

# Community Development Department

**Provides and coordinates development  
information and services to the public  
and other City Departments**

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# Community Development Department has four divisions

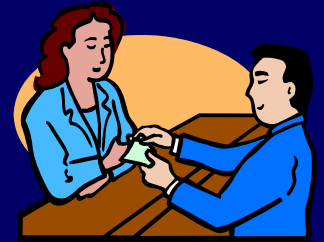
- Development Services
- Planning
- Land Development
- Building



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# Development Services



- ❑ Provides one-stop permitting services for customers
  - ❑ Initial point of contact for information on development issues, permit applications and development fees
  - ❑ Final contact for issuance of permits
  - ❑ Maintains City maps and plans
  - ❑ Staff includes four permit technicians
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# Planning



- Ensures land uses in Vista comply with City codes, the General Plan, City Council and Planning Commission policies, and state law requirements
- Approval of projects through the planning process is required prior to issuance of development permits
  - Example of major development approvals include Site Development Plans and Subdivision Maps
  - Projects may be approved at three levels depending on the requirements of City regulations: Zoning Administrator, Planning Commission, or City Council
  - Other responsibilities include approval of sign permits, fence permits, and review of business licenses for zoning compliance

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# Planning



- Handles environmental review of public and private projects
    - Manage contracts for environmental impact reports and specialty consultants
    - Prepare environmental documents
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# Environmental Review Process

- The California Environmental Quality Act (CEQA) was enacted in 1970
  - The purpose of CEQA is to require public agency decision makers to document and consider the environmental consequences of their actions
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# CEQA

- Requires the identification of significant adverse environmental effects of a project
  - Requires mitigation of those adverse effects through implementation of feasible mitigation measures or through the selection of feasible project alternatives
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# Contents of Environmental Document

- The environmental document is required to describe significant impacts, provide feasible mitigation measures to reduce significant impacts and include feasible alternatives when a project has significant unavoidable impacts
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# CEQA Process

- For public and private projects where the City of Vista is the lead agency (which means makes the decision to approve the project) the Planning Division prepares or directs preparation of the environmental document
  - The process flow chart shows the complexity of the process
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# Environmental Planner

- Responsible for determining which type of environmental document is required
  - Prepares or oversees preparation of the document
  - Has many competing priorities including preparation of environmental documents for private development projects, City Capital projects and Redevelopment projects
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# Planning

- Provides staff support for the Planning Commission which reviews, acts upon, and makes recommendations to the City Council on land use matters
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# Planning



- Programs provided by Planning include a comprehensive General Plan update, preparing and amending specific plans, and conducting special land use studies as directed by the Planning Commission and City Council
  - Assists customers coming to the counter with all types of development information
  - Manages the pre-application process
  - Staffing currently includes five planners and two clerical support persons
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# Land Development



- Provides comments on proposed projects for the pre-application process and Planning applications
  - Responsible for checking and approving grading plans, improvements plans, associated technical reports related to hydrology, water quality and soils, and final maps for private development projects
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# Land Development



- Assists customers coming to the permit counter for general engineering information
  - Processes bonds and agreements for private development projects
  - Staff includes a Principal Engineer, two plan checkers, and a Management Assistant
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# Building



- Responsible for ensuring that structures adhere to minimum standards to safeguard life, health, property and the public welfare
    - Reviews plans for compliance with State energy and accessibility regulations
    - Investigates and enforces building code violations
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# Building



- Responsible for building plan check, issuance of building permits for private and public projects and inspection of buildings to ensure compliance with local and state laws
  - Staff includes the Building Official and Plan Checker (both licensed civil engineers), four inspectors, and a clerical support person
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