



# NEWPORT BEACH

## City Council Staff Report

January 8, 2019  
Agenda Item No. SS2

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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**TITLE:** General Plan Update (PA2017-141)

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### **ABSTRACT:**

It has been 12 years since the General Plan was comprehensively revised. Staff is initiating the General Plan update process in collaboration with the community to address necessary changes. The General Plan update will also incorporate new topics required by state law and update the Housing Element.

### **RECOMMENDATION:**

Receive presentation, consider public comments, and provide direction to staff.

### **FUNDING REQUIREMENTS:**

There is no fiscal impact related to this study session. However, updating a General Plan will require significant funding over time and exact costs are not known at this time. The current adopted budget does not include any funding to start the update process. Consultant assistance for public outreach, preparation of the General Plan update, technical studies, fiscal analysis, and environmental review will likely exceed \$2 million dollars. Once proposals are received from consultants, the City Council may be asked to approve a budget amendment for the anticipated expenses under this current fiscal year. The remainder will be funded through future budgets.

### **DISCUSSION:**

Staff will make a presentation that highlights the proposed General Plan evaluation and update process. The process will take approximately three years depending upon the scope of the update.

Staff first recommends establishing a steering committee. The purpose of the steering committee is to review consultant proposals; guide staff through the "Listen and Learn" process; ensure public outreach and stake holder input; and make recommendations to City Council.

A general plan consultant is necessary to assist staff with the process. Staff will initiate a request for proposal (RFP) process for the selection of the consultant. The consultant's responsibilities will include: public outreach; facilitate community visioning and workshops; prepare draft general plan goal and policies; and conduct necessary analyses and studies. Staff will seek additional input on the RFP from the community through a community forum after members of the steering committee has been selected. The tentative date for the community forum is planned for February 2019, in the Civic Center Community Room.

Public outreach will be critical and staff will require consultant assistance. The first deliverable outlined in the RFP is a public outreach program that will have staff and the consultants conducting a facilitated "Listen and Learn" tour throughout the community. Guided by the steering committee, the public outreach will extend to all stake holders in the community.

Staff will return to City Council later in 2019 with a request to form a larger General Plan Advisory Committee (GPAC). The GPAC will be composed of 25 to 30 members of the public. Their role will be to take the information acquired from the "Listen and Learn" tour and, with the support of the consultant and staff, draft the necessary updates to the General Plan.

During the preparation of the updates to the Land Use and Housing Elements, the suitability of some sites or areas for intended or other land uses may be discussed. A fiscal and market analysis will be performed to help inform the GPAC of the economic and fiscal ramifications of possible changes. Other studies may be necessary to help the GPAC provide informed guidance and recommendations. When there appears to be consensus on the draft update, environmental review will be conducted. Finally, public hearings with the Harbor Commission; Parks, Beaches and Recreation Commission; and Planning Commission will inform the City Council of recommended update action.

### **ENVIRONMENTAL REVIEW:**

Staff recommends the City Council find this study session item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the California Environmental Quality Act Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

Updating the General Plan will require the preparation of an environmental impact report pursuant to the CEQA.

### **NOTICING:**

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item). Additionally, staff sent notice by email using the City's select alert system. Staff also posted notice on the City's website and social media platforms including Facebook, Twitter and Next-door.

**ATTACHMENT:**

Attachment A – Draft Request for Proposals (RFP) for Consulting Services