

**BUSINESS OF THE CITY COUNCIL
OF THE CITY OF HALF MOON BAY**

AGENDA REPORT

For the meeting of: **March 3, 2015**

TO: Honorable Mayor and City Council

VIA: Magda Gonzalez, City Manager

FROM: Dante Hall, Community Development Director

TITLE: REVIEW OF GENERAL PLAN UPDATE WORK PROGRAM

RECOMMENDATION:

This item is in response to City Council's request to revise and streamline the General Plan Update work program and public engagement process. Staff seeks Council's direction on the components of the revised work program contained in this report, and further input related to the General Plan Update process.

FISCAL IMPACT:

The strategy outlined in this report does not require additional funding to the approved budget. However, based on Council direction, additional funds may be necessary depending upon the components of the work program that are ultimately selected. Staff anticipates returning to the Council with budget augmentations if additional work beyond the proposed work plan is desired.

BACKGROUND:

At the February 3, 2015 continuation of the General Plan Study Session (Staff Report – Attachment 1) the City Council provided the following generalized direction to refocus and simplify the General Plan update process:

- Focus land use designation refinements on the downtown area and Central Core with modest growth on the periphery areas;
- Continue developing the Open Space and Conservation Elements that are currently missing from the Existing General Plan;
- Integrate traffic and transit improvements into the plan to address congestion;
- Continue updating the environmental hazard and vulnerability maps (environmentally sensitive area maps, sea level rise, etc.);
- Address climate change in the work program through the development of a Climate Action Plan;
- Maintain a clear and direct connection to the Guiding Principles on all aspects of the plan; and

- Continue to solicit and engage broad based citizen participation in the development of the plan.

The General Plan is comprised of many significant and sometimes complex policy considerations. Council comments at the February 3rd meeting suggested that refocusing the planning efforts on more manageable segments would simplify the General Plan update process, making it easier to understand and broadening community participation and support.

DISCUSSION:

Four steps have been identified toward finding common community ground related to a preferred land use map and key goals, which would provide the framework for crafting detailed plan policies and proposals.

1. Focused Land Use and Transportation Concepts

Objective: Develop focused land use and transportation improvements, analyze future traffic and congestion conditions, and integrate the Connect the Coastside project into the updated Transportation/Circulation Plan.

- **Compact Core Options.** Create two concepts for the central part of the city, building on the Compact Core concept and responding to community and Council feedback. Concepts will reflect desire for modest growth, include analysis of varying levels of development intensity on opportunity sites, and include adjustments for impacts related to environmental sustainability and climate change mitigation. The primary objective will be to focus land use designation refinements on the Compact Core. At a future date, once the core area land uses have been settled upon, further land use changes outside the core area may be considered based upon Council direction. Potential changes to create more open space or conserve agricultural land through density transfer or similar initiatives, or to make adjustments resulting from climate change/sea level rise analysis may also be considered.
- **Transportation Strategies.** Realign the Circulation Element to include and consider low, medium, and high level transportation improvements presented by the Connect the Coastside¹ project. Analyze the transportation impacts of the Compact Core concepts in the framework of the updated strategies.

¹ ¹ Connect the Coastside: Pursuant to San Mateo County's Midcoast Update to the Local Coastal Program, the County is required to develop a Comprehensive Transportation Management Plan (CTMP). The CTMP will evaluate existing and future levels of transportation demand associated with residential and non-residential development on Highway 92 and Highway 1 in Half Moon Bay and the Midcoast. The transportation alternatives will consider how to mitigate existing and projected congestion through transportation improvements including better bicycle and pedestrian trails and crossings, improved transit, strategic highway widening and roundabouts. The land use alternatives will consider appropriate land use policies to assist in mitigating current and projected congestion on the Coastside. Both documents will be available for public review approximately April 2015. Once reviewed and commented on by the Technical Advisory Committee and stakeholders, a hybrid alternative will be developed for the final plan. These plan policies and components may then be integrated into the HMB Circulation Element/LCP Transportation Plan at the City Council's discretion.

Timing: The focused land use concepts and citywide transportation strategies can be developed in three to four weeks. Completing the transportation analysis would require model runs and analysis, and require an additional five to six weeks. Total time to completion is approximately two and a half months after City Council approval of the refocused direction.

2. Conservation, Open Space, and Sea Level Rise Analysis

Objective: Complete the sea level rise analysis and present a framework for addressing key environmental issue areas. Outline key strategies for biological and agricultural resources conservation.

- **Conservation and Open Space Framework.** Address conservation of environmental resources and open space as a basis for creating a framework to develop specific policies for required Conservation and Open Space General Plan Elements. The update process will include updating maps of biological resources, natural habitats, environmentally sensitive habitat areas, agricultural resources, and other designations throughout the City.
- **Sea Level Rise Analysis.** Conduct a Sea Level Rise Vulnerability Assessment and Adaptation Strategy per the work plan established for the Ocean Protection Council (OPC) grant. This will involve:
 - Determining a range of sea-level rise projections
 - Identifying potential physical sea-level rise impacts (e.g. inundation, storm flooding, wave impacts, erosion, saltwater intrusion into freshwater resources)
 - Assessing vulnerability to both the direct and indirect/secondary impacts of sea level rise on critical facilities, natural resources, and planned development
 - Identifying adaptation measures and policy options to include in the updated LCP
 - Coordinating analysis and potential strategies with Coastal Commission, and outlining the resulting implications as policies for an updated Safety Element

Timing: The planning team should be able to complete the biological resources work within the next month, and the sea level rise analysis within three months following OPC grant finalization.

3. Climate Action plan

Objective: Engage City Council and community members in developing a climate action plan with measurable goals that become the framework for developing policies to address greenhouse gas emission monitoring and reduction, sea level rise documentation and mitigation, alternative transportation and mobility diversification, and a sustainability plan to address behavior change.

- **Green Goals.** Create a list of measurable goals related to energy and water use reduction, walkability, alternative transportation, city operations, etc. These goals will be the core drivers for developing policies to improve negative environmental impacts associated with development and transportation.
- **Sustainability Plan.** Create a sustainability plan that addresses behavior change and quality of life improvements associated with the City and community actively participating in energy and water conservation efforts, adopting best practices for

building and business operation and maintenance, and improving waste reduction and recycling strategies.

Timing: Planning staff will complete the Climate Action Plan using San Mateo County's Regionally Integrated Climate Action Planning Suite (RICAPS) Tools. The technical analysis will be completed by December 2015, but the approval of the plan will occur at the same time the Environmental Impact Report is certified by the City for the General Plan/Local Coastal Plan update.

3. Community Engagement

Objective: Work with the General Plan Advisory Committee (GPAC) to further develop a strategy to engage a broad range of the community in the discussion of land use, transportation, sea level rise, and environmental issues. Components of this engagement strategy may include the following:

- **Alternatives Workbook and Summary.** The compact core land use concepts will be presented in a workbook format to allow the community an opportunity to evaluate the land use analysis that has been prepared to date, identify areas of potential change within the Downtown and Compact Core, and compare the concepts to each other and the existing General Plan.
- **Press Release and Email Newsletter.** Draft and distribute press and media releases and prepare an electronic newsletter to introduce the land use, transportation, conservation, open space and sea level rise concepts/framework and invite the community to upcoming community workshops.
- **Community Workshops.** Hold four community workshops/open houses, focusing on:
 - Land use options;
 - Transportation strategies;
 - Environmental resources and agricultural preservation, and climate change adaptation; and
 - Green Goals and Sustainability Plan development.

The focused nature of the workshops would allow for deeper level of dialogue and community input. The first two workshops could include small group dialogue to enable participants to explore options and tradeoffs, and see what preferences are broadly shared. The third and fourth workshops could be in the form of an open house at which the public could provide ideas.

- **Neighborhood and Stakeholder Meetings.** While Spanish-speaking members would be invited to the community workshops, one focused meeting with the Spanish-speaking community would be held. Additionally, using presentation materials provided by the Consultants, City Staff will meet with neighborhood and stakeholder groups, including specific groups that would be identified by GPAC and decision-makers.

- **Moveabout Tours.** A set of unique walking and bus tours of the Downtown, Compact Core concept areas, and open space resources will allow residents to experience and comment on some of Half Moon Bay's most challenging issues, including traffic circulation, the protection of natural resources, the walkability of the city, and more.
- **Youth Engagement.** Using a variety of interactive methods, the youth in Half Moon Bay would be invited to participate in the General Plan Update planning process by providing feedback on issues that are important to them. Feedback gained could help the City develop policies and strategies for improving community health, reducing waste, and conserving energy.

Timing: The land use options will be ready to share with the community within the next month, but other components (transportation analysis and sea level rise assessments) will take two to three months. Therefore, workshops could start in April and conclude by mid-June, giving the planning team time over the summer months to process community input and prepare draft preferred plan proposals, to be vetted through the Planning Commission and the City Council.

4. Preferred Plan and Key Policies

Objective: Develop preferred land use plan, and key policies that provide the framework for the Plan policies.

Community feedback from the Community Engagement step will be synthesized in the form of a draft preferred land use plan; circulation network and improvements; and a policy framework for land use, transportation, open space, parks, agricultural and biological resource conservation, and sea level rise adaptation. These would then be vetted through decision-makers. The Preferred Plan and Policy Framework would provide the necessary direction for drafting the General Plan and Local Coastal Land Use Plan.

Timing: The community input would be synthesized in July. Proposals would then be vetted through the Planning Commission and the City Council. Assuming September end/early October approval of the Framework, the General Plan would be ready for public review by mid-February 2016, and the Draft EIR about six weeks following that (March end, 2016).

Next Steps:

If Council approves this work program, the next step would be to provide an update to the General Plan Advisory Committee (GPAC) and further develop the community outreach program by enlisting the GPAC support as community ambassadors. Technical work on the General Plan/Local Coastal Plan will proceed on simultaneous but integrated and parallel tracks in developing: 1) Focused Land Use and Transportation Concepts - Compact Core Alternatives, 2) Conservation, Open Space and Sea Level Rise Analysis, and 3) Climate Action Plan. Following confirmation of the community outreach program, more in-depth community meetings on the environmental mapping and environmental policy analysis are anticipated in developing the environmental sensitivity and vulnerability assessment maps. Similarly, the Climate Action Plan

elements in identifying Green Goals and a Sustainability Plan will be integrated throughout the outreach process and into the policy discussion framework.

ATTACHMENTS:

1. City Council Staff Report (without attachments), dated February 3, 2015
2. Schedule for Getting to a Preferred Plan and Policy Framework

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For meeting of: **February 3, 2015**

TO: Honorable Mayor and City Council

VIA: Magda Gonzalez, City Manager

FROM: Dante Hall, Community Development Director
Bruce Ambo, Planning Manager

TITLE: GENERAL PLAN STUDY SESSION FOLLOW UP

RECOMMENDATION

At the last City Council Study Session on the General Plan on January 20, 2015, some Council Members expressed a need to provide further consideration on the presentation General Plan concepts and the integration of the environmentally sensitive habitat areas, and to provide additional feedback and direction to staff.

FISCAL IMPACT

Funding for the update of the General Plan was previously authorized and there is no fiscal impact associated with conducting this City Council study session.

DISCUSSION/RECOMMENDATION

Some members of the public expressed concerns that the background presentation information for the Council Study Session was not provided with enough advance notice. Copies of this presentation have again been appended to this report, and uploaded to the City's General Plan website. It is recommended that the City Council provide further consideration on the presentation of the General Plan concepts and the integration of the environmentally sensitive habitat area maps, and provide additional feedback and direction to staff.

ATTACHMENTS

1. December 9, 2014 Planning Commission General Plan Study Session Staff Report
2. Draft Planning Commission Minutes, dated 12/9/14
3. General Plan Study Concepts
4. Environmentally Sensitive Habitat Area Maps

Half Moon Bay

Schedule for Getting to a Preferred Plan and Policy Framework

