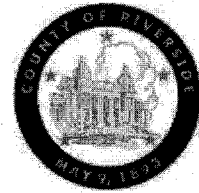


SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM
3.28
(ID # 4113)

MEETING DATE:

Tuesday, May 2, 2017

FROM : TRANSPORTATION AND LAND MANAGEMENT AGENCY (TLMA):

SUBJECT: TRANSPORTATION AND LAND MANAGEMENT AGENCY (TLMA): Adoption of Resolution 2017-091 authorizing the Assistant TLMA Director - Community Development to fulfill all duties previously assigned to the Planning Director including executing all documents that previously needed Planning Director Approval on behalf of the County of Riverside. ALL DISTRICTS [\$0]

RECOMMENDED MOTION: That the Board of Supervisors adopt Resolution 2017-091 authorizing the Assistant TLMA Director - Community Development to fulfill all duties previously assigned to the Planning Director including executing all documents that previously needed Planning Director Approval on behalf of the County of Riverside.

ACTION: Policy

Juan C. Perez, Director of Transportation & Land Management 4/18/2017

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Tavaglione, Washington and Ashley
Nays: None
Absent: None
Date: May 2, 2017
xc: TLMA

Kecia Harper-Ihem
Clerk of the Board
By:
Deputy

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STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	N/A	N/A	N/A	N/A
NET COUNTY COST	N/A	N/A	N/A	N/A
SOURCE OF FUNDS: N/A			Budget Adjustment: No	
			For Fiscal Year: 16/17	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Government Code section 65100 authorizes the creation of a local planning agency to perform all functions related to land use planning required by State law and the Riverside County Land Use Ordinance, Ordinance No. 348. The Planning Department provides professional planning assistance to the Riverside County Planning Commission and the Board of Supervisors and performs functions related to planning, zoning and land divisions as may be required by State law or County ordinances.

The Transportation and Land Management Agency (TLMA) has reorganized to a more efficient structure that more closely integrates the operations of the Land Management Departments (Planning, Building and Safety, and Code Enforcement) reporting to the Assistant TLMA Director – Community Development.

The Assistant TLMA Director – Community Development shall have the same duties and responsibilities related to planning, zoning, and land divisions as the previous Planning Director position consistent with State law and Riverside County ordinances including, but not limited to, Ordinance No. 348 and Ordinance No. 460.

The Assistant TLMA Director – Community Development shall have the delegated authority to act as a hearing officer, execute agreements, implement conditions of approval, conduct reviews required by Covenants, Conditions and Restrictions (CC&Rs), and perform any other duties and functions currently delegated to the Planning Director consistent with State law and Riverside County ordinances.

During the comprehensive updates to Ordinance No. 348 (Zoning) and Ordinance No. 460 (Subdivision) which are currently in process, the ordinance text shall be revised to reflect the new Assistant TLMA Director – Community Development position.

Impact on Residents and Businesses

In an effort to streamline TLMA business processes and to enhance customer service, TLMA has converted the Planning Director position to the Assistant TLMA Director – Community

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

Development position and combined oversight of the Planning, Building, and Code Enforcement Departments under this position.

Additional Fiscal Information

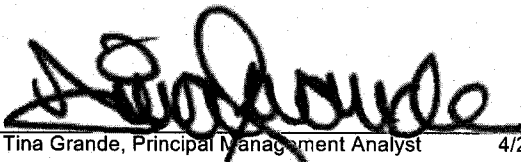
N/A

Contract History and Price Reasonableness

N/A

ATTACHMENTS

ATTACHMENT A. Resolution No. 2017- 091

A handwritten signature in black ink, appearing to read "Tina Grande", is written over a horizontal line.

Tina Grande, Principal Management Analyst 4/25/2017

RESOLUTION NO. 2017 – 091

DUTIES AND FUNCTIONS OF THE ASSISTANT TLMA DIRECTOR – COMMUNITY DEVELOPMENT RELATED TO PLANNING, ZONING AND LAND DIVISIONS

WHEREAS, Government Code section 65100 authorizes the creation of a local planning agency to perform all functions related to land use planning required by State law and the Riverside County Land Use Ordinance, Ordinance No. 348; and,

WHEREAS, the functions of the local planning agency may be delegated to a planning department, planning commission, administrative body, hearing officers, the legislative body itself, or any combination thereof, as the planning agency deems appropriate and necessary; and,

WHEREAS, Ordinance No. 348 provides that the Riverside County’s planning agency shall consist of the County Board of Supervisors, the Planning Commission and the Planning Department; and,

WHEREAS, the Planning Department provides technical and clerical assistance to the Riverside County Planning Commission and performs functions related to planning, zoning and land divisions as may be required by State law, ordinance or order of the Board of Supervisors; and,

WHEREAS, Ordinance No. 348 also provides that the Planning Department is headed by a Planning Director who is appointed by the Transportation and Land Management Agency (TLMA) Director; and,

WHEREAS, in addition to performing planning, zoning and land division functions, the Planning Director has the delegated authority to, among others, act as the hearing officer at Director’s Hearings, execute indemnification agreements, implement project conditions of approval and conduct review required by Covenants, Conditions and Restrictions (CC&Rs); and,

WHEREAS, TLMA oversees the Planning Department, Building and Safety Department, Transportation Department, and Code Enforcement Department; and,

WHEREAS, in an effort to streamline TLMA processes and to enhance customer service, in 2017, TLMA converted the Planning Director position to the Assistant TLMA Director – Community Development position; and,

COUNTY OF RIVERSIDE
 BY: MICHELLE CLACK
 DATE: 5/19/17

1 **WHEREAS**, the Assistant TLMA Director – Community Development will oversee the community
2 development functions of TLMA including the Planning Department, the Building and Safety Department
3 and the Code Enforcement Department; and,

4 **WHEREAS**, with the creation of the Assistant TLMA Director – Community Development
5 position it is necessary to clarify the duties and responsibilities of the TLMA Director – Community
6 Development as they relate to planning, zoning and land use functions; now, therefore,

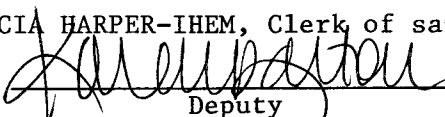
7 **BE IT RESOLVED, FOUND, DETERMINED AND ORDERED** by the Board of Supervisors
8 of the County of Riverside in regular session assembled on May 2, 2017 that:

- 9 A. The Assistant TLMA Director – Community Development shall have the same duties and
10 responsibilities related to planning, zoning, and land divisions as the previous Planning Director
11 position consistent with State law, Riverside County ordinances including, but not limited to,
12 Ordinance No. 348 and Ordinance No. 460, and order by the Board of Supervisors.
- 13 B. The Assistant TLMA Director – Community Development shall have the delegated authority to
14 act as a hearing officer, execute agreements, implement conditions of approval, conduct review
15 required by CC&Rs, and any other duties and functions currently delegated to the Planning
16 Director consistent with State law, Riverside County ordinances including, but not limited to,
17 Ordinance No. 348 and Ordinance No. 460, and order by the Board of Supervisors.
- 18 C. During the comprehensive updates to Ordinance No. 348 and Ordinance No. 460, the ordinance
19 text shall be revised to reflect the new Assistant TLMA Director – Community Development
20 position.

21 **ROLL CALL:**

22 Ayes: Jeffries, Tavaglione, Washington and Ashley
23 Nays: None
24 Absent: None

25 The foregoing is certified to be a true copy of a resolution duly
26 adopted by said Board of Supervisors on the date therein set forth.

27 KECIA HARPER-IHEM, Clerk of said Board
28 By  Deputy