



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
MAY 18, 2023

TO: Members of the Planning Commission

FROM: Tom Bartlett, AICP, City Planner

PROPOSAL: Review of the proposed City of Calabasas 2023 – 2028 Five-Fiscal-Years Capital Improvements Program to determine conformance with the policies and programs of the Calabasas 2030 General Plan.

RECOMMENDATION: That the Planning Commission determine that the 2023 – 2027 Five-Fiscal-Years Capital Improvements Program for the City of Calabasas conforms to the goals and policies of the City of Calabasas 2030 General Plan, as required by California Government Code sections 65401 and 65402

STAFF RECOMMENDATION:

That the Planning Commission determine the 2023/24 – 2027/28 five-year Capital Improvements Program for the City of Calabasas is consistent with the goals and policies of the City of Calabasas 2030 General Plan, as required by California Government Code sections 65401 and 65402.

REVIEW AUTHORITY:

In accordance with section 65401 of the California Government Code, a coordinated program of ensuing public works projects (e.g., a Capital Improvements Program, or CIP) shall be submitted to the city planning agency for a review and determination that the projects listed conform to the adopted General Plan. Similarly, any land acquisitions or real property dispositions by the City must be determined by the city planning agency to be conformant to the adopted General Plan (Cal. Gov. Code section 65402). The Planning Commission is the official planning agency for the City of Calabasas, and therefore plays the role of determining General Plan conformity for the City's CIP.

In addition, the General Plan itself states: "The city will continue to maintain a five-year capital improvement program that will be consistent with the goals, policies, and programs

of the General Plan. (Reference page XIII-5 within Chapter XIII, “General Plan Implementation”.)

BACKGROUND:

A capital improvement program is typically a multi-year funding plan for a governmental agency’s planned physical improvements (namely, buildings, fixed equipment and operational systems, and infrastructure). A CIP does not typically include costs for operational functions, programs, and routine maintenance activities. The CIP also outlines for the listed improvements the anticipated funding sources, to include grant funds, bond proceeds, impact fee revenues, General Fund monies, etc. Accordingly, the CIP is an essential component of a city’s annual or multi-year budget.

This report discusses the proposed coordinated five-year Capital Improvements Program (CIP) covering the fiscal years of 2023/24 through 2027/28. Listed projects included in this report were contributed by the Directors for the following city departments: Public Works and Engineering, Community Services, Communications/Media, and Administration. Attachment A provides a summary list of all CIP projects, along with Planning Staff’s documentation of the applicable General Plan policies. Project detail sheets for each individual capital improvement project are found in Exhibit B.

The bulk of the listed projects involve minor improvements for public facilities already in place, or replacement of obsolete or failed/failing structures, structure components, facilities, or systems. Examples include: street resurfacing, landscape improvements for existing parks and rights-of-way, traffic calming features, tree planting, park playground replacements and upgrades, storm drain system upgrades, concrete rehabilitation and sidewalk replacement, and equipment replacements and upgrades. Other listed work is more substantial, such as the Mulholland Highway improvements (includes: addition of bicycle lanes, pedestrian cross-walks, passing lane improvements, and signalization improvements), the shade structure addition to the Senior Center, and the Green Streets Program.

STAFF ANALYSIS:

On May 19, 2022 the Planning Commission reviewed the five-year 2022/23 – 2027/27 Capital Improvements Program (CIP) and found the CIP conformant with the goals and policies of the City of Calabasas 2030 General Plan. The City at this time has accomplished project implementation for year one of the 2022/23 – 2026/27 CIP. Therefore, more than 80% of the identified projects in the 2022/23 – 2026/27 CIP carry over into the proposed 2023/24 – 2027/28 CIP. However, the unmodified projects listed in the 2023/24 – 2026/27 CIP that carry over into the proposed 2023/24 – 2027/28 CIP have not yet been reviewed for consistency with the revised and new policies in the

Circulation Element and Safety Element of the General Plan (as adopted by the City Council on April 26, 2023). Accordingly, this report focuses primarily on new or modified projects listed in the proposed 2023/24 – 2027/28 CIP, and provides only a focused review for unmodified carry-over projects.

As summarized in the attached consistency review table (Exhibit A), staff has determined that the list of projects in the proposed 2023/24 – 2027/28 CIP conform to, and are consistent with, the City's adopted General Plan because the listed projects support, promote, or implement the statements, goals, policies and programs in the General Plan.

ENVIRONMENTAL REVIEW:

Review of the CIP list by the Planning Commission does not require environmental review under the California Environmental Quality Act (CEQA) and the CEQA Guidelines.

- 1) The Planning Commission is required to review the CIP list for General Plan consistency by Gov. Code section 65401, which speaks only of proposed projects. Nothing in the Commission's review commits the City to actually going forward with any of the projects, and the Commission's review does not constitute any approval or recommendation for approval by the Commission of the individual CIP projects themselves. A project "approval" occurs only when the agency commits to a definite course of action, to include funding and authorization to initiate work (such as via a construction contract). Thus, the General Plan conformance review fails to meet the "project approval" requirement under CEQA, and no environmental impact review is required.
- 2) Furthermore, under CEQA Guidelines section 15378, organizational or administrative activities by a governmental agency that will not result in direct or indirect physical changes in the environment are exempt from CEQA. Commission review of a list of proposed projects to determine whether the projects conform to the General Plan will not result in direct or indirect physical changes in the environment. Therefore, review by the Commission of the five-year 2023/24 – 2027/28 CIP is not a project for purposes of CEQA.

RECOMMENDED COMMISSION ACTION:

Staff recommends that the Planning Commission determine that the 2023/24 – 2027/28 Five-Year Capital Improvements Program for the City of Calabasas is consistent with the goals and policies of the City of Calabasas 2030 General Plan, as required by California Government Code sections 65401 and 65402. No resolution is required -- the determination may be accomplished by a roll-call vote on a motion to make the

determination (such vote to be reflected in the meeting minutes).

ATTACHMENTS:

Exhibit A: Summary list of F.Y. 2023/24 – 2027/28 CIP projects, and
General Plan consistency determinations.

Exhibit B: 2023/24 – 2027/28 CIP Project Detail Sheets