

City of Carpinteria
Special Joint City Council, Planning Commission &
Architectural Review Board Meeting Agenda
Wednesday, July 31, 2024
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

5:30 p.m. Special Meeting
In-Person and Virtual Participation Options

Teleconference Location: 752 Kippen, Mayne Island, BC Canada, V0N 2J1

Teleconference Location: 1702 Coast Boulevard, Del Mar, CA 92014

Attendance/Viewing Options:

- Attend the in-person meeting in City Council Chambers at City Hall (5775 Carpinteria Ave.).
- View the meeting live through the City's website (<https://carpinteria.ca.us/city-hall/agendas-meetings>).
- View the meeting on Government Access Television Channel 21 (broadcast live and rebroadcast on the Wednesday and the Saturday following the meeting at 8:00 p.m. and 5:00 p.m., respectively).
- Call 669-900-9128 (and enter Webinar ID 849 5178 9727) to listen to the meeting.
- Join the City's Zoom webinar by [CLICKING HERE](#). Alternatively, you can join the Zoom webinar by logging on to www.zoom.us, downloading the application, selecting "Join Meeting", and entering Webinar ID 849 5178 9727.
- Spanish interpretation will be available at the in-person meeting and through the City's Zoom webinar.

Public Comments

- Provide a live public comment in City Council Chambers at City Hall (5775 Carpinteria Ave.).
- Provide a live comment through the City's Zoom webinar platform (through the link provided above). To make public comments through this platform please use the "raise your hand" feature to notify staff that you would like to make a public comment during designated public comment times. Once it is your turn to provide a public comment, staff will unmute your microphone and you will be given a designated amount of time to provide your comment. At the end of your comment, staff will once again mute your microphone.

- Submit a written comment (on a specific agenda item) to be distributed to Council Members by **12:00 P.M. on the day of the meeting** by either submitting your comment via (1) email to PublicComment@carpinteriaca.gov, or (2) the **eComment** link on the City's agenda website <https://carpinteriaca.gov/city-hall/agendas-meetings/>. Please reference the agenda item to which your comment pertains. Although written comments become part of the record, they will not be read aloud at the meeting.

Please note that the City will make every effort to make the meeting accessible virtually; however, if one of the above virtual attendance/viewing or public comment options is unavailable due to technological issues, you are invited to take advantage of one of the other participation options outlined above (including attending and providing public comment in-person in the City Council Chambers). Additional options may be made available at the meeting.

Levine Act Warning

Applicants and their agents before the City Council are subject to the campaign disclosure provisions detailed in Government Code Section 84308. No City Council Member may accept, solicit, or direct a contribution of more than \$250 from any party or agent for 12 months following the date a final decision is rendered by the City. This prohibition commences when an application has been filed, or the proceeding is otherwise initiated. A party to a City proceeding—which includes both applicants and agents—shall disclose on the record of the proceeding any contribution of more than \$250 made to any Council Member by the applicant or agent, during the preceding 12 months. No party to a City proceeding, or agent, shall make a contribution to a Council Member during the proceeding and for 12 months following the date a final decision is rendered by the City. Prior to rendering a decision on a City proceeding, any Council Member who received contribution of more than \$250 within the preceding 12 months from any party, or agent, to a proceeding shall disclose that fact on the record of the proceeding, and shall be disqualified from participating in the proceeding. However, if any Council Member receives a contribution that otherwise would require disqualification, and returns the contribution within 30 days of knowing about the contribution and the relevant proceeding, the Council Member shall be permitted to participate in the proceeding. If you believe that these provisions apply to you or a Council Member, please inform the City Clerk at the earliest possible opportunity. Failure to do so may affect the City's ability to process your application.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CITY COUNCIL BUSINESS:

The City Council, Planning Commission and Architectural Review Board will meet to discuss the following subject matter:

1. The City Attorney's Office and Community Development Department will present a training session regarding the land use planning process and the roles of the City Council, the Planning Commission, the Architectural Review Board, and staff. The presentation is for training purposes only and there is no related action item.

Recommendation: Staff recommends that the City Council, the Planning Commission, and the Architectural Review Board receive the training.

Staff presenter: Nick Bobroff, Community Development Director

- a. Staff presentation
- b. Public comment
- c. Discussion

PUBLIC COMMENT WILL BE HEARD CONCERNING ONLY THE AGENDIZED ITEM FOR THIS SPECIAL MEETING

ADJOURNMENT

The next regular City Council meeting will be held August 26, 2024 at 5:30 p.m.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at (805) 755-4403 or the California Relay Service at (866) 735-2929. Notification two business days prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting.

Materials related to an agenda item submitted to the City Council after distribution of the agenda packet are available for public review at the City Clerk's Office, located at 5775 Carpinteria Avenue, Carpinteria, CA 93013 or by going to the City's website at <https://carpinteriaca.gov/city-hall/agendas-meetings/>.

This agenda was posted on Monday, July 29, 2024, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.



City of Carpinteria

SPECIAL CITY COUNCIL AGENDA STAFF REPORT July 31, 2024

ITEM FOR CONSIDERATION

The City Attorney's Office and Community Development Department will present a training session regarding the land use planning process and the roles of the City Council, the Planning Commission, the Architectural Review Board, and staff. The presentation is for training purposes only and there is no related action item.

STAFF RECOMMENDATION

Staff recommends that the City Council, the Planning Commission, and the Architectural Review Board receive the training.

Sample Motion: I move to receive and file the City land use decision-making presentation.

BACKGROUND

This training is periodically provided to ensure Council Members, Commissioners, and Architectural Review Board Members are informed and/or refreshed on the land use and planning process.

DISCUSSION

The presentation will cover the following topics:

- **Land Use Regulation.** The training will provide an overview of the statutory authority for the City's land use regulatory power and will explain how the regulations are embodied in City planning documents such as the General Plan/Local Coastal Plan, the Zoning Code, and neighborhood design guidelines.
- **Types of Land Use Decisions.** The training will also provide examples and discuss the difference between legislative and quasi-adjudicative land use decisions, and will examine the process for various land use decisions such as issuing conditional use permits, providing direction on design guidelines, allowing for variances from established development standards, allowing for modifications

from the requirements of the base zoning district, and imposing conditions of approval, among others.

- **Roles and Duties of Various Participants in the Land Use Process.** The City Attorney's office and staff will also discuss the distinct roles of the City Council, the Planning Commission, the Architectural Review Board, the City Attorney's office, and staff in the land use decision making process.
- **Recommendations for Crafting Findings.** Finally, the presentation will provide recommendations for how to make specific findings that are supported by the record in the pursuit of lawful policy objectives.

POLICY CONSISTENCY

The proposed action is consistent with City policies and procedures, and State law, including City Council's adopted goals for FY 2024-25:

- Enhance Public Outreach, Education, and Transparency.
- Accommodate City Growth while Maintaining the Small Beachside Character.

FINANCIAL CONSIDERATIONS

No additional funding requested. Minimal staff time to prepare the report is included in the Adopted FY 2024-25 Fund Budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Attorney has reviewed this report and will be available to answer questions at the meeting.

PRINCIPAL PARTIES EXPECTED AT MEETING

Interested parties.

Staff contact: Nick Bobroff, Director
Community Development Department
(805) 755-4407 / nickb@carpinteriaca.gov



Signature

Reviewed by: Michael Ramirez, City Manager
(805) 755-4450, michaelr@carpinteriaca.gov



Signature