



July 8, 2008

Ms. Sandra Moberly  
Senior Planner  
Town of Mammoth Lakes  
P.O. Box 1609  
Mammoth Lakes, CA 93546

Re: Scope of Work for Sierra Star Neighborhood District Planning Study

Dear Sandra,

Attached please find the Scope of Work for the Sierra Star Neighborhood District Planning Study (SSNDPS) that were requested by the TOML Staff.

Again, this scope of work follows the Recommended Implementation Strategy for the Neighborhood District Plan (NDP) process for the Sierra Star neighborhood, as discussed and outlined in the *Town of Mammoth lakes Neighborhood District Planning Process as revised by action of the Town Council on 4/2/08* (copy attached).

Please note that per the Recommended Implementation Strategy for the Sierra Star neighborhood, the need for additional options analysis/meetings shall be determined by the Planning Commission at the Planning Commission Meeting/Public Workshop for steps 2b and 3c of the NDP process. Should the Planning Commission find that further analysis and/or presentations are necessary, IDS will prepare an additional scope of work for these services.

The following scope of work (with possible additions as noted above) will result in a final Sierra Star Neighborhood District Planning Study for adoption by the Town Council.

Please feel free to contact me to discuss next steps, or if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jane Sedonaen'.

Jane Sedonaen  
Principal



## SIERRA STAR NEIGHBORHOOD DISTRICT PLANNING STUDY

*Proposed Scope of Work  
July 8, 2008*

This following is a proposed Scope of Work by Integrated Design Studio (IDS) for the Sierra Star Neighborhood District Planning Study. This scope of work is based on the Recommended Implementation Strategy for the Neighborhood District Plan (NPD) process for the Sierra Star District, as described in the outline titled *Town of Mammoth Lakes Neighborhood District Planning Process as revised by action of the Town Council on 4/2/08 (now attached)*.

### Task 1: Study Area Understanding

- 1.1 Initial Meetings/Calls: IDS, Town staff and the applicant will discuss the desired schedule and work products, as necessary, to complete Scope of Work, Plan Outlines, and set work tasks and timelines.
- 1.2 Resource Document Review and Analysis: IDS will review relevant resource documents provided by the Town and applicant, such as the Town's thirteen identified district planning resource documents, the 2007 Sierra Star Master Plan Project Draft EIR, the 2005 Sierra Star Master Plan submittal, The 1991 Lodestar Master Plan, and District Plan Characteristics summary and opportunities and objectives from the Town of Mammoth Lakes 2007 General Plan, in addition to other related studies (ERA, Nelson Nygaard).
- 1.3 Existing Conditions Assessment: IDS will review information describing present land uses, circulation, built environment and other existing site conditions in the Sierra Star District [Almost Complete]
- 1.4 Resort Core Planning Context: The community components that make up a successful "resort core neighborhood" will be discussed and analyzed as they relate to the Sierra Star District. These components will be based on the Sierra Star District neighborhood character as described in the Town of Mammoth Lakes 2007 General Plan, discussion with applicants, etc.
- 1.5 Opportunities and Constraints: IDS will, from the review of existing conditions, determine the opportunities and constraints on the site to meet the objectives of creating a "resort core neighborhood."
- 1.6 Summary Report: IDS will prepare a summary report and/or graphics that identify:
  - Relevant Project Background/History
  - Existing Conditions
  - Surrounding land uses and topography
  - Surrounding neighborhoods (Majestic Pines, Sierra Valley)
  - Planning Context
  - Opportunities and Constraints

## **Task 2 : Initial Planning Process/Meetings**

- 2.1 Focus Group Meeting: IDS (one principal, one planner) will conduct a focus group, based on the NDP planning process described in *Town of Mammoth Lakes Neighborhood District Planning Process (rev. 4/2/08)* Section 3(b)(i)(2)(a). Tentative date for meeting is July 22, 2008.
- 2.2 Joint Commission Meeting #1: A meeting to determine framework and gain public input, combining Sections 2(b) and 3(c) of the NDP planning process as described in *Town of Mammoth Lakes Neighborhood District Planning Process (rev. 4/2/08)*. One principal, one planner from IDS to attend. Tentative Date for Meeting is July 23, 2008.

## **Task 3: Options Development and Review**

- 3.1 Program Development: IDS will work with the applicant to determine direction of desired Program
- 3.2 Analysis of Past Options: IDS will collect, review, and summarize Options from prior submittals, particularly those analyzed in the 2007 Draft EIR, in addition to subsequent testing of Options.
- 3.3 Development of Options: IDS will develop a minimum of 3 additional site Options, based on applicant/staff input
- 3.4 Options Evaluation: IDS will summarize the options analysis and address how the different optional concepts impact the Town generally, and the District specifically based on the criteria established in Step 1.4, feasibility for applicant, and changes that applicant has made over time.
- 3.5 Summary Report: IDS will prepare a summary report and/or graphics that identifies:
- Preliminary Draft Program
  - Summary of Options
  - Summary Evaluation of Options

## **Task 4 : Possible Required Tasks - TBD**

- 4.1 The need for additional options analysis/meetings (or not) after Step 3.2 shall be determined by the Planning Commission at Joint Commission Meeting #1 (see 2.1-2.2 above), as per the *Recommended Implementation Strategy for Existing Project Already in Process* in the *Town of Mammoth Lakes Neighborhood District Planning Process (rev. 4/2/08)*, which states:

*“At the same meeting, after the extent of comments is known, the Commission will direct the extent to which future Commission Meetings/Public Workshops are necessary, based upon the complexity of the issues. The project will then follow steps 3(d), 3(e) and 3(f) as described in the district planning policy, as required by the Planning Commission. If additional Commission Meetings/Public Workshops are not necessary, the project will move through the Planning*

*Commission approval process, Step 4(a), and then on to the Town Council, Step 4(b), in a timely and orderly manner.”*

If required by the Planning Commission after Joint Meeting #1, IDS will prepare an additional scope of work to complete steps 3(d) and 3(e) of the *Town of Mammoth Lakes Neighborhood District Planning Process*, which are as follows:

- 3(d) Consultant and Staff prepare written report and options to address identified issues*
- 3(e) Options Workshop – hosted by joint Commissions*
  - i. Public provides comments on options*
  - ii. Commissions provide comment on options*

NOTE: 3(f) does not constitute an additional task in this scope of work, as it is covered in Task 5, below.

### **Task 5: District Planning Study Development**

- 5.1 Preferred Option Refinement: Based upon the input of the Focus Group, Joint Workshop, Applicant and TOML Staff , IDS will refine the preferred options for District Plan Development.
- 5.2 Preferred Option Review: IDS and Town staff will review the refined preferred options (via conference call) prior to documentation of plan.
- 5.3 Administrative Draft Planning Study Development: From the Joint Commissions and Focus Group and Town staff input, IDS will develop the elements of the Draft Planning Study, per the following outline (based on *Exhibit 4: Model District Plan Content and Organization*):
  - I. Introductory Plan Information (Title page, TOC, etc.)
  - II. Executive Summary
  - III. Introduction and Background
    - A. Study purposes and objectives
    - B. Development and conservation issues
    - C. Project location
    - D. Planning area information
    - E. District Plan type
    - F. Policies and regulations
    - G. Relationship to General Plan
    - H. Relationship to adjacent District Plans
    - I. Consistency
  - IV. District Plan Analysis and Recommendations
    - A. Description of proposed major land use development permit applications
    - B. District Description and assessment
      - 1. Setting and context
      - 2. Physical conditions
      - 3. Property information
      - 4. Public service infrastructure
      - 5. Physical Development
        - a. Relationship to Surrounding Areas
        - b. Views Assessment

- c. Pattern and Form Analysis
- 6. Mobility Connections/Circulation/Transit
- 7. Recreational and Trail System (all season)
- V. Planning and Regulatory Provisions
  - A. Plan development policies
  - B. Land use regulations
  - C. Design standards
- VI. The Infrastructure Plan
  - A. Mobility
  - B. Public Service
  - C. Solid Waste Disposal
  - D. Energy
- VII. Program of Implementation Measures
  - A. Regulations and Ordinance descriptions to implement
  - B. Capital improvement program
  - C. Financing Measures
  - D. Phasing Plan
  - E. Subsequent development entitlements
- VIII. Relationship of the Plan's Environmental Document to subsequent Projects
- IX. Plan Administration
- X. Plan Enforcement
- XI. Appendices

IDS will document the Administrative Draft Planning Study with text and graphics to illustrate the concepts. IDS anticipates producing an Administrative Draft District Planning Study (not formatted) for staff review and comment

- 5.4 Review: Staff/Applicant will review Administrative Draft District Planning Study (not formatted) and provide direction to IDS for incorporation into an Administrative Public Review Draft
- 5.5 Administrative Public Review Draft: IDS will prepare the Administrative Public Review Draft of the District Planning Study based upon Staff/Applicant input.
- 5.6 Review: Staff/Applicant will review the Administrative Public Review Draft and provide direction to IDS for incorporation into final document.
- 5.7 Final District Plan document: IDS will provide Town staff with digital copy of final District Plan for adoption.

### **Additional Meetings/Hearings/Presentations**

Additional Community Meetings: IDS will be available for additional meetings on a Time and Materials basis for additional staff, community, Focus Group, Planning Commission, or Town Council meetings. Additional meetings can be negotiated as necessary.



**Sierra Star Neighborhood District Planning Study**

**Estimated Fees 7-8-08**

The following is an estimate of fees, based on the detailing tasks provided in the proposal for Scope of Work for work on the Sierra Star neighborhood District Planning Study. Fees will be updated based on the Planning Commission's determination of how the project will proceed.

	Estimated Fees
<b>Task 1: Study Area Understanding</b>	
1.1 Initial Meetings/Calls	\$0
1.2 Resource Review	\$1,000
1.3 Existing Conditions Assessment	\$2,500
1.4 Planning Context	\$1,000
1.5 Opportunities and Constraints	\$500
1.6 Summary Report	\$4,000
	<b>\$9,000</b>
<b>Task 2: Initial Planning Process/Meetings</b>	
2.1 Focus Group Meeting* + travel exp	\$6,500
2.2 Joint Commission Mtg #1 + travel exp	\$6,500
	<b>\$13,000</b>
<b>Task 3: Options Development and Review</b>	
3.1 Program Development	\$1,000
3.2 Analysis of Past Options	\$1,000
3.3 Development of Options	\$9,000
3.4 Options Evaluation	\$6,000
3.5 Summary Report	\$6,000
	<b>\$23,000</b>
<b>Task 4: Possible Required Tasks</b>	
4.1 Additional Tasks if Required at this stage	TBD
	<b>\$0</b>
<b>Task 5: District Planning Study Development</b>	
5.1 Preferred Option Refinement	\$2,000
5.2 Preferred Option Review	\$2,000
5.3 Administrative Draft	\$8,000
5.4 Review by Others	\$2,500
5.5 Administrative Public Draft	\$8,000
5.6 Review by Others	\$2,500
5.7 Final Plan Document	\$10,000
	<b>\$35,000</b>
	<b>\$80,000</b>
<b>Estimated Reimbursable Expenses *</b>	
Printing, materials for presentations, etc.	\$4,000
	<b>\$84,000</b>
* Reimbursable expenses will be billed at cost + 10%. Actual expenses may vary from estimate.	
<b>Additional Meetings/Hearings/Presentations</b>	
Additional Meetings - per meeting with Principal and one planner, including travel, subsistence	\$6,500

**Town of Mammoth Lakes  
Neighborhood District Planning Process  
Revised by Action of the Town Council on 4/2/08**

Purpose: The updated Neighborhood District Planning (NDP) Process revises the existing District Policy and has been confirmed by the Community Stakeholders Group. The goal of district planning remains the same: to determine the specific form, function and character of an area regardless of any pending applications for development. However, there are six existing projects that would be affected by the changes in the proposed Revised NDP Process. The Town Council has determined that the six projects each require individual consideration with respect to NDP planning in order to acknowledge the best faith efforts of the developer to proceed with project approval as well as to meet the community's intent in regard to the creation of NDPs. The expeditious and timely processing of these NDPs will take approximately 3 months (for areas without significant issues, potentially longer for areas with complex issues) and will remain a priority of The Community Development Department now that the General Plan Update has been adopted.

**3 Types of Neighborhood District Plans (NDP)**

- 1) Master/Specific NDP
  - a) NDP and MP/SP have a coterminous boundary, not including the sphere of influence. Final adopted document will be the MP/SP. The work effort, including the documentation of issues and considered options, will be bound separately.
  - b) E.g. Shady Rest, North Village, Snowcreek, Sierra Star
- 2) Residential NDP
  - a) Multiple individual property owners, general character similarities
  - b) E.g. Sierra Valley, Old Mammoth, Mammoth Slopes, Knolls, Meridian, Majestic Pines
- 3) Hybrid NDP
  - a) Generally mixed use development areas which may include one or more MP/SPs within the NDP boundary. MP/SPs may precede the NDP but a unified document for the entire district will be the ultimate final product.
  - b) E.g. Old Mammoth Road (North and South), Main Street, Gateway, Juniper Ridge

**NDP Planning Process (Meetings are noted in italics)**

- 1) Process Initiation: Trigger
  - a) If a NDP is not in place, any project requiring a major legislative change will trigger and fund the creation of a NDP.
  - b) A NDP can also be initiated by a 3<sup>rd</sup> party such as the Town Council, subject to budget allocation, or community group at its own expense.
- 2) Determine Framework: Planning Commission and Town Council
  - a) Staff and applicant will develop the framework for presentation to Planning Commission and Council
  - b) *Planning Commission will hold a public meeting to determine the framework to include Boundary Determination, Sphere of Influence, Element Review/ Issue Identification and Guiding Principles:*
    - i) Boundary Determination and Sphere of Influence
      - (1) Boundary will follow the GP District Boundary (Figure 3)
      - (2) If the staff or proponent is suggesting a boundary different from the GP Figure 3, a clear and compelling argument shall be made for deliberation

- (3) Sphere of Influence will include regions in the vicinity that may have common issues or upon which the district may have impacts
    - ii) Element Review/ Issue Identification
      - (1) All elements will be reviewed and preliminary issues identified for analysis
        - (a) A NDP will describe all potential issue areas and evaluate conformity
        - (b) If an analysis is not needed on an element the finding will read n/a and give the reason
        - (c) Preliminary alternatives will be identified
    - iii) Guiding Principles
      - (1) Review the Neighborhood Character description identified in the GPU and make any other guiding principle directions
  - c) *Planning Commission recommendation will be transmitted to Town Council at the Council's next meeting for confirmation or modification*
- 3) Plan Preparation Sequence
  - a) Planning Consultant will be agreed upon by Initiator and Town Staff to prepare, plan and facilitate the public process
  - b) Data Discovery & Analysis of all Elements and Issues
    - i) Data Discovery
      - (1) Background information developed from Town, Consultant and Applicant (may require special studies per prior policy adopted by Planning Commission)
      - (2) District Focus Group Formed – selection by staff and applicant
        - (a) Consists of small group of property owners and residents to identify detailed opportunities and constraints
        - (b) Focus Group meets throughout the process to help prepare for Public Workshops – meetings supplement and conform to Commissions' Workshop schedule (usually held on the same day as a workshop)
  - c) *Public Input Workshop(s) hosted by joint Commissions ( the number to be determined by the complexity of the issues)*
    - (1) The agenda for the public workshop(s) is designed, based on data discovery and focus group input – consultant facilitates meeting
    - (2) Commissions hold public workshop(s) to gain general public input on issues, opportunities, constraints, form, function, character and the connection to town wide goals
  - d) Consultant and Staff prepare written report and options to address identified issues
  - e) *Options Workshop – hosted by joint Commissions*
    - i) Public provides comment on Options
    - ii) Commissions provide comment on Options
  - f) Assemble into Final NDP Document
- 4) Plan Acceptance and Adoption Process
  - a) *Planning Commission meeting to make recommendation to Council on Preferred Option and to accept and/or adopt NDP*
    - i) In the case where NDP has had a full CEQA analyses, NDP will be able to be recommended for acceptance or adoption simultaneously with project, as may be the case with a MP/SP NDP
    - ii) In the case of NDPs that have not had a CEQA analysis, depending on the level of detail, further CEQA analyses may be needed in order to be adopted
      - (1) If NDP is accepted but not yet adopted, Staff advises Commission as to additional CEQA steps required for adoption

- (2) While in adoption process, NDP accepted concepts will be used to review subsequent project proposals and may be in the form of:
    - (a) include in MP/SP document
    - (b) include in all project reviews within the Boundary
    - (c) include follow-up actions
  - (3) Project approval and project CEQA process may occur any time after NDP acceptance meeting- regardless of outcome
- b) *Town Council meeting to accept and/or adopt NDP*
  - i) Same process as above
  - ii) NDP becomes codified and may include:
    - (1) EIR mitigation measures
    - (2) Master Plan, Specific Plan, Land Use Zoning
    - (3) GPU update
    - (4) Design Guidelines
    - (5) Informative in Staff review documents

**Town of Mammoth Lakes**  
**Neighborhood District Planning Process:**  
**Recommended Implementation Strategy for Existing Projects Already in Process**  
**Adopted by the Town Council 4/2/08**

**1) Shady Rest – Master Plan Amendment**

Shady Rest District has an existing Master Plan in which the project applicant is proposing an amendment. The project applicant has initiated site specific EIR analyses and has retained a consultant to facilitate the district planning process. The project would be in phase 2b (framework has been drafted) of the revised NDP process.

**2) Sierra Star – Master Plan Amendment**

The Sierra Star District has an existing Master Plan in which the project applicant is proposing an amendment. The proponent has filed a Master Plan Amendment and has completed, but not certified, an EIR. Given the amount of prior involvement in the proposal, the project will start with a Planning Commission special meeting that combines Step 2 b, framework provisions, with Step 3c, Planning Commission Meeting/Public Workshop, to receive input on element, issues, opportunities and constraints, boundaries, and guiding principles. The results of that meeting will be forwarded to the Town Council at their next available meeting and placed on the consent calendar for review and/or consideration.

At the Planning Commission Meeting/Public Workshop, the Commission will first address the requirements of the district planning process identified in step 2b. When the Planning Commission is comfortable with the establishment of the framework, the Commission will host a public participation session as identified in step 3c of the district planning policy.

At the same meeting, after the extent of comments is known, the Commission will direct the extent to which future Commission Meetings/Public Workshops are necessary, based upon the complexity of the issues, and identify whether options are required to address the issues. The project will then follow steps 3d, 3e, and 3f as described in the district planning policy, as required by the Planning Commission. If additional Commission Meetings/Public Workshops are not necessary, the project will move through the Planning Commission approval process, Step 4a, and then on to the Town Council, Step 4b, in a timely and orderly manner.

**3) North Village District Plan Amendment**

The Mammoth Crossing project is requesting a specific plan amendment to the North Village District. A project EIR is in process regarding the specific plan amendment only. The project applicant has retained a

consultant to facilitate the district planning process and is in phase 3 of the revised NDP process.

**4) North Old Mammoth Road Neighborhood District Plan (NOMR NDP)**

The Clearwater project is requesting the creation of a Specific Plan in the NOMR District. The project applicant has completed a NOMR District Study under the previous district planning process. The Planning Commission must forward their recommendation to the Town Council. The NOMR NDP is in phase 4 of the revised NDP process. The Clearwater project has submitted a proposed Specific Plan and staff must complete the responses to comments to complete the project EIR. The Town Staff will provide a PAOT analysis, in connection with its review of the Specific Plan. The proposed Specific Plan will be considered by the Planning Commission and Town Council. Later codification of comprehensive NOMR NDP will incorporate SP conclusions and PAOT analysis, as directed by the Town Council.

**5) Mammoth Creek East Open Space Stream Corridor Neighborhood District Plan (MCEOSSC NDP)**

The Sherwin project started the MCEOSSC Special Study under the previous district planning process and was considered part of the Snowcreek District. The Sherwin project has applied for a zoning code amendment, use permit, and tract map. The project is currently in phase 3d of the revised NDP process. Under the revised NDP policy, the project applicant, with the cooperation of Snowcreek, may propose the creation of a new district, the MCEOSSC NDP. A NDP follow-up meeting will be required to approve a new GP district boundary.

**6) Snowcreek- Master Plan Amendment**

The Snowcreek District has an existing Master Plan in which the project applicant is proposing an amendment. The proponent has filed Master a Plan Amendment and has completed, but not certified, an EIR. Given the amount of prior involvement in the proposal, the project will start with a Planning Commission special meeting that combines Step 2 b, framework provisions, with Step 3c, Planning Commission Meeting/Public Workshop, to receive input on element, issues, opportunities and constraints, boundaries, and guiding principles. The results of that meeting will be forwarded to the Town Council at their next available meeting and placed on the consent calendar for review and/or consideration.

At the Planning Commission Meeting/Public Workshop, the Commission will first address the requirements of the district planning process identified in step 2b. When the Planning Commission is comfortable with the establishment of the framework, the Commission will host a public participation session as identified in step 3c of the district planning policy.

At the same meeting, after the extent of comments is known, the Commission will direct the extent to which future Commission Meetings/Public Workshops are necessary, based upon the complexity of the issues, and identify whether options are required to address the issues. The project will then follow steps 3d, 3e, and 3f as described in the district planning policy, as required by the Planning Commission. If additional Commission Meetings/Public Workshops are not necessary, the project will move through the Planning Commission approval process, Step 4a, and then on to the Town Council, Step 4b, in a timely and orderly manner.

**Exhibit 4**  
**Model District Plan Content and Organization**

**I. Introductory Plan Information**

- A. Title Page
  - 1. Name of the plan
  - 2. Name of local agency (project proponent and/or public agency)
  - 3. Date of adoption
- B. Credits, acknowledgments and participants
- C. Table of Contents
- D. List of Tables
- E. List of diagrams and maps
- F. Copy of date of acceptance, or adopting resolution and/or ordinance

**II. Summary**

- A. Purpose statement and range of issues
- B. Location
- C. Acreage
- D. Summary of preparation process and participation of citizens and agencies

**III. Introduction**

- A. Detailed district plan purposes and objectives
- B. Development and conservation issues addressed in the plan
- C. Project location(s), including influencing jurisdictions
  - 1. Written description
  - 2. Regional location map
  - 3. Vicinity map
  - 4. Site Location Map(s)
- D. Planning area information and environmental description
- E. Statement of whether the document is an informational study, or proposed to be enacted by policy or regulatory by application (If the plan is both policy and regulatory by design, explain the relationship between the policies and regulations.) The types of District Plan are as follows:
  - 1. Special Study (not enacted)
  - 2. Master Plan (enacted by ordinance)
  - 3. Specific Plan (enacted by ordinance or resolution)
- F. Statement of how the plan policies and/or regulations accomplish the objectives of the plan.
- G. Relationship of the district plan to the general plan.
- H. Relationship of the district plan to neighboring plans and those of other jurisdictions, regional agencies, and the state.
- I. A list of projects required by law to be consistent with the district plan (e.g. rezonings, tentative subdivision maps and public works projects).

**IV. District Plan Analysis**

- A. Description of proposed major land use development permit application(s)

1. Project location(s)
2. Summary project description(s)
- B. District description and assessment
  1. Description of setting and context
    - a. Neighborhood and district character summary
    - b. Existing land uses, density, and population
    - c. Location and description of housing stock
  2. Physical conditions
    - a. Topography
    - b. Soils and soils engineering
    - c. Drainage
    - d. Trees and vegetation
    - e. Biology
    - f. Archeology and paleontology
    - g. Natural hazards
  3. Property information
    - a. Property ownership
    - b. Easements and rights-of-way
  4. Public service infrastructure (overhead, underground, vaults, and associated easements)
    - a. Electric
    - b. Cable
    - c. Gas
    - d. Water
    - e. Storm Drain
    - f. Sewer
  5. Physical development
    - a. Relationship to adjoining and surrounding areas
      1. Boundaries, edges, and barriers
      2. Landscape and open space connections
      3. Summary mobility connections
    - b. View Assessment
      1. Public vistas
      2. Public view corridors
      3. Public views and vistas of and through area
    - c. Pattern and form analysis
      1. Transect description
      2. Block and figure ground pattern
      3. Building form, scale and pattern
      4. Streetscape design and conditions
  6. Mobility
    - a. Way finding
    - b. Gondola or similar access
    - c. Pedestrian plazas, paths, sidewalks, crosswalks and amenities
    - d. Paved and unpaved trails
    - e. Bicycle

- 1. Paths and trails
- 2. Storage and cyclist accommodations
- f. Transit routes, stops and shelters
- g. Streets and mid-block connectors
- h. Traffic control
- i. Parking
  - 1. Public and private parking
  - 2. On- and off-site
- j. Maintenance and operations
  - 1. Service and delivery access and operations
  - 2. Snow management
  - 3. Emergency access

## **V. Planning and Regulatory Provisions**

A. The plan - a statement of development policies (opportunities, issues, and analysis of data) pertaining to the district. The plan should be arranged substantially similar to the 2007 General Plan content and include: economy; arts, culture, heritage, and natural history; community design; neighborhood and district character; land use; mobility; parks, open space, and recreation; resource management and conservation; public health and safety. The plan should consist of:

- 1. Objectives
- 2. Policies
- 3. Programs
- 4. Plan proposals
  - a. Diagram and written description of planned land uses.
  - b. Characteristics of each land use designation (e.g. single family residential, neighborhood commercial, open space for conservation).
    - 1. Development Standards
    - 2. Standards for conservation, development, and utilization of natural resources.

### **B. Land use regulations**

- 1. Statement of purpose or intent
- 2. Applicability
  - a. Statement of applicability of the regulations to the planning area and designations on the district land use plan diagram.
  - b. Effective date of the regulations
- 3. Statement of relationship between the district plan regulations and the zoning, subdivision, and other local ordinances.
- 4. Development standards.
- 5. Statement of relationship between the district plan build-out population and the General Plan.

### **C. Design standards**

- 1. Building design, massing & height

2. Parking location & orientation
3. Garage door size & type
4. Entrances, access, & on-site circulation

## **VI. The Infrastructure Plan**

A. Mobility: Development policies pertaining to the planned distribution, location, extent and intensity of public and private transportation consisting of:

1. Objectives
2. Policies
3. Discussion of the relationship between the objectives, policies and how they are implemented through the individual plan proposals.
4. Plan proposals
  - a. Diagram(s) and written description of proposed circulation and transportation components, including improvements that support the planned land uses.
  - b. Development standards for the primary components of public and private infrastructure (street cross-sections and material requirements).

B. Public service infrastructure (water, sewer, and storm drainage): Development policies pertaining to the planned distribution, location, extent, and intensity of water, sewer, and storm drainage consisting of:

1. Objectives
2. Policies
3. Discussion of the relationship between the objectives, policies and how they are implemented through the individual plan proposals.
4. Plan proposals
  - a. Diagram(s) and written description of proposed water, sewer, and drainage systems, including the improvements which support the planned land uses.
  - b. Development standards for the primary components of public infrastructure.

C. Solid waste disposal: Development policies pertaining to the planned distribution, location, extent, and intensity of solid waste disposal facilities and services consisting of:

1. Objectives
2. Policies
3. Plan Proposals
  - a. Description of the type and location of proposed solid waste disposal facilities and serving necessary to support the planned land uses.
  - b. Description of the proposed facilities and services to be provided (e.g., transformation station and recycling).

D. Energy: Development policies pertaining to the planned distribution, location, extent, and intensity of energy facilities and services consisting of:

1. Objectives
2. Policies

3. Plan proposals
  - a. Description of the type and location of proposed energy facilities, transmission lines, and easements necessary to support the planned land uses.
  - b. Description of the proposed facilities and services to be provided (e.g., distribution of natural gas and the regulation of pressure).
- E. Other essential facilities necessary to support the proposed land uses (e.g., schools, fire stations, street lighting and landscaping).

## **VII. Program of Implementation Measures**

- A. Description of the regulations and ordinances which will implement the district plan.
- B. Capital improvement program
  1. Estimated cost of capital projects identified in the district plan's infrastructure plan.
  2. The measures by which each capital project will be financed.
  3. Identification of parties responsible completing each proposed improvement.
- C. Financing measures necessary for implementation of each of the district plan's proposals other than capital improvements.
  1. List and description of projects needing financing.
  2. Cost estimates
  3. The measures by which each district plan proposal will be financed.
  4. Identification of parties responsible for completing each proposal.
- D. Phasing plan for the district plan proposal including capital improvements.
- E. Subsequent development entitlements
- F. Other Programs

## **VIII. Relationship of the Plan's Environmental Document to Subsequent Discretionary Projects**

- A. Projects that will be exempt from additional environmental documentation based on the plan's EIR.
- B. Projects that will require additional environmental documentation.

## **IX. Plan Administration**

- A. Specific plan cost recovery fees authorized by §65456
- B. District plan amendment procedures
  1. State requirements
  2. Local requirements

## **X. Plan Enforcement**

## **XI. Appendices**

- A. Precise description of the district plan area boundary.
- B. Summaries of key district plan background data and information.

## C. Glossary of district plan terms