DATE: June 9, 2015

TO: City Council

FROM: Ashley Golden, Interim Director, Development Services

SUBJECT: Authorization to Appropriate $250,000 General Plan Maintenance Fee Revenue

RECOMMENDATION

That City Council recognize and approve $250,000 collected in Fiscal Year 2014-2015 from the General Plan Maintenance Fee for the four tasks that are related to preparation, maintenance, and/or revision of the 2030 General Plan and the Oxnard Local Coastal Program (LCP).

DISCUSSION

In 2002, AB 2936 amended Section 66014(b) of the Government Code to allow local governments to charge permit fees for “…costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and determinations.” The fee is currently $24.00 per $1,000.00 building permit valuation (0.24%), collected when a building permit is issued, and was set at that rate to raise approximately $250,000 per year to fund Planning Division staff and/or to retain expert consultant services working on the general plan and LCP. The balance in the account as of May 26, 2015 was $238,742 which is expected to increase to at least $250,000 by the end of the 2014/2015 fiscal year (June 30, 2015).

This request allocates $250,000 as follows:

1) $100,000

   Local Coastal Plan Update:
   The appropriation increases the City’s LCP total set-aside to $216,000 which, coupled with the Coastal Commission/Ocean Protection Council grant of $150,000, totals $366,000 that should fund the LCP Update to completion and adoption of an updated LCP and implementing zoning code, followed by submission to the Coastal Commission for certification. This funding includes preparing an LCP Update and Chapter 17 Code amendments related to the Ordinance 2882 moratorium, per May 19, 2015 Council direction.

2) $25,000

   California Environmental Quality Act (CEQA) Thresholds Update:
   In 2011, staff initiated an update to the 1995 CEQA Thresholds as part of the 2030 General Plan. In the past five years, changes to CEQA Guidelines require additional changes to thresholds such as adding a Greenhouse Gas emission threshold and
replacing Level of Service with Vehicle Miles Traveled to comply with recent State Law. Adoption of updated CEQA Thresholds establishes environmental impact and mitigation policies and standards necessary for making CEQA findings and determinations in tandem with 2030 General Plan findings. This funding includes preparing an update to the Aesthetic Threshold related to the Ordinance 2882 moratorium, per May 19, 2015 Council direction.

**Housing Element:**
A Draft 2013-2021 Housing Element (Chapter 8 of the 2030 General Plan) is nearly complete and will be transmitted to the State Department of Housing and Community Development (HCD) for their initial 60-day review. This funding will cover consultant and City staff time to respond to HCD comments, prepare a Final 2013-2021 Housing Element for Planning Commission and City Council review and adoption, and prepare amendments to several housing element related ordinances that implement the 2013-2021 Housing Element. Any unspent funds would be reserved for a HCD-required 2018 update.

**General Plan Staff Cost Revenue Offset:**
This amount would credit the 2014/2015 fiscal year as an offset for Principal Planner staff time spent on the General Plan and LCP Update.

$250,000 TOTAL

**FINANCIAL IMPACT**

General Plan Maintenance Fees in the amount of $238,742 have been received in Fiscal Year 2014-2015 as of May 26, 2015, and is expected to increase to at least $250,000 by June 30, 2015.

CW/sr
Attachment #1 -Special Budget Appropriation
REQUEST FOR SPECIAL BUDGET APPROPRIATION

Department: Development Services  Date: June 9, 2015
Project/Program Manager: Chris Williamson  Phone: 385-8156

Reason for Appropriation:
Appropriate General Plan Maintenance fee revenue to Local Coastal Plan, Housing Element Update, and CEQA Thresholds Update projects.

Accounts and Descriptions

<table>
<thead>
<tr>
<th>Fund: GENERAL FUND (101)</th>
</tr>
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<tbody>
<tr>
<td>Revenues/Transfers In</td>
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<tr>
<td>GENERAL PLAN MAINTENANCE FEE (I41141)</td>
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<tr>
<td>101-4101-555.7380 COMM DEV/GENERAL PLAN MAINTENANCE</td>
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<tr>
<td>Sub-total Revenues</td>
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<tr>
<td>Expenditures/Transfers Out</td>
</tr>
<tr>
<td>LOCAL COASTAL PLAN UPDATE (I4IN01)</td>
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<tr>
<td>101-4101-804.8209 SERVICES - OTHER PROF/CONTRACT</td>
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<tr>
<td>HOUSING ELEMENT UPDATE (I4IN03)</td>
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<td>101-4101-804.8209 SERVICES - OTHER PROF/CONTRACT</td>
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<tr>
<td>CEQA THRESHOLDS UPDATE (XXXXX)</td>
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<tr>
<td>101-4101-804.8209 SERVICES - OTHER PROF/CONTRACT</td>
</tr>
<tr>
<td>Sub-total Expenditures</td>
</tr>
</tbody>
</table>

Net Change to Fund Balance | 0 |
Net Appropriation Change | 175,000 |

Requirements

Approvals
Department Director
Chief Financial Officer
City Manager

REQUIRES CITY COUNCIL AUTHORIZATION

ATTACHMENT # 1 OF 1