



Agenda Date: 4/11/2005  
Agenda Placement: 8A  
Set Time: 8:30 AM  
Estimated Report Time: all day

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

---

**TO:** Board of Supervisors  
**FROM:** Hillary Gitelman - Director  
Conservation, Development & Planning  
**REPORT BY:** Hillary Gitelman, Director, 253-4805  
**SUBJECT:** General Plan Update

---

### **RECOMMENDATION**

1. Introductory Statements.
2. Strategic Workshop including discussion and direction to staff including, but not limited to, the Board's Vision Statement, Guiding Principles and General Plan Update.

### **EXECUTIVE SUMMARY**

On October 12, 2004, the Board directed staff to seek public input on the General Plan Update that could be used to inform initial Board direction regarding the scope and organization of the planning effort. The Director of Conservation, Development and Planning will present a summary of seven public workshops held between January 19 and April 6, 2005, supplementing the attached written catalog of community comments. Following the presentation, David Parr will facilitate a Board discussion regarding "guiding principles" for the General Plan Update. Finally, staff will utilize the attached workbook to present options for the Board's consideration regarding the general scope and format of the Update, and the planning process.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Contingency -- \$1 Million in FY04/05
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	The General Plan Update, including the required community involvement

process and program Environmental Impact Report (EIR), will require substantial General Fund support over the next several years. The amount of support is not known at this time. Following preparation and circulation of a Request for Proposals (RFP) for consultant services and evaluation of consultant responses, the Director of Conservation, Development, and Planning will recommend a phased funding plan for consultant services required to supplement budgeted staffing levels.

Consequences if not approved: Risk of litigation based upon inadequacies of the General Plan.

Additional Information: None

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The Board's decision regarding a structure for the community involvement process, and their initial input regarding the guiding principles, format, and scope of the planning effort, are not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable. The General Plan Update itself will be subject to CEQA review, requiring certification of an environmental impact report (EIR) prior to the plan's adoption.

### **BACKGROUND AND DISCUSSION**

The State of California requires all cities and counties to maintain a comprehensive policy document, or general plan, governing land use and development decisions. General plans are required to be up-to-date, forward looking, and internally consistent. Each jurisdiction's land use actions (e.g. subdivisions, capital improvements, zoning, and zoning decisions) are also required to be consistent with the adopted general plan.

Napa County's General Plan has not been comprehensively updated since 1983, although some elements have been updated more recently. Through most of the current General Plan, however, the "future" is generally described as the year 2000, indicating that an update is required.

In FY03/04, the Board of Supervisors authorized the expenditure of \$1.4 Million for the Baseline Data Report, which was considered a prerequisite for updating the General Plan and preparing the programmatic Environmental Impact Report (EIR) required as part of the process. This work effort is drawing to a close, and the resulting information is expected to be made available for public review early this summer.

In May 2004, the Board of Supervisors continued their commitment to initiate a General Plan Update by making a \$1 Million budgetary designation in Contingencies for that purpose. In October 2004, the Board requested that the staff gather public input on the General Plan Update.

Between January 19 and April 6, 2005, staff of the Conservation, Development, and Planning Department and the Community Partnership Division held a series of seven public workshops to solicit public input on the General Plan Update. Comments received at these meetings are included in an attachment for the Board's use. The comments are reproduced without editing or value judgements. At the April 11 meeting, staff will provide a power point presentation that organizes some of the principal comments received around topics that may be useful in the subsequent discussion.

Following this presentation, David Parr will lead a facilitated discussion of the "guiding principles" that should be used as the foundation for the General Plan Update.

Following the identification of guiding principles, staff will use the attached workbook to present format, scope, and process options for the Board's consideration. At a minimum, staff is seeking the following:

1. preliminary guidance on the number of General Plan elements and the topics each should address, as well as preliminary guidance on how the General Plan Update should address (or not address) a number of key issues that will affect the scope of the endeavor;
2. a decision regarding the structure and role of any steering committee or other vehicle(s) for community input that the Board wishes to establish;
3. general agreement on next steps, including circulation of a Request for Proposals for consultant services; and
4. general agreement on major milestones in the planning process and an initial target date for completion.

### **SUPPORTING DOCUMENTS**

- A . General Plan Workbook
- B . General Plan Workshop Summary Report

CEO Recommendation: Approve

Reviewed By: Michael Stoltz