

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



**FROM:** Supervisor Kevin Jeffries and Supervisor Chuck Washington

**SUBMITTAL DATE:**  
April 21, 2015

**SUBJECT:** On-Site Postings of Public Notices for Development Projects Requiring Change of Land Use

**RECOMMENDED MOTION:** That the Board of Supervisors:  
Direct TLMA to require on-site postings of notices of public hearings for development applications within a proposed project's boundaries whenever a change in land use is proposed, at the expense of the applicant.

**BACKGROUND:**

**Summary**

The County of Riverside currently requires applicants for certain development projects to notify the immediate neighbors of the property with mailed letters. Larger projects can be required to publish notices of public hearings in the newspaper. These methods can leave many interested community members in the dark as to proposed changes that may affect them. This is particularly the case when proposed projects are attempting to change the zoning or General Plan designation (e.g. from residential to light industrial, or from rural residential to higher density residential). These changes in community expectations for a parcel should trigger a higher level of notification of the neighbors and community, so that residents who may be affected by changes in land use can be more fully informed of the new potential developments, even though they may live outside of the zone that receives mailed notices.

Continued...

KEVIN JEFFRIES  
Supervisor, 1st District

CHUCK WASHINGTON  
Supervisor, 3<sup>rd</sup> District

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ n/a	\$ n/a	\$ n/a	\$ n/a	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET COUNTY COST	\$ n/a	\$ n/a	\$ n/a	\$ n/a	
<b>SOURCE OF FUNDS:</b> Costs would be paid for by applicants				Budget Adjustment: n/a	
				For Fiscal Year:	

**C.E.O. RECOMMENDATION:** N/A

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended with postings placed onsite at least 14 calendar days before any public hearing and additional wording to read "for properties less than 5 acres in size, one sign per improved street frontage shall be posted onsite; and properties greater than 5 acres in size two signs per improved street frontage shall be posted; and properties unusually shaped or within a unique location, the Planning Director may determine the location for sign posting or require additional noticing for the proposed project, for projects that may change or intensify the existing use or zoning the Planning Director may require supplemental or larger signs or both."

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley  
Nays: None  
Absent: None  
Date: April 28, 2015  
xc: Supvr. Jeffries, Supvr. Washington, Planning

Keoja Harper-Ihem  
Clerk of the Board  
By:   
Deputy

**Prev. Agn. Ref.:** | **District:** | **Agenda Number:**

**3-2**

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

Departmental Concurrence

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11: On-Site Postings of Public Notices for Development Projects Requiring Change of Land Use**

**DATE:** April 21, 2015

**PAGE:** Page 2 of 2

**BACKGROUND:**

**Summary (continued)**

To improve communication and transparency in the development review process, this proposal seeks to expand the County's current public noticing requirements to require on-site postings of applications, projects descriptions and maps (when applicable) in visible locations within the proposed project's boundaries whenever a change in land use is proposed.

The posting shall be on a surface no smaller than 4 'x 4' and attached to a stake or post of not less than 6' in height and shall be placed on site at least 10 calendar days before any public hearing is to take place. Affixed to the sign surface shall be the words: "Public Notice" and an official County Logo/Seal. Also affixed to the sign surface shall be the website address of the County Planning Department or a County website containing information relevant to that project, as deemed appropriate by the County Director of Planning. The public notice on file with the clerk of the board shall be attached under the words "Public Notice" in type size that can be reasonably read by a pedestrian. The notice shall include applicable telephone and email contact information to obtain additional information regarding the project and submit comments for the official hearing record.

A minimum of one sign shall be placed facing each street that borders the project as close as possible to the street so as to be easily read. Proof of posting by the applicant shall be provided by the applicant within ten calendar days of any hearing.

This requirement would apply to any developer-driven proposed change in land use, whether by zone change or general plan change, and subsequent hearings for projects submitted after such a zone change or general plan change has been approved.

The County Planning Director may use his/her discretion to require on-site signage exceeding the minimum standards of this policy if he/she deems that doing so is necessary to meet the intent of this policy to provide good faith communication and transparency with the public.

**Impact on Citizens and Businesses**

Will provide a better method to notify area residents of proposed development projects and changes in land use in their community. The posting requirement would add minor new costs to existing application and review costs for property owners or developers.

**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:** Debbie Walsh

**Address:** MEAD VALLEY  
(only if follow-up mail response requested)

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

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

**Date:** 4/28 **Agenda #** 3.2

**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.

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

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### **Individual Speaker Limits:**

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**SPEAKER'S NAME:** Paul Jacobs

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

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

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

**Date:** 4/28/15 **Agenda #** 3-2

**PLEASE STATE YOUR POSITION BELOW:**

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

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

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for "Appeal" please state separately your position on  
the appeal below:

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

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

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Request to Speak**

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**SPEAKER'S NAME:** GARRY GRANT

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

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

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

**Date:** APRIL 28<sup>th</sup> 2015 **Agenda #** 3-9

**PLEASE STATE YOUR POSITION BELOW:**

**Position on "Regular" (non-appealed) Agenda Item:**  
 **Support**      \_\_\_\_\_ **Oppose**      \_\_\_\_\_ **Neutral**

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the appeal below:

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

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

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**SPEAKER'S NAME:** HOLMSTROM

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

**City:** Mead Valley **Zip:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_ **Agenda #** 3-2

**PLEASE STATE YOUR POSITION BELOW:**

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*Needs to be Rewritten ! + 1 month*

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*Not 10-day,  
Notice*

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