

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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Introduction & Summary

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- Purpose of Annual Report

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- Purpose of General Plan

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- Elements of the General Plan

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- Annual Report

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- Status of Adopted Elements of the General Plan

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

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Element Annual Reports

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

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

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

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

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RECOMMENDATION

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

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Staff further recommends that the Planning Commission continue this item to regular Planning Commission Meeting of May 26, 2010 in order to finish Commission discussion on the remaining 2003 General Plan Elements (Infrastructure, Public Services, Open Space & Conservation, & Public Safety) and to provide a final recommendation to the 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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2. City Council Goals & Objectives and Key Priority Projects for Fiscal Year

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2010/2011

RESOLUTION 2010-028

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,
COUNTY OF NAPA, STATE OF CALIFORNIA, ADOPTING OUTCOMES
FROM THE CITY COUNCIL'S STRATEGIC PLANNING EFFORTS**

WHEREAS, the City Council has determined that undertaking a strategic planning effort would be beneficial to the efficient operation of the City; and

WHEREAS, the City Council has included this undertaking as one of its priority projects for Fiscal Year 2010/2011; and

WHEREAS, the City Council held a special meetings to undertake strategic planning efforts and received public input and comment and information from City staff; and

WHEREAS, on April 13, 2010, the City Council devoted time to explore areas of interest, current needs, on-going projects and emerging trends and reached consensus on desired policy direction for the City; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Calistoga hereby adopts the following products from the Council's Strategic Planning effort attached hereto: City Council Goals and Objectives for Fiscal Year 2010/2011, Key Priority Projects for Fiscal Year 2010/2011.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this 20th day of April 2010, by the following vote:

AYES: Mayor Gingles, Vice Mayor Dunsford, Councilmember Garcia, Councilmember Kraus, and Councilmember Slusser,
NOES: None
ABSTAIN/ABSENT: None



JACK GINGLES, Mayor

ATTEST:


LORIE GOLDBECK, DEPUTY CITY CLERK

City Council Goals And Objectives **FY 2010/2011**

Maintain and enhance the economic vitality of the community.

Objectives:

- Manage and advance key private development and renovation proposals.
- Adopt updated water and wastewater user rates with the most reasonable adjustments possible.
- Evaluate and revise as necessary development impact fees.
- Develop and adopt a long-term General Fund revenue, expenditure and capital improvement projects forecast.
- Adopt a fiscal year budget with conservative assumptions and with the protection of reserve funds.
- Continue to reduce City operating costs.

Offer excellent professional services to all customers.

Objectives:

- Continue to provide a high standard in the delivery of emergency and general municipal services.
- Improve the delivery of private development related services.
- Streamline and simplify processes.
- Expand and improve communication and transparency.
- Maintain focus on existing key assignments and priorities. Evaluate available time and resource demands before committing to or assigning new tasks. Evaluate and adjust staffing levels as necessary to reflect increased demands.

Establish, improve and maintain City infrastructure.

Objectives:

- Continue to maintain the high level of service and reliability available to the community through our infrastructure systems and facilities.
- Complete and approve plans and specifications for the 1.5 million gallon water storage tank at Mt. Washington, secure funding and seek construction bids and commence construction.
- Complete renovation of the Fire Station.

Create an environmentally sustainable community.

Objectives:

- Implement “green” environmental sustainability polices and initiatives.
- Continue to pursue funding opportunities for geothermal and photovoltaic system improvements at the Community Pool.

Maintain the small-town rural character of Calistoga.

Objectives:

- Adopt a comprehensive update of the Housing Element of the General Plan.
- Develop and implement a work plan to address General Plan and Municipal Code conflicts, inconsistencies and needed policy direction.

Expand and improve recreational facilities.

Objectives:

- Complete the construction drawings for the Teen Center/Art Center improvements at Logvy Community Park. Re-evaluate and explore project construction and operating costs and available funding and options.
- Work with the County to improve the Calistoga Library.

City Council Key Priority Projects FY 2010/2011

- Water Tank: Commencement of the construction of the Mt. Washington 1.5 million gallon Water Storage Tank;
- Fire Station: Completion of the Fire Station Renovation project;
- General Plan Policy Implementation: Develop and implement a work plan to address General Plan and Municipal Code conflicts, inconsistencies and needed policy direction.
- Green Policies: Adoption and implementation of Environmental Sustainability policies and the Climate Action Plan Framework;
- Housing Element: Completion and adoption of the Housing Element Update;
- Fee Updates: Completion and adoption of Fee Updates (Water & Wastewater Utility and the Development Fees);
- Recreation Facilities: Complete the construction drawings for the Teen Center/Art Center improvements at Logvy Community Park. Re-evaluate and explore project construction and operating costs and available funding and options.
- Traffic Circulation Improvements: Completion of the planning efforts for the Silverado Trail/Hwy 29 Intersection Improvements and commencement of study efforts for the Petrified Forest/ Hwy 128 Intersection Improvements.
- Long-term Financial Planning: Develop and adopt a long-term General Fund revenue, expenditure and capital improvement projects forecast.
- Labor Negotiations: Conclude negotiations with Police and Fire units in a constructive, responsible and proactive manner.