



City of San Juan Bautista

The “City of History”

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URBAN GROWTH BOUNDARY SPHERE OF INFLUENCE

REGULAR MEETING
TUESDAY, JANUARY 23, 2024, 4:00 P.M.

HYBRID MEETING
City Hall, Council Chambers
311 Second Street, San Juan Bautista, California

AGENDA

Mission Statement:

The mission of the Urban Growth/Sphere of Influence Ad-Hoc Committee is to establish limits to and boundaries for growth that will serve and protect the City of San Juan Bautista now and in the future.

ZOOM WEBINAR PARTICIPATION

The meeting can also be accessed by the public in the following methods: Through Zoom (<https://zoom.us/join>) per the instruction stated below, and on Facebook.

Please note: if all Committee Members are present in person, public participation by Zoom or viewing on Facebook is for convenience only and is not required by law. If the Zoom or Facebook feed is lost for any reason the meeting may be paused while a fix is attempted but the meeting may continue at the discretion of the presiding officer.

JOIN ZOOM WEBINAR TO PARTICIPATE LIVE

<https://us02web.zoom.us/j/83341640938>

To participate telephonically:
call 1 (669) 900-6833
Webinar ID: 833 4164 0938

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. GENERAL PUBLIC COMMENT

Public comments generally are limited to three minutes per speaker on items that are not on the agenda and are under the City’s subject matter jurisdiction. The Chair may further limit the time for public comments depending on the agenda schedule.

3. CONSENT

All matters listed under the Consent Agenda may be enacted by one motion unless a member of the Committee or the public requests discussion or a separate vote.

- A. Approve the Affidavit of Posting
- B. Approve the Special Meeting Minutes of December 13, 2023.

4. REVIEW AND DISCUSS

- A. Discuss the SOI LAFCO Application Process
- B. Discuss the Planning Area distinct from Sphere of Influence
- C. City County Memorandum of Understanding (MOU)

5. ADJOURNMENT

AGENDA MATERIAL / ADDENDUM

Any addendums will be posted within 72 hours of regular meetings or 24 hours of special meetings, unless otherwise allowed under the Brown Act. City Council reports may be viewed at the City of San Juan Bautista City Hall at 311 Second Street San Juan Bautista, and are posted on the City website www.san-juan-bautista.ca.us subject to Staff's ability to post the documents before the meeting, or by emailing deputycityclerk@san-juan-bautista.ca.us or calling the Deputy Clerk (831) 623-4661 during normal business hours.

In compliance with the Americans with Disabilities Act, and Govt. Code 54953(a), the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Deputy City Clerk, a minimum of 48 hours prior to the meeting at (831) 623-4661.

PUBLIC COMMENT PROCEDURES

If you wish to make a general public comment and are attending in person, please fill out a speaker card. If you are attending via Zoom, join the Zoom Webinar, and use the "Raise Hand" or if joining by telephone, press *9 on your telephone keypad icon.

SUBMISSION OF PUBLIC COMMENTS

Written comments may be submitted via mail to the Deputy City Clerk at City Hall (P.O. Box 1420, San Juan Bautista, CA 95045), or emailed to deputycityclerk@san-juan-bautista.ca.us no later than 3:00 p.m. on the day of the meeting. Written comments will be read into the record provided that the reading does not exceed three (3) minutes.

PUBLIC NOTIFICATION

This agenda was posted on Friday, January 19, 2024, on the bulletin board at City Hall, 311 Second Street, the bulletin board at the City Library, 801 Second Street, the bulletin board at the entrance to the United States Post Office, 301 The Alameda, and the City's website. Meetings may be streamed live at <https://www.facebook.com/cityofsanjuanbautista/>.

AFFIDAVIT OF POSTING

I, Elizabeth Soto, Do Now Declare, Under the Penalties of Perjury That I Am the Deputy City Clerk / Administrative Services Manager in the City of San Juan Bautista and That I Posted Three (3) True Copies of the attached Urban Growth Boundary/Sphere of Influence Agenda. I Further Declare That I Posted Said Agenda on the 19th day of January 2024, and in the Following Locations in said City of San Juan Bautista, County of San Benito, California.

1. On The Bulletin Board at City Hall, 311 Second Street.
2. On The Bulletin Board at The City Library, 801 Second Street.
3. On The Bulletin Board at The Entrance to The United States Post Office, 301 The Alameda

Signed at San Juan Bautista, County of San Benito, California, on the 19th day of January 2024.



Elizabeth Soto, CMC, CPMC
Deputy City Clerk / Administrative Services Manager



CITY OF SAN JUAN BAUTISTA UGB/SOI COMMITTEE STAFF REPORT

DATE: JANUARY 23, 2024

DEPARTMENT: CITY MANAGER

FROM: DON REYNOLDS

BY: DON REYNOLDS

TITLE: STATUS OF PLANNING AREA AND SOI APPLICATION TO LAFCO

RECOMMENDED MOTION:

No action recommended

EXECUTIVE SUMMARY:

At its last meeting December 13, 2023, the UGB/SOI Committee (“Committee”) received a report regarding “Planning Areas” and considered how that may apply to the City and the proposed SOI/UGB. Staff invited the County RMA Director Abraham Prado to talk to the Committee about a Planning Area. Staff is also inviting LAFCo’s new Executive Director Jennifer Stephenson to talk about her background and the SOI application process.

SOI Application

It is typical that the application come to LAFCO after the City and County have agreed upon the UGB/SOI, and any related tax sharing agreement that may accompany it to help the City pay for extending its services beyond its current political boundaries. As proposed, the City is not anticipating annexing any new properties into its political boundaries, as the SOI/UGB pretty much are exactly the same as the current political boundaries. The EMC Agreement/Proposal shared December 13, 2023, for the Community Plan revisions to reflect the new SOI “Targeted Infill Development Framework” is approved and work is underway.

Considering these important unique attributes of the City proposed changes, perhaps there is an accelerated application process path that the City, LAFCO and the County can agree upon for the SOI.

Planning Area

After talking about the SOI process with LAFCO, the conversation be directed towards the City and the definition of the Planning Area and drafting a Memorandum of Agreement with the County. Attached is the proposal received from Committee Member De Vries at the last Committee meeting. Jennifer Stephenson and Abrham Prado can help with this discussion, as they both have extensive experience with these MOA's and can provide guidance.

ATTACHMENT:

Planning Area Concepts from 12.13.23

PLANNING AREA
CONCENTRIC TIERS OF IMPORTANCE

A. FIRST TIER: Closest and Most Important:

1. Application is filed with the county;
2. County forwards application is to SJB for processing as “Lead Agency”;
3. Applicant meets with SJB Planning and receives the (county) list of approved outside planning firms (vendors) to process the application;
4. Reimbursement Agreement is prepared and executed between SJB and applicant; deposit collected from applicant;
5. Outside firm processes the application, including all CEQA compliance, and prepares Staff Report on behalf of SJB;
6. Application and Staff Report is presented to SJB Planning Commission for consideration; if application denied, any appeal lies with the SJB City Council; if SJB City Council upholds the Planning Commission denial, applicant may appeal to the San Benito County Board of Supervisors.

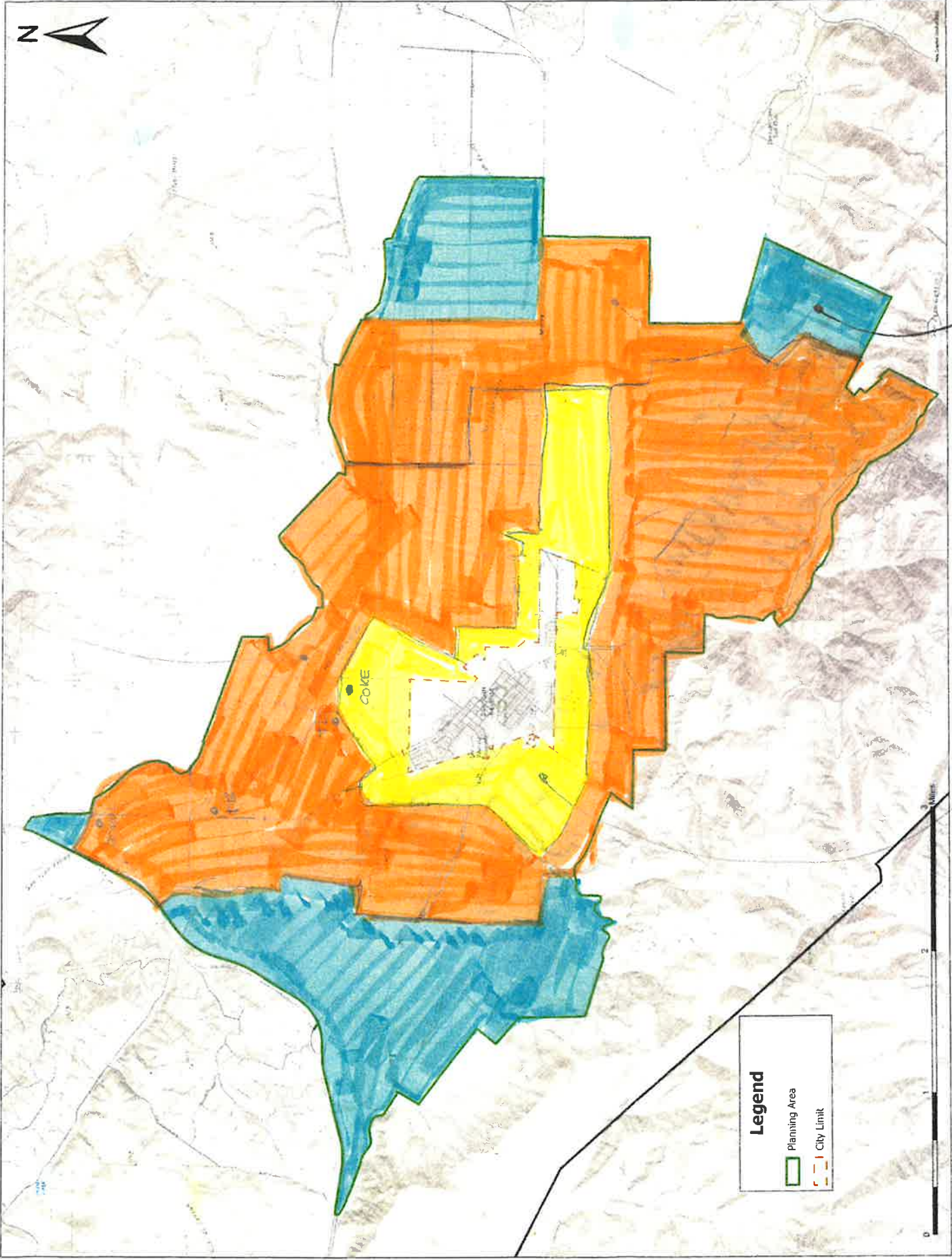
B. SECOND TIER: Moderate Importance:

1. Application filed with the county;
2. County forwards application to SJB;
3. County processes the application, including all CEQA compliance and prepares Staff Report;
4. Application and County Staff Report are submitted to SJB Planning Commission for consideration; if application denied, any appeal lies with the SJB City Council; if SJB City Council upholds the Planning Commission denial, applicant may appeal to the San Benito County Board of Supervisors; however, the decision by SJB shall be given “great weight.”

C. THIRD TIER: Least Amount of Importance:

1. Application filed with the county;
2. County forwards application to SJB;
3. County processes the application as usual, including any CEQA compliance;
4. The county Staff Report is forwarded to SJB;
5. Application and County Staff Report placed on the SJB Planning Commission agenda as a "Discussion Item"; PC discusses and prepares formal comments;
6. SJB PC Comments are forwarded to San Benito County Planning Dept. to be included in the packets for the SBC Planning Commission hearing.

END OF MEMO



Legend

- Planning Area
- City Limit

TIER ONE

0 1 2 Miles

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TIER ONE