

March 12, 2003

**Honorable Chairman and Members of the
Hermosa Beach City Council**

**Regular Meeting of
March 18, 2003**

SUBJECT: PROPOSED GENERAL PLAN UPDATE WORK SCOPE

Recommendation:

That the Planning Commission direct staff as deemed appropriate.

Background:

On March 3, 2003, the City Council reviewed the status of the General Plan in joint meeting with the Planning Commission, and expressed interest in a General Plan update for the Land Use, Circulation and Urban Design Elements, subject to the availability of funding. ¹

Analysis:

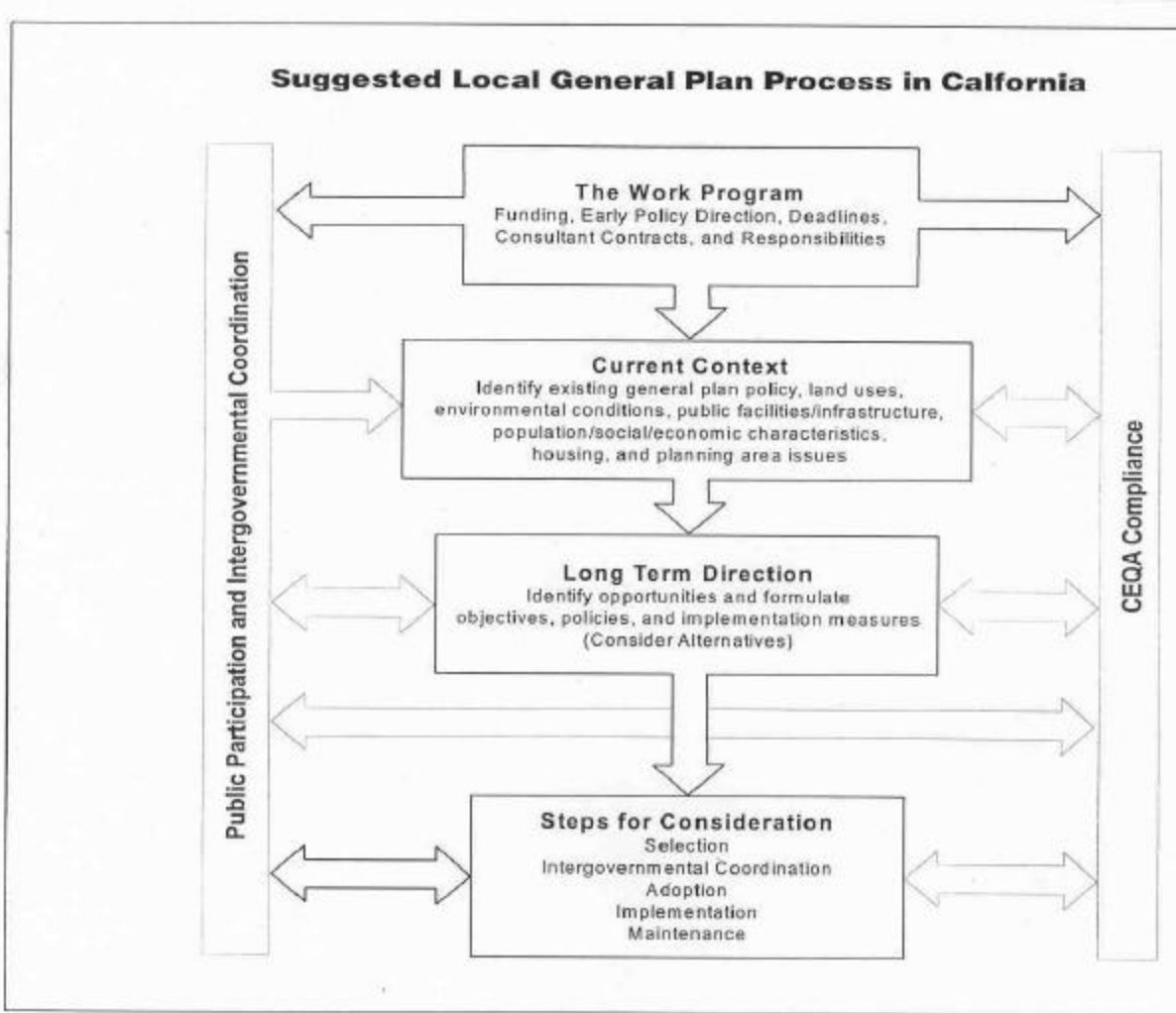
The Planning Commission has previously reviewed a scope of work for the Update and there were varying interests in utilizing consultants for the scoping work required at the beginning of the process. (Please see process diagram below.) The General Plan is a technical document analyzing land use circulation, housing patterns, etc., in addition to serving as a summary of long term goals and objectives for the City. The technical work requires specialized expertise and a time commitment which cannot be supplied by city staff alone. The question of how much of the Update can reasonably be accomplished by staff is central to establishing a scope of work for the project. As a benchmark, the City recently updated one General Plan element, the Housing Element, which required a housing consultant and almost one year to complete with significant staff input.

The steps involved in preparing a General Plan Update involve:

1. Review the City's General Plan status.
2. Establish a scope of work and budget for the update and environmental documents (option to utilize a citizen committee for plan input and review).
3. Prepare and issue an RFP reflecting the project scope of work.
4. Select a proposal and consultant team.
5. Establish a citizen participation program and/or citizen committee for plan input and review.
6. Data collection and technical studies per element(s) and related public input and comment.
7. Data analysis and public comment.
8. Preparation of a draft plan and draft EIR.
9. Draft plan and draft EIR circulation and comments.
10. Planning Commission draft plan and draft EIR hearings
11. Final plan and final EIR preparation.
12. Final plan approval and EIR certification.

If the Commission wants to be involved in the earliest part of the project scoping, a detailed work program must be developed outlining the tasks and timing to complete this portion of the project. The work program must accommodate the Request for Proposal so that respondents are aware of the portion of the project omitted from their scope of work and bid the job accordingly.

General Plan Update Process



Sol Blumenfeld, Director
Community Development Department

Notes

1. State law prescribes that each community prepare, adopt and maintain a General Plan for the City's long-term development. The General Plan is the City's long range planning framework which provides goals, objectives and policies guiding future development within the City. It contains seven mandatory elements including land use, circulation, housing, noise, safety, conservation and open space and may contain other elements as deemed necessary by the local jurisdiction. General Plans are typically effective for 5 years. Some General Plans may have a somewhat longer life, depending upon the number of General Plan elements that comprise the document. Every public and private development project must be reviewed for consistency with the General Plan to ensure rational and orderly development commensurate with its goals, policies, objectives and programs.

CITY OF HERMOSA BEACH GENERAL PLAN STATUS

REQUIRED GP ELEMENTS	ELEMENTS OF THE CITY'S GP		LAST ACTION	SUMMARY OF CITY'S GP ELEMENT
Circulation: Identifies general location and extent of existing and proposed major thoroughfares, routes and other public utilities and facilities.	1	Circulation, Transportation, Parking	1991 amended	To evaluate the transportation needs and recommend programs to retain or improve parking, public transit and traffic flows.
Conservation: Addresses the conservation, development and use of natural resources.	2	Conservation	6/94 readopted but not amended	To preserve and enhance the natural environment, including the beach and ocean.
Open Space: Details plans and measures for preserving open space and recreation.	3	Open Space	6/94 readopted but not amended Note: Parks and Recreation Master Plan adopted in 1990	To preserve and enhance existing green areas and increase the total amount of open space.
Housing: Assessment of current and projected housing needs for all segments of jurisdiction.	4	Housing	2001 amended <i>Note: This element shall be updated every five years</i>	To assesses past and proposed programs to preserve existing housing stock and discusses density and neighborhood preservation.
Land Use: Designates type, intensity and general distribution of uses.	5	Land Use	6/94 amended	To look at densities, FAR's, density/intensity standards.
Noise: Identifies and appraises noise problems within community.	6	Noise	6/94 readopted but not amended	To identify problems, alternative and solutions.
Safety: Establishes polices and programs to protect community from risks.	7	Safety	6/94 readopted but not amended	To identify the significant areas of risk and their importance as hazards.
OPTIONAL GP ELEMENTS WITHIN THE CITY'S GENERAL PLAN				
	1	Urban Design	6/94 readopted but not amended	To preserve existing character and maintain smaller scale visual features of the City's neighborhoods.
	2	Economic	6/94 readopted but not amended	To explore how basic service areas needs might be met.
	3	Seismic	6/94 readopted but not amended	To identify the significant areas of risk related to seismic issues and recommends implementation programs.
	4	Utilities	6/94 readopted but not amended	Review of the utility situation and programs to deal with utility blight.