Solano County
Airport Land Use Commission
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Ray Schoch
Chairman

May 12, 2011

MEMORANDUM:

To: Solano County Airport Land Use Commission

From: Jim Leland, Principal Planner

Subject: **ITEM 8:** WORK PLAN for 2011/2012

Public Hearing to consider the ALUC's Work Plan for 2011/2012

Staff is providing this work plan for consideration and adoption by the Airport Land Use Commission. We believe that it reflects the important matters that the Commission should address this fiscal year.

1.0 On-Going Land Use Compatibility Determination Review

Staff expects a continuation of applications for Land Use Compatibility Determinations for private sector projects as well as general plan and zoning ordinance applications from various jurisdictions. Land Use Compatibility Determinations that are filed will also be brought forward for review and disposition by the Commission.

2.0 Rio Vista Airport Land Use Compatibility Plan Update

The Rio Vista Airport Land Use Compatibility Plan was adopted in 1988. Since that time, the new airport was constructed and, more recently, has had a new Airport Master Plan adopted for expansion of the airport.

The Board of Supervisors has allocated some funding for an update of the Rio Vista LUCP in this fiscal year. Staff is recommending that the Commission proceed with the update generally following this procedure:

- Ask the County to solicit requests for proposals from qualified consultants,
- Ask the County to select a preferred consultant and enter into contract
- Commence update with public outreach
- Schedule public hearings on LUCP
- Adopt new plan.

Staff anticipates beginning this process in the fall and concluding mid-summer of 2012.

3.0 Nut Tree Airport Land Use Compatibility Plan Update

The Nut Tree Airport Land Use Compatibility Plan was adopted in 1988. Currently, the County is updating its Airport Master Plan for the Nut Tree Airport.

The Board of Supervisors has allocated funding to begin an update of the Nut Tree LUCP in concert with the completion of the Master Plan. Staff is recommending that the Commission proceed with the update generally following this procedure:

- Ask the County to solicit requests for proposals from qualified consultants,
- Select a preferred consultant and enter into contract
- Integrate the land use planning effort with the master planning effort.
- Schedule public hearings on LUCP
- Adopt new plan.

Staff anticipates beginning this process in the fall and concluding the winter of 2012.

4.0 Workshops

The Commission has expressed a desire for workshops on the following topics:

- Regional Airport Planning
- CalTrans Briefing on new handbook and regulations

Staff will endeavor to schedule these workshops throughout the upcoming year.

5.0 Policy Manual

The Commission has indicated a desire for an ALUC Policy Manual. Staff will develop a scope of work for the Commission's consideration prior to undertaking the drafting of a policy manual.

6.0 Fee Study for Application Review and Land Use Compatibility Planning

Currently, pursuant to state law, the County of Solano is required to provide general and administrative services to the Airport Land Use Commission. The Commission has established fees for the staff review of Land Use Compatibility Determinations, but not for updates to the Land Use Compatibility Plans.

Land Use Compatibility Planning

One of the major responsibilities of the Commission is to keep the airport land use compatibility plans current. There are three airports that require periodic updating to their respective land use compatibility plans. The costs for these updates are borne by the County of Solano.

Staff is recommending that the Commission undertake a study of its fee structures with a view toward making application processing and long-range planning more cost recovery.

Review Land Use Compatibility Determinations

Presently, the Commission's fee for the review of Land Use Compatibility Determinations is set at $200. The fee only partially reimburses the County of Solano for its staff time. By contrast, the City of Vacaville fee for the same type of review is $1,500.

Staff is recommending that the Commission undertake a study of its application processing fees in order to make them more cost recovery.