



Legislation Text

File #: 16-504, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: May 17, 2016

SUBJECT: General Plan Update Progress Report

Recommendation for Action: Staff recommends that the City Council receive progress report #6 regarding the General Plan Update Project

Staff Contact

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Background

The purpose of a monthly update will be to keep the City Council informed as to the progress of the General Plan Update Project, to alert the Council to any concerns or issue that may arise and to keep the Council apprised ahead with regard to potential upcoming workshops or meetings.

Discussion

During this reporting period the General Plan Team released the second administrative draft for review, continued to focus on needed technical reports and analysis, and held a General Plan Steering Committee Meeting on May 4, 2016.

The following are summary highlights regarding key areas addressed during this reporting period:

General Plan Steering Committee Meeting

- On May 4, 2016 the City held the 6th General Plan Steering Committee Meeting. Information packets were prepared in advance for this meeting which included a copy of the draft Table of Contents, a preliminary draft of the Introduction and Administration Chapter, a listing of the preliminary draft Goals, the draft Land Use Diagram, and the draft Land Use Designation descriptions. (Attachment “A” includes the General Plan Steering Committee #6, May 4, 2016 Packet).
- This packet was distributed to the Steering Committee, to the City Council and Planning Commission, and posted on the City’s General Plan Update web site and available in hard copy at the public counter. (Attachment “B” includes copies of the power point slides for the May 4, 2016 GPSC, and Attachment “C” includes the meeting notes and comments received)

Goal/Policy Considerations

- Review of the revised Goal and Policy language in the draft document is the key element as part of this second administrative review. The General Plan functions as Woodland’s primary tool for guiding future development, and therefore, it is essential to clearly describe that shared vision and then to provide the path forward to achieve that desired future through the development of goals, policies, and implementation language.
- In addition, it is important to not only consider the goals and policies within each section and chapter, but it is necessary to confirm that they are internally consistent with all other goals and policies throughout the document. The bulk of the time spent on the second administrative draft review is focused on review of the goal and policy text.

Document Organization and Appearance

- As discussed in the prior update report, the creation of a document that is easily readable and useable is a primary concern. Determining the desired presentation of the document, including formatting and use of language or “tone” is essential.
- Staff and the consultant team have worked to develop an overall outline for the document itself as well as to consideration of the organization of each individual chapter. Staff continues to review and refine the document as part of the review of the second administrative draft.
- The next step will be to develop the graphic template including all of the elements to a document that make it readable including font style, color, headings, photos, side bar information and the like. Amassing a file of photos and appropriate graphic illustrations that exemplify the best of Woodland and articulate a future vision will be a key focus area once the language and text are clarified.

Other Process Components to the General Plan Update

- The General Plan Update includes an update to the City’s Climate Action Plan (CAP) and preparation of an Environmental Impact Report to cover both documents. In many cases activities listed involve consultation with key consultants and/or the city attorney.
- Some significant activity that has occurred since the last update report includes the following:
 - Traffic modeling data to the Environmental Consultant (AECOM)
 - Administrative Draft Urban Water Master Plan review
 - Emissions modeling for the CAP
 - Review of the Supreme Court’s Newhall decision and impact to the EIR and CAP analysis
 - Evaluation of the various scenarios for EIR cumulative conditions
 - Review of updated Notice of Preparation (NOP)

General Plan Update Schedule

Consistent with Council direction, staff and the project team continue to target adoption of the new General Plan by December of 2016. There is an extensive amount of work involved in developing the multiple,

complex and highly technical documents that support the city's General Plan. The rigorous schedule will require review and analysis of public and stakeholder comments within a very short time frame (which may potentially impact other work and projects that may be in process). The schedule assumption also assumes limited review comments and technical updates once the draft document is released. The time line provided below provides the summary highlights of the proposed schedule:

Anticipated Schedule

May 4, 2016 General Plan Steering Committee overview
June 10, 2016 Screen check draft of the General Plan
June 17, 2016 Admin Draft EIR and CAP to staff
July 1, 2016 *Public Review Draft General Plan (DGP)*
July 20, 2016 Screen check draft of the DEIR and DCAP

July - Sept Public open house

**Steering committee
Sustainability committee
Planning Commission workshops
City Council workshops**

August 5, 2016 *Public Review Draft of the DEIR and CAP*

Aug 11, 2016 DEIR Scoping meeting at Planning Commission

Sept 19, 2016 *Public comment period ends*

Sept - Oct Review of public comments and response

Oct 19, 2016 Admin Draft FEIR and CAP

Oct 31, 2016 *Release of FEIR and all revised documents*

(tentative - depends on the volume of comments received)

November Planning Commission Hearings (2)

December City Council Hearings (2)

Conclusion

Staff recommends that the City Council receive a progress report regarding the General Plan Update Project.

Prepared by: Cindy A. Norris, Principal Planner

Reviewed by: Ken Hiatt, Community Development Director



Paul Navazio, City Manager

ATTACHMENTS:

Attachment A - General Plan Steering Committee (GPSC) Packet for May 4, 2016

Attachment B - Power Point Slides for the GPSC May 4, 2016
Attachment C - Meeting Notes for the GPSC May 4, 2016