

# West Sacramento

## Part 3 General Plan Administration and Implementation



## **POLICY DOCUMENT PART 3 ADMINISTRATION AND IMPLEMENTATION**

If the City's General Plan is to serve its purpose effectively, it must be reviewed, maintained, and implemented in a systematic and consistent manner. This section begins with a summary of the most important programs for implementing the General Plan, particularly those that need to be undertaken in the first three years (2016-2018) after adoption. This is followed by an outline of the process for reviewing and updating the General Plan and a program for monitoring its implementation. The section also outlines requirements for implementing the City's General Plan consistent with its goals, policies, standards, and programs and provides an overview of the types of actions or tools the City will use to implement the Plan's policies. Part 3 concludes with tables that list specific implementation programs.

## General Plan Maintenance and Monitoring

The City is committed to annually reviewing its progress in implementing the goals and policies of the General Plan. Since many of the factors and issues that the General Plan addresses change from year-to-year, an annual review and reporting of implementation will help ensure the City is moving forward to achieve the Plan's vision. This review will report on the status of each specific implementation program in the General Plan and take into account the availability of new implementation tools, changes in funding sources, and feedback from Plan monitoring activities.

### General Plan Review and Update

At least once every five years, the City will thoroughly review the General Plan and revise and update it as necessary. This review and update process will encompass the entire General Plan including the Background Report and Policy Document goals, policies, and implementation programs.

### General Plan Amendments

As conditions and needs change, the City will need to consider proposed amendments to the General Plan. State law limits general plan amendments to four times per year, but each amendment can include multiple changes. Like the adoption of the General Plan itself, amendments are subject to environmental review, public notice, and hearing requirements and must not create inconsistencies with other parts of the plan. Some of these will be policy changes, while many will likely be changes to the Land Use Diagram. Each of the changes will need to be carefully evaluated not only for merit and potential impact, but also for consistency with the rest of the General Plan. State law requires that the general plan be an integrated and internally consistent set of goals, policies, standards, programs, and diagrams.

### General Plan Consistency in Implementation

To ensure that the policies and proposals of the general plan are systematically implemented, State law since the early 1970s has increasingly insisted that the actions and decisions of each local government concerning both its own projects and the private projects it approves are consistent with its adopted general plan. The courts have supported and furthered this trend through their interpretations of State law.

The following is a partial list of City actions that must be consistent with the General Plan:

- Master Plans
- Specific plans
- Capital projects (including indirectly facility master plans)
- Development agreements
- Subdivision approvals
- Development Code and Zoning
- Development projects



## Categories of Implementation Actions/Tools

The City will implement the goals and policies of the General Plan through many actions and tools that can be grouped according to the eight categories listed below. The two- to four-letter identifiers (italicized and in parentheses) are used in Part 2 of the General Plan to indicate how each policy will be implemented. The identifiers are also used in the Specific Implementation Programs section of Part 3 to indicate the type of specific implementation program:

- Regulation and Development Review (RDR)
- City Master Plans, Strategies, and Programs (MPSP)
- Financing and Budgeting (FB)
- Planning Studies and Reports (PSR)
- City Services and Operations (SO)
- Inter-governmental Coordination (IGC)
- Joint Partnerships with the Private Sector (JP)
- Public Information (PI)

### Regulation & Development Review (RDR)

Many General Plan policies are implemented through regulations adopted by the City based on the city's "police power" to protect the public health, safety, and welfare. City ordinances also create a development review process that provides for City review of individual project proposals and authorizes the City to approve, deny, or condition projects based on their consistency with the General Plan. The following is a list of regulatory plans and ordinances commonly used to implement the General Plan:

- Master plans
- Specific plans
- Zoning Ordinance
- Subdivision Ordinance
- Building and other codes
- Habitat conservation plans
- California Environmental Quality Act
- Development review

### City Master Plans, Strategies, and Programs (MPSP)

The City has adopted many master plans, strategies, and programs focusing City attention on various types of city services and facilities, types of development, or geographic areas. These are prepared to provide more specific direction for city decision-makers, staff, and the public on how the General Plan will be implemented. They are not elements or components of the General Plan. The following is a list of master plans, strategies, and programs that the City has adopted or plans to adopt. Specific implementation programs in Part 3 of the General Plan call for the annual or periodic review of many of these master plans, strategies, and programs in addition to adoption of some new master plans and strategies:

- Bridge District Specific Plan
- Washington Realized
- Southport Framework Plan
- Utility Master Plans
- CIP
- Parks Master Plan
- Bike, Pedestrian, & Trails Master Plan

### **Financing and Budgeting (FB)**

The development, maintenance, and operation of public facilities such as parks and drainage facilities and the provision of city services require financial resources that are derived from various sources. Programming of City capital projects and their funding over time is outlined in the City's Capital Improvement Program, which is updated annually. The following is a list of revenue sources used by or available to the City to support development, maintenance, or operation of public facilities and services:

- Property tax revenue
- Sales tax revenue
- User fees
- Development fees
- Quimby Act (Park) dedications
- Business improvement districts
- Community facilities and special assessment districts
- Municipal bonds
- Special taxes
- County, state, and federal funding

### **Planning Studies and Reports (PSR)**

The City conducts studies and produces reports to collect and evaluate information related to specific issues. These studies and reports are undertaken at the direction of the City Council as needed or are prepared annually to report on the status and implementation of the General Plan or a master plan.

### **City Services and Operations (SO)**

The City provides a broad range of services to its residents, businesses, and visitors and manages and operates its facilities to meet community needs. How the City provides services and carries out its operations makes a significant difference in how effectively the General Plan is implemented.

### **Inter-governmental Coordination (IGC)**

The City must coordinate with numerous local, regional, state, and federal agencies to implement the General Plan. These agencies provide services, facilities, or funding and administer regulations that directly or indirectly affect many issues addressed in the General Plan. The following is a partial list of public agencies that may play a role in implementing the General Plan:

- Local agencies such as Yolo County; City of Sacramento; Washington Unified School District; and special districts
- Regional agencies such as Yolo Local Agency Formation Commission (LAFCo); Sacramento Area Council of Governments (SACOG); and Yolo County;
- State agencies such as Caltrans; General Services; UC Davis; California Environmental Protection Agency (EPA); and Native American Heritage Commission (NAHC)
- Federal agencies such as U.S. Coast Guard; U.S. Military; U.S. Fish and Wildlife Services (USFWS); U.S. Army Corps of Engineers; and Federal Emergency Management Agency (FEMA)

The City recognizes there are unique public and private partnerships. In those instances where there are public and private partnerships, it will involve both inter-governmental coordination and joint partnerships with the private sector, as described in more detail below.



### **Joint Partnerships with the Private Sector (JP)**

The City can combine its efforts with private sector efforts to improve public service delivery, manage public sector assets, or leverage private sector investment. By expanding the role of the private sector, the City can use its technical, management, and financial resources in creative ways to achieve objectives of the General Plan.

### **Public Information (PI)**

The City can use a wide range of tools to keep the city's residents informed of city services or other issues of current interest. Public information can be distributed through media such as brochures, pamphlets, the city's website, social media, workshops, seminars, public access television, radio, newspapers, public hearings, neighborhood and community meetings, and customer service hotlines.

## Specific Implementation Programs

Specific implementation programs are listed in the following tables. Similar to the policies, each implementation program is followed by a set of letters that identifies a type of action or tool that the City will use to carry out the implementation program. Following each implementation program is a description of which policy(ies) the program implements, which city department(s) is responsible for implementation, and which department(s) will support the responsible department(s). Finally, to the right of each program is a timeline that identifies when the implementation will be completed.

The implementation program tables are organized as follows:

- Table 3-1: Administration Implementation Programs
- Table 3-2 Land Use Implementation Programs
- Table 3-3 Urban Structure and Design Implementation Programs
- Table 3-4 Economic Development Implementation Programs
- Table 3-5 Mobility Implementation Programs
- Table 3-6 Public Facilities and Services Implementation Programs
- Table 3-7 Parks and Recreation Implementation Programs
- Table 3-8 Natural and Cultural Resources Implementation Programs
- Table 3-9 Safety Implementation Programs
- Table 3-10 Healthy Community Implementation Programs