



*Steve Weiss, AICP
Planning Director*

RIVERSIDE COUNTY

PLANNING DEPARTMENT

General Plan Foundation Component Amendment Process

I. Application Window

- a. County to accept 2016 Regular Foundation General Plan Amendment (“FGPA”) applications **April 4, 2016 through June 2, 2016.**

II. Deposit

- a. Applicant is required to provide an initial Deposit Base Fee (“DBF”) deposit for a General Plan Amendment.
- b. This deposit applies only to processing the FGPA not the implementing project (see Item V below).

III. Public Outreach

- a. Published on Planning Department’s web site.
- b. Newspaper advertisements.
 - i. Two newspapers – Desert Sun and Press Enterprise.
 - ii. Notices to be published prior to the opening of the application window and shortly after the window opens.
- c. Twitter Blast.

IV. General Plan Advisory Committee

- a. Convene the General Plan Advisory Committee.

V. FGPA Application Submittals

- a. 2016 FGPA applications accepted April 4, 2016 through June 2, 2016 (60-days).
- b. Complete applications shall include an indemnification agreement.
- c. Project proponents are strongly encouraged to submit an implementing project such as a Plot Plan, Conditional Use Permit, or Subdivision Map with their FGPA application.
- d. FGPA applications will be reviewed by the General Plan Community Advisory Committee (“GPAC”) in a comprehensive manner.
 - i. The Planning Department will conduct a review of each FGPA and present them in a comprehensive manner to the 2016 GPAC for the committee’s review and comment.
 - ii. Following GPAC review, the Planning Department will provide each applicant with a letter informing them of the GPAC recommendation and the staff recommendation that will be presented to the Planning Commission.
- e. All FGPA applications will go through the General Plan Initiation Proceedings (“GPIP”) Process.
 - i. The Planning Department will prepare a preliminary assessment report and recommendation and take all FGPA to the Planning Commission for comments.
 - ii. The Planning Department’s report, GPAC recommendation and Planning Commission comments for each FGPA will be presented to the Board of Supervisors and the Board may, on a case-by-case basis, adopt or decline to adopt an order initiating proceedings for the FGPA.

- iii. If the Board adopts an order initiating proceedings, the FGPA will begin the land use process which includes land use review, environmental assessment, and noticed public hearings before the Planning Commission and Board of Supervisors.
- iv. If the Board does not adopt an order initiating proceedings, the FGPA application will not be processed by the Planning Department. The property owner may revise the proposed project and timely submit a new application with the Planning Department.

VI. FGPA Processing with Implementing Project

- a. Once the Board has ordered the initiation of a FGPA as indicated in item V.e.iii above, a FGPA may move forward independently of other FGPA's. An indemnification agreement will be required within 60-days of the Board initiating the FGPA. Project proponents are strongly encouraged to submit an implementing project with their respective FGPA so the appropriate land use and environmental analysis can be performed for the FGPA. If no Implementing Project is submitted within 12-months of the Board initiating the FGPA, then the FGPA will be advanced to the appropriate hearing body with a denial recommendation because an adequate land use and environmental review cannot be performed.
- b. When an implementing project is submitted with an FGPA, the requisite project specific reports must also be submitted, including but not limited to: archeological, geological, biological, airport, and SB 18 and AB 52 consultations.
- c. When an implementing project is submitted and assigned to a Case Planner, the implementing project and its associated FGPA will be scheduled for Land Development Committee (LDC) review within 30 days.
- d. The Planning Department will prepare or authorize the preparation of the requisite CEQA documentation.
- e. After completion of the CEQA document, the FGPA and its associated implementing project will be scheduled for a public hearing before the Planning Commission for its recommendation to the Board of Supervisors.
- f. The FGPA and its associated implementing project will then proceed to the Board of Supervisors for consideration.

VII. Good Faith Processing

- a. Upon submittal of the implementing project, the project proponent shall actively process the project in good faith toward a final action. This shall include but not be limited to keeping the case's DBF account positive and providing in a timely manner all reports and other relevant information requested by the Planning Department or other County Departments. The County cannot service a case if the corresponding DBF account is negative. If there is no material activity on the FGPA or implementing project over the course of 12 months and appropriate notice is provided to the applicant, the Planning Director may, at his discretion, consider the case abandoned¹

¹**Abandoned Applications:** In accordance with a Board of Supervisors action on **October 5, 1993**, if there is no applicant activity on a major land use case for more than one year, the case application is deemed abandoned. Any unspent money remaining in the project's account may be refunded.