

**RESOLUTION NO. \_\_\_\_\_**  
**Amending Resolution 06-133**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY  
OF BUTTE, STATE OF CALIFORNIA, ESTABLISHING THE METHOD  
FOR APPOINTMENT OF MEMBERS AND THE WORK PLAN FOR THE  
BUTTE COUNTY GENERAL PLAN CITIZENS ADVISORY  
COMMITTEE**

**WHEREAS**, on May 23, 2006, the Butte County Board of Supervisors approved the creation of the Butte County General Plan Citizens Advisory Committee through County Resolution 06-085; and

**WHEREAS**, on June 28, 2006 the Butte County Department of Development Services began an application process involving the following methods to inform the public of this opportunity:

1. Sent Citizen Advisory Committee Application Information Pamphlets to 160 local service groups and organizations.
2. Provided Public Service Announcements to 15 local media outlets.
3. Provided an interview for KPAY Radio on the Citizen Advisory Committee Application Process.
4. Maintained a Citizens Advisory Committee Section on the Butte County General Plan Website that included the Citizens Advisory Committee Application and Resolution 06-085.
5. Direct posting on community bulletin boards with flyers on the Citizens Advisory Committee Application process; sent flyers to all cities and libraries.
6. Provided each member of the Board of Supervisors and Planning Commission with a supply of Citizen Advisory Committee Information Pamphlets.
7. Provided a supply of Citizens Advisory Committee Information Pamphlets for public distribution in the Department of Development Services Lobby; and

**WHEREAS**, the Department of Development Services received a total of 64 applications to serve on the Citizens Advisory Committee, and

**WHEREAS**, the Director of Development Services, County Staff, and the Board of Supervisors Ad-Hoc General Plan Update Subcommittee reviewed these applications in accordance with Resolution 06-085, and made recommendations for appointment of the Citizen's Advisory Committee to the full Board of Supervisors for final consideration and approval.

**WHEREAS**, A Citizens Advisory Committee Kick-off process was held with meetings taking place on November 16<sup>th</sup> and December 7<sup>th</sup>, 2006. The Kick-off process introduced members of the Committee to the project, County staff, and the consultant team. The Citizens Advisory Committee accomplished the following during these two kick-off meetings:

- a). Discussed the role of the committee, and goals and expectations of the process;
- b). Each Committee member interviewed each other to become familiar with the group;
- c). Reviewed the process through which the Committee will provide input;

- d). Committee members were asked to provide their perspectives on likes and dislikes through a discussion that used Committee Members own photos of Butte County;
- e). The Committee reviewed the Draft Framework of Guiding Principles and made recommendations for changes to the Planning Commission and Board of Supervisors; and,
- f) Reviewed Procedures and Operating Guidelines for Citizen Advisory Committee Meetings, which will be used in place of bylaws and describes the functioning and protocols for each meeting.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors initially establishes that a total of thirty-four (34) individuals shall serve on the Citizens Advisory Committee; and

**BE IT FURTHER RESOLVED**, that new appointments to the Citizens Advisory Committee will be made through an official application submitted to the Department of Development Services, which will be reviewed by staff and the Board of Supervisors Ad-Hoc General Plan Update Subcommittee for recommendation to the Board of Supervisors. The Board Subcommittee shall review applications and other relevant materials and make recommendations for appointing or removing members of the Citizens Advisory Committee before the Board takes final action as set forth in Resolution 06-085. Letters of resignation from the Citizens advisory Committee will be submitted to the Director of Development Services; and

**BE IT FURTHER RESOLVED**, that the Citizens Advisory Committee work plan will conform to the following Work Plan for the purpose of making recommendations to the Planning Commission, which, in-turn will make recommendations to the Board of Supervisors:

Meeting Series Work Plan:

- A. Meeting Series #1 Existing Conditions and Issue Identification
- B. Meeting Series #2 Development of Alternatives
- C. Meeting Series #3 Alternative Finalization
- D. Meeting Series #4 Alternatives Evaluation and Selection
- E. Meeting Series #5 Goals and Policies Development
- F. Meeting Series #6 Draft General Plan
- G. Meeting Series #7 Housing Element
- H. Meeting Series #8 Key Zoning Issues

**BE IT FURTHER RESOLVED**, that the public meeting process for the General Plan and Zoning Ordinance Update will be held within the context of a four-part Meeting Series that will take place eight times (for a total of 32 meetings) during the update process. The Meeting Series will be based upon the work product tasks identified above in the Meeting Series Work Plan and will consist of four separate meetings shown in order as follows:

- 1. A Citizens Advisory Committee meeting including a Community Workshop
- 2. A Citizens Advisory Committee Meeting
- 3. A Planning Commission Study Session
- 4. A Board of Supervisors Study Session

Each of the eight Community Workshops will be convened by the Citizens Advisory Committee and will include a hands-on activity that would allow people to work with, and provide input on, the subject at hand. After the Community Workshop, the Citizens Advisory Committee will hold the second meeting in the series to review the results of the Community Workshop and to provide guidance on the issue. The findings of this meeting will be transmitted to the Planning Commission for review. The Planning Commission will hold the third meeting in the series with a Study Session to discuss the findings and provide further comment. Findings and comments from both the Citizens Advisory Committee Meeting and the Planning Commission Study Session will then be transmitted to the Board of Supervisors for review. The Board will hold the fourth and last meeting in the Meeting Series and would provide final direction to staff and the consultant on the particular issue at hand.

An exception to this schedule is provided for the Planning Commission and Board of Supervisors meetings that are to be held after the Citizens Advisory Committee meetings concerning: Task 5 – Goals and Policies Development, Task 6 – Review of the Draft General Plan, and Task 8 – Review of Draft Zoning Ordinance and Development Code. Up to a total of three meetings with the Planning Commission and three meetings with the Board of Supervisors will take place to provide additional time to review these work product tasks; and

**BE IT FURTHER RESOLVED**, that as the legislative body for the County, the Board of Supervisors plays a crucial and central role in the General Plan Update process. The Board specifically reserves its role as the primary oversight body in establishing policy during the update process. Issues, concerns and recommendations of General Plan Working Groups or subcommittees should not be filtered or dismissed by the Citizen’s Advisory Committee or Planning Commission; and

**BE IT FURTHER RESOLVED**, that during the General Plan Update process, the Planning Commission will serve an important role in reviewing the Citizens Advisory Committee’s recommendations and providing further recommendations and guidance to the Board of Supervisors. The integration of the Planning Commission into the General Plan Update process is also a requirement of Section 65354 of the Government Code and Section 2-74 of Butte County Code.

**PASSED AND ADOPTED** by the Board of Supervisors, of the County of Butte, State of California, at regular meeting of said Board, held on the 23<sup>rd</sup> day of January 2007, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

---

Jane Dolan, Chair  
Butte County Board of Supervisors

**ATTEST:**

**PAUL MCINTOSH**, Chief Administrative Officer  
and Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy