

# **Attachment No. 1**

Draft Minutes of December 18, 2024

**CITY OF NEWPORT BEACH  
GENERAL PLAN UPDATE STEERING COMMITTEE MINUTES  
CIVIC CENTER COMMUNITY ROOM – 100 CIVIC CENTER DRIVE**

**December 18, 2024  
REGULAR MEETING – 3 p.m.**

**I. CALL THE MEETING TO ORDER – 3:00 p.m.**

**II. WELCOME AND ROLL CALL**

Present: Chair Nancy Gardner, Committee Member Phillip Brown, and Committee Member Kimberly Carter

Staff: Planning Manager Ben Zdeba

**III. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Nancy Scarbrough, a member of the public, noted a lawsuit against the City alleging the inaccuracy of the Noise Element and was concerned how the inaccuracies would impact the Housing Element and General Plan. In reply, Planning Manager Zdeba was not prepared to comment and agreed to return with more information at the next General Plan Advisory Committee (GPAC) meeting.

**IV. CURRENT BUSINESS**

**a. Meeting Minutes of October 15, 2024**

**Motion** made by Committee Member Carter and seconded by Committee Member Brown to approve the minutes of October 15, 2024, with edits commented by Jim Mosher, a member of the public.

**The motion carried unanimously 3-0.**

**b. Review of GPAC's November 6 Meeting**

The GPAC met on November 6, 2024. Tony Petros, CEO of LSA Associates, gave a presentation on circulation and transportation. The GPAC then received an update from Noise Subcommittee Chair Mosher on its progress made prior to discussing the draft content for the community workshops planned in November and December. Attachment 2 is the Noise Subcommittee memo shared with the GPAC; however, it should be noted that the Noise Subcommittee has since met twice to review the current Noise Element. Action minutes are pending and will be shared with the GPAC at its next meeting.

Planning Manager Zdeba provided a brief recap of the Noise Subcommittee. Subcommittee Chair Mosher commented that half of the contract supports the Noise Committee, and the other half provides extra compensation to Dudek for additional subcommittee meetings and reviewed the noise contour work. Chair Gardner commended the Noise Subcommittee for bringing back information on General Plans from other cities.

**c. Workshop Recap**

City staff worked with the consultant team and GPAC members to host four community workshops covering the topics of (1) Recreation and Natural Resources; (2) Safety and Coastal Resilience; (3) Arts & Cultural and Historic Resources; and (4) Land Use and Harbor, Bay & Beaches. Attachment 3 provided the workshop structure, as well as draft ideas to support each of the topical

areas or elements listed. A formal summary of the workshops is pending and will be provided at a later meeting.

Planning Manager Zdeba utilized a presentation to recap four workshops in November and December. Chair Gardner noted the attendance at each workshop, and most people who attended the last workshop focused on the Harbor and Bay Element, stayed to share their perspective on land use matters.

Susan DeSantis, a member of the public, commended staff and the consultants for incorporating maps during the Land Use workshop and thought participation would have been greater if the members of the GPAC had engaged their members to respond.

**d. Pending Changes to the GPUSC and GPAC**

Planning Manager Zdeba relayed that at the November 19, 2024, City Council meeting, the City Council conducted a straw poll and unanimously supported an item proposed under Council Policy A-1 to modify the membership terms of the General Plan Update Steering Committee (GPUSC) and GPAC. The primary change will be the requirement for both groups to be reappointed annually at the first City Council meeting in February. The changes are tentatively coming to the City Council for consideration at its first meeting in 2025.

Nancy Scarbrough commented how this could be challenging and disruptive, inquired about the time remaining for the GPAC, and what should be said to the City Council. Chair Gardner thought the GPAC would not be meeting for another year.

Jim Mosher noted that applications are invalid after two years and the potential gap in time to reappoint members to a GPAC and GPUSC.

Chuck Fancher, a member of the public, inquired if the co-chairs of the GPAC encourage GPAC members to attend the council meeting to educate and encourage the City Council to stop the action.

In reply to Committee Member Carter's inquiry, Planning Manager Zdeba stated that the Council asked for a potential amendment to the GPAC and GPUSC with the idea that there would be a resolution for consideration and discussion at the January 14 City Council meeting.

Chair Gardner encouraged anyone who is seeking clarification to contact a councilmember.

**e. 2024 in Review and Next Steps**

Chair Gardner commended members of the Noise Subcommittee for providing examples to address and implement in the General Plan.

Planning Manager Zdeba thought 2024 was a productive year for the GPAC and utilized a presentation to share what the GPUSC and GPAC accomplished.

Elizabeth Dickson of Dudek continued the presentation to recap the required topics that must be addressed in the General Plan structure and format, flexibility in how the elements is addressed, required elements, adopted General Plan, and proposed elements, and who uses the General Plan and how.

Chair Gardner thought that the primary users of the General Plan should be the City Council and the City's Boards, Commissions and Committees. Planning Manager Zdeba recalled Chair Gardner's past comment that the General Plan lives in the Community Development Department, thought the current use of the General Plan is focused on the City Council, Planning Commission, and City Staff. Ms. Dickson stated that the goal is to have a more accessible and user-friendly General Plan.

Ms. Dickson continued with the presentation to relay an online structure for effective use, user-friendly General Plan capabilities, specific element access, element structure example, and implementation matrix example.

In response to Committee Member Brown's questions, Planning Manager Zdeba stated that the implementation plan example includes specific actions with no priority timeline, and accountability and time horizon.

Nancy Scarbrough asked who will write the implementation program and when. Chair Gardner noted that this was a missing piece the last time the General Plan was revised. Planning Manager Zdeba envisioned the GPAC and GPUSC involved in the time horizon of the implementation plan.

Susan DeSantis suggested placing the responsibility with the City Manager's Office.

Ms. Dickson stated that the specificity of the implantation program is from the guidance of the policy and the tool and action is carried out by the implementation program. She noted the development process for funding, permits, and construction.

In reply to Committee Member Brown's concern, Planning Manager Zdeba stated that a lead department will be identified to create actionable tasks that are not in place currently.

In reply to Chuck Fancher's inquiry, Planning Manager Zdeba stated that the resolutions that form the GPAC and GPUSC specify that the committees will sunset at the conclusion of the General Plan update, or earlier, if decided by the City Council. Furthermore, he emphasized that there are ideas to support each element and potential goals for consideration that are posted on the Newport, Together website. Dudek will use input received from the subcommittee efforts and workshops to prepare draft goals and policies that the GPAC and subcommittees will review in 2025. He noted that the timeline goal for this is three to four months and the next steps, and offered to send Mr. Fancher the link to the website containing the ideas that support the elements so he can comment on policies related to the beaches and coastal waters.

Ms. Dickson continued the presentation to review an example in practice and recommended a structure where the policies follow the goals they apply to.

In reply to Mr. Fancher's inquiry, Charles Klobe indicated that the designated responsible party and timeline will be overlaid over all the elements.

Mr. Mosher questioned how the Housing Element will be streamlined and more compact, how the goals with the respective policy within the elements will be clearly structured and expressed concern for an electronic format. In reply to him, Ms. Dickson indicated that supplemental information will be available, required analysis for the General Plan is contained in the background reports, hard copies of the General Plan will be possible, and the online version will make the General Plan more accessible.

Chair Gardner suggested informing the City Council of a new format that is more readable and can be used for the Housing Element without changing any of the policies or conflicting with State requirements.

Susan DeSantis supported the direction so far and thought the challenge comes from the view the City Council takes when the Housing Element, Land Use Element, and Circulation Element are challenged.

**V. COMMITTEE ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

None

- VI. **ADJOURNMENT**– With no further business, Chair Gardner adjourned the meeting at 4:05 p.m.

DRAFT