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**PLANNING DEPARTMENT**


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GOVERNMENTAL CENTER

Alvin D. James  
Planning Director


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**COUNTY OF SANTA CRUZ**


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September 10, 1998

Agenda: September 22, 1998

Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, CA 95060

Subject: PLANNING DEPARTMENT ADVANCED PLANNING WORK PROGRAM 1998-99

**Members of the Board:**

Each year, your Board reviews and approves the work program for the Advanced Planning section of the Planning Department. The purpose of this review is for your Board to establish priorities and provide direction for various planning studies, special projects, and the development or revision of land use policies. In turn, the Planning Department allocates its limited resources for policy work in accordance with the approved Work Program.

**Fiscal year 1997-98 Work Program**

On November 4, 1997, your Board approved the 1997-98 Work Program for the Planning Department's Advanced Planning section. This work program included tasks covering a wide range of topics, from biomedical livestock operations to housing to non-conforming uses. A summary of the status of the 1997-98 work program is included as Attachment 1. Most notable of these is the biomedical livestock operation ordinance, various General Plan/zoning corrections and the amendments to Chapter 17.10. In addition to the completed projects, several are nearing completion, or are presently underway. These include the Casserly Road scenic corridor amendment, the amendments to the Geologic Hazards ordinance, the Corralitos Town Plan, and the non-conforming uses ordinance. The staff time to complete these efforts has been included in the recommended work program for 1998-99. In addition, the zoning ordinance amendments to implement the Board's direction regarding the location of timber harvesting are in process.

There are also a number of projects that were deferred due to limitations in staffing. There are only four staff planners in the Advanced Planning Unit, one of which is devoted full time to housing functions, leaving three staff available for all other projects. The sudden mid-year retirement of the planner assigned to housing required a re-assignment of one of the remaining three planners, effectively reducing the available staff for Work Program tasks by 33%. This

vacancy should be filled in the second quarter of the year). In addition, the heavy storms of this past winter required temporary re-assignment of other staff to provide back-up for the ALERT flood warning system and to assist the logjam removal crews. Finally, the continued work on the timber issue consumed more time than anticipated, as did the biomedical livestock operation ordinance. The projects which were deferred last fiscal year are summarized in Attachment 1. These projects have also been included in the recommended Work Program.

Fiscal year 1998-99 Work Program

The proposed work program for Fiscal year 1998-99 (Attachment 2) includes the carry-over tasks from 1997-98 (except for tasks deferred to future work programs), a number of on-going projects, and various new projects which your Board directed be included in the draft Work Program for your review. These new assignments include the development of policy and/or zoning ordinance amendments to facilitate the conversion of recreational vehicle parks to mobile home parks and the "right-to-farm" ordinance. The ordinance amendments to address congregate care/nursing homes and to address changes in the agricultural support industry will be started in the fourth quarter. The proposed work program also includes sufficient staff time to process the necessary amendments to the General Plan and County Code to obtain certification of the County Housing Element from the California Department of Housing and Community Development.

This ambitious work program is predicated upon the hiring of a Housing Manager as approved by your Board in the Department's 1998-99 budget. Until this person is hired and 'up to speed' (Dee/Jan), the housing tasks will be performed by existing staff, with the assistance of Fiscal section of the Department. The Fiscal staff will be assuming the day-to-day maintenance responsibilities of the Measure J program, primarily dealing with the sale, resale, refinancing and monitoring of the existing Measure J units.

The work program presented addresses all of the issues discussed and directed to the Planning Department by your Board during the past year. It is, therefore, RECOMMENDED that your Board approve the Planning Department's Advanced Planning Work Program as presented in Attachment 2.

Sincerely,



Alvin D. James  
Planning Director

RECOMMENDED: 

Susan A. Mauriello  
County Administrative Officer

- Attachments: 1. Status of the 1997-98 Advanced Planning Work Program  
2. 1998-99 Advanced Planning Work Program

## SUMMARY OF FY 97-98 WORK PROGRAM

<u>FY 97-98 WORK PROGRAM ITEM</u>	<u>STATUS</u>
1. Biomedical Livestock Regulations	Completed-In Effect
2. Volume II Corrections	Completed-In Effect
3. General Plan Amendment recognizing pre-existing parcels in rural area as conforming	BOS approval/pending Coastal Commission review
4. General Plan Corrections:	
Soquel San Jose Road	Completed
Commercial Parcels - Soq. Dr.	Completed
Aptos Village-Daugherty	Completed
5. Chapter 17.10 Amendments	Completed
6. Timber Technical Advisory Committee	Completed
7. Amendments to Chapter 12.06	BOS approval/pending Coastal Commission review
8. Timber (Zoning Amendments-Rules-harvesting allowed in A and CA)	In process(PC in Sept)
9. Non-Conforming Residential Uses	In process(BOS in Oct.)
10. Corralitos Community Plan	In process(PC in Nov/Dec)
11. Chapter 16.10 Revisions	In process(PC in Sept)
12. Casserly Road Scenic Corridor Correction	In process(EC in Sept)
13. GP Amendment-St Francis Sewer Line	In process(BOS in Sept)
1. Rural Rezoning-Planning areas-other than SLV	Deferred to 1998-99
2. Rural Rezoning-SLV-Highway 9	Deferred to 1998-99
3. Non-Conforming Non-Residential Uses	Deferred to 1998-99
4. Coastal-Streamlining/DeMinimus	Deferred to 1999-00
5. Parking Ordinance Revisions	Deferred to 1999-00
6. Landscape Criteria Revisions	Deferred to 1999-00

## ADVANCED PLANNING WORK PROGRAM FY 1998-99

TASK*	JULY-SEPT 1998 1 <sup>st</sup> Quarter	OCT-DEC 1998 2 <sup>nd</sup> Quarter	JAN-MARCH 1999 3 <sup>rd</sup> Quarter	APRIL-JUNE 1999 4 <sup>th</sup> Quarter
<b>TIMBER</b>				
<u>Timber Harvesting Ordinances</u> (*includes adding timber harvesting in the CA and A zones)*	Board of Supervisors direction given June 2; Ordinances developed; Environmental review; Planning Commission public hearing	Board of Supervisors public hearing (Nov) (implementation by 1/1/99, at least outside of CZ); submit to California Coastal Commission (Dec)	California Coastal Commission review of ordinances (Mar); implementation of changes	---
<u>Forest Practice Rules Changes*</u>	Board of Forestry meetings in July, August and September	Status report to Board of Supervisors 10/2; October and November at Board of Forestry	Continue processing FPR changes not adopted in 1998	Continue processing FPR changes not adopted in 1998
<b>HOUSING</b>				
<u>Chapter 17.10 amendments - transfer of credit*</u>	Approval by Board	Implement changes	---	---
<u>Housing/Measure J duties</u> (with some duties assumed by Fiscal staff)	On-going	On-going	On-going	On-going
<u>Housing Advisor-v Commission staff</u>	On-going	On-going	On-going	On-going

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## ADVANCED PLANNING WORK PROGRAM FY 1998-99

TASK\*

JULY-SEPT 1998

OCT-DEC 1998

JAN-MARCH 1999

APRIL-JUNE 1999

1<sup>st</sup> Quarter2<sup>nd</sup> Quarter3<sup>rd</sup> Quarter4<sup>th</sup> Quarter

<u>Congregate Care/Assisted Care Facilities Policies and Ordinance amendments*</u>	Monitor; notify Board of Supervisors of any applications	Monitor; notify Board of Supervisors of any applications	Monitor; notify Board of Supervisors of any applications	Commence project; initiate policy research; survey other jurisdictions
<u>4-County Farmworker Housing Task Force</u>	Attend quarterly meetings	Attend quarterly meetings	Attend quarterly meetings	Attend quarterly meetings
<u>Farmworker Housing Study (Phase I) Implementation*</u>	Continue to provide staff liaison/application materials and information	Continue to provide staff liaison/application materials and information	Continue to provide staff liaison/application materials and information	Continue to provide staff liaison/application materials and information; commence process to amend GP to amend policies and Chapter 17.10 to direct in lieu funds to very and very, very low income households
<u>Conversion of Trailer Parks to MHP's</u>	Commence study (Sept)	Develop criteria and proposed ordinance amendments to implement transition; Board of Supervisors conceptual review	Process ordinance/policy amendments	Process ordinance/policy amendments

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# ADVANCED PLANNING WORK PROGRAM FY 1998-99

TASK*	JULY-SEPT 1998 1 <sup>st</sup> Quarter	OCT-DEC 1998 2 <sup>nd</sup> Quarter	JAN-MARCH 1999 3 <sup>rd</sup> Quarter	APRIL- JUNE 1999 4 <sup>th</sup> Quarter
<u>Housing Element Certification*</u>	revise Housing Element to reflect prior BOS policy direction	submit to Housing and Community Development for review/negotiations; Environmental Review/Housing Advisory Commission review	Planning Commission and Board of Supervisors review;	Housing and Community Development review; Implementation
<u>Chapter 12.06</u>	Board of Supervisors hearing 8/4; submit to California Coastal Commission	Implementation		
<b>GENERAL PLAN POLICY AND MAINTENANCE</b>				
<u>Policy amendments to address urban densities in rural areas*</u>	Board of Supervisors hearing(8/18)	California Coastal Commission review of policy amendment; implementation		

## ADVANCED PLANNING WORK PROGRAM FY 1998-99

TASK*	JULY-SEPT 1998 1 <sup>st</sup> Quarter	OCT-DEC 1998 2 <sup>nd</sup> Quarter	JAN-MARCH 1999 3 <sup>rd</sup> Quarter	APRIL-JUNE 1999 4 <sup>th</sup> Quarter
<u>Annexation Review/Inter - agency LAFCO coordination*</u>	On-going; review agricultural land annexation by cities for residential uses to require provision of farm worker housing; coordinate annexation reviews with Coastal Commission and annexing entities (Santa Cruz, Watsonville, etc.)	On-going; review agricultural land annexation by cities for residential uses to require provision of farm worker housing; coordinate annexation reviews with Coastal Commission and annexing entities (Santa Cruz, Watsonville, etc.)	On-going; review agricultural land annexation by cities for residential uses to require provision of farm worker housing; coordinate annexation reviews with Coastal Commission and annexing entities (Santa Cruz, Watsonville, etc.)	On-going; review agricultural land annexation by cities for residential uses to require provision of farm worker housing; coordinate annexation reviews with Coastal Commission and annexing entities (Santa Cruz, Watsonville, etc.)
<u>Rural Rezoning - Amos, Aptos Hills, Eureka Canyon, Carbonera, Salsipuedes, Summit, Skyline, Soquel (200 +/- parcels)</u>	-----	----	Identify/map parcels; prepare ordinance; prepare notification materials (w/intern)	Planning Commission hearing
<u>Highway 9 pilot study</u>	---	----	----	Identify/map parcels; prepare ordinance; prepare notification materials

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# **ADVANCED PLANNING WORK PROGRAM FY 1998-99**

**TASK\***

**JULY-SEPT 1998**

**OCT-DEC 1998**

**JAN-MARCH 1999**

**APRIL-JUNE 1999**

1<sup>st</sup> Quarter

2<sup>nd</sup> Quarter

3<sup>rd</sup> Quarter

4<sup>th</sup> Quarter

<u>General Plan</u> <u>Consistency</u> <u>Review of</u> <u>Development</u> <u>Applications</u>	On-going	On-going	On-going	On-going
<u>Non-conforming</u> <u>Residential Uses</u> <u>Ordinance/Policy</u> <u>Amendments,</u> <u>including language</u> <u>for guest house</u> <u>“grand-fathering”</u>	Review by Historic Resources Commission	Board of Supervisors action; submit to California Coastal Commission	Implementation	
<u>Non-conforming</u> <u>non-residential uses</u>		---	Conceptual Board approval/initiate processing; review by Historic Resources Commission	Processing thru CEQA and Planning Commission
<u>Geologic Hazards</u> <u>Ordinance</u> <u>Amendments</u> <u>Support/General</u> <u>Plan Policy changes</u>	Environmental Coordinator July/August; Planning Commission September/October	Board of Supervisors Oct/Nov	Coastal Commission review	Implementation
<u>Volume II</u> <u>corrections,</u> <u>including “ADU”</u> <u>and “second units”</u>	Board approval; send to California Coastal Commission review	Implementation		



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## ADVANCED PLANNING WORK PROGRAM FY 1998-99

TASK\*

JULY-SEPT 1998

OCT-DEC 1998

JAN-MARCH 1999

APRIL- JUNE 1999

1<sup>st</sup> Quarter2<sup>nd</sup> Quarter4<sup>th</sup> Quarter

<u>St. Francis GPA*</u>	Environmental Coordinator; Planning Commission hearing (8/26); Board of Supervisors hearing (9/22)	- - I - - -	- - -	
<u>General Plan/Local Coastal Program Amendment Rounds Coordination</u>	On-going	On-going	On-going	On-going
<u>General Plan Report</u>	-----	-----	-----	Prepare review of General Plan
<u>Growth Report/In-lieu Fee Review</u>	Complete report for Board preliminary action (9/22)	CEQA, Planning Commission and Board action	Monitoring	Monitoring
<u>General Plan corrections: -'Silver Spur'*</u>	Board of Supervisors hearing (8/25)			
<u>"Right-to-Farm" ordinance*</u>	Agricultural Policy Advisory Commission review	Board of Supervisors conceptual review	Environmental Coordinator's review/Planning Commission public hearing	Board of Supervisors' public hearing/Coastal Commission review to follow
<u>Corralitos Community Plan*</u>	Finalize draft plan; initiate CEQA; community meeting(s)	Planning Commission review	Board of Supervisors review	Implementation

## ADVANCED PLANNING WORK PROGRAM FY 1998-99

TASK\*

JULY-SEPT 1998

OCT-DEC 1998

JAN-MARCH 1999

APRIL-JUNE 1999

1<sup>st</sup> Quarter2<sup>nd</sup> Quarter3<sup>rd</sup> Quarter4<sup>th</sup> Quarter

<u>Casserv Road Scenic Road Amendment *</u>	Environmental Coordinator review	Planning Commission review; Board of Supervisors review		
<u>Ag Support facilities*</u>		---	---	Initiate research on changes to ordinance
<b><u>HISTORIC RESOURCES</u></b>				
<u>Historic Resource Commission staff</u>	On-going	On-going	On-going	On-going
<u>Historic Designation revisions</u>		---	Identify properties; prepare ordinance; Historic Resources Commission review	Planning Commission review
<b>OTHER TASKS</b>				
<u>Measure C Report</u>	-----	Collect information from agencies	In conjunction with CAO, prepare and present "State of Decade Report" to Board of Supervisors	

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## ADVANCED PLANNING WORK PROGRAM FY 1998-99

TASK*	JULY-SEPT 1998 1 <sup>st</sup> Quarter	OCT-DEC 1998 2 <sup>nd</sup> Quarter	JAN-MARCH 1999 3 <sup>rd</sup> Quarter	APRIL-JUNE 1999 4 <sup>th</sup> Quarter
<u>Seacliff Improvement Association Assistance</u>	Provide technical assistance for neighborhood beautification and improvement program (3-4 hours/month)	Provide technical assistance for neighborhood beautification and improvement program (3 -4 hours/month)	Provide technical assistance for neighborhood beautification and improvement program (3 -4 hours/month)	Provide technical assistance for neighborhood beautification and improvement program (3-4 hours/month)
<u>Landscaping - project review</u>	On-going/as needed	On-going/as needed	On-going/as needed	On-going/as needed
<u>Trip Reduction Ordinance/Inter-agency Technical Advisory Committee</u>	On-going	On-going	On-going	On-going
<u>Census Questions/Census 2000</u>	On-going	On-going	On-going	On-going
<u>Monterey Bay Nat'l Marine Sanctuary Scenic Trail Subcommittee</u>	On-going	On-going	On-going	On-going