



## Staff Report

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**TO:** Town of Loomis Honorable Chair and Commission Members  
**FROM:** Anders Hauge, Loomis Planning Consultant  
**DATE:** **August 27, 2019**  
**RE:** General Plan Update 2020

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### Recommendation

Information item.

### Issue Statement and Discussion

The Town Council directed staff to proceed with the Town of Loomis General Plan Update at their meeting of August 13<sup>th</sup>. The staff is presenting to the Planning Commission the approach to updating the General Plan.

The Town of Loomis General Plan provides the vision and guidance for development within the Town, it is the Town's Constitution. State General Plan Guidelines and good planning practice recommend that a community's General Plan be updated on a regular basis, typically at five- and twenty-year intervals. The State requires annual reports on the Town's progress implementing the General Plan, an opportunity for the Town Decision makers to make interim adjustments.

The Town adopted its General Plan in 2001 and has amended it since that date, most recently in 2019. With the twenty year life span of the 2001 General Plan nearing, it is appropriate to update the General Plan to reflect the Town's existing conditions, changes in Federal and State regulations, changes to the State General Plan Guidelines, changes in technology, changes in the economy, and to assure the General Plan is internally consistent.

Some of the changes required by the State of California include the addition of a Green House Gas (GHG) Element, the addition of an Environmental Justice Element, the establishment of Vehicle Miles Traveled (VMT) policies in the Transportation Element, and additions reflecting State mandates and guidance for affordable housing to meet our Regional Housing Needs Allocation (RHNA). Note the State Legislature is considering a number of mandates, that if adopted, will need to be addressed in the General Plan update.

Attached is a draft schedule of the General Plan update process that reflects the approach that the current General Plan is reflective of the Town's Goals and Policies. The update will focus on meeting state requirements and adjustments that may be appropriate to reflect existing conditions, technology, and the economy. Adjustments may be made based on lessons learned by the Town while implementing the General Plan over the past 18 years. The schedule will most likely be modified during the update process to be responsive to requirements of the process that are not anticipated today.

### *Summary of the General Plan Process*

The Schedule anticipates that the General Plan update will focus on the Land Use Element and Land Use Diagram. Updates to the other Elements of the General Plan will flow from the direction received on the Land Use Element. The Schedule includes a concurrent review of the Town's Zoning Code, Standards, and Guidelines to assure consistency and allow the Town to adopt updates to these documents closely following the adoption of the General Plan as required by law.

### **Consistency Evaluation and Information Gathering**

The Town staff will conduct an analysis of the current General Plan, Ordinances, Standards, and Guidelines to identify inconsistencies, updates to the goals and policies reflecting Federal and State requirements, or information that needs to be updated. The Town will request agencies and the public to contribute to the process by identifying potential updates to the General Plan documents and Land Use Diagram, identifying potential inconsistencies in the General Plan that need to be evaluated, and sharing lessons learned over the past 18 years that will contribute to the General Plan's effectiveness. A Summary Report will be prepared for the Town Planning Commission, Town Council, responsible agencies, and citizens that identifies the need for technical reports, the need for sections to be updated, and the need for new sections. This summary report will be utilized in the next steps of the General Plan process.

### **Town, Agency, and Community Input**

The Summary Report will be published and circulated for Town, agency, and community review. Public workshops will be held to provide education on the purpose and requirements of the General Plan and its relationship to the Town's ordinances, Standards, and Guidelines. Workshops will be held to communicate with Town decision makers, agencies, and the community to receive input on modifications to the General Plan.

### **Technical Studies**

If, during the evaluation of the existing documents and/or input from the agencies and community outreach process, the need for technical studies are identified, these studies will be prepared in support of the General Plan and General Plan Environmental Impact Report (EIR). Initially the staff believes a technical study needs to be prepared on the use of VMT's as a transportation policy as required by the State.

### **Draft Updates**

Based on agency and community input and the results of the technical studies, the draft updates to the General Plan will be prepared in legislative mode (strikeouts for ~~deleted text~~ and underlines for new text). This approach allows the Town decision makers, agencies, and community to quickly identify proposed changes. Draft updates will concurrently be made to the Town's Zoning Code, Standards, and Guidelines. The Town will publish the draft documents and circulate the documents for community and agency input.

### **Draft EIR**

A Draft EIR (DEIR) will be prepared on the Draft General Plan, Zoning Code, Standards, and Guidelines. The DEIR will be circulated for agency and community review and comment.

### **Final EIR**

A Final EIR (FEIR) will be prepared that responds to each comment received and will include recommended modifications to the draft General Plan, Zoning Code, Standards, and Guidelines. The FEIR will be circulated for comment prior to the Planning Commission and Town Council taking action on the draft documents.

### **Planning Commission**

The Planning Commission will participate in a workshop to receive input on the General Plan, Zoning Code, Standards, and Guidelines.

The Planning Commission will conduct a scoping meeting for the EIR.

The Planning Commission will hold one or more hearings on the Final EIR, Draft General Plan, Draft Zoning Code, Draft Standards, and Draft Guidelines. At the end of the hearing(s) the Planning Commission will make recommendations to the Town Council.

### **Town Council**

The Town Council will participate in the workshop to receive input on the General Plan, Zoning Code, Standards, and Guidelines.

The Town Council will hold one or more hearings on the Final EIR, Draft General Plan, Draft Zoning Code, Draft Standards, and Draft Guidelines. At the end of the hearing(s) the Town Council will take action on the documents under consideration.

### **CEQA Requirements**

Information only, none.

The General Plan Update requires the preparation of an Environmental Impact Report.

### **Financial and/or Policy Implications**

Future allocation of funds to prepare the General Plan update.

### **Attachments**

Draft General Plan Schedule.

Note: The schedule is a Gantt Chart that uses workdays for work effort (no weekends or holidays). For example, 5 workdays equal one week and 22 workdays equals a month.

