

PLANNING AND DEVELOPMENT DEPARTMENT

STAFF REPORT

December 10, 2009

TO:

General Plan Update Advisory Committee

FROM:

Stephanie DeWolfe, Deputy Director

RE:

Proposed Workplan and Schedule for 2010

RECOMMENDATION:

It is recommended that the General Plan Update Advisory Committee (GPUAC) approve the workplan and schedule for completion of the Outreach Summary Report and next phase of the General Plan update as described below.

EXECUTIVE SUMMARY:

The first phase of outreach for the General Plan will be complete with the presentation of the Outreach Summary Report to City Council. The report will represent the full scope of comments heard from the community and will highlight the priority concerns to be considered in the next phase of the General Plan update. In the schedule below, staff proposes a workplan, including a comment period on the draft report, with a final report to be presented for Council approval by May, 2010.

Following approval of the outreach report, next steps will focus on the development and evaluation of land use and mobility alternatives, selection of preferred alternatives and preparation of draft language for the updated elements. Below, staff proposes a workplan that will result in draft documents by December, 2010.

BACKGROUND:

Outreach Summary Report

The first phase will culminate with the presentation of the Outreach Summary Report to City Council in the spring of 2010. As discussed, the final report will include a summary of key themes that can be addressed in the General Plan Update as well as a technical appendix that will include full documentation of comments received from the community

between April and December of 2009 (including stakeholder meetings, MoveAbout tour booklets, community organization workshops, community-wide meetings, district meetings, and the open house).

The first draft of the appendix will be distributed to the General Plan Update Advisory Committee in mid December 2009 for review. Staff is proposing to prepare a working outline of the Summary Report for discussion by GPUAC in January 2010. The outline will be based on the key themes already identified by GPUAC and will rely more heavily on the full documentation.

After review by GPUAC, staff is proposing that the final draft report and appendix be posted and distributed for a 45-day review period to allow the public and other City commissions an opportunity for review. It is anticipated that the review period could begin in mid-February and run through March.

The documents would be posted on the City's webpage and hard copies would be made available at all City libraries. Information about the availability of the report would be included in the City's newsletter, posted on the City's webpage, e-mailed to the General Plan Update subscriber list (over 700 people), sent to every organization who participated to date, included in all City commission packets, and distributed to the press via press releases.

During the review period, GPUAC would hold a public hearing for the public to comment on the draft report. All additional comments would be requested in writing. The new interactive comment function on the City's webpage could help facilitate this process.

In April, GPUAC and staff would prepare the final report for presentation to City Council.

Next Steps - Alignment and Alternatives

The next steps will focus on the identification of potential land use and mobility solutions to respond to the concerns raised in the Outreach Summary Report. The GPUAC's primary role will be to ensure that the public's concerns are appropriately represented throughout the discussion and development of potential alternatives. The role of the Planning Commission and the Transportation Advisory Commission is to share practical experience and technical expertise with use of the current regulations. Staff provides further technical expertise.

Staff is proposing that two teams be formed to examine alignment between the Outreach Summary Report and the current General Plan elements. A team would be formed for the land use element and one for the mobility element, each consisting of a small subcommittee of the respective commission, two or three members from the GPUAC and two staff members.

The teams would spend May and June comparing the current General Plan elements against the final Community Outreach Summary report to identify areas of alignment, areas of conflict and areas that are not currently addressed. They would produce a

redline version of each element highlighting significant areas of conflict, making recommendations for changes to minor areas of conflict and proposing draft content for new areas that are currently not addressed. In late June, the two teams would meet jointly to ensure consistency between the two redlined elements. The teams would then share the redline version with their respective commissions and GPUAC.

During July and August, the teams would develop and refine alternatives for the areas of major conflict and complete technical analysis of each alternative. At the same time the GPUAC would develop outreach programs that will help the community understand the pros and cons of each choice.

Public Outreach

An outreach program would then begin in September including a citywide workshop, a 45-day comment period similar to that described above, and a series of public hearings. The hearings would include a joint meeting of GPUAC and the Planning Commission on the land use element and a joint meeting of GPUAC and the Transportation Advisory Commission on the mobility element. The outreach program would be further developed through discussions with GPUAC.

At the close of the comment period (roughly mid-October), staff would work with the teams to create final revised documents for formal review through Planning Commission, Transportation Advisory Commission and City Council. The final documents would begin the review process in November.

If at any time, the review period is deemed to be insufficient based on the number or complexity of alternatives, this period could be amended accordingly.

Revised GPUAC Meeting Schedule

In January, staff anticipates cancellation of the regular meeting on January 14 and scheduling of a special meeting on January 28 to present the first draft of the Outreach Summary Report. Beginning in February, GPUAC would meet monthly on the second Thursday of the month with additional special meetings to accommodate specific deliverables.

Staff proposes the GPUAC's monthly meetings from February through May would focus on technical information such as transportation planning, sustainability, regional planning, and state environmental and housing requirements.

In addition to the regular monthly GPUAC meetings the Land Use and Mobility teams would meet from May through August.

Schedule in Brief

Jan – Feb	Staff works with GPUAC to develop draft Outreach Summary Report
Feb – Mar	45-day public review period for draft Outreach Summary Report
Feb – Mar	Draft Outreach Summary Report circulated to City Council
Feb – May	Education Component at monthly GPUAC meetings
Mar	Special Public Hearing with GPUAC on the Outreach Summary Report
Apr – May	Preparation of final Outreach Summary Report; presentation final Outreach Summary Report to City Council
May – Jun	Teams compare Outreach Report to existing elements; preparation of redline documents and identification of major areas of conflict
Jun	GPUAC meeting to discuss staff and team findings
Jul – Aug	Development and evaluation of alternatives
Jul – Aug	Development of community outreach program
Sep – Oct	Public outreach and 45-day public review period
Nov	Completion of revisions to redline document
Nov - Dec	Presentation of recommendations to commissions and City Council

Respectfully submitted: _

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