

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

408B



**FROM:** TLMA – Planning Department

**SUBMITTAL DATE:**  
January 29, 2014

**SUBJECT:** GENERAL PLAN AMENDMENT NO. 1126 – Applicant: Bixby Land Company–Fifth/Second Supervisorial District – Location: Southerly of Center Street, easterly of California Ave. REQUEST: The General Plan Amendment proposes to change the General Plan Land Use Designation from Community Development: Light Industrial (CD:LI) to Community Development: Medium Density Residential (CD:MDR).

**RECOMMENDED MOTION:**

The Planning Director recommends that the Board of Supervisors adopt an order initiating the above referenced General Plan Amendment based on the attached report. The initiation of proceedings by the Board of Supervisors for the amendment of the General Plan, or any element thereof, shall not imply any such amendment will be approved.

**BACKGROUND:**

**Summary**

The initiation of proceedings for any General Plan Amendment (GPA) requires the adoption of an order by the Board of Supervisors. The Planning Director is required to prepare a report and recommendation on every GPA application and submit it to the Board of Supervisors.  
(continued on next page)

JCP:ms

*D.M.*

*[Signature]*  
Juan C. Perez  
TLMA Director/ Interim Planning Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

<b>SOURCE OF FUNDS:</b> DBF	<b>Budget Adjustment:</b> No
	<b>For Fiscal Year:</b> 13/14

**C.E.O. RECOMMENDATION:**

APPROVE

BY: *[Signature]*  
Tina Grande

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Tavaglione, seconded by Supervisor Stone and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit, and Ashley  
Nays: None  
Absent: None  
Date: February 25, 2014  
xc: Planning, Applicant

Kecia Harper-Ihem  
Clerk of the Board  
By: *[Signature]*  
Deputy

Prev. Agn. Ref.: | District: 5/2 | Agenda Number:

15-4

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Department Concurrence

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FORM 11: General Plan Amendment No. 1126**

**DATE: January 29, 2014**

**PAGE: Page 2 of 2**

**BACKGROUND:**

**Summary (continued)**

Prior to the submittal to the Board, comments on the application are requested from the Planning Commission, and the Planning Commission comments are included in the report to the Board. The Board will either approve or disapprove the initiation of proceedings for the GPA requested in the application. The consideration of the initiation of proceedings by the Planning Commission and the Board of Supervisors pursuant to this application does not require a noticed public hearing. However, the applicant was notified by mail of the time, date and place when the Planning Commission and the Board of Supervisors would consider this GPA initiation request.

If the Board of Supervisors adopts an order initiating proceedings pursuant to this application, the proposed amendment will thereafter be processed, heard and decided in accordance with all the procedures applicable to GPA applications, including noticed public hearings before the Planning Commission and Board of Supervisors. The adoption of an order initiating proceedings does not imply that any amendment will be approved. If the Board of Supervisors declines to adopt an order initiating proceedings, no further proceedings on this application will occur.

The Board of Supervisors established the procedures for initiation of GPA applications with the adoption of Ordinance No. 348.4573 (effective May 8, 2008), which amended Article II of that ordinance.

**Impact on Citizens and Businesses**

This action will initiate the County's review of the General Plan Amendment application, which will include an evaluation by Planning staff, the appropriate environmental review and consideration by the Planning Commission and Board of Supervisors during public hearings on the project.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

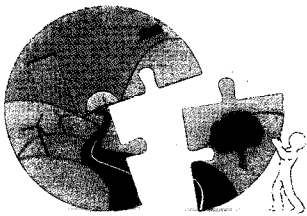
There will be no cost to the County for the processing of the application.

**Contract History and Price Reasonableness**

N/A

**ATTACHMENTS:**

- A. **Planning Commission Staff Report**
- B. **Planning Commission Report of Actions**



# RIVERSIDE COUNTY PLANNING DEPARTMENT

Carolyn Syms Luna  
Director

408B

DATE: December 17, 2013

TO: Clerk of the Board of Supervisors

FROM: Planning Department - Riverside Office DM

SUBJECT: General Plan Amendment No. 1126 (GPA1126)

(Charge your time to these case numbers)

**The attached item(s) require the following action(s) by the Board of Supervisors:**

- |   |   |
|---|---|
| <input type="checkbox"/> Place on Administrative Action (Receive & File; EOT)                   | <input type="checkbox"/> Set for Hearing (Legislative Action Required; CZ, GPA, SP, SPA)        |
| <input type="checkbox"/> Labels provided If Set For Hearing                                     | <input type="checkbox"/> Publish in Newspaper:  |
| <input type="checkbox"/> 10 Day <input type="checkbox"/> 20 Day <input type="checkbox"/> 30 day | <b>**SELECT Advertisement**</b>   |
| <input type="checkbox"/> Place on Consent Calendar  | <input type="checkbox"/> <b>**SELECT CEQA Determination**</b>                                   |
| <input type="checkbox"/> Place on Policy Calendar (Resolutions; Ordinances; PNC)                | <input type="checkbox"/> 10 Day <input type="checkbox"/> 20 Day <input type="checkbox"/> 30 day |
| <input checked="" type="checkbox"/> Place on Section Initiation Proceeding (GPIP)               | <input type="checkbox"/> Notify Property Owners (app/agencies/property owner labels provided)   |
|   | Controversial: <input type="checkbox"/> YES <input type="checkbox"/> NO                         |

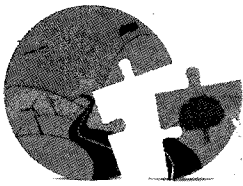
**\*\*No public notification required\*\***

**Do not send these documents to the County Clerk for posting**

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P.O. Box 1409, Riverside, California 92502-1409  
(951) 955-3200 · Fax (951) 955-1811

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"Planning Our Future... Preserving Our Past"



RIVERSIDE COUNTY  
PLANNING DEPARTMENT

PLANNING COMMISSION HEARING  
REPORT OF ACTIONS  
DECEMBER 4, 2013

1.0 GENERAL PLAN AMENDMENT INITIATION PROCEEDINGS

- 2.1 **GENERAL PLAN AMENDMENT NO. 01126** – Planning Commission Action:  
Applicant: Bixby Land Company– **STAFF RECEIVED COMMISSIONER**  
Engineer/Representative: T&B Planning – **COMMENTS**  
Fifth/Second Supervisorial District – Location:  
Southerly of Center Street, easterly of  
California Ave. – 65.1 Acres – Zoning:  
Industrial Park (I-P) and Manufacturing  
Service Commercial (MS-C) **REQUEST:** The  
General Plan Amendment proposes to change  
the general Plan Land Use Designation from  
Community Development: Light Industrial  
(CD:LI) to Community Development: Medium  
Density Residential (CD:MDR). Project  
Planner: Matt Straite at (951) 955-8631 or  
email [mstraite@rctlma.org](mailto:mstraite@rctlma.org). (Legislative)



Agenda Item No.:  
Area Plan: Highgrove  
Zoning District: University  
Supervisory District: Fifth/Second  
Project Planner: Matt Straite  
Planning Commission: December 4, 2013

GENERAL PLAN AMENDMENT NO. 1126  
(Entitlement/Policy Amendment)  
Applicant: Bixby Land Company  
Engineer/Representative: T&B Planning

## COUNTY OF RIVERSIDE PLANNING DIRECTOR'S REPORT AND RECOMMENDATIONS TO THE BOARD OF SUPERVISORS

### RECOMMENDATIONS:

The Planning Director recommended that the appropriate findings per the General Plan Administration Element can be made and the Planning Commission made the comments below. The Planning Director continues to recommend that the appropriate findings per the General Plan Administration Element can be made. For additional information regarding this case, see the attached Planning Department Staff Report(s).

### PLANNING COMMISSION COMMENTS TO THE PLANNING DIRECTOR:

The following comment(s) were provided by the Planning Commission to the Planning Director:

**Commissioner John Petty:** Indicated that he was opposed to a recommendation by staff to add two parcels to the General Plan Amendment. The two parcels are located to the south of the project site. Staff did not include their addition in the Planning Commission GPIP staff report, but did request their inclusion at the hearing. However, based on the individual input of Commissioner's, and input from the applicant, Staff is not proposing the inclusion of the two of the two parcels in the Board request to initiate the application.

**Commissioner Charissa Leach:** Also indicated that the two parcels to the south should not be part of the proposed application.

**Commissioner Ed Sloman:** None

**Commissioner Bill Sanchez:** None

**Commissioner Mickey Valdivia:** None

Agenda Item No.:  
Area Plan: Highgrove  
Zoning District: University  
Supervisory District: Fifth/Second  
Project Planner: Matt Straite  
Planning Commission: December 4, 2013

GENERAL PLAN AMENDMENT NO. 1126  
(Entitlement/Policy Amendment)  
Applicant: Bixby Land Company  
Engineer/Representative: T&B Planning

## COUNTY OF RIVERSIDE PLANNING DEPARTMENT STAFF REPORT

### PROJECT DESCRIPTION AND LOCATION:

General Plan Amendment No. 1126 proposes to amend the Riverside County General Plan Land Use Element from Community Development: Light Industrial (CD:LI) Land Use Designation to Community Development: Medium Density Residential (CD:MDR).

The proposed Amendment is located in the Highgrove Area Plan; more specifically, the project is located southerly of Center Street, easterly of California Ave.

### BACKGROUND:

The initiation of proceedings for any General Plan Amendment (GPA) requires the adoption of an order by the Board of Supervisors. The Planning Director is required to prepare a report and recommendation on all GPA applications and submit them to the Board of Supervisors. Prior to the submittal to the Board, comments on the applications will be requested from the Planning Commission, and the Planning Commission comments will be included in the report to the Board. The Board will either approve or disapprove the initiation of the proceedings for the GPA requested in the applications.

The consideration of the initiation of proceedings pursuant to this application by the Planning Commission and the Board of Supervisors will not involve a noticed public hearing. The Planning Department, however, did notify the applicant by mail of the time, date and place when the Planning Commission will consider this GPA initiation request.

If the Board of Supervisors adopts an order initiating proceedings pursuant to this application, the proposed amendment will thereafter be processed, heard and decided in accordance with all the procedures applicable to GPA applications, including noticed public hearings before the Planning Commission and Board of Supervisors. The adoption of an order initiating proceedings does not imply that any amendment will be approved. If the Board of Supervisors declines to adopt an order initiating proceedings, no further proceedings of this application will occur.

The Board of Supervisors established the procedures for initiation of GPA applications with the adoption of Ordinance No. 348.4573 (effective May 8, 2008), which amended Article II of that ordinance. This particular GPA application is an Entitlement/Policy Amendment.

### GENERAL PLAN ADMINISTRATIVE ELEMENT FINDINGS:

In order to support the initiation of a proposed General Plan Amendment it must be established that the proposal could possibly satisfy certain required findings subject to the development review process and final CEQA determination. The Administrative Element of the General Plan explains that there are four categories of amendments, Technical, Entitlement/Policy, Foundation, and Agriculture. Each category has distinct required findings that must be made by the Board of Supervisors at a noticed public hearing.

General Plan Amendment No. 1126 falls into the Entitlement/Policy category, because it is changing within the same Foundation-Component, Community Development.

The Administration Element of the General Plan explains that two findings must be made, and at least one of five additional findings must be made to justify an entitlement/policy amendment. The two findings are:

- a. The proposed change does not involve a change in or conflict with:
  - (1) The Riverside County Vision;
  - (2) Any General Plan Principle; or,
  - (3) Any Foundation Component designation in the General Plan.
- b. The proposed amendment would either contribute to the achievement of the purposes of the General Plan or, at a minimum, would not be detrimental to them.

The additional findings, only one of which need be made include:

- c. Special circumstances or conditions have emerged that were unanticipated in preparing the General Plan.
- d. A change in policy is required to conform to changes in state or federal law or applicable findings of a court of law.
- e. An amendment is required to comply with an update of the Housing Element or change in State Housing Element law.
- f. An amendment is required to expand basic employment job opportunities (jobs that contribute directly to the County's economic base) and that would improve the ratio of jobs-to-workers in the County.
- g. An amendment is required to address changes in public ownership of land or land not under Board of Supervisors' land use authority.

**Consideration Analysis:**

**First Required Finding:** The first finding per the General Plan Administrative element explains that the proposed Amendment must not involve a change in or conflict with the Riverside County Vision; any General Plan Principle; or any Foundation Component designation in the General Plan. The applicant has provided the following text:

- A. The proposed change does not conflict with:

- (1) The Riverside County Vision.

The Proposed Project is consistent with the Riverside County Vision because:

1. The Proposed Project would eliminate potential land use conflicts and compatibility

issues which would result from development of the site according to the existing General Plan Light Industrial designation. Development of the site under the existing land use designation would introduce industrial land uses within established residential neighborhoods which is contrary to the County Vision. The Proposed Project would result in a land use designation that is consistent with existing development in the immediate vicinity of the site and represents a logical continuation of land use in the area. Lands located to the west and east of the Project site are designated "Medium Density Residential" and "Low Density Residential" and are developed with single family homes and an elementary school. Although industrial uses are located to the north and south, they are physically separated from the Project site on the north by Center Street, and to the south, by the Springbrook Wash.

2. The proposed Medium Density Residential designation would provide a logical transition between the Commercial Retail designation west of California Street along Center Street and the established residential neighborhoods east of Garfield Avenue along Center Street.

3. The proposed Medium Density Residential designation would provide a more compatible land use for the existing Highgrove Elementary School located to the immediate east of the Project site, across Garfield Avenue, than the Light Industrial General Plan designation.

4. Public facilities, including schools, parks, law enforcement stations, libraries, fire stations and community centers, are in place in the immediate vicinity of the Project site to serve the residents which would result from the proposed change in land use designation. The Highgrove Elementary School is located immediately to the east of the property and an array of public facilities including but not limited to Grand Terrance High School, Riverside County Fire Station No. 19, Highgrove Community Park, and Pico Park, are located within 1/2-mile of the site. The area is currently served by public improvements and adequate infrastructure, including water and sewer facilities, located in Center Street.

5. The Proposed Project would be consistent with the General Plan Circulation Element, because the proposed change in land use designation would not preclude planned circulation improvements to Center Street adjacent to the site, designated as a Secondary Arterial in the General Plan Circulation Element.

(2) Any General Plan Principle.

The Proposed Project is consistent with the following General Plan Principles:

1. The Proposed Project is consistent with General Plan Principle IV.A.6, because the Proposed Project would result in the development of this under-used, vacant, infill site surrounding by an existing single family residential community.

2. The Proposed Project is consistent with General Plan Principles III.C.1, and III.E.1 because the Proposed Project would locate single family residential land uses adjacent to existing bus transit along Center Street (III.C.1. b and d); is located within walking distance of community centers and community destinations including the adjacent Highgrove Elementary School to the immediate east, and, within 1/2 mile of the site the

Grand Terrance High School, Highgrove Community Park, Pico Park, and a Metrolink line and proposed Metrolink Station (III.E.1).

(3) Any Foundation Component designation in the General Plan.

The proposed Project does not conflict with any Foundation Component designation in the General Plan because:

1. The site is currently designated as "Light Industrial," under the Community Development Foundation Component. The proposed amendment would designate the site as "Medium Density Residential (2-5 du/ac)," which is a designation within the Community Development Foundation Component.

**Second Required Finding:** The second General Plan Administrative Element finding explains that the proposed Amendment must either contribute to the achievement of the purposes of the General Plan.

The proposed General Plan Amendment would contribute to the achievement of the purposes of the General Plan based on the following findings:

1. The Proposed Project is consistent with the Highgrove Area Plan's (HAP) Community Plan Goals (b), (c), (e), and (f), because the propose project would preserve the existing residential corridor (east and west of the site) and safeguard Highgrove's rural character and natural areas, including Springbrook Wash, from incompatible development allowed under the property's current land use designation—"Light Industrial."
2. The Proposed Project is consistent with General Plan's Circulation Element, HAP Policies 1.2, 15.1 and 15.2 and Multipurpose Open Space Element Policy OS 16.8, because development of the property would facilitate on-site amenities that would minimize vehicle trips generated within the area by providing linkages to scenic recreational and transportation corridors, as well as access to public facilities including Highgrove Elementary School, the Highgrove Library, and the regional trail along Springbrook Wash. The Proposed Project will also integrate into the regional transportation system, including bus transit along Center Street and the Metrolink line, located less than ¼ mile from the Project site.
3. Consistent with HAP Policies 3.5, 3.6, and 3.7, the Proposed Project would allow for water quality drainage facilities as a part of future residential development. These features would improve existing site conditions by recognizing and mitigating surface runoff quality and quantity to adjacent Springbrook Wash and nearby Gage Canal.
4. The site is located adjacent to the Springbrook Wash, along which a regional trail connection is planned. The Proposed Project would allow for a larger conservation/recreation area along the wash, as consistent with HAP Policies 3.5, 4.1, and 4.2. The proposed land use would provide for a more scenic environment along the wash and would represent a logical transition of land uses in the area. Lands located to the west and east of the Project site are designated "Medium Density Residential" and "Low Density Residential" and are developed with single family homes and an elementary school.

5. Consistent with HAP Policies 17.1 and 18.1, and Multipurpose Open Space Element Policy OS 18.1, the Proposed Project would provide for residential development with amenities, such as recreation areas, trails, and open space adjacent to Springbrook Wash, that would support protection of visual and biological resources in the Highgrove area. The Highgrove Area Plan describes the Springbrook Wash as a prominent riparian corridor and an important linkage in the community's habitat system.

**Third Required Finding:** In addition to the two, the General Plan indicates that an additional finding, from a list of five, must also be made.

The appropriate additional finding for the proposed Amendment is:

The Proposed Project site is in unincorporated Riverside County but within the Sphere of Influence of the City of Riverside. At the time the County of Riverside General Plan was adopted in October 2003 the City of Riverside's General Plan designated the Proposed Project site "Industrial". The County of Riverside's General Plan designated the site Industrial in order to be consistent with the City of Riverside's General Plan which was in effect at the time.

In November of 2007, the City of Riverside adopted its General Plan 2025. The City's General Plan 2025 amended the land use designation of the Proposed Project site from Industrial to Medium Density Residential. This change in land use designation by the City of Riverside in 2007 from Industrial to Medium Density Residential was unanticipated at the time the County of Riverside's General Plan was prepared in 2003.

**SUMMARY OF FINDINGS:**

1. General Plan Land Use (Ex. #5):	Community Development: Light Industrial (CD:LI)
2. Proposed General Plan Land Use:	Community Development: Medium Density Residential (CD:MDR)
3. Proposed Zoning (Ex. #2):	One Family Dwelling (R-1)
4. Surrounding Zoning (Ex. #2):	One Family Dwelling (R-1) to the east and west, Manufacturing Service- Commercial (MS-C) to the north and south, as well as the City of Riverside to the south.
5. Existing Land Use (Ex. #1):	Vacant
6. Surrounding Land Use (Ex. #1):	School and vacant land to the east, light industrial uses to the north, open channel to the south, single family dwellings to the west.
7. Project Data:	Total Acreage: 65.1 gross acres

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**RECOMMENDATIONS:**

Staff recommends that the appropriate findings per the General Plan Administration Element can be made and request that the Planning Commission provide comments to the Board of Supervisors regarding General Plan Amendment No. 1126. The initiation of proceedings by the Board of Supervisors for the amendment of the General Plan, or any element thereof, shall not imply any such amendment will be approved.

**INFORMATIONAL ITEMS:**

1. As of this writing, no letters, in support or opposition have been received.
2. The project site is not located within:
  - a. An Agricultural Preserve;
  - b. An Airport Influence Area;
  - c. A MSHCP Criteria Area;
  - d. Ord. No. 655 Mount Palomar Lighting Influence Area, Zone B (52.25 miles);
  - e. A High Fire Area; or,
  - f. A Fault Zone.
3. The project site is located within:
  - a. A Flood Zone;
  - b. The City of Riverside Sphere of Influence;
  - c. The Community of High grove;
  - d. The Highgrove Community Policy Area;
  - e. Ord. No. 663.10 Stephen's Kangaroo Rat Fee Area; and,
4. The subject site is currently designated as Assessor's Parcel Numbers 255-060-014, 255-060-015, 255-060-016, 255-060-017, 255-060-018, 255-110-003, 255-110-004, 255-110-005, 255-110-006, 255-110-015, 255-110-019, and 255-110-029.

XX:xx

Y:\Planning Case Files-Riverside office\GPA00126\GPIP\GPIP Staff Report.docx

Date Prepared: 10/20/08

Date Revised: 11/12/13



RIVERSIDE COUNTY PLANNING DEPARTMENT

CZ07811 GPA01126

LAND USE

Supervisor Tavaglione  
District 2

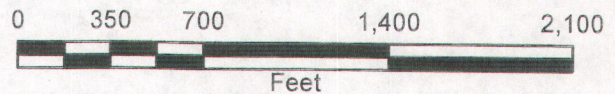
Date Drawn: 11/07/2013

Exhibit 1



Zoning District: University  
Township/Range: T2SR4W  
Section: 8

Assessors Bk. Pg. 255-110  
Thomas Bros. Pg. 646 D7  
Edition 2011



DISCLAIMER: On October 7, 2003, the County of Riverside adopted a new General Plan providing new land use designations for unincorporated Riverside County parcels. The new General Plan may contain different types of land use than is provided for under existing zoning. For further information, please contact the Riverside County Planning Department offices in Riverside at (951) 955-3200 (Western County), or in Indio at (760) 863-8277 (Eastern County) or website at <http://www.ltrg.co.riverside.ca.us/index.html>



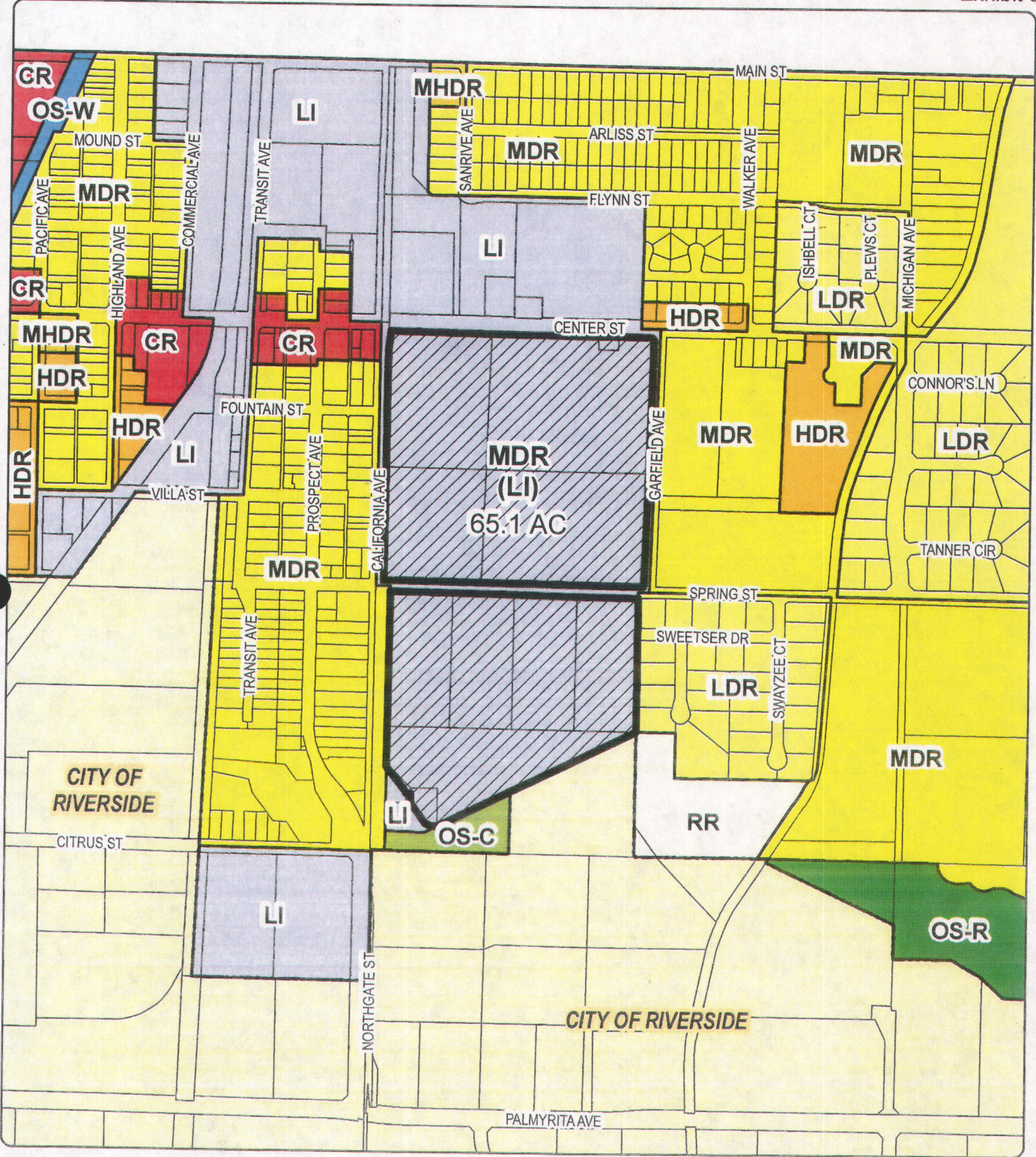
RIVERSIDE COUNTY PLANNING DEPARTMENT

CZ07811 GPA01126

PROPOSED GENERAL PLAN

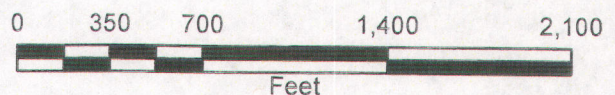
Supervisor Tavaglione  
District 2

Date Drawn: 11/07/13  
Exhibit 6



Zoning District: University  
Township/Range: T2SR4W  
Section: 8

Assessors Bk. Pg. 255-110  
Thomas Bros. Pg. 646 D7  
Edition 2011



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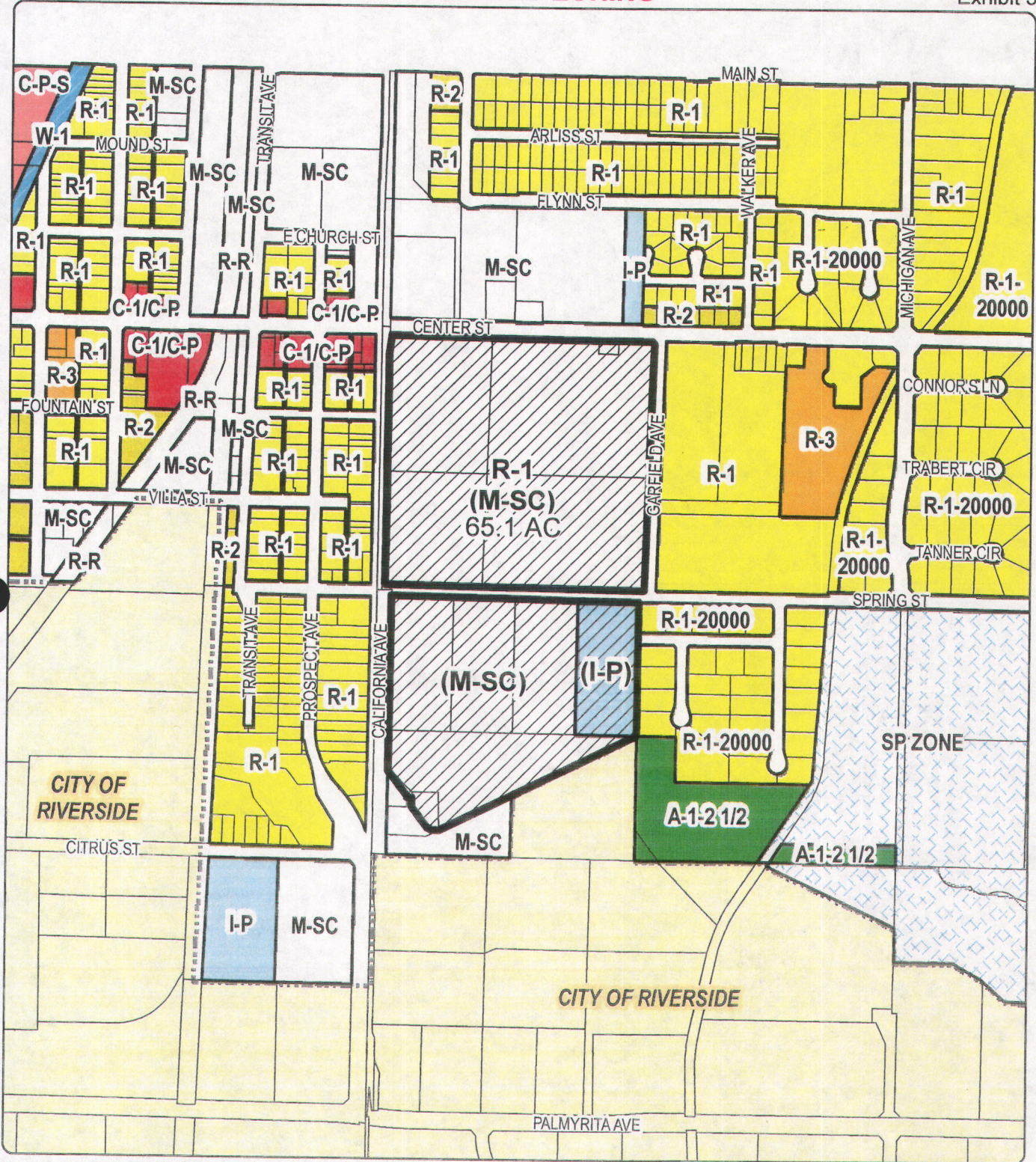
RIVERSIDE COUNTY PLANNING DEPARTMENT

CZ07811 GPA01126

PROPOSED ZONING

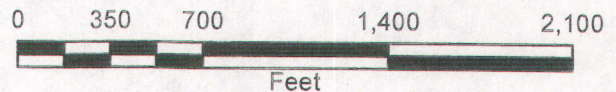
Supervisor Tavaglione  
District 2

Date Drawn: 11/07/13  
Exhibit 3



Zoning District: University  
Township/Range: T2SR4W  
Section: 8

Assessors Bk. Pg. 255-110  
Thomas Bros. Pg. 646 D7  
Edition 2011



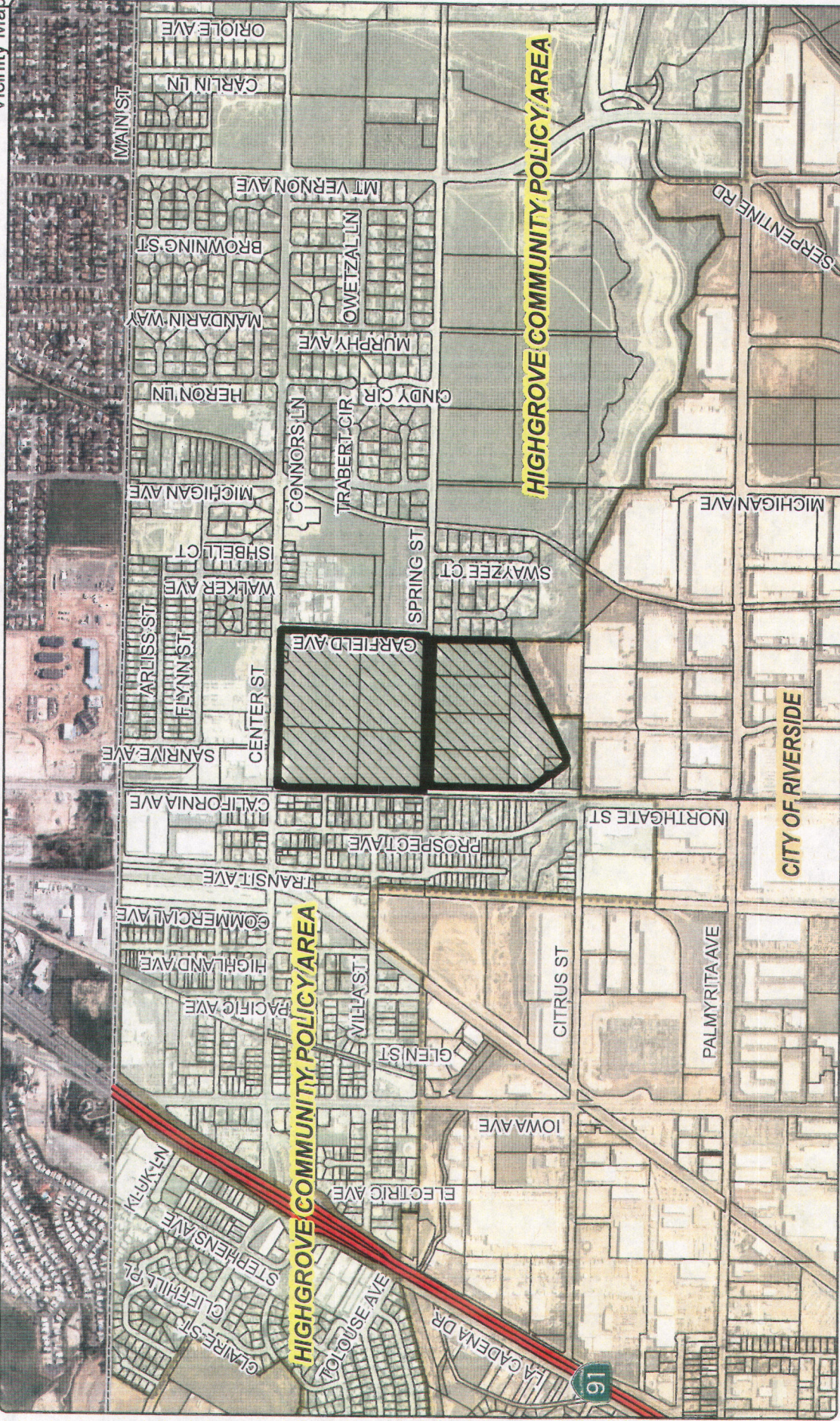
DISCLAIMER: On October 7, 2003, the County of Riverside adopted a new General Plan providing new land use designations for unincorporated Riverside County parcels. The new General Plan may contain different types of land use than is provided for under existing zoning. For further information, please contact the Riverside County Planning Department offices in Riverside at (951) 955-3200 (Western County), or in Indio at (760) 863-8277 (Eastern County) or website at <http://www.tlma.co.riverside.ca.us/index.html>



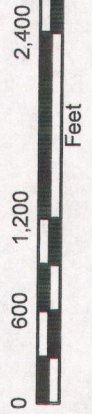
**RIVERSIDE COUNTY PLANNING DEPARTMENT**  
**CZ07811 GPA01126**  
**VICINITY/POLICY AREAS**

Supervisor Tavaglione  
 District 2

Date Drawn: 11/07/13  
 Vicinity Map



Assessors Bk. Pg. 255-110  
 Thomas Bros. Pg. 646 D7  
 Edition 2011



Zoning District: University  
 Township/Range: T2SR4W  
 Section: 8

DISCLAIMER: On October 7, 2003, the County of Riverside adopted a new General Plan providing new land use designations for unincorporated Riverside County parcels. The new General Plan may contain different types of land use than is provided for under existing zoning. For further information, please contact the Riverside County Planning Department offices in Riverside at (951) 955-3200 (Western County), or in Indio at (760) 863-8277 (Eastern County) or website at <http://www.ltrm.ca.gov/riverside.ca.us/index.html>



**Riverside County Board of Supervisors  
Request to Speak**

Submit request to Clerk of Board (right of podium),  
Speakers are entitled to three (3) minutes, subject  
to Board Rules listed on the reverse side of this form.

**SPEAKER'S NAME:** Joe/More

**Address:** \_\_\_\_\_  
(only if follow-up mail response requested)

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** 2/25/2014 **Agenda #** 15.4

**PLEASE STATE YOUR POSITION BELOW:**

**Position on "Regular" (non-appealed) Agenda Item:**

**Support**       **Oppose**       **Neutral**

**Note:** If you are here for an agenda item that is filed  
for "Appeal", please state separately your position on  
the appeal below:

\_\_\_\_\_ **Support**      \_\_\_\_\_ **Oppose**      \_\_\_\_\_ **Neutral**

**I give my 3 minutes to:** \_\_\_\_\_

## **BOARD RULES**

### **Requests to Address Board on "Agenda" Items:**

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

### **Requests to Address Board on items that are "NOT" on the Agenda:**

Notwithstanding any other provisions of these rules, member of the public shall have the right to address the Board during the mid-morning "Oral Communications" segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES.

### **Power Point Presentations/Printed Material:**

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board's Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk's Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead "Elmo" projector at the Board meeting, please insure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

### **Individual Speaker Limits:**

**Individual speakers are limited to a maximum of three (3) minutes.** Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the "green" podium light will light. The "yellow" light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the "yellow" light will begin flash, indicating you must quickly wrap up your comments. Your time is up when the "red" light flashes. The Chairman adheres to a strict three (3) minutes per speaker. **Note: If you intend to give your time to a "Group/Organized Presentation", please state so clearly at the very bottom of the reverse side of this form.**

### **Group/Organized Presentations:**

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the front bottom of the form.

### **Addressing the Board & Acknowledgement by Chairman:**

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman may result in removal from the Board Chambers by Sheriff Deputies.

**ATTACHMENTS FILED**  
**WITH**  
**THE CLERK OF THE BOARD**