



Staff Report

TO: City Council
FROM: Carole Kendrick, Interim Community Development Director
DATE: February 18, 2025
SUBJECT: Second Reading for PLAN2024-0158 Code Amendment to Chapter 17.02.030 & 17.02.070 (Plot Plans)

Description Second reading regarding the proposed amendments to Beaumont Municipal Code Chapter 17.02 “Administration and Enforcement”, more specifically Chapter 17.02.070 “Plot Plans”.

Background and Analysis:

On November 19, 2024, staff provided a report to the City Council regarding project tracking and streamlining efforts for Planning projects. The discussion included a recommendation to remove the Administrative Plot Plan process and incorporate the Planning Department review through the plan check or certificate of occupancy review with the Building Department.

As staff is working with our consultant on the Zoning Code update, it was identified that the City may want to consider merging the Administrative Plot Plan and the Minor Plot Plan. Both applications are approved administratively, unless a Minor Plot Plan is conditioned for Planning Commission and/or City Council review. The Beaumont Municipal Code Section 17.02.070.B.1 states that an administrative plot plan application, not requiring a public hearing, shall be required for the following:

- a. Occupancy or assumption of a structure where building occupancy classification will change from the previously established or permitted use. Occupancy or assumption of an existing use or business that conforms to this Zoning Ordinance and does not change building occupancy classification does not require an Administrative Plot Plan but does require an updated Business License.
- b. Site plans for a single-family dwelling unit on an existing legal lot and other residential projects with two to four dwelling units on one legal lot.

c. Development plans that are exempt from the California Environmental Quality Act. Occupancy and single-family residential applications go through a process through the Planning Department before construction plans can be submitted for a building permit.

The recommendation is to remove the Administrative Plot Plan (APP) application and allow occupancy and single-family residential applications to submit for a building permit. The removal of the APP would reduce the number of applications, and timing for residents and the development community. Building permits are currently routed to Planning for review and consistency with their (APP). Planning staff can conduct the planning review under the building permit. Generally, this proposal will streamline the process but will reduce the identification of issues early on in the process.

Fees may need to be established for cost recovery efforts for planning review under building permits. However, the current fee schedule allows for miscellaneous planning review fees at cost. The anticipated amount of time spent by Assistant Planners is approximately 30 minutes, which amounts to \$75.36.

In order to accommodate the proposed changes, staff is recommending the deletion of the Administrative Plot Plan from Table 17.02-1 from Chapter 17.02.030 (see Attachment B).

In addition to replacing the current language in Chapter 17.02.070 "Plot Plans" (Attachment C) with the proposed language from the zoning code update consultant (Attachment D). The proposed zoning code update is anticipated to come before the City Council for a work study in February or March and final adoption in late spring, early summer of 2025. Due to the concerns regarding processing times, staff is recommending this change be incorporated prior to the final adoption of the comprehensive zoning code update.

The Planning Commission by a vote of 5-0, at the January 8, 2025, regular meeting, forwarded a recommendation of approval to the City Council to amend Beaumont Municipal Code Chapter 17.02.030 Table 17.02-1 & 17.02.070 "Plot Plans".

At the February 4, 2025, City Council meeting, the City Council by a vote of 5-0 waived the first full reading and approved by this item by title only.

CEQA:

The City has analyzed this proposed project and has determined that is exempt from the California Environmental Quality Act (CEQA) under section 15061(b)(3) of the

CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The proposed ordinance in itself does not relate to any physical project and will not result in any physical change to the environment and does not affect the land use or density limitations of the General Plan. Therefore, it can be seen with certainty that there is no possibility that this ordinance may have a significant adverse effect on the environment, and therefore, the adoption of this Ordinance is exempt from CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines.

Consistency with Adopted Goals, Plans and Programs:

General Plan Consistency

The proposed recommendation is in conformance with the General Plan for the City of Beaumont under General Plan policy LUCD5 Development Review – to work to find efficiencies and make development permitting as simple and as transparent as possible.

Strategic Plan

The proposed recommendation is also consistent with Strategic Plan Target 3 goals, economic development but streamlining this development process.

Public Communications Received:

A 10-day public notice was placed in the Press Enterprise on January 24, 2025, for the first reading. At the time of report preparation, the Planning Department has not received any letters of comment from the public in favor or opposition to the project. Any comments received prior to the time of the scheduled City Council meeting will be provided to the City Council at the time of the public hearing. Proof of publication is included as Attachment E to this staff report.

City Council Authority:

The Beaumont Municipal Code Section 17.02.080.G states that upon receipt of a Planning Commission resolution recommendation for approval of a change of zone or zoning ordinance amendment, or denial of a zoning ordinance text amendment, the City Clerk shall set the matter for hearing before the City. At the hearing, the City Council shall review the Commission's recommendation and receive evidence as to how or why the proposed change of zone or zoning text amendment is consistent with the objectives of this Zoning Ordinance, the City of Beaumont General Plan, and development policies of the City. The City Council shall act to approve or deny the application by resolution.

Findings:

In order to approve a zoning text amendment, the Municipal Code Chapter 17.020.080 (l) requires that the City Council make the following findings to be made:

1. That the proposed zoning ordinance text amendment is consistent with the goals, policies, and objectives of the General Plan.

The proposed recommendation is in conformance with the General Plan for the City of Beaumont under General Plan policy LUCD5 Development Review – to work to find efficiencies and make development permitting as simple and as transparent as possible.

2. That the proposed zoning ordinance text amendment will not adversely affect surrounding properties.

The proposed zoning ordinance text amendment will not adversely affect surroundings, as the changes are text in nature and review of plans will occur through the Building Department plan check process.

3. That the proposed zoning ordinance text amendment promotes public health, safety, and general welfare and serves the goals and purposes of this zoning Ordinance.

The proposed zoning ordinance text amendment promotes public health, safety, and general welfare as it reduces applications and processing times.

Fiscal Impact:

The cost to prepare this staff and related materials is approximately \$150.

Recommended Action:

Waive the second full reading and adopt by title only, “An Ordinance of the City Council of the City of Beaumont, California, amending Chapter 17.02 ‘Administration and Enforcement’, Section 17.02.030 Table 17.02-1 and Section 17.02.070, of the Beaumont Municipal Code”.

Attachments:

- A. Draft Ordinance
- B. Redlined Municipal Code Chapter 17.02.030 Table 17.02-01
- C. Draft Municipal Code Chapter 17.02.070 “Plot Plans”
- D. Existing Municipal Code Chapter 17.02.070 “Plot Plans”
- E. Proof of Publication