



REPORT TO PLANNING COMMISSION

To: Honorable Chairman and Members of the Planning Commission

From: Justin Kirk, Principal Planner

Date: July 18, 2017

Subject: PA 2016-94: Phase 1 Municipal Code Clean up – More efficient processing of entitlements.

Recommendation

Provide direction to staff on the appropriateness of the proposed Municipal Code changes and by motion receive and file.

Discussion

Over the course of two and half years, there have been several areas of the land use entitlements that I have identified that could be modified to increase efficiency, while not reducing oversight. Specific areas that are proposed to be addressed are the creation of a Zoning Administrator, technical amendments to the general plan, addition of an appeals section of the Municipal Code and modifications to the Design Review section of the Municipal Code. The following is a summary by section of the proposed modifications.

Zoning Administrator: This addition would create a zoning administrator. The ZA would be granted the authority of the approval of minor design review applications that are now currently being approved by the Planning Commission. This process would reduce the PC's work flow, but would ensure adequate public review.

General Plan technical amendments and entitlement/policy amendments: Technical amendments involve changes of a technical nature including, without limitation: statistical corrections; mapping error corrections; changes in spheres of influence and city boundaries; changes in unincorporated communities or communities of interest; editorial clarifications that do not change the intent of the General Plan; or appendix information useful in interpreting the General Plan but which does not change the General Plan intent. Entitlement/policy amendments involve changes in land use designations or policies that involve land located entirely within a General Plan foundation component but that do not change the boundaries of that component. An entitlement/policy amendment may also involve a change in General Plan policy provided it does not change the City of Lake Elsinore vision, a foundation component, or a General Planning principle set forth in the General Plan. This process would streamline General Plan Amendments and would eliminate the need to consult with Native American tribes pursuant to SB 18. In addition, these types of amendments would not impact the limited number amendments of the General Plan as regulated by State regulations.

Appeals: Currently the appeals section of the Municipal Code is embedded in various sections of the Municipal Code, this new section would replace the inconsistent sections and would create a central location of all amendments. Modifications to several sections of the Municipal Code such as the Conditional Use Permit, Design Review, and Variance process would also be required in order to ensure internal consistency within the Municipal Code.

Design review: The primary modifications to the design review section is the approval structure. Currently design review approval authority resides with the City Council, with the Planning Commission serving as a recommending body to the City Council. Limited approval authority has been grant to both the Planning Commission and the Community Development Director in specific situation as defined by the Municipal Code. Proposed changes would shift the approval of authority to the Planning Commission for design review and to the Zoning Administrator for minor design review approvals. The City Council would be provided agenda items of Planning Commission actions with a recommendation of receive and final. Council members may pull the item and request that it be brought back for review as a public hearing. In addition, entitlements, which incorporates multiple land use permit applications that have an action that would be, approved City Council, than all actions would be approved by the City Council. Lastly, single-family residence, duplexes, or triplexes would no longer treated as a discretionary application and would approved ministerial by City staff.

Inherently these proposed modifications are meant to increase efficiency from a processing standpoint, but also from a resource standpoint. Multiple resolutions would no longer needed to be prepared which reduces time but also the costs of the Agenda items. This is an attempt to maximize resources while maintaining a high level of transparency and quality of new development.

Exhibits:

- A – Zoning Administrator
- B – General Plan Tech Amendments
- C – Appeals
- D – Design Review