



COUNTY OF SAN LUIS OBISPO

Department of Planning and Building

Community Advisory Councils

Training

Agenda

- Welcome
- Role of CACs in County Government
- Your Role in the Planning Process
- Technology Resources
- Break
- Code Enforcement
- Questions and Answers
- Closing Comments



Looking Ahead

- In the next few months:
 - The Housing Package:
 - Ag Worker Housing Ordinance
 - Secondary Dwelling Unit Ordinance Amendment
 - Tiny House Ordinance Amendment
 - Cannabis Ordinance Revisions
- Later this year:
 - Airport Land Use Plan Update
 - Avila Community Plan Update
 - Diablo Canyon Land Use Study
 - Housing Element Update
 - Los Osos Community Plan
 - Los Osos Habitat Conservation Plan
 - Safety Element – County General Plan



Your Planning and Building Department Liaisons

- Avila Valley Advisory Council – TBD
- Cayucos Citizens Advisory Council – Terry Wahler
- Creston Advisory Body – TBD
- Los Osos Community Advisory Council – Kerry Brown
- North Coast Advisory Council – Schani Siong
- Oceano Advisory Council – Cody Scheel
- San Miguel Advisory Council – (As Needed)
- Santa Margarita Area Advisory Council – Holly Phipps
- Shandon Advisory Council – Jay Johnson
- South County Advisory Council – Stephanie Fuhs
- Templeton Area Advisory Group – Kate Shea



Role of CACs in County Government

Nina Negranti, County Counsel

- **How CACs Came to Exist**
 - 1996 BOS Resolution – criteria (Wild West) Legitimacy and Order
 - Ensure actual representation of community at large (broad cross-section)
 - Protocol and formalities – bylaws, statement of purpose, regular noticed meetings



Legal Status and Role of CACs

- Private Associations, not Local Government Agencies
- NOT created by the Board; Board doesn't select members
- Members are Not Public Officials
- NO **Brown Act** OR **Conflict of Interest** Code Requirement
- Considered Volunteers
- **ROLE:** Advise on Current and Future Planning Issues before BOS



Liability and Indemnification

- WILL defend and indemnify if lawsuit arises from participation in advisory decision
- Will NOT defend and indemnify if outside scope of advisory role OR if malice, fraud, corruption, personal gain, self interest
- No coverage for punitive damages
- No history of member being named



Your Role in the Planning Process

Xzandrea Fowler

The Planning Process

- Ministerial vs. Discretionary
- Discretionary Review Process
- Project Referrals
- Community Advisory Councils
- Staff Review of the Project



Your Role in the Planning Process

Ministerial vs. Discretionary

Ministerial Permits

- Comply with zoning and building regulations
- Approved administratively (no hearing)
- Not referred to Community Advisory Council
- Building Permits, Zoning Clearance, Site Plan, 1st & 2nd Time Extensions

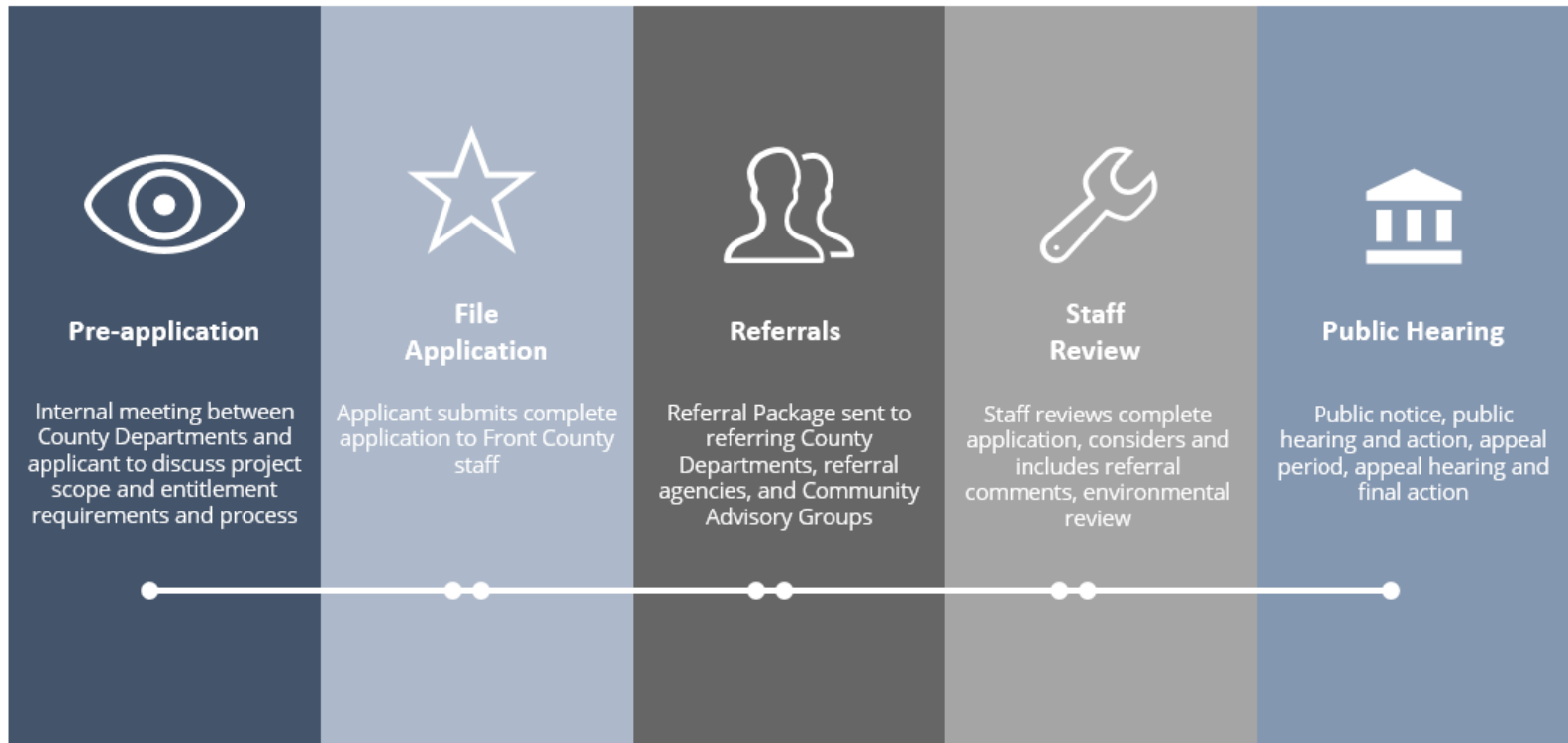
Discretionary Permits

- Decision-maker discretion – approve, deny, or modify projects
- Require neighborhood compatibility finding
- Environmental Review under CEQA
- Referred to Community Advisory Councils
- Land Use Permits, Coastal Development Permits, Land Divisions, General Plan/Specific Plan Amendment, Ordinance Amendment, 3rd Time Extension



Your Role in the Planning Process

Discretionary Review



Your Role in the Planning Process

Project Referrals

- **Community Advisory Councils**
 - 11 advisory bodies throughout the County
- **Inter-Department**
 - Public Works, Building, Environmental Health, Ag Commissioners, Parks
- **Regional & Local Agencies**
 - Cities, Cal Fire, Cal Trans, Air Pollution Control District, SLOCOG
- **State & Federal Agencies**
 - California Coastal Commission, CA Dept. of Fish and Wildlife, Army Corps
- **Service Providers**
 - CSDs, SoCal Gas, PG&E



Your Role in the Planning Process

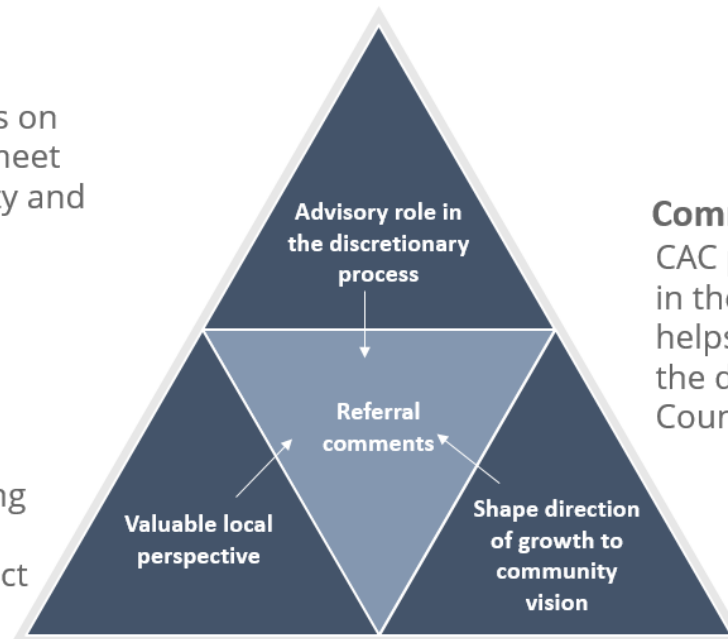
Community Advisory Councils Referral Review

Advisory

Provides recommendations on how a project may better meet the intent of the community and general plan

Local Perspective

Each CAC is unique to its location and provides a valuable perspective to the planner and decision making bodies of how a proposed project may fit into or impact the local community



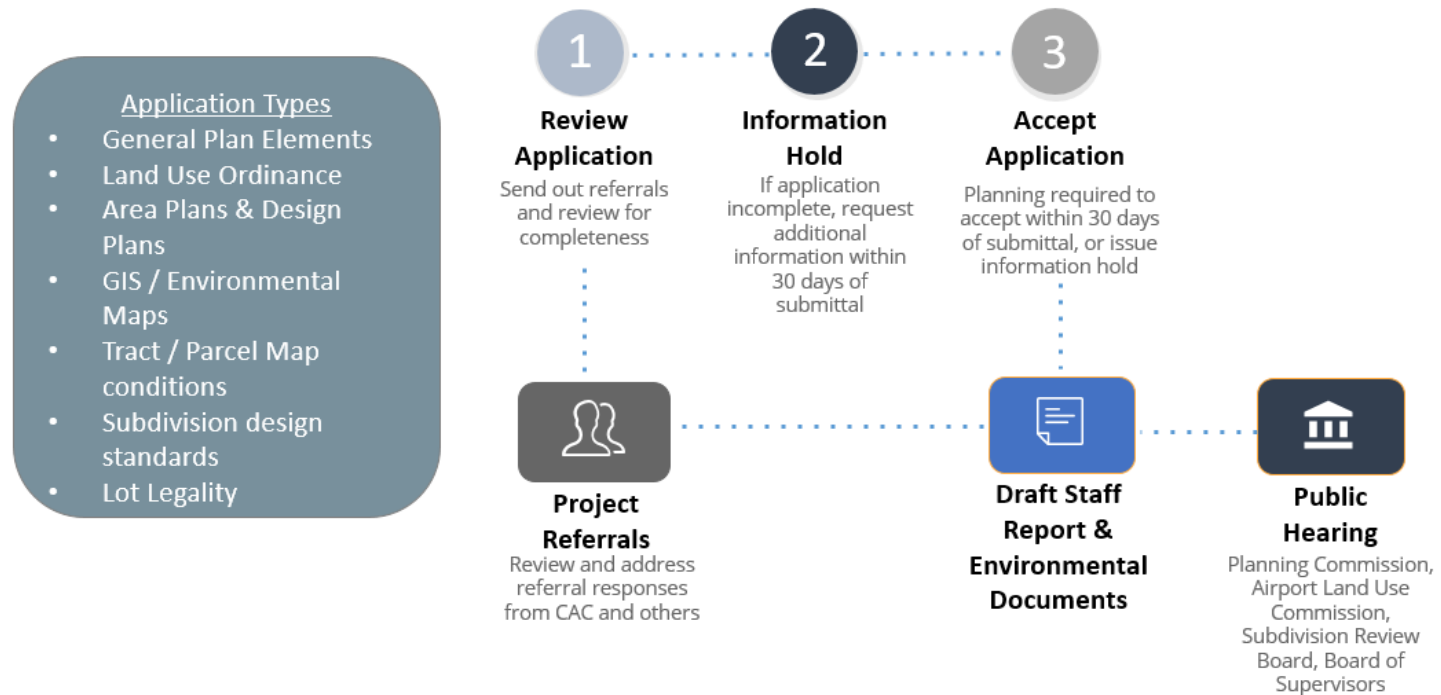
Community Vision

CAC provides feedback on projects in the community which ultimately helps the community implement the development vision of the County General Plan



Your Role in the Planning Process

Staff Review



Website Update

Hannah Miller

- The Department is Embarking on an Overhaul of the Website.
 - Easier Navigation
 - User-Friendly Resources
- New Cannabis Website
 - Launching Today
 - Service-Focused



New Cannabis Website

Cannabis in SLO County

Cannabis information and resources in SLO County

Home > Departments > Planning & Building

General Information

File a Complaint

Additional Resources

How Do I...

- [File a cannabis-related complaint?](#)
- [Apply for a permit to establish a cannabis business?](#)
- [Learn about cannabis rules & regulations for specific land use categories?](#)
- Find information for [personal](#) or [caregiver](#) cannabis cultivation?
- [Understand how cannabis is taxed in San Luis Obispo County?](#)

Latest News

- [Industrial Hemp Regulations Approved](#)

Cannabis

Over the last several years, the passage of state initiatives and legislation has led to the need to create a legal framework for cannabis activities in San Luis Obispo County. The San Luis Obispo County Board of Supervisors has adopted ordinances that regulate cannabis operations in the unincorporated areas of the county. The ordinances were created and are being enforced to maintain a safe and healthy community for residents.

Permitting Guide

A step-by-step process is provided to apply for a cannabis land use permit.

[Learn More](#)

Land Use & Zoning

What are you allowed to do on your property? Use this page to find out what cannabis activities your property is zoned for.

[Learn More](#)

Local Taxes

Learn about local taxes related to cannabis activities.

[Learn More](#)

File a Complaint

If you have a cannabis-related complaint, start here.

[Learn More](#)

The logo for the County of San Luis Obispo, featuring a white outline of the county's shape on a dark blue background. Inside the outline, the words "COUNTY OF SAN LUIS OBISPO" are written in white, with "COUNTY OF" on the top line, "SAN LUIS" in the middle, and "OBISPO" on the bottom line.

COUNTY OF SAN LUIS OBISPO

www.slocounty.ca.gov

New Cannabis Website

General Information

Services

[Cannabis Health and Safety](#)

Cannabis comes with important health and safety considerations, specifically for young people, pregnant and breastfeeding mothers, and people with other health conditions. It's important for everyone to get the facts. Keep reading for FAQs and science-based resources for more information.

[Cannabis Permitting Guide](#)

The County of San Luis Obispo, through adoption of various ordinances, has determined that certain commercial cannabis activities may have an impact on the area in which they are located. These types of uses require the approval of a land use permit, which sets conditions for the use's establishment and operation. Approval of a land use permit only entitles the use itself; separate permits or licenses may also be required including any proposed [construction](#) or [grading](#) activities.

[Caregiver Use and Cultivation](#)

Any primary caregiver for a qualified patient who has a recommendation for medical cannabis is allowed to cultivate up to six (6) plants indoors in a legally established dwelling or structure that is fully enclosed and secured. The cannabis can only be provided to qualified patients of the primary caregiver.

[Enforcement](#)

The County of San Luis Obispo has adopted a Cannabis Hearing Process regarding nuisance abatement and permit revocation related to land use violations.

[Land Use & Zoning](#)

What are you allowed to do on your property? Use this page to find out what cannabis activities your property is zoned for. Cannabis activities are allowed with the appropriate permits in the following categories: Agriculture (AG), Commercial Services (CS), Industrial (IND), Residential Rural (RR) and Rural Lands (RL).

[Local Taxes](#)

On June 5, 2018, San Luis Obispo County Voters approved Measure B-18, which created a Cannabis Business Tax (CBT) in the unincorporated areas of San Luis Obispo County. The Tax Collector division of the County's Auditor-Controller-Treasurer-Tax Collector (ACTC) Department is responsible for administering the [CBT Program](#).

[Personal Use and Cultivation](#)

On November 8, 2016, California voters passed Prop 64, which allowed adults 21 years or older to legally grow, possess and use cannabis. The County of San Luis Obispo allows residents to grow up to six (6) plants for personal use indoors in a legally established dwelling or structure that is fully enclosed and secured. Personal cultivation must take place at the person's full-time residence.



New Cannabis Website Permitting Guide

Cannabis Permitting Guide

What is this service?

The County of San Luis Obispo, through adoption of various ordinances, has determined that certain commercial cannabis activities may have an impact on the area in which they are located. These types of uses require the approval of a land use permit, which sets conditions for the use's establishment and operation. Approval of a land use permit only entitles the use itself; separate permits or licenses may also be required including any proposed [construction](#) or [grading](#) activities.

Who can use this service?

Anyone can use this service.

Is there a charge for this service?

Please refer to the Department of Planning & Building [Fee Schedule](#) for application fees.

What is the process?

Step 1: Schedule Pre-Application Meeting (Optional)

[Pre-application meetings](#) are intended to aid prospective applicants in understanding the required rules and regulations that apply to their project and to reveal potential problems. The goal of providing a pre-application meeting is to make the permitting process as efficient and understandable as possible. These meetings are typically optional. If the applicant chooses to utilize this process, there is a separate [fee](#) that must be paid prior the meeting.

Step 2: Pre-Notify Neighbors

The applicant provides a written letter to all property owners within 1,000 feet of the proposed project site informing them of the proposed project.

Step 3: Submit Application

The applicant completes an [application package](#) and schedules an intake meeting with planning staff to submit the completed application package and pay all applicable [fees](#).

Step 4: Apply for Business License

The applicant applies for a [business license](#) through the Tax Collector's Office and schedules an appointment for a background check with the Sheriff's Office.

Step 5: Review by Staff

Department of Planning & Building staff reviews the application for consistency with applicable land use regulations and the [California Environmental Quality Act \(CEQA\)](#).

Step 6: Schedule Hearing

Staff schedules the application for a public hearing - either Planning Department Hearing, Subdivision Review Board, or Planning Commission based on the [land use entitlement](#) type.

Step 7: Reach Decision

During the public hearing, the hearing body considers the application and reaches a decision to either approve, conditionally approve, or deny the application.

Step 8: Appeal Hearing (If Needed)

Any person can [appeal](#) a decision to the [Board of Supervisors](#). Projects located within the Coastal Zone can be appealed to (or by) the California Coastal Commission.

Step 9: Reach Decision

During the public hearing, the hearing body considers the application and reaches a decision to either approve, conditionally approve, or deny the application.

Step 10: Apply for State Licenses

The applicant applies for all applicable [State licenses](#). Check with planning staff to determine if the proposed project is eligible for concurrent processing of State license applications prior to County approval.

Step 11: Extend Approval (Optional)

The applicant may apply for a time extension to extend the approval date for one year. The maximum available time extensions are based on the [land use entitlement](#) type.

Step 12: Proceed with Entitlement

Approval of a land use permit only entitles the use itself. This approval includes conditions (such as requiring additional approvals from other agencies) and possible mitigation measures that the applicant must comply with. Because only the use is entitled with approval of a land use permit, any [construction](#) or [grading](#) is subject to separate permits.

Step 13: Enroll in Monitoring Program

The applicant enrolls in an on-going monitoring program run by the County of San Luis Obispo.



COUNTY OF SAN LUIS OBISPO

www.slocounty.ca.gov

New Cannabis Website

File a Complaint

File a Complaint

Use this form to submit a cannabis-related complaint to department staff.

File a Cannabis Complaint

Nature of Complaint:

Location Information

The parcel number where the alleged violation is occurring is needed for your inspection to be processed. If you are unaware of the parcel number, [locate it here](#)

Assessor Parcel Number (APN)

Property Owner

Address of the problem that you are reporting (or nearest intersection)

When reporting an odor issue, please enter the location where the odor is being experienced please include full address

Reporting Party

Your personal information is **STRICTLY CONFIDENTIAL**, however all required fields must be completed before we accept a complaint.

Your First Name

Your Last Name

Your Address

City

Zip

Your Phone Number () -

Your Email Address (Must be Valid)

How would you like to be contacted?
☐ Phone
☐ Email

Description of Complaint

Is this an urgent situation that is creating an immediate hazard?
☐ Yes
☐ No
☐ Unknown

In your judgement, is there cause for concern for the safety of our personnel when they inspect the property or contact the occupant to investigate your complaint?
☐ Yes
☐ No
☐ Unknown

Has the Sheriff or other enforcement agency responded recently?
☐ Yes
☐ No
☐ Unknown

Have you contacted the property owner or other responsible party about this issue?
☐ Yes
☐ No
☐ Unknown

• What steps have you taken to resolve this problem?

Upon submission you will receive a email receipt of the complaint and instructions on how to send photos and other documentation as part of this complaint.

Submit

Frequently Asked Questions

▶ **When Can I Expect a Response?**



COUNTY OF SAN LUIS OBISPO

www.slocounty.ca.gov

Geographic Information Systems

Rebecca Whiteside

Land Use View Training



COUNTY OF SAN LUIS OBISPO

www.slocounty.ca.gov

Information Technology

Ryan Foster

EnerGov: CSS Portal Overview

- Home page and options/functions
- Introduction to all the features the CSS Portal offers
- Contractors will soon be able to apply online for renewable energy permits and ePermits
- Search Public Records: By Plan or Permit number, APN, or even [Partial] Address / Area
- Overview and demo of Viewing Plan (or Permit) Summary, project information, and Attachments
- How Referral Packages and Environmental documents can be accessed



Code Enforcement

Matt Janssen

- Traditional / Cannabis
- Compliance Up Front
 - 75% Resolved Early / 25% Resolved Later



Code Enforcement

Matt Janssen

- Proactive vs. Reactive
- Ways to File a Complaint
- Overview of Process
 - Research, Site Visit, Case Opened, NOV, etc.



Code Enforcement

Matt Janssen

- Vacation Rentals
- Private Parties
- Coastal vs Adelaida Area/Inland



COUNTY OF SAN LUIS OBISPO

www.slocounty.ca.gov

Questions



THANK YOU FOR YOUR PARTICIPATION!



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