

ATTACHMENT F

Humboldt County

General Plan Revision Program

Citizens Handbook



Summer 1981 (Revised October 1982)
Humboldt County Planning Dept.

HUMBOLDT COUNTY
GENERAL PLAN REVISION PROGRAM
OCTOBER 1982
CITIZEN HANDBOOK

PLANNING DEPARTMENT

MARTIN G. MC CLELLAND
PLANNING DIRECTOR

SAMUEL M. WINSTON, JR.
ASSISTANT PLANNING DIRECTOR

PROJECT STAFF

ROBERT LONDON, SENIOR PLANNER
TOM CONLON, PLANNER
TOM HOFWEBER, PLANNER
BRIAN PARKER, PLANNER

MICHAEL OTT, PLANNER
ROBERT BROWN, PLANNER
DAVID KENWORTHY, MAP DRAFTSMAN
JO-ANNE MILLER

HUMBOLDT COUNTY PLANNING DEPARTMENT
3015 "H" STREET
EUREKA, CA 95501

HUMBOLDT COUNTY
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HUMBOLDT COUNTY GENERAL PLAN

REVISION PROGRAM

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Housing Element (CACHE)
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Housing Element (CACHE)
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Terry Armlin - Five Cities Circuit Planning Team
Jim Stretch - Humboldt County - County Administrator's
Office (CAO)

Staff

Stanley R. Mansfield - Humboldt County Planning Director
Robert J. London - Humboldt County Senior Planner
Tom Conlon
Jim Test
Kirk Gothier
Brian Parker
Jo-Anne Thompson

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PREFACE

The Board of Supervisors, in preliminarily approving the policies for citizen participation in May of 1981, recognized the need for public involvement in the planning process. The successful application of any law depends to a great extent on the citizens' understanding and support of that law.

The planning process, then, must provide for the education of the public. Armed with knowledge of the process, the citizen can have meaningful access to the decision makers, evaluate alternative proposals, and make specific recommendations in support of, or for change to, hearing draft proposals.

In the local determination of the future character of Humboldt County, the residents must understand the process, the alternatives and the reasons for decisions made that affect our County and our neighborhoods. This handbook is intended to help in the understanding of the process being used in Humboldt County to revise the General Plan.

This text was originally printed in the Summer of 1981 to provide understanding of the process to arrive at a hearing draft. This handbook was then revised in October of 1982 to update it in relation to the completion of the hearing draft. Additionally, changes have been made to correct any errors previously noted.

Questions or suggestions to improve this handbook should be directed to:

Humboldt County Planning Department
3015 H Street
Eureka, California 95501
(707) 445-7541

We will be writing down your verbal comments at the hearings as best we can. But only you can insure that what you meant is what is recorded and especially if:

- you do not wish to comment verbally,
- you cannot attend future workshops,
- you wish to elaborate on your testimony, or

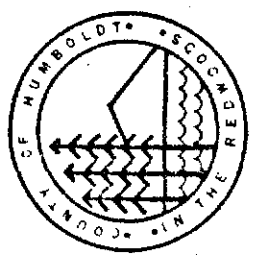
for any reason you wish to submit written comments, please record your observations, criticisms, and recommendations below on any 8 1/2 x 11" paper. These comments will be included in the Public Record and provided to the Planning Commission for their consideration in their deliberations.

It must be emphasized that verbal testimony in addition to written comments is the most effective way of communicating your concerns.

Thank you,

Jim Alford, Chairman, Planning Commission

Humboldt County Planning Department
3015 H Street, Eureka, CA 95501-4484



Name _____
Address _____
Phone _____



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CHAPTER I PLANNING LAW

Legislative History

In a move to govern local planning and land use regulation, the California legislature enacted the first subdivision map act in 1907. In 1917 the legislature enacted its first zoning law and ten years later provided the laws enabling the preparation of local general plans. The first general plan components, Land Use and Circulation, were established in 1955. Since that time the legislature has added seven elements, bringing the required total to nine. In 1971 a number of additional changes were made in Planning Law. The most significant change required that zoning and subdivision approvals must be consistent with the general plan. See Figure 1 "Milestones in California's Planning Laws", from the Office of Planning and Research's General Plan Guidelines, for additional information.

Present Statutes

Most of the General Plan law is contained in Government Code 65000 (et. seq.), but there are other sections of State Code that affect the General Plan process. Figure 2, a "Summary of State Policies", displays highlights from other Code Sections. This is not intended to be a complete listing of applicable laws, but rather the highlights of the State requirements. Of major significance to this document are those specific sections which relate to the participation by the public.

Planning Agency Legislation

Following are definitions of terms and a review of legal requirements.

Definitions

Decision Makers - As the legislative body, the Humboldt County Board of Supervisors has the authority and responsibility for making the final decision on planning programs in the County.

Planning Agency - The official planning body of the County. The Board of Supervisors is required to establish, by ordinance, a planning agency. The Planning Agency is responsible for preparing, maintaining, and recommending plans for Board adoption. The agency in Humboldt County is a Planning Commission and Planning Department.

General Plan - The first major component in the planning process, this is a long term statement of public policy for the use and development of public and private lands within the unincorporated areas of the County. The General Plan provides useful general guidance for local decision making.

Required by law to contain a minimum of nine "elements" or components, it may also include additional elements which relate to the physical development of the County.

Zoning - This is the "implementation" of the general plan. It consists of maps and specific ordinances for designating detailed permitted uses of the land as well as procedures and standards for the local decision making process. This step reflects the specific determination of land use within the general framework of the plan.

Figure 1

Milestones in California's Planning Laws

- 1907 First Subdivision Map Act enacted.
- 1915 Cities authorized to create planning commissions.
- 1917 Framework for local zoning established.
- 1927 Cities and counties authorized to prepare master plans (general plans).
- 1929 Adoption of master plans made mandatory for those cities and counties establishing planning commissions (based largely on the 1928 U.S. Department of Commerce Model Standard City Planning Enabling Act). Subdivision Map Act revised enabling local governments to require dedication of improvements.
- 1937 All cities and counties required to adopt master plans. Cities and counties authorized to prepare "precise plans" (similar to specific plans of today) for the implementation of the master plan.
- 1953 Planning law recodified into Government Code Sections 65000 et seq..
- 1955 Land use and circulation elements required in the general plan.
- 1965 Planning and Zoning Law reorganized into its present form. Cities and counties authorized to prepare "specific plans."
- 1967 Housing element required in the general plan (effective July 1, 1969).
- 1970 Conservation and open space elements required in the general plan.
- 1971 Seismic safety, noise, scenic highway, and safety elements required in the general plan. Zoning and subdivision approvals required to be consistent with the adopted general plan.
- 1973 Amendments to the general plan limited to three times a year.
- 1974 Subdivision Map Act recodified from the Business and Professions Code into the State Planning and Zoning Law.
- 1975 Legislative intent added clarifying internal consistency in the general plan.

This summary does not include other major planning and land use statutes that have been important in shaping local planning, such as the California Environmental Quality Act, the Williamson Act, the California Coastal Act, the Forest Taxation Reform Act, and statutes regarding local agency formation commissions

Figure 2

Summary of State Policies

- To improve the quality of life in California by preserving and using the resources of the land in economically and socially desirable ways. (Adapted from Government Code Section 65030.)
- To maintain, improve, and enhance the quality of air, water, and land according to state and national standards and local needs. (Adapted from Public Resources Code Sections 21000 et seq.)
- To ensure the preservation of open space for scenic beauty, recreation, the conservation of natural resources, the production of food and fiber, the separation and definition of developed areas, and the protection of public health and safety. (Adapted from Government Code Sections 65560 and 65561.)
- To protect the state's most productive farm and rangelands from conversion to non-agricultural uses. (Adapted from Government Code Sections 51220 and 54790.2.)
- To foster the provision of "a decent home and a suitable living environment" for "all economic segments of the community." (Adapted from Health and Safety Code Section 37122 and Government Code Section 65302(c).)
- To conserve water, air, and energy by considering the effect of future development on these resources and by encouraging new development which uses public facilities currently available and minimizes the need to travel. (Adapted from Public Resources Code Section 21001 and the 1978 Environmental Goals and Policies Report.)
- To provide transportation facilities and services that are adequate and efficient and that significantly reduce hazards to human life, pollution, noise, disruption of community organization, and damage to the natural environment. (Adapted from Government Code Section 14000.)
- To identify and reduce hazards to health and property from natural and manmade conditions, including floods, fires, landslides, soil erosion, seismic activity, excessive noise, and congested and unsanitary living conditions. (Adapted from Water Code Section 8401, Government Code Section 26215, and Health and Safety Code Sections 33071 and 37121.)
- To use reasonable and practical means in carrying out the general plan so that it will serve as a pattern and guide for orderly physical development and the preservation and conservation of open-space land and as a basis for the efficient expenditure of public funds. (Adapted from Government Code Section 65400(a).)
- To ensure that land use decisions are made with full knowledge of the long- and short-term economic and fiscal implications, as well as environmental effects. (Adapted from Government Code Section 65030.2.)

Legal Requirements

Government Code Section 65100 requires only that a planning agency be established. The organization is left as a local option and the structure of that agency "may be a planning department, a planning commission, or the legislative body itself, or any combination thereof." Additionally, some of the functions of these commissions are contained in this code section:

65100. (a) By ordinance the legislative body of each county and city shall establish a planning agency. Such planning agency may be a planning department, a planning commission, or the legislative body itself, or any combination thereof.

(b) In order to improve its capability to carry out the functions specified in Section 65101 effectively, the legislative body of a city, county, or city and county may, by ordinance, establish two planning commissions. One commission shall concern itself with long-range planning and development including, but not limited to, the preparation and maintenance of the general, specific, and area plans, and the review of environmental impact reports and capital improvement programs. The second commission shall concern itself with short-range planning and programming including, but not limited to, the administration of zoning. In the event a particular project includes both long-range and short-range planning, the legislative body shall designate which commission shall hear the entire matter. In establishing two planning commissions as provided in this subdivision, the legislative body shall adopt procedures to ensure effective cooperation between the two commissions and any other locally designated planning organization established within its jurisdiction.

(c) The legislative body of a county may provide for one or more area planning commissions, which may be the planning agencies for prescribed portions of the county.

(Amended by Stats. 1978, Ch. 644.)

Also, Section 65101 outlines the remaining functions of the planning agency:

65101. The functions of the planning agency are as follows:

- (a) It shall develop and maintain a general plan.
- (b) It shall develop such specific plans as may be necessary or desirable.
- (c) It shall periodically review the capital improvement program of the county or city.
- (d) It shall perform such other functions as the legislative body may provide.

(Added by Stats. 1965, Ch. 1880.)

65102. Each planning agency has the powers necessary to enable it to fulfill and carry out its planning functions as provided in this title.

(Added by Stats. 1965, Ch. 1880.)

Public Participation Legislation

Included here are code sections regarding the participation of the public in the planning process.

The Legislature recognizes the importance of public participation at every level of the planning process. It is therefore the policy of the state and the intent of the Legislature that each state, regional, and local agency concerned in the planning process involve the public through public hearings, informative meetings, publicity and other means available to them, and that at such hearings and other public forums, the public be afforded the opportunity to respond to clearly defined alternative objectives, policies, and actions.

(Government Code Section 65033 - repealed and added by Stats. 1976, CH. 1386.)

Also, Section 65304 outlines the requirements for coordination of the planning effort with other organizations.

65304. During the formulation of a general plan, the planning agency shall consult and advise with public officials and agencies, public utility companies, civic, educational, professional and other organizations, and citizens generally to the end that maximum coordination of plans may be secured and properly located sites for all public purposes may be indicated on the general plan.
(Repealed and added by Stats. 1965, Ch. 1880.)

Although the legislature has indicated that it is "the policy of the State and intent of the Legislature" to involve the public in the planning process, Section 65351 and 65355 require only one public hearing before the legislative body (Board of Supervisors) and one hearing before the advisory body (Planning Commission) if one is established. The one public hearing can constitute multiple meetings as Section 65351 allows that "any hearing may be continued from time to time." The point is that state legislative requirements for public participation are minimal and seldom exceed the wording of Section 65400(c).

65400. After the county or city legislative body has adopted all or part of a general plan, the planning agency shall:

- (a) Investigate and make recommendations to the legislative body upon reasonable and practical means for putting into effect the general plan or part thereof, in order that it will serve as a pattern and guide for the orderly physical growth and development and the preservation and conservation of open space land of the county or city and as a basis for the efficient expenditure of its funds relating to the subjects of the general plan; the measures recommended may include plans, regulations, financial reports, and capital budgets.
- (b) Render an annual report to the legislative body on the status of the plan and progress in its application.
- (c) Endeavor to promote public interest in and understanding of the general plan, and regulations relating to it.
- (d) Consult and advise with public officials and agencies, public utility companies, civic, educational, professional and other organizations, and citizens generally with relation to carrying out the general plan.

(Amended by Stats. 1970, Ch. 1590.)

Office of Planning and Research (OPR) Guidelines

The Office of Planning and Research has been directed by the legislature (Government Code Section 65040.2) to adopt and maintain guidelines for local agency preparation of General Plans. Although advisory only, these are valuable considerations to provide for public participation.

Objectives

The General Plan Guidelines identify the following four objectives:

- Identify community values and goals that will serve as the foundation of the plan.
- Educate the public about the major issues, problems, and opportunities to be addressed in the plan.
- Give the public opportunities to evaluate alternatives and to participate in choosing the preferred alternative.
- Create an atmosphere in which conflicting demands for limited community resources can be resolved.

Techniques

The Board of Supervisors has approved a broad selection of techniques to involve the public in the planning process. These techniques were developed by the Citizen Participation Advisory Committee (CPAC) and are included as policy 44.332 on page 3-9 of Chapter 3.

Major Considerations

In attempting to meet the objectives suggested, OPR recommends use of a package of these techniques keeping the following in mind:

- Citizens should be involved throughout the planning process, but particularly when it is time to make important decisions, such as the selection of goals and objectives, the evaluation of alternatives, and the final approval of the plan.
- Work items and publications need to be scheduled carefully to maintain public interest.
- People will only participate to the extent they feel they will be affected. In small communities, citizen participation can usually be organized on a communitywide basis. In larger or more populous jurisdictions, participation should be geared to smaller geographic areas, as well as to the entire jurisdiction.
- The extent of citizen involvement should reflect both the scale of the work undertaken and the amount of interest or controversy expected. Larger projects, such as preparing an entire general plan, call for more participation than smaller ones, for which only public hearings may be necessary.
- The City Council or Board of Supervisors has to make its expectations clear in its charge to committees and must give the committees' recommendations careful consideration.
- Because the public is not homogeneous, it is important to identify early those groups expected to be most affected by the general plan - various income and ethnic groups, the handicapped, the elderly, and businesses - and to select the mix of techniques that will be most effective in involving them all. Resource directories prepared by county welfare departments are particularly useful for identifying organizations representing many of these groups.
- Once the general plan or element is adopted, the city or county should maintain a program of public participation to monitor and evaluate the progress in implementing it.

Summary of What is Required of the County

Humboldt County is presently using the traditional system with the Board of Supervisors, as the legislative body, appointing a Planning Commission as the planning agency. County Ordinance 597, which established the Planning Commission, was adopted in May of 1967 and revised by Ordinance 932 in June of 1973.

In addition to the Planning Commission, the Board of Supervisors has created a number of advisory committees. The following committees are currently active:

- (1) Citizen Advisory Committee on the Housing Element
- (2) Committee to Revise Ordinance 776. (Subdivision Ordinance)
- (3) Energy Advisory Committee
- (4) Outer Continental Shelf Advisory Committee
- (5) Overall Economic Development Program Committee

Ad Hoc

- (1) Jacoby Creek Citizen Advisory Committee

The County is required to adopt and maintain a general plan. The general plan must contain, as a minimum, the nine mandated elements:

land use	seismic safety
circulation	noise
housing	scenic highway
conservation	safety
open space	

In addition, citizen participation, intergovernmental coordination and environmental review are basic considerations and are legally required in the preparation, revision and implementation of the general plan. The implementation of the plan through zoning, and the processing of discretionary permits consistent with the plan and zone, are the real tests of the commitment to the general plan.



CHAPTER 2 COUNTY HISTORY OF PLANNING

Original Adoption of Plans

Humboldt County and the local cities responded to the 1965 mandated plan requirements by hiring four different out-of-county consultants to prepare six separate general plans covering specific areas of the County (Refer to Figure 3 which is a partial listing of adopted elements). These regional and community general plans were adopted by the County and the cities during 1966, 1967 and 1968. The role that the general plan played in coordinating development was not clearly defined at that time. Consequently, these six general plans did not share a common set of land use policies, designations and standards.

Subsequent Planning Activity

In 1972, the County hired a consultant to prepare a consolidated Open Space/Conservation Element. This element was adopted in December of 1973. The County recognized that the Open Space/ Conservation Element contained provisions that conflicted with the existing Land Use Elements. Before the Planning Department had an opportunity to resolve these conflicts, it was inundated by a flood of new State planning mandates. The State now required the adoption of four new elements to the plan: Seismic Safety, Public Safety, Noise and Scenic Highways. Statutes were also enacted during this period requiring that all the individual elements of the plan must be internally consistent and that zoning must be consistent with the plan.

In the early part of 1974, the County embarked on a program to update various portions of the general plan. Of note then was the lack of the new elements of the plan mandated by the State. At first, the Department tried to take the holistic view to complete the newly mandated elements in the context of a countywide general plan revision. This program yielded a set of goals and objectives, and a series of policies directed at the total planning process.

After a number of hearings before the Planning Commission, the "Goals and Objectives" document was abandoned in 1976 in favor of completing each element individually. The County adopted a Recreation Element in 1978, and Seismic Safety and Public Safety Elements in 1979. The Department also undertook the preparation of the Local Coastal Plan during this period.

Following completion of these elements, the Planning Department initiated a second comprehensive revision of the general plan in late 1978. A number of external events and local priorities intervened to dilute the Department's effort and to distract it from the comprehensive program. Substantial staff time was diverted from the program to comply with the

Figure 3

HUMBOLDT COUNTY GENERAL PLAN DOCUMENTS

	PLAN/DOCUMENTS	BOARD OF SUPERVISORS	STATUS
REGIONAL PLANS:	(1) Northern Humboldt County General Plan, 1985	5/14/68, Res. #68-49	Adopted
	(2) Mid-Humboldt County General Plan 2020 (Four Volumes)	2/4/73 (Public hearing)	Approved in principle, subject to revisions of land use information, current census, and other pertinent data.
	(3) Southern Humboldt County General Plan	8/20/68, Res. #68-72	Adopted
CITY/COMMUNITY PLANS:	(4) McKinleyville Community General Plan	9/13/77, Res. #77-152	Adopted
	(5) City of Arcata General Plan	9/6/66, Res. #66-97	Adopted
	(6) City of Eureka General Plan, 1965-1980	3/8/66, Res. #66-31	Adopted
	(7) Fortuna General Plan	3/28/67, Res. #67-37	Adopted
	(8) Ferndale General Plan	3/28/67, Res. #67-36	Adopted
PLAN ELEMENTS:	(9) Housing Element	9/29/81 Res. #81-101	Adopted
	(10) Noise Element (Two Volumes)	8/23/77, Res. #77-134	Adopted
	(11) Open Space/Conservation Element	12/27/73 Res. #73-164	Adopted
	(12) Recreation Element Humboldt County	7/12/76, Res. No. 76-92	Adopted
	(13) Seismic Safety and Public Safety Elements (Two Volumes)	7/31/79, Res. #79-96	Adopted
	(14) Water Supply and Wastewater Disposal Plan (1973-1993)	Res. #74-149	Adopted
	(15) Trails Element	6/26/79, Res. #79-80	Adopted
	(16) Scenic Highways Element	9/16/80 Res. #80-102	Adopted
	(17) Solid Waste Management Plan	3/81	Adopted
	(18) Airports Master Plan	1/25/80 Hodges and Shutt Board Order #2, 11/24/80	Adopted

mandates of AB1258, for which over 1 million acres of land was zoned Timberland Preserve. Additional time was spent complying with the Surface Mining and Reclamation Act. Coastal planning activity accelerated. A McKinleyville General Plan was prepared, adopted and amended; and County responses to State land acquisitions were prepared. The comprehensive program effort languished until interest was rekindled in early 1980.

During this same period of time, local cities have revised and updated their general plans for adjoining unincorporated County areas as well as for the cities themselves. During the General Plan revision program these plans will be reviewed as Community Plans. Following is a list of the cities and the years that they adopted their revised plans.

Arcata	- 1975	Rio Dell	- 1979
Eureka	- 1977	Blue Lake	- 1980
Fortuna	- 1978	Ferndale	- in process
Trinidad	- 1978		

The adopted certified Local Coastal Plans (LCP's) will be the General Plans for the Coastal Zone portions of Humboldt County. The development of specific zoning ordinances consistent with Coastal Act requirements will provide the implementation for the coastal zone.

The County has recently revised and adopted its Housing Element. Integration of this element into the new General Plan will require development of a consistent style and standardization of policies and standards. Complete implementation of this element may take several years although major components will be completed concurrently with the adoption of Volume I of the revised General Plan.

In addition to the adoption of the Housing Element, the County is currently reviewing a community plan for the Jacoby Creek area. This plan was prepared under the guidance of a Citizens Advisory Committee to provide direction for future land use development. Additional community plans for other areas of the County will be prepared after adoption of Volume I of the General Plan.

Implementation to Date

A great percentage of the privately owned land area in the County has been zoned Timberland Preserve Zone. Significant areas of the County have also been zoned in accord with the Agricultural Preserve (Williamson Act Contract) program. The balance of areas zoned to date reflect efforts to zone neighborhood areas, or resulted from conditions on specific permits for development and neighborhood response to specific projects (ie., mobilehome placement or commercial development). Since the application of the "unclassified zoning", there has been no overall program to zone the balance of the County.



CHAPTER 3 GENERAL PLAN REVISION PROGRAM

A Third Attempt

In October of 1980, the Humboldt County Board of Supervisors authorized work on the County General Plan Revision Program. This authorization was based on three documents:

The General Plan Extract which provided a compendium of existing plan goals and policies;

The General Plan Analysis which yielded a comparative analysis of the existing plan, a revised general plan format, and specific recommendations for improving the plan; and

The General Plan Revision Work Program which described in detail the tasks to be performed and the amount of staff time required for completion of the program.

The documents noted above were used to guide the preparation of twelve policy background studies to the General Plan. These studies dealt with topics such as Community Planning Areas, Timberlands, Agriculture, Sensitive Habitats, Population, Mineral Resources, Rural Development, Development Timing, Hazards, Circulation, and Economic Development. Each of the background studies identified issues, presented analyses of planning problems, and contained recommended goals, policies, standards, and implementation measures for inclusion in Volume I of the revised General Plan.

Volume I of the General Plan establishes the policy for development of the rural areas of the County and identifies boundaries of community planning areas. Countywide issues are addressed in this volume of the plan, whereas Volume II will address more specific issues, related to smaller geographic areas. Volume II will contain community plans for areas outside the Coastal Zone. It will also contain adopted area plans for regions within the Coastal Zone. Together, Volume I and II of the General Plan will present the text, diagrams, and maps needed to guide the overall use of land in Humboldt County.

Implementation Phase

As the plans are completed, the third phase, the implementation of these plans, can begin. This phase would also have two components. The first includes, where necessary, the revision of existing ordinances and codes and the addition of new ordinances. The second, and major component, would be the application of these codes and ordinances, through the public hearing process, to the entire County.

Citizen Participation

Background

As part of the Work Program authorized in October 1980 the Citizens Participation Advisory Committee (CPAC) was formed and charged with the responsibility of developing goals, policies and standards for public participation.

The material developed by the CPAC was reviewed by the Planning Commission and the Board of Supervisors. The Board approved these policies as direction for developing the Hearing Draft, as well as reviewing it. These policies were again reviewed by the Planning Commission in their preparation of the Commission Rules of Procedure. Revisions made for those Rules of Procedure were also recommended for inclusion in the Hearing Draft General Plan and are included here.

Policies recommended for inclusion in the Hearing Draft General Plan - Volume I - Framework by Planning Commission on September 30, 1982.

NOTE: Policy numbers reflect Hearing Draft numbering system.

1500 PLANNING AND COORDINATION

1510 Overview

The policies for citizen participation recognize the need for public involvement in the planning process. The successful application of any law depends to a great extent on the citizens' understanding and support of that law.

The planning process, then, must provide for the education of the public. Armed with knowledge of the process, the citizen can have meaningful access to the decision makers, evaluate alternative proposals, and make specific recommendations in support of, or for change to, hearing draft proposals.

In the local determination of the future character of Humboldt County, the public must understand the process, the alternatives and the reasons for decisions made that affect our County and our neighborhoods.

Besides the individual residents and property owners, other citizens in the form of corporate, municipal and special district entities must also participate in the planning process. In Humboldt County there are seven incorporated cities, more than fifty special districts providing varied services plus school and street lighting districts that will be affected by this plan. Much of the resource land of the County is in corporate and other forms of business interests and 28% of the County is in public ownership. This section of the plan provides direction for public participation in the planning process.

1520 Findings

1. It is essential to the function of the democratic society that public policy shall be reflective of the needs of the citizenry as expressed by the citizens themselves.
2. Citizens will participate when they feel their participation will have an effect.
3. The large size of the County limits the opportunity for centralized citizen involvement.
4. The disparate nature of the County creates conflicting interests within the County and points to the need for a forum for resolution.
5. County financial resources can potentially limit the opportunity for citizen participation.

1530 Goals

1531 Program Goals

1. To establish a set of planning documents that is a comprehensive statement of public policy concerning land use and the provision of public services;
2. To coordinate the preparation of regional plans that include more than one incorporated city, community, special district, and/or unincorporated area;
3. To provide a comprehensive General Plan in understandable language which is readily accessible to the public and encourages citizen participation throughout the planning process.
4. To maximize the opportunity for individuals and groups to have meaningful participation in the planning process.

1532 The Citizen Goals

1. The County shall maximize the opportunities to educate the public about the planning process and the citizen's role in it.
2. The planning process shall maximize public access to the decision making process.
3. The County shall aggressively solicit the input of the public through an "outreach" program of public participation.
4. The time period from public input to adoption of the plans shall be minimized.

1533 Goals for the Organizational Structure

1. The policy making organizational structure shall provide the most direct relationship between the public and the decision makers.
2. The funding to provide opportunities for public participation in the land use planning process shall be maximized consistent with the budgetary constraints of the County.

1540 Policies

1541 Education

1. The County shall provide for the education of the public to motivate them to participate in the planning process.
2. The education of the public shall be provided prior to public hearings on the plan proposals in adequate time to insure informed participation.
3. The education of the public shall be provided through, but not limited to:
 - Citizens Handbook
 - Print and electronic media
 - Public meetings

1542 Access to Decision Makers

1. The Commission shall develop clear, consistent and fair procedures for operation and relationships with the public, the Board of Supervisors, ad-hoc committees, and local, State and Federal agencies.
2. Commission procedures shall be prepared in a format and language that is clear and readily available to the public.
3. The County shall encourage the formation of citizen organizations to provide input on specific matters in a format consistent with the adopted policies and procedures.
4. The County shall encourage the development of Community Plans consistent with overall County policies in the Framework Plan. (Volume I of the General Plan)
5. The County shall insure that the variety of views within an area are taken into consideration.
6. Community preferences for urban and urbanizing areas, which otherwise are consistent with the overall county policies, shall be given preferential consideration.
7. The Commission shall provide notification of meetings adequate to insure public participation consistent with the goals of this program.
8. The meetings of the Planning Commission, whenever practical, shall be held in the geographic areas under consideration or where the meetings of the Commission concern county-wide issues, as addressed in the Framework Plan, such meetings shall be held in the regional centers most representative of the issues to be addressed.
9. Public hearings shall be organized to provide public opportunities to evaluate alternative proposals and participate in the choice of the preferred alternative.

1543 Timing

1. The costs of review shall be minimized, consistent with the requirements of this section by the following:
 - review on an exception or "consent calendar" approach
 - focusing testimony and comments on specific issues being addressed
2. The Commission should prepare and adopt rules of procedure to govern the conduct of hearings, solicitation and limitations on oral comments, and other business of the Commission.
3. The Commission should be authorized to create subcommittees from their membership, and to create joint committees for the conduct of planning matters.

1550 Standards

1551

Planning Advisory Committees (PAC) may be created to review and prepare recommendations concerning special or technical planning matters that may have county-wide significance. Such PAC's should:

1. be established and appointed, subject to Board concurrence, by the Planning Commission;
2. report directly to the Commission;
3. be charged with a specific list of tasks and a schedule for completion;
4. not be created as a standing committee;
5. be composed of lay citizens and technical advisors.

1552

Community Advisory Committees (CAC) should be created to review and prepare recommendations on planning matters that affect their individual communities. Such CAC's should:

1. be formed in the community;
2. be representative of the community make-up, report on the selection process used to form the CAC and be confirmed by the Board based on a recommendation by the Commission;
3. contain not less than five (5) nor more than eleven (11) members;
4. adhere to common CAC organizational guidelines adopted by the Board;
5. direct all comments and questions on planning matters to the Planning Commission;
6. establish a work program, regular meeting schedule and completion date;
7. prepare a map showing the limits of the community's area of interest and all such limits should be approved by the Planning Commission;
8. designate a contact person who will communicate with the Commission and inform the public;
9. hold local workshops (planning staff assistance, maps and comments may be provided to CAC's subject to departmental budget limitations).

1553

Community Advisory Committees should be charged with the following tasks:

1. educate the public about its community plan and other planning programs that affect the community;
2. provide a forum for citizen comments, and provide a mechanism for relaying those comments to the Planning Commission;
3. advise the Planning Commission on planning matters that affect the community;
4. advise the Planning Commission about potential problems or changing needs that may require plan or regulation amendments;
5. provide input to the Commission on specific matters in a format consistent with the adopted policies and procedures;
6. develop hearing drafts of Community Plans consistent with overall county policies in the Framework Plan;
7. Community Advisory Committees should be included in all planning notification procedures that affect their area.

1560 Implementation

Humboldt County shall establish guidelines to promote public interest in, and understanding of, the County's planning programs based on the following standards:

1. The County should use combinations of the following techniques to involve the public in the planning process:

- Questionnaire
- Advisory referenda
- Press releases
- Public hearing and meeting notices
- Topical newspaper articles
- Public service announcements
- Interviews and talk shows
- Citizen handbooks
- Displays in public buildings
- Planning Advisory Committees
- Community Advisory Committees
- Public hearings
- Presentations to community groups
- Panel discussions
- Slide shows
- Workshops
- Direct mail

2. The County Planning Department shall provide a complete set of county plans and regulations for public use in the County library system.
3. The County should establish an orientation program to familiarize new Planning Commissioners with their job, and to explain new programs and regulations to existing Commissioners.
4. The County should develop and maintain a Citizens Participation Handbook to explain the planning process to Community Advisory Committee members and the general public.

CHAPTER 4 - OPPORTUNITIES FOR PARTICIPATION

How to Get Involved

Two major opportunities to participate in the planning process have been provided. The first opportunity involves the preparation and review of Volume I of the General Plan and the second is the preparation of community plans in Volume II of the Plan.

Volume I - Framework Plan

Volume I of the General Plan establishes the framework for addressing countywide issues. It provides guidance for the development of the rural areas of the County and establishes community planning area boundaries. Since a draft of Volume I has already been prepared, which received substantive citizen participation, additional opportunities for participation will be provided during the hearing stage of the document.

Hearing Draft and Environmental Assessment

The hearing draft of Volume I of the General Plan and its Environmental Impact Report are available for public review and comment. Members of the public can request copies of these documents, or can view them and other materials at the General Plan Data Base Center at the Planning Department. The General Plan is also made available at each of the County branch libraries. Comments can be submitted in writing or verbally during scheduled hearings. Forms are provided in the back of this text and in the Hearing Draft General Plan.

Humboldt County Planning Commission 1982 Public Hearing Schedule

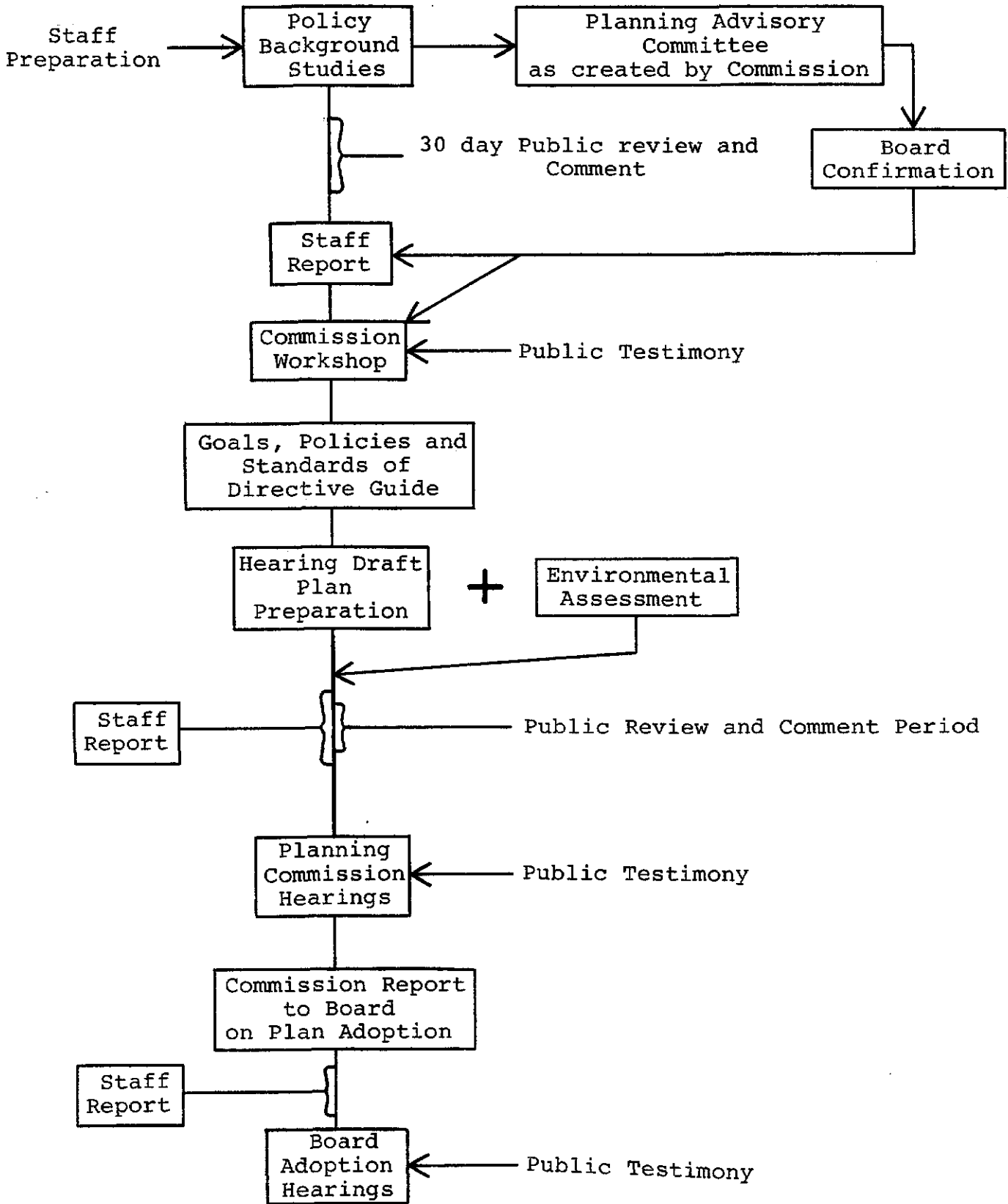
<u>Date and Time</u>	<u>Location</u>
November 4, 1982 7:00 P.M.	MCKINLEYVILLE Marris Elementary School 2500 McKinleyville Avenue
November 18, 1982 7:00 P.M.	FORTUNA City Hall 621 11th Street
December 9, 1982 7:00 P.M.	GARBERVILLE Veterans Memorial Building 483 Conger Street
December 15, 1982 7:00 P.M.	WILLOW CREEK Trinity Valley Elementary School Highway 96

*Commission Hearings in January, 1983 will be scheduled at a later date for the County Courthouse in Eureka.

The Board of Supervisors' Hearings will be scheduled after the completion of the Planning Commission report to the Board.

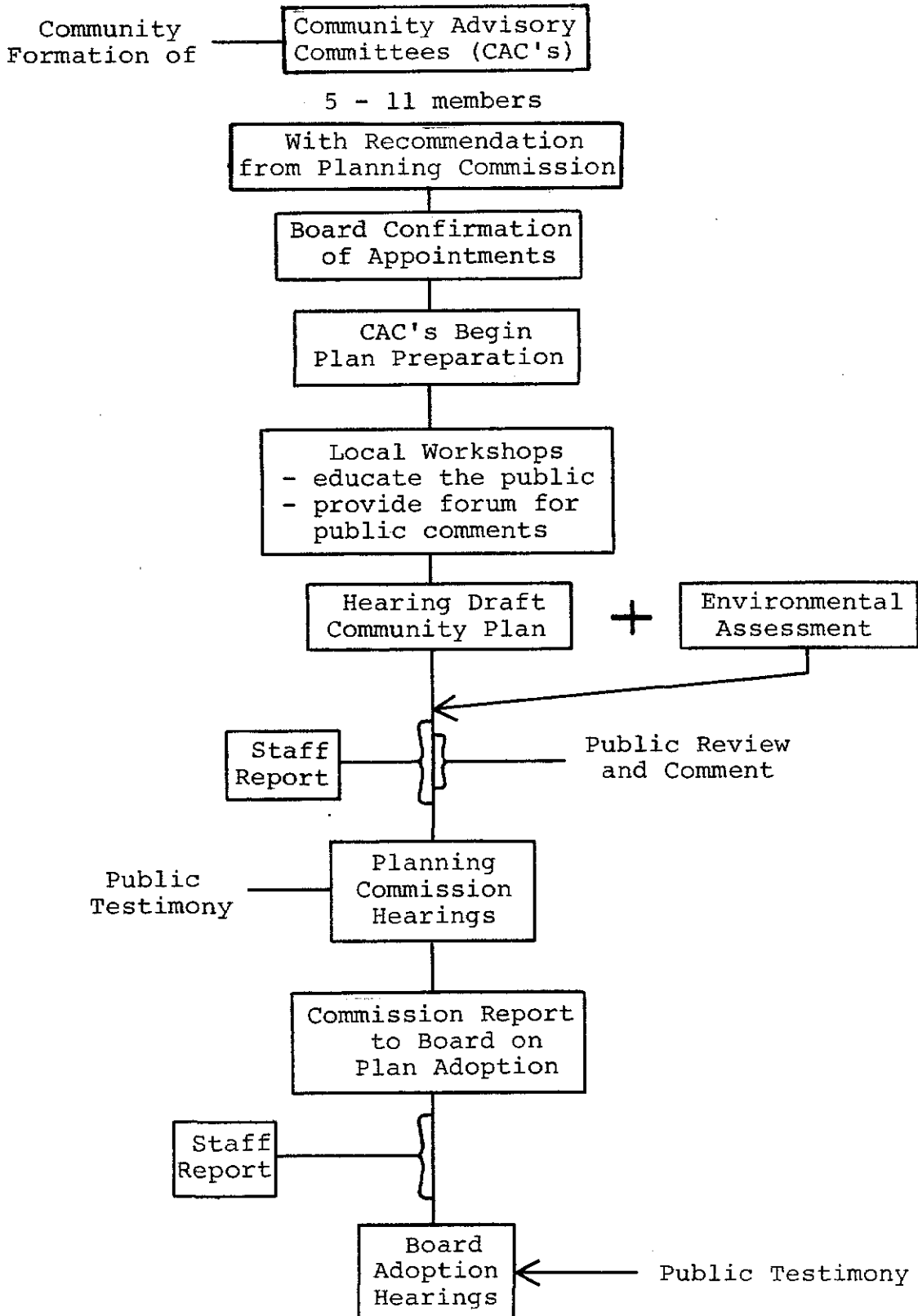
FRAMEWORK PLAN

Figure 4



COMMUNITY PLANS

Figure 5



Planning Commission Hearings

When the environmental review period is closed, staff will prepare a report on comments received and amend the environmental documents, as required by law, based on comments received. The Commission shall hold public hearings in accordance with their adopted procedures, providing additional opportunities for testimony on the proposed plan. The Commission will make a report to the Board on its recommendations.

Board of Supervisors' Adoption Hearings

Hearings will be held by the Board of Supervisors based on the Hearing Draft, the environmental document and the Commission Report. Correspondance and testimony should be directed to the Board as this is the last opportunity prior to adoption by the Board.

Volume II - Area Plans

As may be seen on Figure 5, the process is the same once the Hearing Draft and environmental assessment is complete. However, the creation of the hearing draft is somewhat different and is described below.

Community Advisory Committees (CAC's) will be formed in each community. Each CAC must be confirmed by the Board of Supervisors (See Citizen Participation policies 1552 and 1553) and is charged with preparing the Hearing Draft plan. These CAC's shall be representative of their communities and the Commission shall report to the Board on the membership, organization and work programs of the CAC's. Where the Community Planning Areas involve incorporated cities, the City Council shall be responsible for determining the respective city's participation. The difference between these community organizations and the Planning Commission's Planning Advisory Committees (PAC's) is based in the formation and tasks. PAC's are appointed by the Commission and report on studies other than specific Community Plans. Community Advisory Committees are community organizations chartered by the Board (based on a report by the Planning Commission) to perform planning tasks for a specific geographic community. The hearing draft is to be prepared pursuant to the Framework Plan goals and policies and shall be submitted to the Planning Commission.

Planning Commission

When referred a community plan, the Commission shall direct staff to prepare the environmental assessment and distribute the hearing draft and environmental document for public review and comment.

Balance of Review

(Same as for Framework Plan, see Figure 4 and text on page 4-1).

Zoning

The implementation of the General Plan (Rural and Communities) is through the zoning process. Once the General Plan is adopted, the specific zoning can be started.

Staff Zoning Proposals

Based on the goals, policies and standards for land use designation in the General Plan, the staff will prepare proposals for specific zoning.

Zoning proposals for communities will be referred to the appropriate Community Advisory Committees for review and comment.

Environmental Assessment

Proposals for specific zoning (and options where applicable) require environmental review and posting prior to public hearings.

Zoning Proposal and Environmental Assessment

Proposals, options and environmental documents will be available for public review and comment prior to public hearings. Comments may be submitted on either or both items.

Planning Commission Hearings

When the review period is closed, the Commission will hold hearings on the proposed zoning to make recommendations to the Board of Supervisors. Staff will prepare a report on comments received and will amend the environmental document based on environmental comments received. The Commission will provide an opportunity for testimony on the environmental review, the proposals and the staff reports and will report to the Board the Commission's recommendations.

Board of Supervisors' Adoption Hearing

The Board will hold hearings for public testimony and review of recommendations from the Commission. This is the last opportunity for public input prior to final action by the Board.

Types of Comments

Testimony to the Board and Commission can be made in either verbal or written form. Verbal testimony is obviously limited to meetings and public hearings. In making verbal testimony, the individual is dependent upon staff to capture the meaning of the comments and to report it accurately for subsequent review by the respective body. It does have the advantage of being personal and direct to the Commission or the Board. Written comments are received and transmitted exactly as they are written for Commission and Board review. There is no in-between translation by staff and the Citizen can express and clarify the meaning without fear of being misunderstood.

It must be recognized, however, that the Commission may receive a substantial amount of written comments. The larger the area involved, or the more complex the proposal (ie., a hearing draft plan) the greater the amount of written material received and the more difficult it is for the Commission and the Board to determine the individual importance of each comment. Your verbal testimony before the reviewing body will provide the needed highlight to your written comments.

The ideal situation is to provide written comments (on the form provided or any 8½ x 11 inch paper) and present verbal testimony to highlight and emphasize major points. It cannot be over emphasized that testimony in both forms, should be presented even when in support of draft language. Such testimony should be made before everybody reviewing this material and verbal testimony may prove to be the most significant to the reviewing body.

ZONING

Figure 6

