



### Pre-Application Process

This process enables any party to an application for General Plan amendment to get clear direction on the potential implications of that amendment request at the earliest possible point in time. It involves the following procedures.

1. An amendment application form and process description will be available through the Transportation and Land Management Agency at all County central and regional offices.
2. A General Plan Amendment Team will be established to expedite authoritative guidance on proposed amendments, consisting of only senior County officials and, if desired, representatives from the Board of Supervisors and Planning Commission. Other members may be considered, such as representatives from WRCOG and CVAG and public members representing the General Plan Advisory Committee. (Note: A balance needs to be struck between comprehensiveness in review, on the one hand, and efficiency/timeliness on the other. This will require some careful thought, and the scope mentioned here is intended only to suggest some possibilities.)
3. The General Plan Amendment Team will be expected to rigorously respect the Riverside County Vision and the General Plan and maintain their integrity in all of its findings. At the same time, it will be expected to view proposed applications as a legitimate pursuit of Constitutional rights, irrespective of the merits of the case.
4. The amendment description section of an amendment application (pre-application form) must be completed in sufficient detail to know exactly what is being requested. This may be modified at the applicant's initiative before submitting a completed application.
5. Upon receipt of the preliminary application form, a pre-application conference will be scheduled at the earliest possible time.
6. The General Plan Amendment Team is expected to insure clarification of what is being sought and provide guidance on completion of the application. If the applicant decides to go forward with the process, the Team will advise the applicant on the extent to which the proposed amendment departs from the provisions of the General Plan. The Team will then declare a finding and so advise the applicant, including documentation of the rationale for its findings.
7. Upon being advised that the application involves serious departures from the General Plan (such as, for example, modification of a Foundation Component outside the five-year review cycle), the applicant may still proceed with the application. This is the case, even in the knowledge that a strong recommendation against it will come from the General Plan Amendment Team and that there is considerable likelihood that the request will not be granted.



## **County of Riverside General Plan - *Hearing Draft***

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### *Administration Element*

8. The findings of the General Plan Amendment Team will be documented in writing and submitted to the applicant. These written findings will be attached to the application throughout the remainder of the process.
9. No appeal is provided. If the findings of the General Plan Amendment Team are overturned, that will occur through the remaining Planning Commission and Board of Supervisors hearing process.
10. Any subsequent staff report associated with a proposed amendment that goes forward for formal consideration must include documentation from the General Plan Monitoring System applicable to the type of amendment proposed (see Monitoring of Development and Conservation section, above).