

## Santa Fe County Community Planning Policies and Regulations

### **Santa Fe County Sustainable Growth Management Plan (SGMP) Community Plan Process Summary**

To initiate a community planning process, a community needs to establish a representative planning committee, define a specific geographic area, and be authorized by the Board to initiate the process. Community planning meetings and activities are required to be open to the public and the residents within the area should have reasonable notice of the planning process. Community planning committees should use a consensus decision-making process.

County planning staff shall provide planning expertise and administrative support to the planning committee. The planning committee shall determine the planning process to be used and the basic guidelines for consensus decision-making.

### **Sustainable Land Development Code (SLDC) Community Plans Process and Regulations**

**2.1.4.1.** A community plan provides specific planning, design and implementation for a traditional, contemporary or other geographic community. A community plan may be implemented either through the zoning map or through creation of a community district overlay zone as specified in Chapter 9.

**2.1.4.2.** It is the intent of this Section to permit communities to create a community planning process, directed by County planning staff. The community planning process is intended to provide diversity of representation during the planning process and provide consistency with the goals and policies of the SGMP and SLDC.

**2.1.4.3.** The community plan is intended to identify development and growth impacts for an area and provide strategies and land use recommendations including a future land use plan consistent with the SGMP.

**2.1.4.4.** A community plan is intended to permit communities to recommend adoption of particular land use regulations based on the needs and goals of the community and shall conform to the procedures set forth in the SLDC, and to subsequently update plans as necessary due to changing circumstances.

**2.1.7** Following approval of an area, community or district plan, County staff shall develop the appropriate overlay district(s) to implement the community plan.

## **Summary of Planning Committee and County Staff roles and Responsibilities**

### Planning Committee Roles:

- To request a community planning process be initiated
- To gather a diverse representation of the community to participate in the planning committee (through the initial letter requesting the planning process be authorized and through developing a public participation plan with Planning Staff SLDC 2.1.5.4)
- To identify an initial list of issues
- To collaborate on a vision statement
- To help develop a description of the community
- To review and make recommendations on draft Plan elements consistent with the SGMP which are developed by Staff
- To review draft Plan document (which is developed by Staff) before public community-wide meetings are held
- To review draft Ordinance changes (which are developed by Staff) before public community-wide meetings are held

### County Staff Roles:

- To assist a community in understanding Santa Fe County's community planning process
- To initiate the process with the planning committee
- To work with the planning committee to develop a public participation plan
- To gather background information for a community plan
- To describe the County policy and regulatory framework to the planning committee
- To document the planning committee's vision and issues
- To provide planning expertise and administrative support for planning committee
- To draft plan language that implements the plan elements recommended by the planning committee
- To present the draft Plan at two community-wide public meetings
- To work with other County Staff to determine consistency between the draft Plan and other County documents
- To present the draft Plan at the Planning Commission and the BCC
- To draft changes to County Ordinances based on the adopted Plan
- To present the draft Ordinance changes to the community
- To work with other County Staff to determine consistency between the draft Ordinance changes and other County documents
- To present the draft Ordinance changes to the Planning Commission and the BCC