg Air Force Base. To the north is the Nipomo Mesa and the communities of Arroyo Grande and Nipomo in San Luis Obispo County.

Physical and economic blighting conditions that will be addressed through redevelopment include structural deterioration, substandard design, lack of parking, incompatible adjacent uses, depreciated/stagnant property values, impaired investments and lack of investment, high concentrations of poverty and unemployment, and inadequate public improvements.

III. GENERAL STATEMENT OF PROPOSED PLANNING ELEMENTS

As a basis for the redevelopment of the Project Area, the permitted uses will be in conformance with the City of Guadalupe General Plan (“General Plan”), as it exists now, and as it may be amended hereafter. The redevelopment plan for those properties included in the Project Area will also conform to any applicable state, county, and local codes and guidelines.

A. Land Uses

Within the Project Area, land uses shall be those permitted by the General Plan. Among the permitted uses are:

- Neighborhood Residential
- Medium Density Residential
- High Density Residential
- Light Industrial
- General Industrial
- Public Facility (City Offices/Library/Governmental)
- Open Space
- Central Business District
- General Commercial

Preliminary Plan

Guadalupe Redevelopment Project Area – Guadalupe Community Redevelopment Agency

B. General Statement of Proposed Layout of Principal Streets

The principal streets within or adjacent to the Project Area are shown on Exhibit A. Primary access to the project area is provided by State Highway 1 (Guadalupe Street) and State Route 166.

See the attached Preliminary Plan Map, Exhibit A, for the specific boundaries and street layout. The layout of principal streets and those that may be developed in the future shall conform to the Circulation Element of the General Plan as currently adopted or hereafter amended.

Existing streets within the Project Area may be widened or otherwise modified and additional streets may be created as necessary for proper pedestrian and/or vehicular circulation.

C. General Statement of Proposed Population Densities

Permitted densities shall conform to the General Plan and Zoning Ordinance, and as currently adopted or as hereafter amended, and other applicable codes and ordinances. Per the 2000 US census, Guadalupe has a population of 5,659. This Plan does not propose any changes to population densities, development densities or land use designations.

D. General Statement of Proposed Building Intensities

The General Plan sets forth the maximum permitted development intensities for the different land use categories. The limits on building intensity shall be established in accordance with the provisions of the General Plan as they now exist or are hereafter amended. This plan does not propose any changes to population densities, land use designations, or building intensities.

E. General Statement of Proposed Building Standards

Building standards shall conform to the requirements of applicable building codes and ordinances.

IV. ATTAINMENT OF THE PURPOSES OF THE LAW

Redevelopment of the Project Area would attain the purposes of the CRL by alleviating blighting conditions that the private sector and/or other agencies

Preliminary Plan

Guadalupe Redevelopment Project Area – Guadalupe Community Redevelopment Agency

acting alone, cannot remedy. Among the blighting conditions existing in the Project Area are the following:

- Defective design;
- Substandard design;
- Declining or stagnant property values;
- Incompatible adjacent uses;
- Low lease rates;
- Lack of private investment; and
- Impaired investments.

The purposes of the CRL would be attained through, among other things: (1) the elimination of blighting influences such as incompatible land uses, deteriorated exterior building materials creating unsafe building conditions, and inadequate public improvements; (2) the assemblage of land into parcels suitable for modern integrated development with improved pedestrian and vehicular circulation; (3) the replanning, redesign and development of underdeveloped areas, which are stagnant or improperly utilized; and (4) the participation of owners and tenants in the revitalization of their properties.

Redevelopment of the Project Area would also attain the purposes of the CRL by increasing the increasing the tax increment limit and modifying other time limits for the Redevelopment Plan. The plan amendment actions will stimulate construction activity, increase employment opportunities and assist the Agency in undertaking revitalization activities in the Project Area.

V. CONFORMANCE TO THE GENERAL PLAN OF THE CITY

This Plan conforms to the General Plan. It proposes land uses compatible with permitted uses under the General Plan, and will encourage more retail services and commercial uses. All roadways and public facilities would conform to the General Plan.

VI. GENERAL IMPACT OF THE PROPOSED PROJECT UPON THE RESIDENTS OF THE PROJECT AREA AND SURROUNDING NEIGHBORHOODS

The impact of the Proposed Plan upon existing residential uses which are currently a part of the Project Area will generally be in the areas of improved living environment and economic activity and employment opportunities. It is the desire of the City to focus on improvement of the downtown, encourage private investment, and improve commercial properties and creation of a greater sense

Preliminary Plan

Guadalupe Redevelopment Project Area – Guadalupe Community Redevelopment Agency

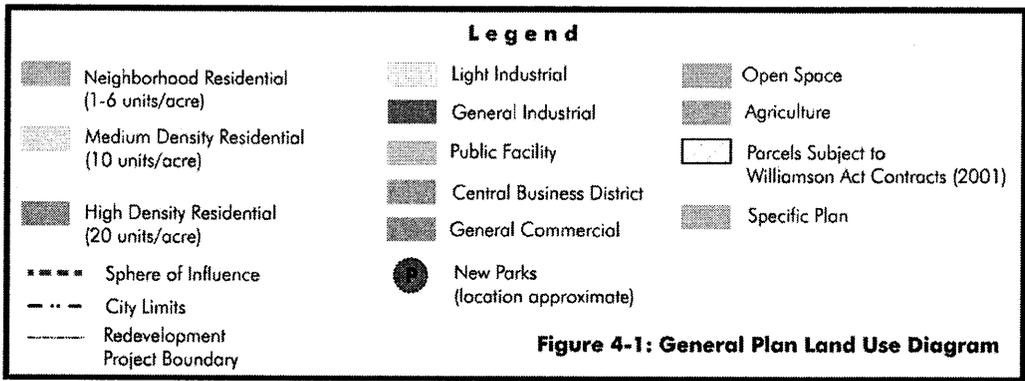
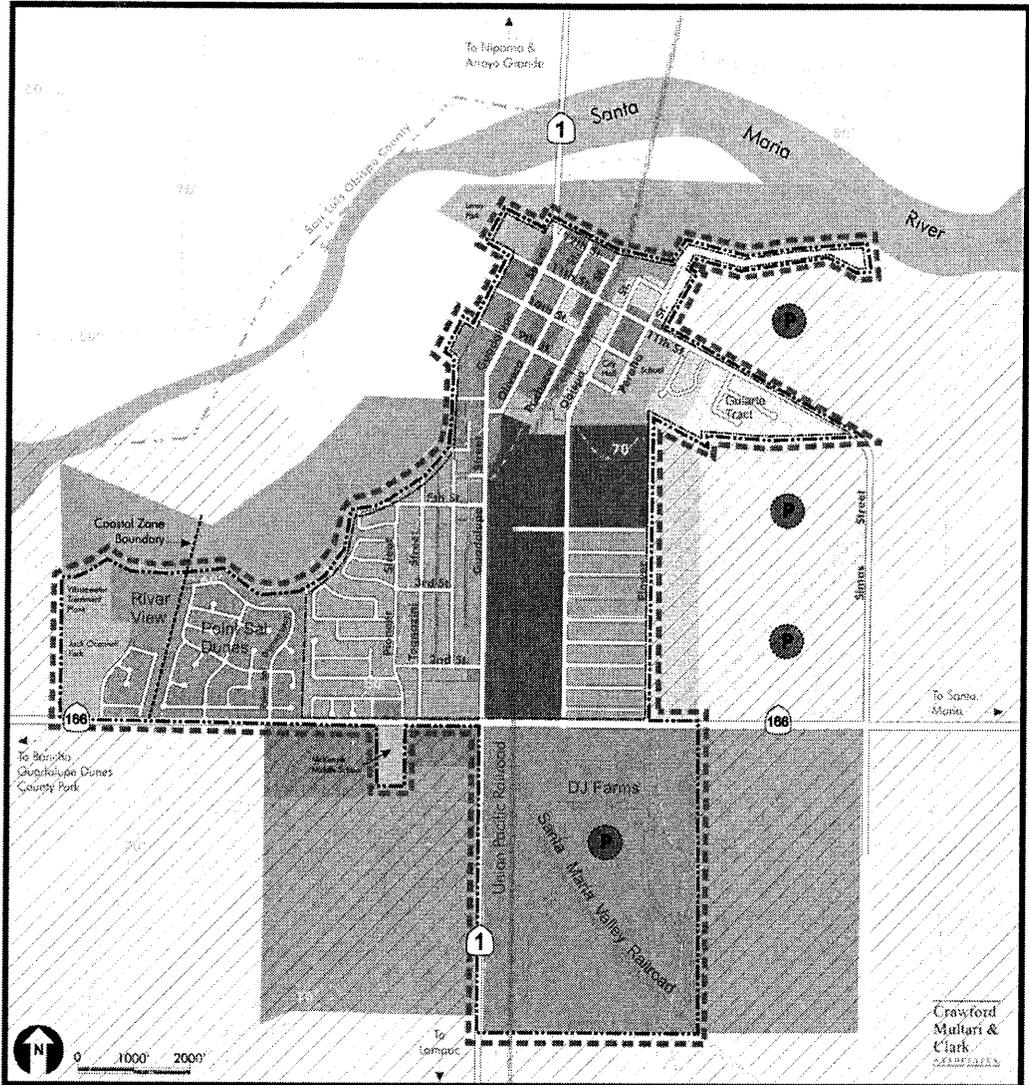
of community pride. If, during the course of Agency activities, a displacement were to occur, pursuant to the CRL, the Agency will be responsible for relocation and all other forms of compensation and assistance required by the CRL.

It is anticipated that the redevelopment activities that will be accomplished will be positive. This Plan is intended to address and rectify adverse conditions within the Project Area. Further, the environmental review process will identify any adverse environmental impacts with mitigation measures identified to address specific impacts. Based on the status of the Project Area and the type and intensity of the proposed projects, the Agency is preparing a mitigated negative declaration for this amendment to the Redevelopment Plan.

Preliminary Plan

Guadalupe Redevelopment Project Area – Guadalupe Community Redevelopment Agency

Exhibit A: Guadalupe Redevelopment Project Area



REPORT TO THE PLANNING COMMISSION
August 19, 2008

 151
Prepared By:
Rob Mullane, City Planner

 151
Approved By:
Carolyn Galloway-Cooper

SUBJECT: Code Enforcement Monthly Summary

EXECUTIVE SUMMARY:

At previous Planning Commission meetings, the Commission requested as a regular agenda item an update on the City’s code enforcement efforts. Building and Zoning Code enforcement in the City is conducted by staff from the Building and Fire Department’s Neighborhood and Life Safety Services Division.

Staff from the Building and Fire Department will be present at this evening’s meeting to update the Commission on the previous month’s efforts related to enforcement of City codes.

RECOMMENDATION:

- 1) Receive a presentation from staff
- 2) Allow for Planning Commission questions and comments

ATTACHMENTS:

- 1) Neighborhood and Life Safety Services Division’s monthly code enforcement summary
- 2) Neighborhood and Life Safety Services Division’s Code Requirements Table

AGENDA ITEM: 9

ATTACHMENT 1

**NEIGHBORHOOD AND LIFE SAFETY SERVICES DIVISION'S
MONTHLY CODE ENFORCEMENT SUMMARY**



BUILDING AND FIRE DEPARTMENT
NEIGHBORHOOD AND LIFE SAFETY SERVICES DIVISION

	<u>July</u>	<u>Year-to-date</u>
Code Enforcement	40	160
Fire prevention Inspections	30	120

SUMMARY HIGHLIGHTS

1. Legal action for 595 Campodónico
2. Weed abatement continues
3. Installation of Fire Alarms and detection systems for Santa Florita and Y.K Market.
4. Four apartment complexes inspections for Fire and Life Safety.
5. Two Child Care inspections.
6. Updated and validated businesses without a Business License with continuing efforts to detect and contact businesses operating without Business License.

ATTACHMENT 2

**NEIGHBORHOOD AND LIFE SAFETY SERVICES DIVISION'S
CODE REQUIREMENTS TABLE**

CODE VIOLATION SECTION NUMBERS

CODE SECTIONS	VIOLATION:	DESCRIPTION:
Title 5	Business license certificates required	*Requires every business to have a business license
Title 15	International Fire Code 2006	*Adoption of the International Fire Code 2006
Title 13	Accumulate Solid Waste Leaking water Pipe	*Restricts the accumulation of solid waste.
Title 8	Burning Refuse	*Prohibits burning of material within public places or without a burn permit
Title 8	Weeds, Grass, and Rubbish	*Unlawful to maintain property in a manner that is to become easily ignited.
Title 10.36.010	Abandoned, Wrecked, or Dismantled Vehicles	*prohibits abandoned, wrecked, or dismantled vehicles to be on the property (vehicles on sidewalk)
Title 18	Recreational Vehicle Parking	*Regulates RV parking on private property
Title 18	Recreational Vehicle Occupancy	*Restrict Occupancy of RV's
Title 12	Excavation, Grading, Erosion, and Sediment Control	*Requires a grading permit
Title 15	California Building Code 2007	*Adoption of the California Building Code (CBC)
Title 15	Dangerous buildings	*Structurally unsafe buildings Dilapidated buildings Health & safety hazards Abandoned buildings
Title 8	Fire hazardous	*No person shall allow any fire hazard to exist on premises under their control to remain.
Title 18	Code Violations International Fire Code	*No person shall erect, construct, enlarge, alter, repair, move improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in violation of the code.
Title 18	Work without permits International Fire Code	*No building or structure shall be erected, constructed, enlarged, altered, repaired, moved, improved, removed., converted or demolished until a permit is issued.
Title 18	Inspections International Fire Code	*All construction work for which a permit is required shall be subject to inspections. All such work shall remain accessible & exposed for inspection purposes.
Title 18	Residential Use Standards	*Regulates uses within residents districts
Title 18	Residential Site Development Standards	*Regulates setbacks and height restrictions
Title 18	Accessory Structures	*Regulates allowed accessory (detached and attached) structures
Title 16	Animal Keeping Provisions	*Regulates keeping of non-domestic animals (i.e.chickens / roosters)
Title 18	Fences, Walls, and Hedges	*Regulates Fences, Walls, and Hedges.
Title 12	Tree Branch Nuisance and Dangerous	*Dangerous trees deemed a nuisance.
Title 18.56	C-Train & Mobile Structures	*Regulate Temporary or mobile structures

REPORT TO THE PLANNING COMMISSION
August 19, 2008

LSI

Prepared By:
Rob Mullane, City Planner

LSI

Approved By:
Carolyn Galloway-Cooper

SUBJECT: Planning Commission Workshop #7: Infrastructure and Urban Development

EXECUTIVE SUMMARY:

This is seventh in a series of workshops for the Planning Commission. This workshop will provide an overview of Infrastructure and Urban Development: the seventh chapter of the *Planning Commissioner's Handbook*, a resource produced by the League of California Cities.

This series of workshops uses the Planning Commissioner's Handbook as a guide for content. The goal of these workshops is to increase each Commissioner's comfort level with the role and responsibilities of the Planning Commission.

RECOMMENDATION:

- 1) Receive a presentation from staff
- 2) Allow for questions and answers on topics presented by staff

BACKGROUND:

The provision of workshops or trainings for the Planning Commission has been a desire of City Management, City Council, and the Planning Commission. Such workshops are valuable all Commissioners, whether new to the Commission or not, as a review of key concepts or to introduce new changes to City procedures, regulations, and State law.

This workshop series started at the September 18, 2007 Planning Commission meeting, with subsequent workshops on October 16, 2007, January 15, 2008, April 15, 2008, May 20, 2008, and June 17, 2008. This workshop, like previous workshops, is intended to allow a free discussion of the concepts and issues presented.

DISCUSSION:

This workshop focuses on the topics covered in Section 6 of the *Planning Commissioner's Handbook*. Section 7 covers Infrastructure and Urban Development, which includes:

- Annexation & Spheres of Influence

- Economic Development
- Jobs-Housing Balance
- Redevelopment
- Capital Improvements Plans
- Transportation
- Parking
- Historic Preservation

The Commission previously received copies of the Planning Commissioner's Handbook, and having these handbooks at the meeting will be helpful to follow along with the staff presentation. For the benefit of the public, Chapter 7 of the handbook is included as Attachment 1 to this staff report.

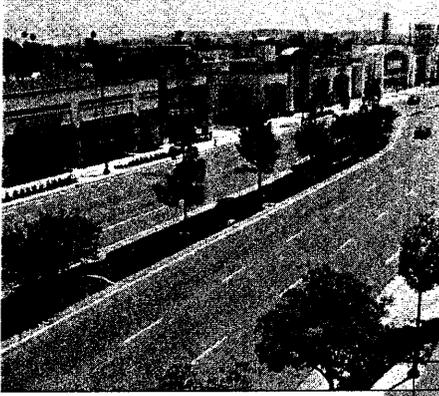
ATTACHMENTS:

- 1) Excerpt of Planning Commissioner's Handbook: Chapter 7

AGENDA ITEM:

ATTACHMENT 1

**EXCERPT OF THE PLANNING COMMISSIONERS
HANDBOOK: CHAPTER 7**



SECTION 7

Infrastructure and Urban Development

ANNEXATIONS & SPHERES OF INFLUENCE81
ECONOMIC DEVELOPMENT82
JOB-HOUSING BALANCE83
REDEVELOPMENT84
CAPITAL IMPROVEMENTS PLANS86
TRANSPORTATION87
PARKING89
HISTORIC PRESERVATION90

SECTION 7

Infrastructure and Urban Development



ANNEXATIONS & SPHERES OF INFLUENCE

Every county (except San Francisco) has a Local Agency Formation Commission, commonly called a “LAFCO.” These commissions oversee the formation, dissolution, and boundary changes of all cities and special districts within the county.¹ LAFCOs are charged with encouraging well-ordered urban development patterns, discouraging urban sprawl, and preserving open space and prime agricultural lands.² A city must seek LAFCO approval before it can annex territory into its boundaries. The same is true for a special district—like a fire or water service district—that seeks to change its service area.

Most LAFCOs have seven members: two from the county board of supervisors; two from the city councils within the county; two from the legislative bodies of special districts within the county; and one member of the public selected by the other six members.³ Local officials serving on a LAFCO board must take a broad regional perspective and represent the interests of the general public when making decisions, not just the interests of their own agencies.

Each LAFCO designates a sphere of influence for every city and special district within its county and updates each sphere at least once every five years. A sphere of influence is a mapped area that represents the probable future boundaries and service area of a local agency. Typically, an agency’s sphere of influence extends beyond its current boundaries, but that is not required.⁴

Bringing territory into a city’s sphere of influence is often considered a precursor to annexation and can be controversial. A LAFCO’s determination to extend a sphere of influence usually depends on whether the extension reflects the logical development of the region. The LAFCO will also consider the extent to which an extension would threaten agricultural and open space lands and require additional or improved public facilities.

Territory may be annexed to a city only if it is in the same county as and contiguous to the annexing city.⁵

¹ Cal. Gov’t Code §§ 56021, 56375.

² Cal. Gov’t Code § 56300; Cal. Gov’t Code § 56377.

³ Cal. Gov’t Code § 56325.

⁴ *Agoura Hills v. LAFCO*, 198 Cal. App. 3d 480 (1988), Cal. Gov’t Code § 56425.

⁵ Cal. Gov’t Code §§ 56741, 56119, 56031.

Annexations that leave “islands” of unincorporated land completely surrounded by the annexing city are generally prohibited. Annexations are initiated by resolution (from the city or county) or by a petition signed by five percent of the resident voters in the area to be annexed (or five percent of the landowners who own at least five percent of the assessed value of the land to be annexed).⁶

If annexation is initiated by a resolution from the city or county, the resolution must be accompanied by a plan for providing services within the affected territory. At a minimum, the plan must discuss the feasibility, level, and range of services (like roads, law enforcement, fire protection, sewer, and water) to be extended and how they will be financed.⁷

Annexations can have significant financial effects on the county from which territory is being annexed. For example, counties generally lose sources of tax revenue with each annexation by a city, but must nevertheless maintain many of the social services demanded by the annexed area. To minimize these financial impacts, the annexing city and the county must negotiate a revenue sharing agreement that assures revenue neutrality at least for the foreseeable future.⁸

ECONOMIC DEVELOPMENT

A vibrant local economy is essential to a healthy community. Although local agencies do not actually produce goods, the regulatory climate that they create influences the business climate. Accordingly, planning regulations that assure adequate space to attract a diverse array of new businesses and expand existing ones go a long way toward assuring that there is ample opportunity for the local economy to grow.

There are several common themes to economic development:

- **Downtown or Neighborhood Revitalization.**

Downtown revitalization usually involves encouraging a combination of housing and businesses to locate downtown. Generally, more businesses will relocate to an area once a critical mass of new residents and businesses have located there.

- **Industrial or Business Clusters.** “Clusters” are networks of businesses that create a synergistic relationship. These networks involve businesses that—even though they may compete—need a similar infrastructure to operate. The computer chip industry in Silicon Valley is an example of a cluster. Many companies located there due to a knowledgeable workforce and a network of specialized support businesses. Not all clusters are as renowned. One community, for example, conducted a survey and discovered that it had several candy manufacturers within its region, and is building its economic development strategy accordingly. Other communities focus on tourism or agricultural product clusters.
- **Small Businesses.** Small businesses are job and wealth creators for the local community. Most economic development strategies devote at least some resources to helping new businesses get off the ground and supporting existing enterprises.

Formulating an economic development strategy generally involves a three-step process: analyzing the strengths and weaknesses of the local economy, establishing goals, and structuring an effective implementation program. The key is usually to look for strengths within the existing economy and leverage those characteristics.

As a planning commissioner, you will most commonly be involved in economic development to the extent that these goals are included in the general plan. For example, if an economic development strategy in the general plan called for the development of farm tourism (like wine tasting) or a scenic byway, your role would be to assure that plans, ordinances, and projects are approved in a way that is consistent with that purpose. Building in certain areas would be closely monitored, any zoning would likely encourage businesses like bed and breakfasts and boutique restaurants.

The overarching goal of local economic development programs is the creation of quality jobs for local residents and the long-term economic stability. As a result, many communities focus on attracting additional businesses to their community. This requires an examination of existing assets and economic conditions,

⁶ Cal. Gov't Code §§ 56654(a), 56767.

⁷ Cal. Gov't Code § 56653.

⁸ Cal. Rev. & Tax. Code § 99.

CREATING A CLIMATE FOR ECONOMIC GROWTH

- Is there a central list of all required permits?
- Is there a guidebook or brochure that helps direct businesses through the development process?
- Do applicants know how long each step of the permit process will take?
- Has the development community been surveyed to see how well the process works?
- Are case-by-case decisions consistent with adopted policies?
- Does the process strike a balance between flexibility and consistency?

such as proximity to markets and raw materials, labor cost and supply, quality of the environment, cost and supply of energy, transportation networks, availability of public services, and cost of land.

One factor frequently cited by many corporate executives in deciding where to locate is the community's attitude toward business. They want to know how the community treats existing businesses, the quality of local permit and regulatory processes, and whether industry is perceived as a contributing member of the community or as the opponent of the public sector. Assuring that your community is business-friendly while also pursuing other quality-of-life goals (a clean environment, a variety of housing choices, etc.) will go a long way towards achieving long-term economic prosperity.

JOBS-HOUSING BALANCE

A basic planning goal is to ensure that jobs and housing in a community are in "balance." When jobs and housing are imbalanced, this means that there is a mismatch between the locations of available housing and the locations of employment centers in a community, or a mismatch between the types of housing and the types of jobs available in a given area. When a community has a jobs-housing imbalance, it is difficult for most residents to live close to where they work. For example, expensive homes surrounding a shopping mall will likely not provide an opportunity for mall employees to live near their work.

When there are numerous people who live far from their workplaces and commute by car, this leads to greater traffic congestion, increased driver frustration, and

diminished air quality. The longer people must commute, the more time they lose and the less likely they are to engage in community activities. Another major impact of a jobs-housing imbalance is that it can make it harder for a community to retain and attract employers. Employers in job-rich, housing-poor areas find it increasingly difficult to attract skilled workers, often leading them to move elsewhere. Corporate executives frequently cite sufficient housing choices for employees as a primary consideration in locating new facilities.

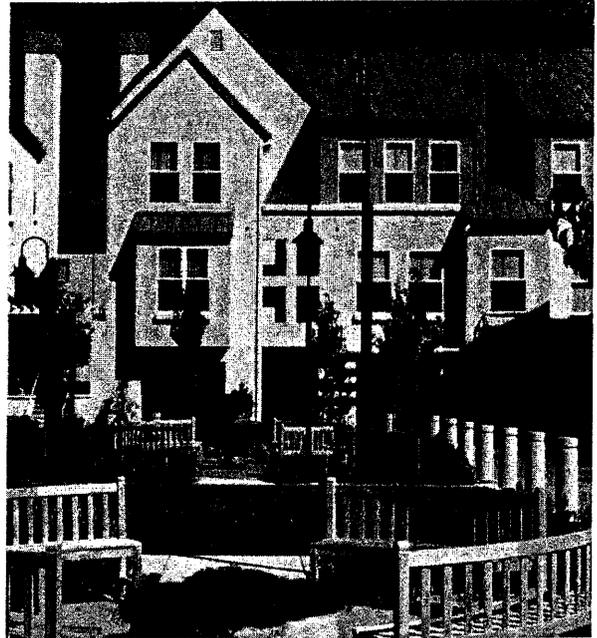
There is no magic ratio for determining when jobs and housing are in balance. A lot will depend on demographics. A community in which a high percentage of the population is single adults will require more jobs; one with more children will require fewer. Additionally, simply creating a certain number of homes and jobs based on a numerical formula will not solve the problems associated with a jobs-housing imbalance. Jobs available in a community need to match the skills of the labor force, and housing should be available at prices and sizes that are appropriate to the local employment base so that residents have a choice of living close to where they work.

Balancing jobs and housing requires cooperation among all of the local agencies in a region. If one jurisdiction in a region is only building housing and not attracting commercial development, or the other way around, this will only contribute to a greater jobs-housing imbalance and the associated problems. Even with full regional collaboration, the solutions are incremental. Each agency

will need to assure that a variety of housing choices is in the “planning pipeline” to match planned commercial development. When approving a large commercial project, ask yourself where the employees will live and plan accordingly. As all communities in a region balance job opportunities and housing choices, people are more likely to live in areas that are close to their work.

Over the long term, addressing a jobs-housing imbalance means assuring that housing at a mix of income levels is available in the vicinity of all major employment centers. This can be done either by creating new housing near existing or planned job centers or by attracting more employment opportunities that are compatible with residential zones to areas with excess housing capacity. Encouraging infill, mixed-use, and transit-oriented development can all help create a more balanced community. In addition, the following techniques have been used to address jobs-housing imbalance issues and decrease the distances people travel between home and work:

- **Encourage Resident-Appropriate Development.** Attracting jobs that do not match the skills of local residents and/or developing housing that is unaffordable for local workers will only exacerbate a jobs-housing imbalance. Communities should understand their current and projected future demographics so that they can promote jobs and housing development that is appropriate to their residents.
- **Establish “First Source” Programs.** Programs that encourage employers to hire workers locally can improve the local economy and reduce the traffic associated with commuting.
- **Tailor Local Education Programs.** Programs that bring employers together with vocational and educational providers can help residents develop the skills necessary to participate in the local job market so that they do not have to commute elsewhere for work.
- **Pursue Inter-Jurisdictional Cooperation.** Neighboring communities can work together across a regional commute shed as they attempt to alleviate the spatial mismatch between jobs and housing.



While working towards a jobs-housing balance in the long term, in the short term, a community may also wish to pursue strategies that improve mobility. While not targeted at the root problem of segregated or incompatible land uses, improving mobility can improve overall quality of life. Telecommuting, alternative work schedules, ride sharing, parking buy-backs, subsidized transit passes, and employer sponsored shuttle-bus services can all reduce the impact of the spatial separation of jobs and housing.

REDEVELOPMENT

Redevelopment agencies are specially created entities that focus on revitalizing “blighted” urban areas.⁹ Redevelopment agencies are authorized to make loans, construct public improvements, rehabilitate or remove structures, and provide affordable housing. The idea is that an investment by the redevelopment agency will spur new community investment. Redevelopment agencies may also—in a process called “assembling”—condemn land by eminent domain and turn it over to a private person or organization for redevelopment.

Redevelopment agencies are separate legal entities from the cities and counties that create them, although the city council or board of supervisors often doubles as the redevelopment board. A different set of laws governs the authority of redevelopment agencies. In larger communities, they often will have their own staff, but in smaller communities, city or county staff will serve both entities. Revenues generated by redevelopment can be used to reimburse the city or county for staff time and other expenses.

An area must be deemed blighted before a redevelopment agency can be created. What constitutes “blight” is sometimes controversial, but usually means areas with high concentrations of unsafe or poorly maintained buildings, high vacancy rates, obsolete infrastructure, or other conditions—like stagnant property values, high criminal activity, or lack of neighborhood businesses—that hinder economic viability. The conditions must be substantial enough to cause a serious burden that cannot reasonably be alleviated by private enterprise alone. Non-blighted properties may be included only in limited circumstances. The exception is that non-

blighted (and even non-contiguous) areas may be included if needed to alleviate any displacement that might result from the redevelopment project or to provide low- or moderate-income housing.

The cost of redevelopment is paid through tax increment financing. The underlying assumption is that the assessed property values in a redevelopment area will increase as a result of increased investment. The increase in assessed property values means more tax will be collected within the area. The growth in the property tax collected on each property is the “tax increment.” The tax increment is returned to the redevelopment agency and is used to repay the initial investment in the area and to provide more affordable housing. Redevelopment agencies can also generate revenue through transient occupancy taxes, land sale proceeds, lease revenues, other government funding, and bonds.

As a planning commissioner, you may be involved in the creation of new redevelopment areas. This is an involved process that can take a year or more. An agency can start the process on its own initiative or in response to a community request. The first step involves an initial survey and feasibility study. The planning commission

THREE MORE THINGS YOU SHOULD KNOW ABOUT REDEVELOPMENT

- **Affordable Housing.** Redevelopment agencies must act to create more affordable housing units in three ways. First, they must set aside at least 20 percent of the new property tax revenue generated by redevelopment for improving, preserving, and increasing the supply of low- and moderate-income housing in the redevelopment area. Second, affordable units that are destroyed by a redevelopment project must be replaced. Third, 15 percent (or, if the agency is the builder, 30 percent) of all new and rehabilitated housing in the redevelopment area must be affordable to low- and moderate-income households.
- **Displacement.** Redevelopment agencies must help all eligible residents and businesses who are displaced due to redevelopment to find a new location and pay their moving expenses. People cannot be displaced unless comparable replacement

housing is available. “Comparable” means decent, safe, sanitary, and affordable. Payments may also be required when the new housing is more expensive or exceeds the person’s or family’s affordable housing cost as determined by law.

- **Project Area Committees.** A project area committee (PAC)—made up of residential owners and tenants, businesses, and organizations—must be formed if a substantial number of low- and moderate-income families will be displaced by the project. The PAC forms a bridge between the community and the redevelopment agency on matters related to the provision of replacement housing, relocations, and other issues. The PAC also reviews the draft redevelopment plan and makes recommendations to the agency board regarding whether the plan should be adopted.

⁹ Cal. Health & Safety Code §§ 33000 and following.

GOOD INFRASTRUCTURE PLANNING

Investment in existing streets, schools, public utilities, and other infrastructure encourages infill development. On the flip side, limiting or phasing development in areas with limited infrastructure discourages “leapfrog” development that extends infrastructure well beyond existing boundaries. There are a number of creative financing strategies that can strengthen public services and facilities in urban areas, including:

- **Establish Priority Funding Areas.** Priority funding areas can be used to revitalize existing neighborhoods or serve as a catalyst for key infill projects.
- **Fix it First Policies.** Similar to priority funding areas, fix it first policies promote investment in existing public facilities and structures to bring them in line with newer development in other areas.
- **Capital and Planning Grants.** Counties and councils of governments often give priority to smart growth objectives in distributing state and federal transportation dollars.
- **Brownfield Redevelopment Act.** To encourage infill projects, liability related to contaminated “brownfield” properties is limited in some cases for those who participate in the clean-up and redevelopment of the property.

will review these documents and, assuming it is in the best interest of the community, adopt a preliminary plan. The preliminary plan then goes to the redevelopment board. If accepted, it is then sent to the state Board of Equalization, the county, and all cities and special districts that receive property taxes from the area.

The next step is to develop a more technical draft plan that includes the reasons for selecting the area; a description of the physical, social, and economic conditions; and proposed financing methods. The draft plan, along with the preliminary report and the draft environmental impact report (EIR), is then circulated for comment. The planning commission then submits a report and recommendation on the redevelopment plan and its conformity to the general plan to the governing body of the city or county. The planning commission may also recommend for or against approval

The redevelopment plan is then considered for adoption by the governing body following a joint public hearing of the redevelopment agency and the council or board. At the same time, the governing body adopts a five-year implementation plan for the project. Notice of the hearing must be published for four consecutive weeks and written notices must be sent to each property owner in the proposed redevelopment area by certified mail

advising them of the hearing and informing them that their property is subject to acquisition by purchase or condemnation.

CAPITAL IMPROVEMENTS PLANS

A capital improvements plan (“CIP”) is a plan for the orderly expansion and financing of infrastructure—like roads, drainage, sewers, water lines, parks, libraries, and other civic amenities—to meet the needs of new and existing development. These costs are critical expenditures that can seldom be covered through a local agency’s annual operating budget. Once a plan is adopted, it can be used to establish a fee schedule for new development.

To provide a simple example, if a city’s capital improvements plan calls for each neighborhood to have its own park and the estimated cost for a park in a new 2000-unit development is \$100,000, the per-unit fee would be \$500. Most calculations are more complex, but the idea is the same: new development should pick up its fair share of the cost of infrastructure. Remember, however, that new development cannot be asked to make up for shortcomings in existing infrastructure. For example, if a county’s existing wastewater treatment plant is



old, inefficient, and undersized, the county cannot place the entire cost of remedying these problems on new development.

Most capital improvements planning programs consist of four steps:

- **Project identification.** Perform a needs assessment on current facilities and project the need for additional facilities. Prepare preliminary cost estimates.
- **Prioritization.** List projects according to need. Explain why each project is important and describe the consequences of not funding it. The list must not only be flexible enough to respond to development opportunities, but also must be guided by the long-term benefits that will accrue to the local agency and its residents.
- **Reconciliation and Scheduling.** Reconcile the prioritized list into a plan that coordinates improvement scheduling and matches projects with available financing.
- **Adoption.** Formally review and adopt the plan. This is usually done by the governing body.

With careful capital improvements planning, local agencies run a lower risk of a major public works crisis that will require rapid and costly action to remedy. Additionally, local officials can gain a better understanding of the desires and needs of the community. They can use this understanding to build

public support for critical projects, which can prevent costly conflicts and delays. The planning process also provides greater certainty for developers and businesses thinking about locating in the community.

TRANSPORTATION

Transportation and circulation systems are important to the local economy and quality of life. A capable transportation system helps assure adequate employment and mobility. The extent to which the planning commission can tackle this issue directly varies. Large metropolitan areas, for example, typically rely on a regional transportation authority to take the lead on transportation planning.

Transportation policies often focus on the automobile, but you should also consider public transit, rail, bicycles, and walking as important to the mobility mix. Land use policies are closely related to transportation choice. For example, policies that encourage infill and mixed-use development over dispersed single-family units often increase reliance on alternative transportation choices, which lowers automobile vehicle miles traveled (VMT), reduces congestion, and improves air quality.

 Typical Automobile Trip Generation Chart	
Single Family Subdivision	9.5 trips per dwelling unit
Apartment	5.7 trips per dwelling unit
Neighborhood Shopping Center	949 trips per net acre
Commercial Store	47 trips per 1000 sq. ft. floor area
Restaurant (sit down)	14 trips per employee
Bank, Savings and Loan	43 trips per employee
Commercial Office	15 trips per 1000 sq. ft. floor area
Industrial Park	64 trips per gross acre
Warehouse	81 trips per net acre
Research and Development	31 trips per net acre
Mass Production	93 trips per net acre

Trip generation charts are published by the state Department of Transportation and vary from region to region. In addition, census data can provides a summary of local commute methods. These percentages can be used to generate more accurate estimates for local projects.

TRAFFIC LEVEL OF SERVICE STANDARDS		
LEVEL OF SERVICE	ROADWAY OPERATION	INTERSECTION OPERATION
A	Free flow conditions, minimal traffic volumes given the available approach, stable roadway capacity.	<i>Good.</i> Light to moderate traffic queues, little additional delay.
B	Stable flow conditions, vehicle maneuverability restricted to some extent.	Same as above.
C	Traffic flows smoothly, but vehicle maneuverability is restricted. Ability to recover from momentary conflicts without undue delay.	<i>Fair.</i> Moderately heavy traffic on approach, longer but stable queues, moderate but acceptable delay.
D	Traffic generally flows smoothly; however, occasional momentary congestion occurs.	<i>Poor.</i> Heavy traffic on approach, long unstable queues, some excessive delays.
E	Traffic flows under congested conditions; the maximum volume that the road can handle.	<i>Critical.</i> Heavily congested traffic conditions, excessive delays.
F	Traffic flows sporadically; stop and go conditions usually due to upstream bottleneck.	<i>Failure.</i> Demand exceeds capacity.

You will often discuss transportation issues in terms of the impacts that a new project will have on existing systems. The impact is usually expressed in terms of trip generation figures (see sidebar). A “trip” is a one-way commute between a production point (home) and an attraction location (for example, work). For example, the figure for a commercial site would be the daily number of workers, customers, visitors, and employees traveling to and from the site for business and personal reasons. This figure can be further broken down into number of persons driving alone, riding as passenger (ridesharing), using public transit, riding bicycles, and walking.

Provided with this figure, there are two main ways to analyze the impact on existing infrastructure: by total capacity and by level of service. The capacity of a main or ancillary road to absorb the additional vehicle trips that would be generated by a project depends on the number of lanes it contains. Mechanisms like left-turn

lanes, wide shoulders, signals, stop signs, and other traffic management tools also affect road capacity. The general roadway capacity standards are:

- Two-lane roads: 10,000-12,000 vehicles per day
- Four-lane undivided roads: 20,000-24,000 vehicles per day
- Four-lane divided roads: 30,000-36,000 vehicles per day
- Six-lane divided roads: 45,000-55,000 vehicles per day
- Four-lane freeways: 80,000-100,000 vehicles per day
- Eight-lane freeways: 160,000-200,000 vehicles per day

To determine the extent that a road can handle additional volumes, the projected number of trips to be generated by a new development is added to the existing volume and compared against the roadway’s total capacity.

TRANSPORTATION DEMAND MANAGEMENT STRATEGIES		
DEMAND MANAGEMENT	FACILITY MEASURES	PROGRAM MEASURES
Ridesharing	<ul style="list-style-type: none"> • Passenger loading zone • Designated carpool/vanpool • Preferential space assignments 	<ul style="list-style-type: none"> • Ridesharing matching service • Flexible work hours • Parking space/parking rate reductions • Van leasing
Transit	<ul style="list-style-type: none"> • Passenger waiting shelter • Bus turnout • Subsidy to transit district for improved service • Land dedication for bus transfer center or fixed guideway system 	<ul style="list-style-type: none"> • Transit pass sales • Transit pass subsidy for employees/tenants • Flexible work hours
Bicycling	<ul style="list-style-type: none"> • Secure bicycle lockers or racks • Showers and clothes lockers • Bicycle paths 	<ul style="list-style-type: none"> • Flexible work hours

The second level of analysis is to look at efficiency (see table on previous page). The closer a roadway comes to its full capacity, the less efficient it will be in terms of traffic flow. Traffic engineers usually measure the quality of traffic flow in terms of level of service (LOS) standards, which are performance standards for roads. LOS standards measure the capacity of a roadway versus the volume of traffic it is actually carrying and are one of several performance measures that may be applied to a roadway. Other standards are expressed as hours of delay or the average “floating car” speed. LOS standards are also applied to intersection capacity and operating characteristics.

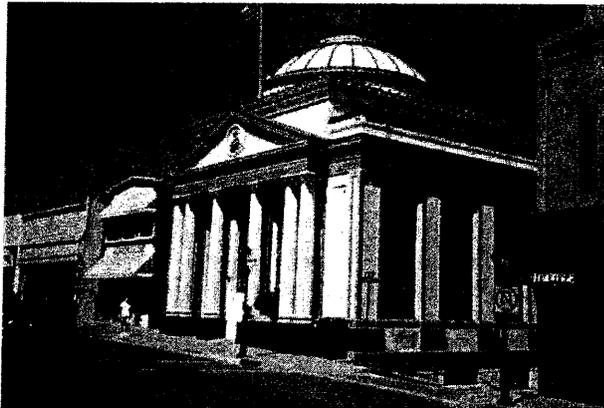
The ideal level of service standards for a community are often set in the circulation element of the general plan. Typical language may read, “all intersections will operate at level of service D or better except those within one-quarter mile of a freeway off-ramp, which may operate at level of service E.” Mitigation actions—like street widening, bicycle paths, increased mass transit options, or traffic signals—can then be added to increase capacity (for various transportation demand management strategies) or manage demand (see table).

Additionally, general plans may include goals that encourage transportation demand management (TDM)

solutions. For example: “Traffic mitigation efforts should include measures that will decrease reliance on the automobile.” Implementation of one or more facility measures can be a condition of development approval for projects where the applicant intends to lease out the building space to one or more tenants. Where the developer will be the sole tenant of a building, program measures can be used since the developer/employer can determine whether or not it can offer such measures as employee benefits.

PARKING

The parking issue is the flipside to automobile transport issues. Large minimum parking requirements and freely available parking encourage automobile travel. Parking facilities—and the policies that direct their development—have a significant bearing on the accessibility and the attractiveness of an area. The amount, location, and pricing of parking influences both business development and individual transportation decisions. Since parking is an essential element of an automobile trip, parking programs can either improve or impede automobile accessibility, ridesharing participation, and transit usage.



Parking demand is a function of the number of automobiles that will be attracted to a site and the length of time they remain there during the day. Drivers are more likely to leave a car parked all day at an office building than at a restaurant. Other factors, like parking fees, quality of transit, and general parking availability will also influence overall parking demand.

Parking requirements for new projects are usually formulated for specific uses and incorporated into the zoning code. For example, apartments might require 1.5 spaces per unit and a shopping center might require one space per every 100 square feet. Some uses may have exemptions from parking standards based on special use permits (for example, a convalescent hospital may have a lower requirement than a regular hospital because of the nature of its clients). Here are some other things to look for:

- **Lot Striping.** Increasing the spaces for compact cars can increase overall efficiency by 10 to 30 percent.

- **Demand Reduction.** Ridesharing, transit, and bicycling programs can reduce the demand for parking.
- **Transit-Oriented Development.** Generally, fewer parking spaces are needed for units built close to major transit hubs.
- **Parking Fees.** Tools like meters and permit systems that make parking more expensive can encourage alternative transportation choices and reduce the need for spaces.

HISTORIC PRESERVATION

Historic preservation protects buildings and landmarks that have a unique heritage. Examples include old homes, movie theatres, bridges, farms, and even entire neighborhoods. The benefits of historic preservation include revitalized neighborhoods, higher property values, and increased community pride. Typically, a historic preservation strategy will involve some or all of the following actions:

- Authorizing a survey of historic resources.
- Incorporating a historic preservation element as part of the general plan.
- Adopting a historic preservation ordinance that provides guidelines, incentives, and regulations to protect important resources.
- Designating certain areas as historic districts.
- Including historic preservation as a priority in redevelopment plans.

FOR MORE INFORMATION

- The **State Office of Historic Preservation** offers a wide array of resources on historic preservation in California, including model ordinances, model general plan elements, and information on relevant laws and financial incentives. The office also offers historic preservation grants. See www.ohp.parks.ca.gov.
- The **National Trust for Historic Preservation** provides technical assistance on all facets of historic preservation. See www.nationaltrust.org.
- The **National Park Service** provides information and technical assistance on federal preservation programs, including income tax incentives. See www.cr.nps.gov.

- Setting up a revolving loan fund to provide homeowners and businesses with money to rehabilitate historic buildings.
- Developing an awards program to recognize property owners for outstanding work in preserving or rehabilitating historic resources.

Successful programs will also find ways to engage the community to support historic preservation.

Federal and state programs protect many historic resources. For example, the National Register of Historic Places provides a national inventory of significant historic resources. To be placed on the register, a building must be determined to have local, state, or national importance by the U.S. Department of the Interior, upon recommendation by the state historic preservation officer. Buildings on the register are eligible for increased income tax credits if rehabilitated and, for certain programs, grants and loans. California has a parallel landmark certification program with similar benefits.

In addition, several state laws support local preservation efforts. For example, the State Historical Building Code¹⁰ provides an alternative set of building regulations that allows greater flexibility in the restoration, preservation, and relocation of historic buildings. Local agencies may also issue bonds for the rehabilitation of historic commercial and residential rental properties. State law permits historic properties to be assessed at present value rather than at “highest and best use” value when uses of the property are restricted by an enforceable contract.

The California Environmental Quality Act (CEQA) also requires local agencies to take stock of their historic resources (and mitigate against their loss to the extent practicable) when new development will destroy or significantly impact historical resources.¹¹ CEQA also includes a categorical exemption (meaning no environmental review is required) for the rehabilitation or repair of certain historic resources.

¹⁰ Cal. Health & Safety Code §§ 18950-18961, 24 Cal. Code Regs., Part 8.

¹¹ Cal. Pub. Res. Code § 21083.

