

CITY OF CALISTOGA

STAFF REPORT

TO: CHAIRMAN MANFREDI AND MEMBERS OF THE PLANNING COMMISSION

FROM: CHARLENE GALLINA, PLANNING & BUILDING DIRECTOR

DATE: MAY 12, 2010

SUBJECT: GENERAL PLAN ANNUAL REPORT & WORK PROGRAM FOR IMPLEMENTATION OF POLICY DIRECTION

1 **REQUEST:**
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3 Consideration of the General Plan Annual Report and Work Program for implementation
4 of General Plan policy direction.
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6 **BACKGROUND:**
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8 At the City Council's annual strategic planning and goal setting meeting held on April
9 13, 2010, it was expressed that implementation of General Plan policy direction was
10 needed to be conducted to ensure that the Calistoga Municipal Code, the Official
11 Zoning Map and other applicable regulatory documents of the City were consistent with
12 the 2003 General Plan. Therefore, a requirement for the Planning Director to develop
13 and implement a work plan for the 2003 General Plan was added the City Council's Key
14 Priority Project list for Fiscal Year 2010-2011. On April 20, 2010, the City Council
15 formally adopted the Council's Goals and Objectives and Key Priority Projects for Fiscal
16 Year 2010/2011 which includes this work effort. (Refer to Attachment 2)
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18 **DISCUSSION**
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20 Section 65400 of the California Government Code requires the City to file an annual
21 report addressing the status of the General Plan and progress made toward goals and
22 objectives. The annual report also provides a means to review the General Plan and
23 determine if changes need to be made in the plan or its implementation. It should be
24 noted that since adoption of the General Plan in 2003, staff has prepared and forward
25 each year various reports to the State and other required agencies showing progress
26 made on implementation of Calistoga's General Plan.
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28 As provided in Attachment 1, staff has created for Commission review, discussion and
29 recommendation to the City Council a draft General Plan Annual Report and
30 Implementation Work Program.
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33 The contents within this draft report include the following components:

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35 Introduction & Summary

- 36 • Purpose of Annual Report
- 37 • Purpose of General Plan
- 38 • Elements of the General Plan
- 39 • Annual Report
- 40 • Status of Adopted Elements of the General Plan
- 41 • Summary Schedule of Work Tasks for Fiscal Year 2010-2011

42 Element Annual Reports

43 Recommended Summary Schedule of Work Tasks for Fiscal Year 2010-2011

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45 At this time, staff is requesting that discussion of the Commission focus on what
46 additional content should be included within this annual report to the City Council. It
47 should be noted that it is staff's intent to utilize this format when presenting the General
48 Plan's annual report in the future.

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50 Furthermore, staff is requesting that the Commission review and comment on each
51 Element annual report. Within each Element report, the Commission will find a listing of
52 all Goals, applicable Objectives and all Action numbers. Also identified is the specific
53 Action language associated with applicable Objectives, identification of the
54 Department/Agency responsible for action implementation, the required tasks for
55 implementation, a status update on the progress made for action language, and a
56 schedule for implementation. It should be noted that for this meeting staff has only
57 provided an assessment on the following Elements: Land Use, Community Identity,
58 Circulation, Housing, Noise, Geothermal & Economic Development.

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60 At the Planning Commission Meeting of May 26, 2010, staff will present the remaining
61 Elements (Infrastructure, Public Services, Open Space & Conservation, & Public Safety)
62 and present additional information that staff was unable to complete with preparation of
63 this staff report. Furthermore, staff will be requesting that the Commission provide a
64 final recommendation to the City Council on the proposed work program for
65 implementation of General Plan policy, as recommended by staff.

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67 **RECOMMENDATION**

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69 Staff recommends that the Planning Commission discuss, solicit public comment, and
70 provide a recommendation to the City Council on the following 2003 General Plan
71 Elements: Land Use, Community Identity, Circulation, Housing, Noise, Geothermal &
72 Economic Development.

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74 Staff further recommends that the Planning Commission continue this item to regular
75 Planning Commission Meeting of May 26, 2010 in order to finish Commission discussion
76 on the remaining 2003 General Plan Elements (Infrastructure, Public Services, Open
77 Space & Conservation, & Public Safety) and to provide a final recommendation to the
78 City Council on a work program for implementation of General Plan policy direction.

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81 **SUGGESTED MOTION(S)**

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83 I move to continue this item to the Planning Commission Meeting of May 26, 2010.

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85 **ATTACHMENTS:**

86 1. Draft General Plan Annual Report & Implementation Work Program

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- Introduction & Summary

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- Land Use Element

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- Community Identity Element

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- Circulation Element

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- Housing Element

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- Noise Element

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- Geothermal Element

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- Economic Development Element

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96 2. City Council Goals & Objectives and Key Priority Projects for Fiscal Year
2010/2011