

-----Original Message-----

From: Board of Supervisors <Boardofsups@co.slo.ca.us>

Sent: Friday, December 3, 2021 8:34 AM

To: Redistricting <Redistricting@co.slo.ca.us>; BOS_Legislative Assistants Only <BOS_Legislative-Assistants-Only@co.slo.ca.us>

Subject: FW: [EXT]Redistricting decision

For your review, this is a District 4 constituent. This email has been forwarded to all Supervisors and redistricting. Thank you.

Sincerely,

Lisa Marie Estrada

Administrative Assistant III-Confidential Board of Supervisors

[https://gcc02.safelinks.protection.outlook.com/?](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.slocounty.ca.gov%2F&data=04%7C01%7Cmgee%40co.slo.ca.us%7C57fad05861484c19e61b08d9b8768959%7C84c3c7747fdf40e2a59027b2e70f8126%7C0%7C0%7C637743641529249651%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWwiLCJXVCi6Mn0%3D%7C3000&data=HMMGx%2FqrPAH8T0866%2Bb8CahrWLYeL3mKRgStkz%2F%2F8yE%3D&reserved=0)

[url=http%3A%2F%2Fwww.slocounty.ca.gov%2F&data=04%7C01%7Cmgee%40co.slo.ca.us%7C57fad05861484c19e61b08d9b8768959%7C84c3c7747fdf40e2a59027b2e70f8126%7C0%7C0%7C637743641529249651%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWwiLCJXVCi6Mn0%3D%7C3000&data=HMMGx%2FqrPAH8T0866%2Bb8CahrWLYeL3mKRgStkz%2F%2F8yE%3D&reserved=0](http%3A%2F%2Fwww.slocounty.ca.gov%2F&data=04%7C01%7Cmgee%40co.slo.ca.us%7C57fad05861484c19e61b08d9b8768959%7C84c3c7747fdf40e2a59027b2e70f8126%7C0%7C0%7C637743641529249651%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWwiLCJXVCi6Mn0%3D%7C3000&data=HMMGx%2FqrPAH8T0866%2Bb8CahrWLYeL3mKRgStkz%2F%2F8yE%3D&reserved=0)

Direct Line: (805)781-5498

-----Original Message-----

From: Rosemary Remacle <[REDACTED]>

Sent: Thursday, December 2, 2021 7:56 PM

To: Board of Supervisors <Boardofsups@co.slo.ca.us>

Subject: [EXT]Redistricting decision

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Dear Supervisors Arnold, Compton and Peschong,

Your decision to adopt the Patten map was an absolute betrayal of the residents of this county, especially those who live in rural unincorporated areas and communities of color. Your votes were a shameful display of arrogance combined with political self interest.

Your decision will cost the county's residents and taxpayers money, deprive some of their 2022 vote, deprive many of competent representation, and cause confusion in the electorate over the next few months. The Patten map looks like a blatant act of gerrymandering to even the most naive of us.

I suspect I am not the only one of your constituents to register my dismay at what went on in the Supervisors' chambers on Tuesday.

Since Supervisor Compton made it clear that she views communications from the citizens of this county on important topics like redistricting as "spam", this email (and any others you may receive on the topic) is probably a waste of time.

However, for my own sanity I need you to know that a whole bunch of people who live in SLO County heard and saw you all in action and were thoroughly disgusted by what we heard and saw. It was not democracy in action.

Sincerely,
Rosemary Remacle
District 4, Nipomo

Sent from my iPhone

From: Sheri Smith [REDACTED] >
Sent: Saturday, December 4, 2021 12:03 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]redistricting map

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Dear Supervisors of San Luis Obispo County,

I am a resident of Santa Margarita. I am very concerned about the decisions being made regarding the Patten Map vote.

I understand that districts need to be carefully examined every 10 years to try to equalize population numbers. But I also understand that these important decisions need to be based on the following criteria (from the slocounty website)

- 1) district boundaries shall be geographically contiguous.
- 2) geographic integrity of local neighborhoods and communities of interest shall be respected in a manner that minimizes division. A community of interest is a population that shares common social or economic interests.
- 3) geographic integrity shall be respected in a manner that minimizes division.

I just truly do not understand how putting Cayucos in with Atascadero follows your criteria. I do not understand how you can group my small community of Santa Margarita with Templeton and Paso Robles and NOT with Atascadero, and how you can eliminate the Pozo area and the Highway 58 area from our district.

If you are only looking at a map, I can see how possibly these decisions are being made, but if you look at the actual roads, commerce, and social interests, these decisions make absolutely no sense to residents. The integrity of our local neighborhoods and communities is not being respected so as to minimize division.

Please, PLEASE reconsider your decision before the final vote. Please think about your constituents and residents that voted for you. Please think about US and do not divide us.

Thank you,
Sheri Smith

-----Original Message-----

From: Linda Becker [REDACTED] >
Sent: Saturday, December 4, 2021 1:47 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Support to Redistricting Map

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

I support the map ID 74786, which was approved at the November 30, 2021 Redistricting meeting. This map keeps Templeton and Atascadero whole and also brings Cal Poly and SLO City together.

Linda Becker
Paso Robles

From: juanita mcdaniel <[REDACTED]>
Sent: Saturday, December 4, 2021 6:50 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]support of the approved map ID 74786

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Please support map ID 74786. This map keeps Templeton and Atascadero whole and also brings Cal Poly and SLO City together.

Juanita McDaniel

From: Donna Jordan [REDACTED] >
Sent: Saturday, December 4, 2021 8:22 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

I support **ID 74786**.
Donna Jordan

-----Original Message-----

From: Theresa Sherwin [REDACTED]
Sent: Saturday, December 4, 2021 8:24 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Map 74786

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Dear Supervisors,
Wish to express our support for this map - 74786.
Thank you all for your service.
Theresa Sherwin
Larry Sherwin
Atascadero

Sent from my iPhone

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From: Board of Supervisors <Boardofsups@co.slo.ca.us>

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Administrative Assistant III-Confidential Board of Supervisors

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<http://www.slocounty.ca.gov>&data=04%7C01%7Cmgee%40co.slo.ca.us%7C57fad05861484c19e61b08d9b8768959%7C84c3c7747fdf40e2a59027b2e70f8126%7C0%7C0%7C637743641529249651%7CUnknown%7CTWFpbGZsb3d8eyJWlloiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikk1haWwiLCJXVCi6Mn0%3D%7C3000&data=HMMGx%2FqrPAH8T0866%2Bb8CahrWLYeL3mKRqStkz%2F%2F8yE%3D&reserved=0

Direct Line: (805)781-5498

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Your decision will cost the county's residents and taxpayers money, deprive some of their 2022 vote, deprive many of competent representation, and cause confusion in the electorate over the next few months. The Patten map looks like a blatant act of gerrymandering to even the most naive of us.

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Sincerely,
Rosemary Remacle
District 4, Nipomo

Sent from my iPhone

From: Dan Hathaway [REDACTED]
Sent: Saturday, December 4, 2021 8:59 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]thanks for picking a fair map for redistricting

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

For too long I have lived in districts where the supervisor had to represent individuals with vastly different wants and needs. I live in SLO for more than 50 years, currently I live in Atascadero and have for 10 years. I also graduated from Cal Poly, so I know what is like to be a student. While both SLO and Atascadero are in the same county and are only 15 miles apart, they are very different in terms of what they need and want and how they need to be governed. Putting them in the same district was wrong and including Cal Poly in the same district as Atascadero made no sense. There is no commonality between SLO, Cal Poly and Atascadero. Thanks for finally giving me peace of mind in knowing that the supervisor representing my district will be looking out for the best interests of my community.

From: Debbie Frye [REDACTED]
Sent: Saturday, December 4, 2021 9:35 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Redistricting map

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

I support ID 74786 mao, keeping Templeton & Atascadero together.
Debra Frye

[Sent from AT&T Yahoo Mail for iPhone](#)

From: BARRIE CLEVELAND [REDACTED]
Sent: Sunday, December 5, 2021 7:42 AM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Get back to governing by...

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

..... keeping the current map and not making radical changes to our community. It's a simple, reasonable solution to move on from politics and get to governing our county.

Keep the map that's currently in place.

Thank you,
Barrie Cleveland
San Luis Obispo

-----Original Message-----

From: Irene Iwan <[REDACTED]>
Sent: Sunday, December 5, 2021 8:29 AM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]The new map

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

I attended last week's Board of Supervisors' meeting most of the day. It was obvious that the decision had already been made and public comment made no difference. The meeting was a farce. How a random citizen's plan, which drastically changes the existing boundaries, as opposed to the plans submitted by the Board's own hired professionals, prevailed is no mystery. It is a blatant misuse of the public's trust. I am appalled.

E. Irene Iwan

Sent from my iPad

From: Barbara Kastner [REDACTED]
Sent: Sunday, December 5, 2021 10:09 AM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Redistricting Please accept Map ID 74786

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Thank you very much!

Best regards,
Barbara

Barbara Kastner
[REDACTED]
Atascadero CA 93423
[REDACTED]

-----Original Message-----

From: Ellen Perryess <[REDACTED]>
Sent: Sunday, December 5, 2021 1:02 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]My right to vote in the 2022 election has been taken from me

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Greetings,
Please help.

My right as a citizen of SLO County to vote for representation on the County Board of Supervisors has been taken away from me for the 2022 election because I'm a resident of Los Osos.

I've lived in Los Osos for over 30 years and have seen the supervisor makeup seesaw for years between conservative and liberal majority, but that's democracy.

However the recent vote of majority of Board has made a mockery of the democratic process through the approval of the Patten map.

Sincerely,
Ellen S. Perryess

-----Original Message-----

From: Carol Maxwell <[REDACTED]>
Sent: Sunday, December 5, 2021 3:20 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]So disappointed

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Dear Board of Supervisors, I want you to know that I am disappointed and appalled that you would adopt such an unfair map for our county. I've already written giving my reasons and they've been explained over and over again in local news and during your meetings.

One more time I wanted to say. please do not go ahead with this gerrymandered map. It's just plain wrong.

Carol Maxwell
San Luis Obispo

Sent from my iPhone

-----Original Message-----

From: Oz Barron [REDACTED]
Sent: Sunday, December 5, 2021 3:22 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Power grab

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

As a small business owner and resident of SLO county, I'm beyond disappointed in the actions this board is taking. Party over country seems to be the byword. Disregard the will of the people, disregard the meaning of redistricting laws, push your own partisan agenda to only serve your own selfish, undemocratic purposes is the mark of weak, small minded, authoritarian types. You had the opportunity to show you're not Trumpers, but we all know that now with a vengeance. You're unable to win elections in a fair open election, so you rig the game. You're not representatives, you're showing yourselves as puppets giving our county a very bad name. You should be ashamed of yourselves, if you're capable of it.

Oz Barron

-----Original Message-----

From: George Garrigues <[REDACTED]>
Sent: Sunday, December 5, 2021 3:29 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Redistricting

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Please vote to keep Los Osos with Morro Bay in the new redistricting map. Thank you.

George Garrigues
Morro Bay, California

From: Mary Van Ryn [REDACTED]
Sent: Sunday, December 5, 2021 4:48 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Redistricting

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Hi,

I oppose changes to the 4th district. It's been functioning fine. I also feel there are issues in general with redistricting in our county when it wasn't a legal requirement. Our counties growth rate did not meet the mandatory requirements, which indicates the current map is still viable.

Additionally, the "County Board of Supervisors" should not be deciding on district boundaries, and the less partisan involvement the better. It seems some gerrymandering is going on in our beautiful county, which will change the 4th district substantially.

Regards,

Mary van Ryn

[Sent from Yahoo Mail on Android](#)

From: Kent Zammit [REDACTED]
Sent: Sunday, December 5, 2021 5:14 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Opposition to the Patten Redistricting Map

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

I would like to register my opposition to the Board of Supervisors adopting the Patten map for redistricting. This map is very obviously drawn to gerrymander the districts in favor of election of conservative supervisors. I would support adoption of the Chamber of Commerce proposed map, which leaves current districts largely unchanged and more closely matches communities that have common interests.

Kent Zammit
Arroyo Grande

Sent from [Mail](#) for Windows

-----Original Message-----

From: Ben Curry <[REDACTED]>
Sent: Sunday, December 5, 2021 5:23 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Public Comment regarding proposed redistricting map

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

I am a retired law enforcement professional and Viet Nam Veteran (USMC 1969-1971) living currently in Atascadero. I have lived in San Luis County for 40 of my 70 years. I have looked closely at the proposed Redistricting (Patent map) Map and am appalled at the lack of consideration given to maintaining like districts together as well as the whole Politicization of the entire process.

Why Atascadero would be cut out of the current district and put with Coastal cities, that share none of the issues confronting Atascadero, is beyond reasonable thinking. The cities of Atascadero, Paso Robles and the areas known as Santa Margarita and Templeton should remain tied together as they are currently. These areas all share similar goals and like thinking residents on many issues now facing the North County.

It is beginning to be clear that the Board of Supervisors, as elected at this time, are unable and perhaps unwilling to just do the right thing for the residents of these areas, and instead, can only think to do what's best for their political needs and party affiliations.

It was as not a surprise to find that a former County Supervisor was corrupt, what did surprise me was that no other Supervisor or city counsel person has, to this point, been found or identified to also be corrupt.

I think it's time for the voting public to assert themselves and start the referendum process. After we get that done our next objective should be to recall and oust all the current County Board of Supervisors.

Benjamin Curry

[REDACTED]
Atascadero, CA 93422

From: James Carlisle [REDACTED]
Sent: Sunday, December 5, 2021 6:52 PM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Notify residents of. Petition on redistricting.

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Please publicly notify residents of Petition on redistricting.

James Carlisle
Patricia W Cairns
Atascadero, 93422

-----Original Message-----

From: Judith Bartels [REDACTED]
Sent: Sunday, December 5, 2021 10:59 AM
To: Redistricting <Redistricting@co.slo.ca.us>
Subject: [EXT]Redistributing Map

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Sent from my iPadi

I can not believe that this is happening in our county! There was no need for such drastic and damaging changes to our current division of districts. The Patten map is a more than an obvious attempt by the conservative majority on the Board to cement power in their hands. It is a classic case of gerrymandering and robs many of their voices in when they vote and the power of their vote. The north coast was divided to diminish Supervisor Gibson of his chances to maintain his seat in the next election and divides a district that has had common interests, just one example of the outrageous acceptance of the Patten map eagerly supported by this county's Republican Party. The behavior exhibited by the conservative majority at the last meeting was inexcusable, especially that of Supervisor Compton, who as chairman, refused to allow Gibson to complete his comments! Enough! Something must be done to prevent the adoption of the Patten map and allow the reasonable map devised by the Chamber of Commerce to be accepted.

Concerned citizen, Judith Bartels

Judith Bartels

[REDACTED]
San Luis Obispo, CA 93401
[REDACTED]

 4 attachments (13 MB)

BOS Letter for 12.7.21 .pdf; santa-margarita-community-plan.pdf; SLO County Advisory Council Handbook.pdf; SMAAC Bylaws.pdf;

From: Charles Kleemann [REDACTED]

Sent: Sunday, December 5, 2021 8:04 PM

To: Redistricting <Redistricting@co.slo.ca.us>; Debbie Arnold <darnold@co.slo.ca.us>; Lynn Compton <lcompton@co.slo.ca.us>; John Peschong <jpeschong@co.slo.ca.us>; Bruce Gibson <bgibson@co.slo.ca.us>; Dawn Ortiz-Legg <dortizlegg@co.slo.ca.us>

Subject: [EXT]Letter and Attachments Re: Redistricting of Supervisorial Districts

ATTENTION: This email originated from outside the County's network. Use caution when opening attachments or links.

Please include my attached letter + the 3 additional attachments in the public record for the Redistricting of Supervisorial Districts currently in progress.

Thank you,

Charles [REDACTED]
805-441-0229

December 6, 2021

To: San Luis Obispo County Board of Supervisors

Re: Redistricting of Supervisorial Districts

After seeing the adopted Redistricting Map for the first time at its December 1, 2021 meeting, the Chairperson for the Santa Margarita Area Advisory Council (SMAAC) proposed a letter (Exhibit A of this document) requesting that boundaries of the map be revised to limit the number of districts SMAAC would fall within. While this SMAAC meeting did not have a quorum (which is 11), 9 of the 10 representatives in attendance at that meeting voted without hesitation to endorse the letter's request to leave intact an Advisory Council that has been in existence since 1974.

Santa Margarita Area Advisory Council (SMAAC) was created in 1974 as an advisory board to the 5th District Supervisor on issues that may affect the indicated areas, to listen to public comment regarding these issues, and make suggestions to county staff. SMAAC meets the first Wednesday of each month with exception to July & January, unless otherwise voted by the council.

A Community of Interest

It would be hard to put forth a better example of a community of interest than the area SMAAC has served (and been named after) for the past 47 years. The California Election Code defines a community of interest (COI) as a contiguous population which shares common social, cultural, and economic interests and should be included within a single supervisorial district for the purpose of effective and fair representation. The current boundaries for the SMAAC (Exhibits B, C, and D of this document) frame a historically well defined COI. The town of Santa Margarita is surrounded by the Santa Margarita Ranch and Garden Farms, and is the natural gathering center for the rural areas that surround it. SMAAC includes 2 representatives from each of the areas listed below. Currently all of these areas are in District 5. The new supervisorial district they would each fall within according to the adopted map being proposed is denoted in parenthesis.

- South Atascadero (D2)
- Garden Farms (D2)
- Santa Margarita Ranch (D1, D2, D4)
- Santa Margarita (D1)
- Tassajara Canyon (D2)
- Hwy 58 out to 229 (D1)
- Parkhill Rd. (D1)
- Las Pilitas Rd. (D1, D4)
- Rinconada (D4)
- Pozo (D4)

The importance of providing avenues for community members to define their communities by telling their own stories and describing their concerns to policy makers cannot be overstated. Without such opportunities those who may not have their best interests in mind will define the communities for them. The areas within the current boundaries of SMAAC have clearly defined themselves to be a Community of Interest for nearly 5 decades. The currently adopted map proposes to divide this long existing COI into 3 new supervisorial districts. Ignoring the significant impacts such a radical change inflicts upon this community does not appear to be a good faith effort to provide fair and effective representation that would meet the requirements of the California State Election Code.

I am requesting that you please include this correspondence, along with all exhibits and attachments, into the public record.

Thank you,



Charles Kleemann
Rural Santa Margarita

Exhibits:

Exhibit A - December 1, 2021 letter from SMAAC Chairperson (pg. 3)

Exhibit B - County's overview map of Advisory Council boundaries (pg. 4)

Exhibit C - Screenshot01 of SMAAC boundaries (kmz) imported into Google Earth

Exhibit D - Screenshot02 of SMAAC boundaries (kmz) imported into Google Earth

Attachments:

Bylaws of Santa Margarita Area Advisory Council

San Luis Obispo County Community Advisory Council Handbook

Santa Margarita Community Plan

Exhibit A - 12.01.21 Letter from SMAAC Chairperson

December 1, 2021

To: Supervisor Arnold
Supervisor Compton
Supervisor Gibson
Supervisor Ortiz-Legg
Supervisor Peschong

Re: County Redistricting and the Santa Margarita Area Advisory Council

Dear Supervisors,

As chairperson of the Santa Margarita Area Advisory Council, I am writing this letter to express concern shared by the council members listed below, regarding the redistricting map selected by the Board of Supervisors at your November 30th meeting.

The Santa Margarita Area Advisory Council was created in 1974, making it the longest functioning Advisory Council in the county, as well as one of the geographically largest. We have maintained a long-standing relationship with the 5th District Supervisor over the last almost 50 years.

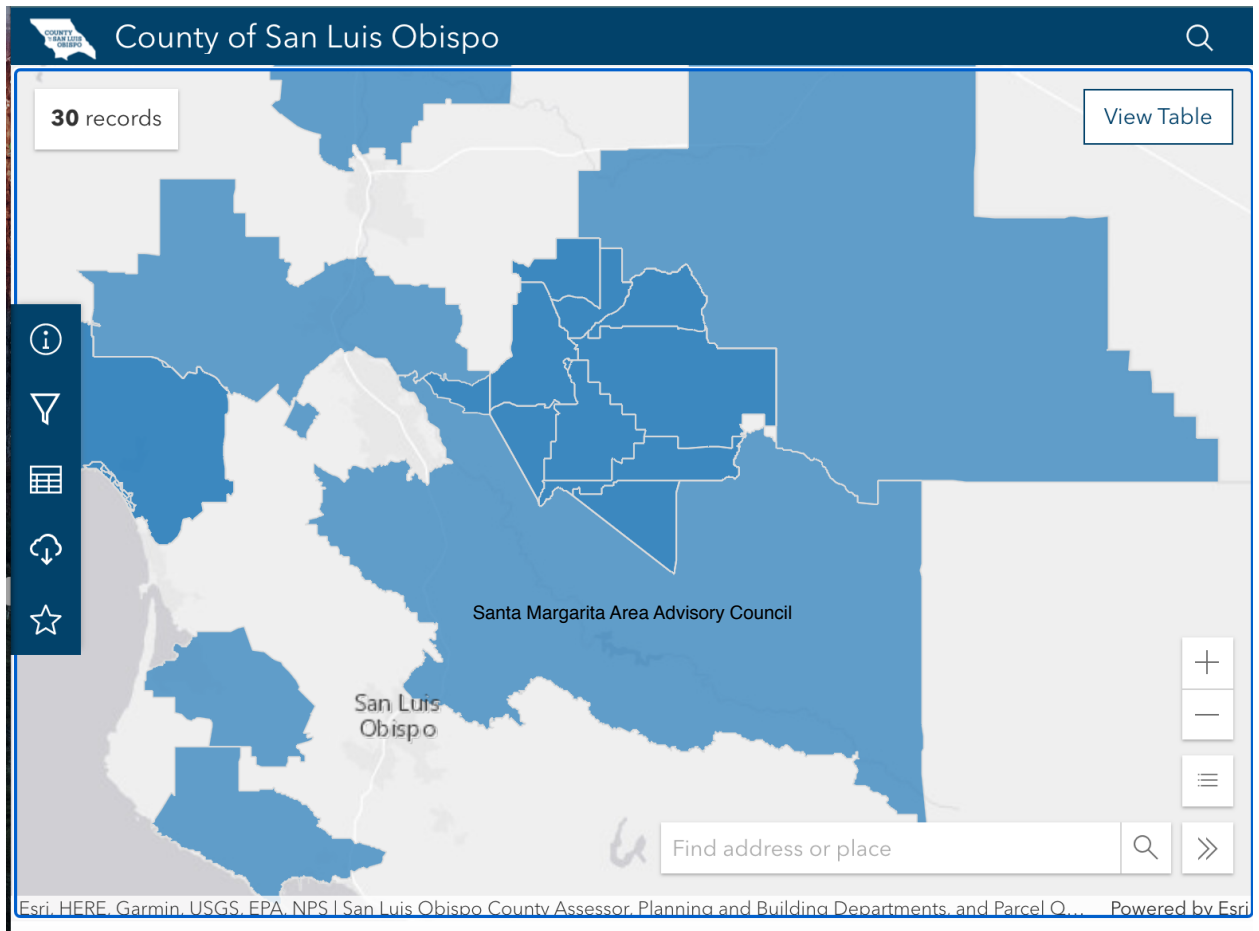
Our concern is the new map will put the Advisory Council in 3 separate Supervisorial Districts. No other county Advisory Council will be impacted to this degree. We feel this could be detrimental to the council members and our constituents. One of the many concerns is this will decrease our ability to receive reports and interact with our Supervisor at our monthly meetings as well as reduce any influence of our concerns upon our Supervisor. Parts of our area will be in the south county and coastal districts which have no commonality to our actual area.

We are requesting that revisions in the map boundaries be made to limit the number of Districts the Santa Margarita Area Advisory Council falls in and to keep our advisory council area intact.

Sincerely,

Stacey Phillips, Chairperson, Pozo
George Sullivan, Tassajara Canyon
Eric Booker, Parkhill Road
Stuart Souza, Garden Farms
Connor Whiteford, Rinconada
Keith Wales, South Atascadero
Simone Smith, Santa Margarita
John Wilkins, Santa Margarita
Tamara Kleeman, Highway 58

Exhibit B - Map illustrating boundaries of SLO County Advisory Bodies



This map shows the current boundaries of the various Advisory Councils throughout SLO County. SMAAC is the largest area at center in lighter blue. The map was available as a KMZ file that enabled it to be placed in Google Earth (GE). Once imported into GE, the areas are able to be magnified and examined in detail. They become much easier to evaluate with roadways and geography present. Subsequent Exhibits C and D are derived from that process.

Exhibit C and D are GE screenshots of specific areas within the current boundaries of SMAAC.



Exhibit C - The red line is the current SMAAC boundary. This view illustrates the geography and contiguous relationship between Santa Margarita, Santa Margarita Ranch Headquarters, Garden Farms, and Atascadero as they align along the El Camino corridor. In the adopted map currently proposed, Santa Margarita would be in D1 but Santa Margarita Ranch Headquarters, along with Garden Farms and Atascadero would fall within D2. It appears that other portions of the Santa Margarita Ranch (SMR) would fall within both District 1 (between El Camino Real and 58) and District 4 (along Pozo Rd.). These changes appear completely unnecessary, dismantle a well established COI, and fail to create supervisorial districts that are easily identifiable.

Exhibit D

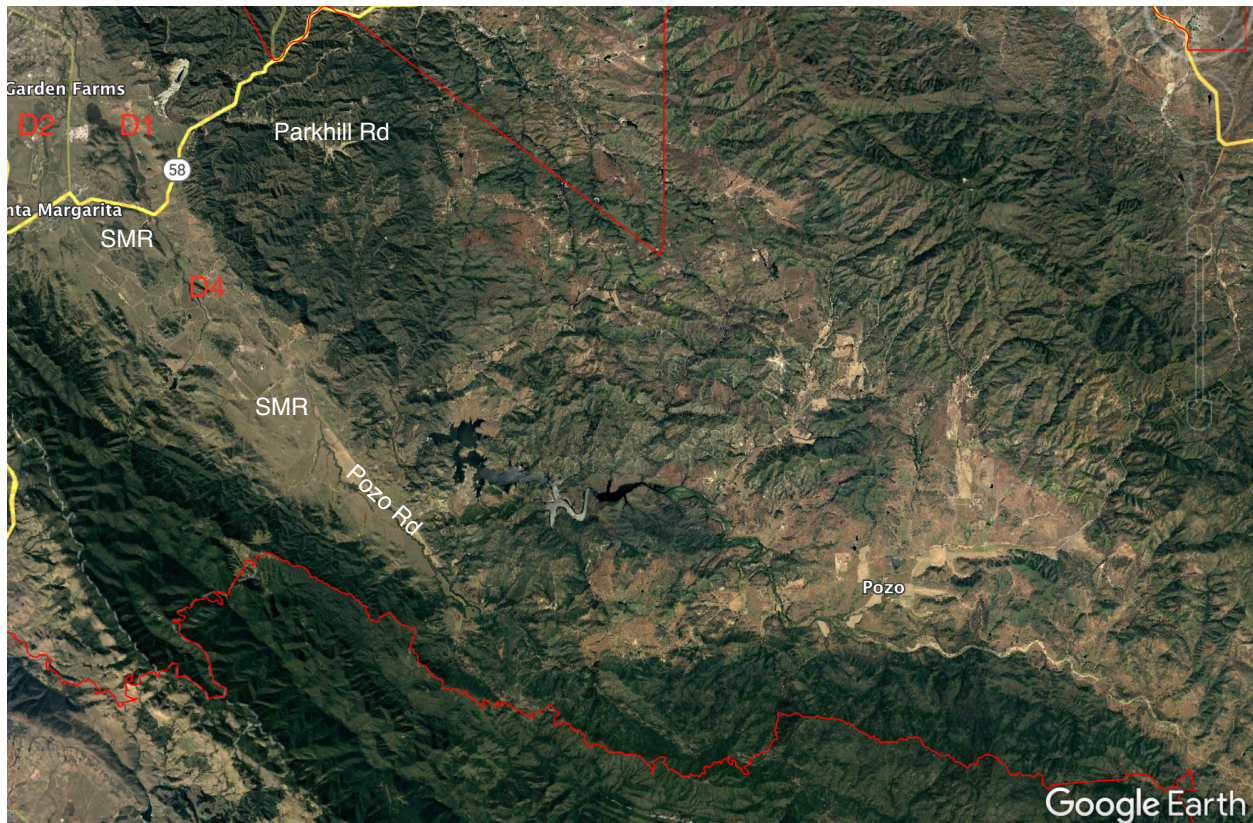


Exhibit D - Again, the red line is existing SMAAC boundary. In the currently adopted map being proposed, Rinconada and Pozo would fall within D4. Parkhill Rd. would be within D1, and Las Pilitas Rd. appears to straddle D1 and D4 (depending on what side of the road you live on?) In the area captured within this screenshot, portions of Santa Margarita Ranch would fall within Districts 1 and 4.

Santa Margarita Community Plan

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Chapter 1: Introduction

1.1 Purpose

The Santa Margarita Community Plan establishes a vision for the future that will guide land use and transportation over the next 20 years.

1.2 Relationship to General Plan

This community plan is part of Part III of the Land Use Element and Circulation Elements (LUCE) of the County General Plan. This plan is consistent with the other elements of the County General Plan. All other County plans, policies and programs that involve the community of Santa Margarita and are subject to the County General Plan are to be consistent with and implement this plan. In addition, where applicable, all public and private development is to be consistent with the LUCE, including this community plan. It should be recognized, however, that this plan is subject to higher legal authority; for example, federal and state statutes, case law, and regulations.

Note: The terms “Land Use and Circulation Elements (LUCE)” and “Land Use Element (LUE)” are used interchangeably throughout this document and the County Land Use Ordinance.

The Framework for Planning (LUCE Part I) is the central policy document, while this plan contains policies and programs more specifically applicable to this community. In accordance with the Framework for Planning, allowable densities (intensity of land use) are established. In addition to the Framework for Planning, the North County Area Plan contains regional land use and circulation goals, policies, and programs that apply to Santa Margarita.

The Land Use Ordinance contains development regulations that are applicable countywide, as well as standards and guidelines for local communities that may be different than the county-wide regulations. The Santa Margarita Design Plan was adopted by the County Board of Supervisors on October 9, 2001 and is incorporated by reference into the Land Use Ordinance, Title 22 of the County Code.

1.3 Features of the Plan

This plan describes County land use and transportation policies for a 20-year time frame in the community of Santa Margarita, including regulations also adopted in the Land Use Ordinance and Land Use Element. All information contained in this plan is taken from the Salinas River Area Plan, which was last updated on January 2, 1996. Only non-substantive edits have been made to this text for consistent formatting and to reflect the new organization of the LUCE. No changes have been made to reflect current conditions in Santa Margarita.

This plan includes the following major features:

Background Information

This plan provides information on land use, population, availability of resources and public services, and environmental characteristics. This information (current as of 1996) is the basis for many of the plan recommendations.

Policies, Programs and Standards

In addition to countywide policies in Framework for Planning, the North County Area Plan contains areawide land use and circulation policies affecting the community of Santa Margarita. These policies are implemented in Santa Margarita through the recommended programs in Chapters 3 through 6 of this plan and the standards in Article 10 of the Land Use Ordinance (Chapter 22.104 - North County Area Communities and Villages).

Proposed programs listed at the end of Chapters 3 through 6 are non-mandatory actions that may be initiated by the County, communities, or other agencies to correct or improve local problems or conditions, and to otherwise help implement the goals and policies of the North County Area Plan. Since many recommended programs involve public expenditures, their initiation depends upon availability of funding. Areawide programs listed in the North County Area Plan may also affect the community of Santa Margarita.

Specific, mandatory development standards are included in Article 10 of the Land Use Ordinance that address special conditions in communities and neighborhoods and help implement the goals and policies of this plan. These standards address land use, public services, circulation, sensitive resources, and natural hazards (the latter two overlays are called "combining designations"). The standards provide criteria for detailed evaluation of development projects.

Chapter 7 provides reference information for the Santa Margarita Community Design Plan, which is incorporated by reference into the Land Use Ordinance, Title 22 of the County Code.

Resource Management

Chapter 3 describes the existing and future status of water supply, sewage disposal, schools, and other public services in the Santa Margarita. Included are estimates of population thresholds at which potential resource capacity problems may occur. Chapter 6 includes descriptions of flood hazards and historic resources. While this plan focuses on public facilities, services, and resources within the Santa Margarita urban area, the North County Plan addresses these topics on a regional scale.

Area Plan Maps

Land use, circulation and combining designation maps are shown following Chapters 4, 5 and 6, respectively. They illustrate:

- **Land Use Categories** - which determine the uses that are allowable on a piece of property, including density and intensity of development.
- **Combining Designations** - which identify areas of flood hazards, historic sites, and public facilities.
- **Circulation** - which consists of roads and pedestrian, bicycle, and equestrian facilities.

Due to scale limitations, the maps in this plan are for reference purposes only. The official maps (LUCE Part IV) are available at the County Department of Planning and Building.

1.4 Setting

The unincorporated community of Santa Margarita is home to approximately 1,279 residents (1995) and is located in the North County planning area about five miles south of Atascadero, in the Salinas River sub-area.



Figure 1-1: Regional Map

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Chapter 2: Population and Economy

This chapter focuses on the population and economy of Santa Margarita. The discussion in this chapter is current as of the last major update to the Salinas River Area Plan (1996).

2.1 Population

In 1995, the population is estimated at 1,279, or 9 percent above the population of 1,173 in 1990, which was an average annual growth rate of 1.8 percent. This population represents 2.1 percent of the total Salinas River sub-area population. The 1990 population was 32 percent above 1980, growing at an average annual rate of 3.2 percent. Santa Margarita's population is projected to increase 20 percent from 1995 to 2015, at a rate lower than the total projected county population.

2.2 Housing

The 1990 census estimated that the housing stock consisted of 429 dwellings, of which 35 or 7.5 percent were vacant. Santa Margarita's housing information is shown in Table 2-1.

| Table 2-1: Housing and Income Information | |
|---|-----|
| Occupied Households | 429 |
| Vacant Households | 35 |
| Vacancy Rate (percent) | 7.5 |

Source: 1990 U.S. Census

2.3 Economy

Santa Margarita's economy is intertwined with and, in many ways, inseparable from the economy of the larger North County region. The North County Area Plan (LUCE Part II) describes Santa Margarita's role in the North County economy and establishes regional economic goals. The achievement of these goals will depend on the cooperation of all North County communities, including Santa Margarita.

While the area is expected to retain a stable economy mainly oriented toward the convenience needs of local residents, commercial growth is expected to be slow. Major shopping needs are satisfied by regional commercial centers in San Luis Obispo and Atascadero. Similarly, employment needs of the local labor force are met in San Luis Obispo, and to a lesser extent in Atascadero.

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Chapter 3: Public Facilities, Services, and Resources

3.1 Introduction

Chapter 3 provides a description of public facilities, services and basic resources within Santa Margarita. It identifies capacities and compares them with current and projected demand levels, based on 1995 information. It then identifies appropriate program options that the County might use to deal with current and potential deficiencies. In addition, this chapter identifies programs for improving our basic understanding of existing and potential resources.

NOTE: This chapter describes service levels and available resource capacities as of the last major update to the Salinas River Area Plan (1996). More recent data is available in the County's Resource Summary Report, which is updated every two years.

Appropriate levels of service for urban, suburban and rural areas are discussed in Framework for Planning (LUCE Part I). Appropriate development levels within Santa Margarita are addressed in Chapter 4 of this plan. The intent of Chapter 3 is to provide the public and decision makers with basic information and a range of options to be considered when evaluating growth and development issues. Where appropriate, resource narratives are augmented by graphs indicating estimated resource demand as the population increases toward build-out. Projections of future demand are by the Department of Planning and Building, based upon 1995 per capita demand and a constant annual growth rate.

In addition to the discussion in this chapter, the North County Area Plan describes regional facilities and services that are not necessarily based in Santa Margarita but are available to North County residents. The Area Plan also describes natural resources and environmental characteristics in the larger North County region, including geological resources, groundwater, soils and agriculture, biological resources, visual resources, and air quality.

3.2 Status of Public Facilities, Services, and Resources

Santa Margarita is an unincorporated community under the administration of the County. Two County districts and one independent district presently service the area with water, a cemetery and street lighting. Fire protection is provided by an independent district.

Water Supply

County Waterworks District No. 6 (refer to Figure 3-1) provides water to the residents of Santa Margarita from three wells located in the Paso Robles groundwater basin. Long term water availability is a function of the total amount of water extracted from this basin by all users. However, the basin has not yet been studied to the extent necessary to provide an accurate estimate of dependable yield for the Santa Margarita area. System capacity is approximately 256 acre-feet per year.

In September 1990, declining water levels in the district's wells created concern that the community could run out of water before the beginning of the rainy season. Residents were asked to reduce consumption by 20 percent until the wells were replenished by rain.

With funding provided by a state construction loan, the district's third well was completed in 1993 and a new 150,000 gallon storage tank was finished in 1994. Current and projected

water demand for Santa Margarita is shown in Figure 3-2, below. Waterworks District No. 6 is participating in the Lake Nacimiento project and has submitted a request for 100 acre-feet of supplemental water.



Figure 3-1: County Waterworks District No. 6

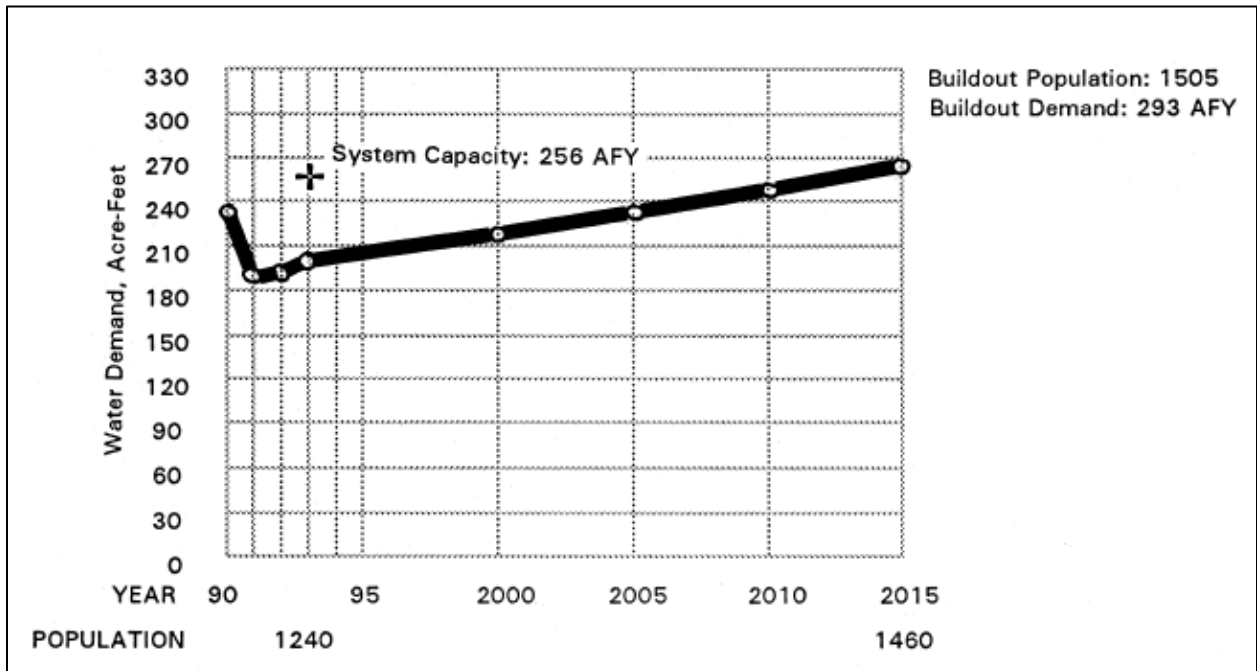


Figure 3-2: Projected Water Demand - Santa Margarita
Source: County Department of Planning and Building

Sewage Disposal

The community of Santa Margarita has no community-wide sewage collection and treatment system. Instead, on-site septic systems are used. The location of urban densities on clay soils, combined with poor storm drainage, have created problems for successful septic system operation. In the 1970's, septic systems in Santa Margarita had a 19 percent failure rate during periods of seasonal flooding. Since then, engineered septic systems have been required by the County, and they have shown better performance. However, the Health Department does not administer an annual septic maintenance inspection program, and the current failure rate is not precisely known.

According to the county Environmental Health Department, drainage problems still exist in Santa Margarita. However, with suitable drainage control, the long term use of septic systems could be feasible if the systems are properly maintained by owners. Development of existing lots should provide adequate areas for leach fields and drainage control. Formation of a flood control zone of benefit would enable the community to pay the necessary costs to resolve flooding problems.

In the meantime, annual inspections for faulty septic systems would reduce potential health hazards.

Schools

The Santa Margarita Elementary School is operated by the Atascadero Unified School District. For 1993-94, the school had an enrollment of 455 students compared to a capacity of 435. The School District anticipates that short term enrollment increases can be accommodated by the addition of re-locatable classrooms. Enrollment projections are shown in Figure 3-3.

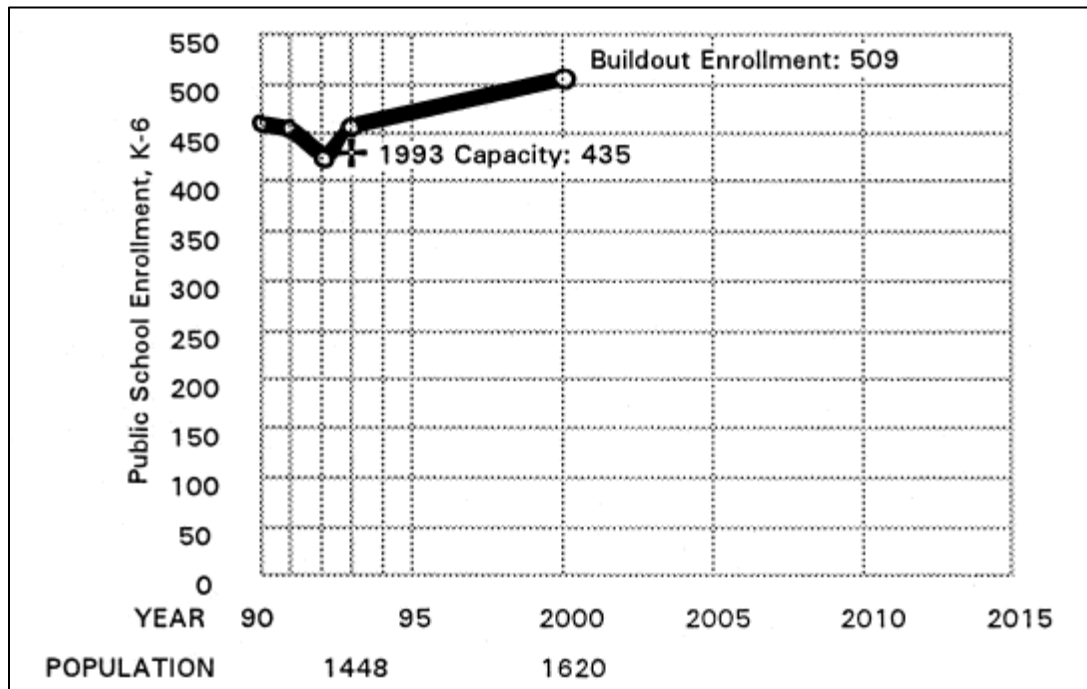


Figure 3-3: Public School Enrollment - Santa Margarita

Source: Atascadero Unified School District; County Department of Planning and Building

Parks

Santa Margarita County Park and the elementary school are Santa Margarita's principal recreation facilities. In addition, the county recreation area at Santa Margarita Lake is approximately ten miles away.

Fire Protection

Fire protection for Santa Margarita is provided by a volunteer fire company under the direction of a paid fire chief. The department, located on El Camino Real in the center of town, has two fire engines to serve the community, which provides a minimum level of service. CDF/County Fire provides dispatching service to the department and has an automatic and mutual aid agreement.

Police Protection

Uniformed patrol Santa Margarita is provided by the San Luis Obispo County Sheriff's Department through the north county Station.

Drainage

The community is vulnerable to flooding because the soils are clay and significantly inhibit surface water percolation. Additionally, Santa Margarita Creek and Yerba Buena Creek are identified as flood prone creeks. However, there currently is no county flood control zone of benefit in place to deal with the resolution of flooding problems.

3.3 Community Service Programs

"Programs" are specific non-mandatory actions or policies recommended by the Land Use Element to achieve community or areawide objectives identified in this community plan. The implementation of each LUE program is the responsibility of the County or other public agency identified in the program itself.

Because programs (some of which include special studies) are recommended actions rather than mandatory requirements, implementation of any program should be based on consideration of community needs and substantial community support for the program and its related cost.

NOTE: In addition to the programs listed here, the North County Area Plan contains regional programs that may also affect the community of Santa Margarita.

The following public service programs apply to Santa Margarita. Table 3-1 identifies the responsible agencies, potential funding sources and the preferred time-frames for completion.

1. **Flood Control in Santa Margarita and Garden Farms.** The Public Works Department should work with the communities of Santa Margarita and Garden Farms to identify the extent of flooding problems and their consequences on individual sewage disposal systems. Formation of a flood control zone should be considered, if appropriate, as a means to resolving the identified problems.
2. **Development of a Sewage Disposal Maintenance Program.** A study of failure rates of individual sewage disposal systems should be conducted to determine the need for a regular maintenance program.

3. **Consolidation of Service Districts.** Either a County Service Area (CSA) or a Community Services District (CSD) should be considered to consolidate the provision of services and provide a focal point for public involvement in local decisions.

Table 3-1: Schedule for Completing Public Facilities, Services, and Resources Programs

| Title | Responsible Agency | Potential Funding¹ | Timeframe (years)² | Priority³ |
|---|-------------------------------|--------------------------------------|--------------------------------------|-----------------------------|
| 1. Flooding Study in Santa Margarita and Garden Farms | County Public Works | Flood Control District | 3-5 | High |
| 2. Sewage Disposal System Maintenance Study | County Health Department | N/A | 5-10 | Low |
| 3. Consolidation | County Public Works, Planning | Flood Control District | 1-3 | High |

Notes:

1. N/A in "Potential Funding" column means that the work would be performed by County staff as a part of the normal agenda of a County department. No special funding is required.
2. Timeframes are from 1996, the date of the last major update of the Salinas River Area Plan.
3. Priority listings are the relative importance within each timeframe.

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Chapter 4: Land Use

4.1 Introduction

This chapter discusses land use issues affecting the community of Santa Margarita and contains programs intended to achieve the community’s vision, consistent with the areawide land use goals and policies described in the North County Area Plan.

The Land Use Element official maps separate the community into land use categories, which define regulations for land uses, density and intensity of use. The program at the end of this chapter recommends actions by the County to address land use and growth-related issues in the community of Santa Margarita. Other land use programs are listed in the North County Area Plan for the rural portions of the planning area.

Santa Margarita is a community that provides a pleasant small-town living environment with tree-lined streets and a traditional neighborhood layout. It is planned to contain businesses for daily shopping needs and area services. Employment will be scaled to the size of the town and its location between the north county urban corridor and the rural areas to the south and east. Any development decisions about the surrounding Santa Margarita Ranch will be integrally related to the community.

4.2 Distribution of Land Uses

The primary method of allocating land uses within Santa Margarita is through the mapping of 14 land use categories. The uses that are allowed within each category are shown in Article 2 of the Land Use Ordinance. Further limitations on allowable uses may be imposed by standards located in Article 10 of the Land Use Ordinance (Chapter 22.104 – North County Area Communities and Villages).

The location and distribution of the land use categories is shown in the official maps on file in the Department of Planning and Building and on the informational report map at the end of this chapter.

Table 4-1 summarizes the acreage of each land use category in Santa Margarita. Rural land use is summarized in the North County Area Plan.

| Land Use Categories | Acreage |
|----------------------------|----------------|
| Agriculture | 0 |
| Rural Lands | 0 |
| Recreation | 18 |
| Open Space | 0 |
| Residential Rural | 0 |
| Residential Suburban | 82 |
| Residential Single Family | 78 |
| Residential Multi-Family | 5 |
| Office and Professional | 0 |
| Commercial Retail | 9 |
| Commercial Service | 5 |
| Industrial | 13 |
| Public Facilities | 11 |
| Dalidio Ranch | 0 |
| Total | 221 |

4.3 Santa Margarita Development Capacity

Santa Margarita is close to being built-out in its residential areas. It has enough land designated for a 100 percent increase in commercial development.

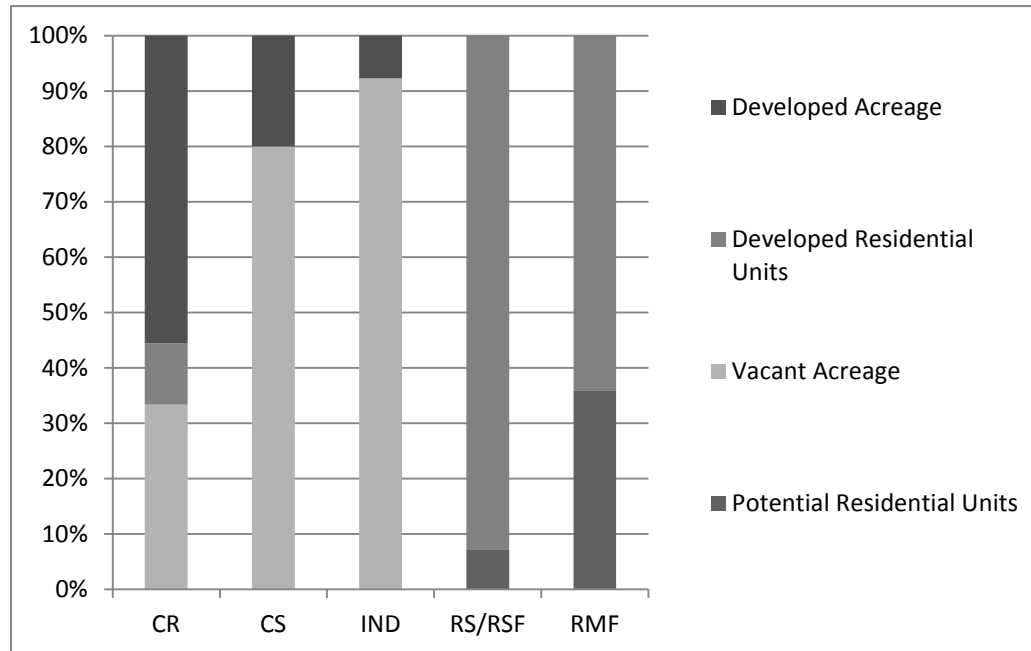


Figure 4-1: Santa Margarita Development Capacity

4.4 Major Land Use Issues

The following are issues concerning residents and property owners of Santa Margarita. Each issue is addressed by the response desired by the community.

- 1. Development on the Santa Margarita Ranch will have impacts on the quality of life within the community.** Before any significant development of Santa Margarita Ranch, a specific plan must be prepared and address impacts on Santa Margarita, as required by standards in Article 10 of the Land Use Ordinance (Chapter 22.104 – North County Area Communities and Villages).
- 2. Santa Margarita has problems maintaining its rural character and a neat appearance.** New development within Santa Margarita could be incompatible with the character of the area. Potential changes to the identity of Santa Margarita will be minimized by standards in Article 10 of the Land Use Ordinance (Chapter 22.104 – North County Area Communities and Villages) that require non-residential development to have historical and pedestrian-oriented design features. Any change to expand the urban area as part of a Santa Margarita Ranch development should be carefully scaled to the existing community, as required by standards in Article 10.
- 3. Water supply and quality are limited and subject to a decline.** Monitoring of the water supply and its quality is ongoing through the operation of the county water district. Any necessary growth limitations will be addressed by the Resource Management System through its annual report or any necessary alerts.

4.5 Santa Margarita Land Use Categories

The following sections discuss land use within each land use category on the plan maps.

Residential Suburban

Residential Suburban areas are in the southwest and eastern portions of the Santa Margarita urban reserve line. This land use category recognizes the predominant one to 10 acre lot sizes and the advisability of maintaining lower densities until drainage and sewage disposal concerns are resolved. This category will help maintain the suburban character and will allow keeping larger animals such as horses.

Residential Single Family

Existing residential uses include single family residences on substandard lots (25 by 150 feet) throughout the community. Most lots, however, have been consolidated to create larger homesites that reflect a suburban village atmosphere. There are also scattered secondary dwellings behind single family dwellings and a mobile home park.

Poor drainage, a high groundwater table and the use of septic systems all combine to create potential problems in the community. Therefore, the minimum building site should be 6,000 square feet with 50 feet of frontage.

Tall residences could be out of scale with neighborhood character, but they should be allowable with a review of their impacts on privacy and consistency with other structures. Features of development that make an architecturally significant neighborhood should be included in new projects, such as varied front building setbacks, placement of garages behind the fronts of houses or on alleys, and attractive fencing.

The residential areas are generally served by adequate paved streets. Equestrian, pedestrian and bicycle traffic utilize the street rights of way. In keeping with the informal suburban character of the community, sidewalks are not necessary in residential areas. Existing lots will continue to allow small animals, but under some necessary constraints so they will not become nuisances. Residences should be continuously upgraded as the community grows, with substandard and dangerous structures being corrected or abated.

Flooding is a recurring problem in flat areas. Water often is retained on site and homes are flooded. To prevent this, a drainage plan may be required for new construction.

Residential Multi-Family

Multi-family residences are needed in Santa Margarita to provide affordable rental housing. Two locations in the Residential Multi-Family category identify existing development and some opportunities for additional units. Two half blocks along El Camino Real east of Wilhelmina Avenue, and one half block along H Street are designated for multi-family development. Criteria in the Land Use Ordinance for areas with septic systems will limit residential density to 15 units per acre.

Recreation

Recreation facilities in Santa Margarita include a small community park and passive recreation area with a community building on Pinal Street. A horse arena at Maria Avenue is used for equestrian events. Acquisition of the arena site and a parkway between the community park and arena should be considered before other development occurs. The elementary school

occupies about 14 acres and is comprised largely of open areas devoted to playground equipment and field sports. Tennis facilities are located at the community library site.

Commercial Retail

Retail commercial uses in Santa Margarita should be concentrated along El Camino Real between Murphy and Pinal Streets. Existing businesses mainly provide local convenience goods and services because Santa Margarita is approximately midway between San Luis Obispo and Atascadero, where most residents shop for both major and convenience items.

Presently, an "Old West" theme or building character exists in the commercial area. The area is underutilized and the small-town character is dwarfed in scale by the 100 foot right of way of El Camino Real. Commercial uses are spread along El Camino Real and several are in a poor condition with little available off street parking.

It is envisioned that the central commercial area will expand to serve the basic shopping needs of the community as well as becoming a tourist attraction if many improvements are made to create a western town center. In time, additional commercial and tourist uses will locate in the "downtown" as the community grows and improvements are made. Plans should be prepared for rehabilitation or restoration of existing structures and offsite improvements such as parking and landscaping.

New development should be located at the street front, with parking at the rear with improved alleys to provide vehicular access. This arrangement will be critical for retaining a "downtown" atmosphere that encourages walking and interaction. Circulation programs in Chapter 5 include a sketch showing how parking facilities and community appearance along El Camino Real can be improved for the benefit of residents and the business community.

Commercial Service

Service commercial uses are planned for the westerly portion of El Camino Real adjacent to the railroad. These blocks have a shallow depth that will limit the extent of development. However, it may be possible to abandon some side-street rights-of-way to provide additional land for required parking, as shown in Figure 5-2. New buildings should be located at the front setback to narrow the wide appearance of El Camino Real, with vehicular access and parking located at the rear. Discretionary permit review is needed to evaluate the compatibility of proposed uses with neighboring commercial businesses and residential uses across El Camino Real.

4.6 Land Use Programs

"Programs" are specific non-mandatory actions or policies recommended by the Land Use Element to achieve the objectives of this community plan. The implementation of each LUE program is the responsibility of the County or other public agency identified in the program itself. Because programs (some of which include special studies) are recommended actions rather than mandatory requirements, implementation of any program should be based on a consideration of community needs and whether substantial community support exists for the program and its related cost.

NOTE: In addition to the programs listed here, the North County Area Plan contains regional programs that may also affect the community of Santa Margarita.

The following program applies within the Santa Margarita Urban Reserve Line. The North County Plan should also be referenced for a list of areawide land use programs that may affect Santa Margarita.

1. **El Camino Real Design Plan.** Work with the community to prepare a design plan for El Camino Real. The plan should include specific standards for siting of structures, building materials, signing, landscaping, parking, lighting, walkways, street furniture and types of uses that would create a desired community character. The design plan should also include recommended means for implementation.

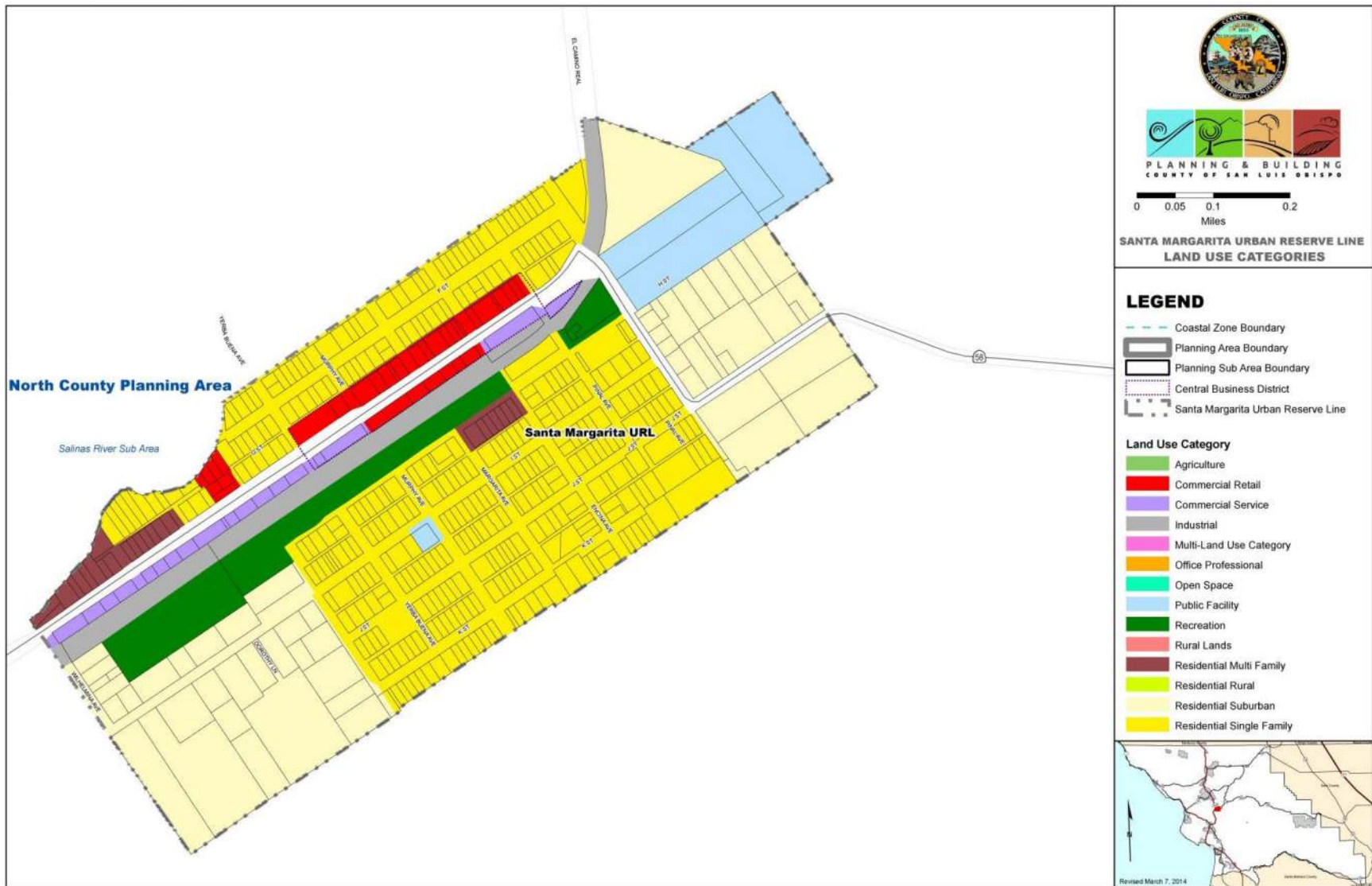
Table 4-2: Schedule for Completing Land Use Program

| Title | Responsible Agency | Potential Funding ¹ | Timeframe (years) ² | Priority ³ |
|--------------------------|--------------------|--------------------------------|--------------------------------|-----------------------|
| 1. El Camino Real Design | Co. Planning | N/A; volunteers | High | 1-3 |

Notes:

1. N/A in "Potential Funding" column means that the work would be performed by County staff as a part of the normal agenda of a County department. No special funding is required.
2. Timeframes are from 1996, the date of the last major update of the Salinas River Area Plan.
3. Priority listings are the relative importance within each timeframe.

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Chapter 5: Circulation Element

This chapter is the Circulation Element for Santa Margarita. It reflects the countywide goals and policies in Framework for Planning (Part I of the Land Use and Circulation Elements) and regional goals and policies in the North County Area Plan (Part II of the Land Use and Circulation Elements). The circulation map at the end of this chapter shows the existing road network and planned road improvements within the Santa Margarita urban area.

The Regional Transportation Plan, which is prepared by the San Luis Obispo Council of Governments (SLOCOG), is a relevant source document with a countywide perspective and more technical information on transportation. It contains goals and objectives for state highways, major local routes of significance, alternative transportation modes and strategies for transportation system and demand management. The Congestion Management Plan, which is adopted by SLOCOG, has policies for integrating land use planning and transportation planning. These documents, along with the Clean Air Plan as well as supporting technical studies, provide input to making decisions on transportation projects, as illustrated in Figure 5-1.

Land use and circulation planning should support each other so that the pattern of land development is supported by a well-defined system of transportation linkages. Roads, bikeways, airports, railroads and various modes of transportation make up the circulation system. Improvements occur by a combination of public and private measures, including the dedication of land to the public in proportion to the impacts created by development. It is understood that public dedications will be reviewed on a case-by-case basis to meet nexus and other legal requirements.

The following sections describe transportation management programs, the major features of the circulation system, and alternative modes of travel to the private automobile. System improvements and programs are recommended to implement the circulation needs of the Land Use Element.

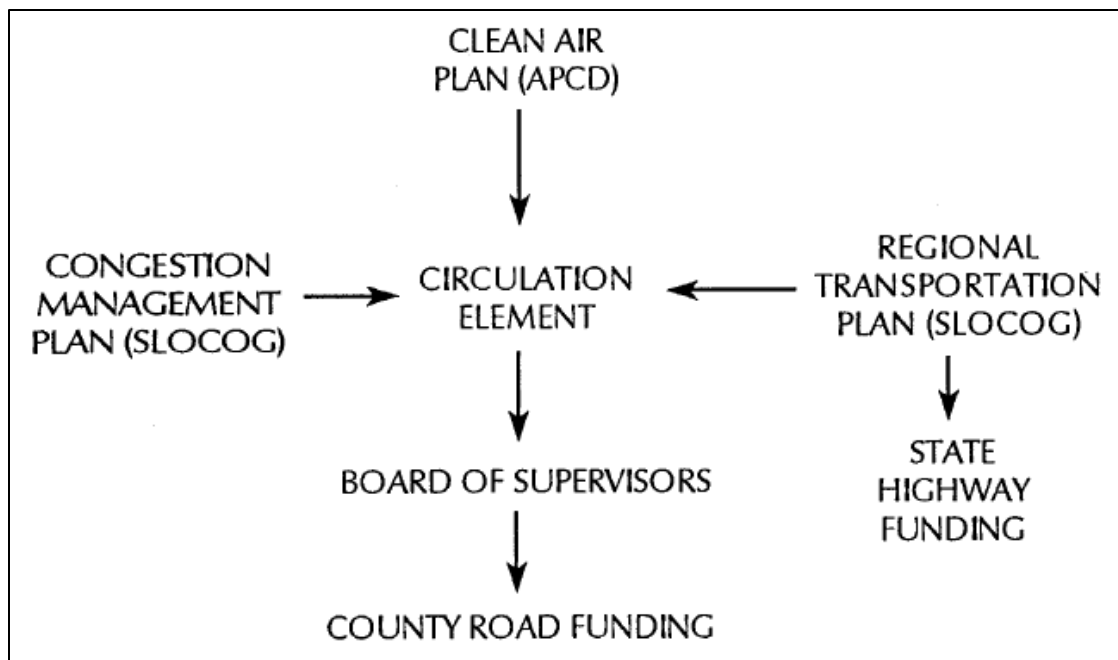


Figure 5-1: Circulation Element

5.1 North County Circulation Issues and Objectives

The North County's various communities and rural areas are connected by a network of state highways and major arterial roadways. The North County Area Plan, Part II of the Land Use and Circulation Elements, describes some key issues that affect the regional transportation system and establishes policies and objectives in response to those issues.

5.2 Roads

Road Improvement Projects

The following sections identify major improvements as the land uses envisioned by this plan develop along with growth in Atascadero, Paso Robles and the larger area. The circulation plan maps show functional classifications of existing and proposed roads within Santa Margarita. Improvements will be required with proposed land divisions by the County Real Property Division Ordinance and planning area standards.

The Resource Management System (RMS), through the annual Resource Summary Report, identifies the necessary timetables for making road improvements with timely funding decisions. It also describes procedures for revising Land Use Element policies if timely funding decisions cannot be reached. The RMS utilizes a level of service "C" in rural areas, which begins at 33 percent of capacity, and level of service "D" in urban areas, which begins at 58 percent of capacity, to identify the threshold at which traffic congestion is of concern. The annual report utilizes an analysis by the Public Works Department to identify those roads nearing or exceeding capacity. The Final Environmental Impact Report for the 1995 Salinas River Area Plan update identifies existing traffic and capacities for major roads in the former Salinas River planning area. Improvement standards are more specifically shown in the Public Works Department's "Standard Improvement Specifications and Drawings." Funding decisions for road improvements will consider the feasible use of County general funds, state and federal grants and funding sources, and development fees.

The following are major proposals for the road system that is shown on the circulation maps at the end of this chapter. The listed order does not imply any priority.

Principal Arterials

Highways 101, 41, 46 and 58 serve as the area's principal arterials, with the function to carry traffic on trips connecting population centers. The North County Area Plan describes anticipated improvements, as listed in the Regional Transportation Plan, for these arterials. Improvements proposed in the vicinity of Santa Margarita are listed here:

1. **Highway 101.** At the Highway 101 Route 58 interchange near Santa Margarita, widen the bridge at the existing northbound on-ramp and extend the on-ramp.
2. **Highway 58.** In Santa Margarita, realign the highway to intersect with El Camino Real and the railroad at a point outside the urban area. At the Highway 58 interchange near Santa Margarita, expand and improve the interchange to a full diamond standard and provide improved access to Tassajara Creek Road.

Arterials

The functional purpose of arterial roads is to carry traffic between principal arterial roads, centers of population, and to serve large volumes of traffic within an urban area or rural area. Several roads shown as existing arterials in the rural area are being used for this purpose.—Improvements will be needed to achieve County standards in addition to making the proposed realignments and extensions shown on the circulation plan map. Road improvements that can link Paso Robles, Templeton and Atascadero will need to be considered as important alternatives to widening Highway 101.

Improvements proposed in the vicinity of Santa Margarita are listed here:

1. **Highway 58 - El Camino Real.** Widen the roadway shoulder from Atascadero to Route 58. Highway 58 (El Camino Real) in Santa Margarita should be improved from the Highway 58 intersection with El Camino Real to Wilhelmina Avenue as shown in Figure 5-2. The median strip should use low water-consuming plants and should not be constructed until there is adequate water available and upon the agreement of an appropriate agency to assume maintenance.

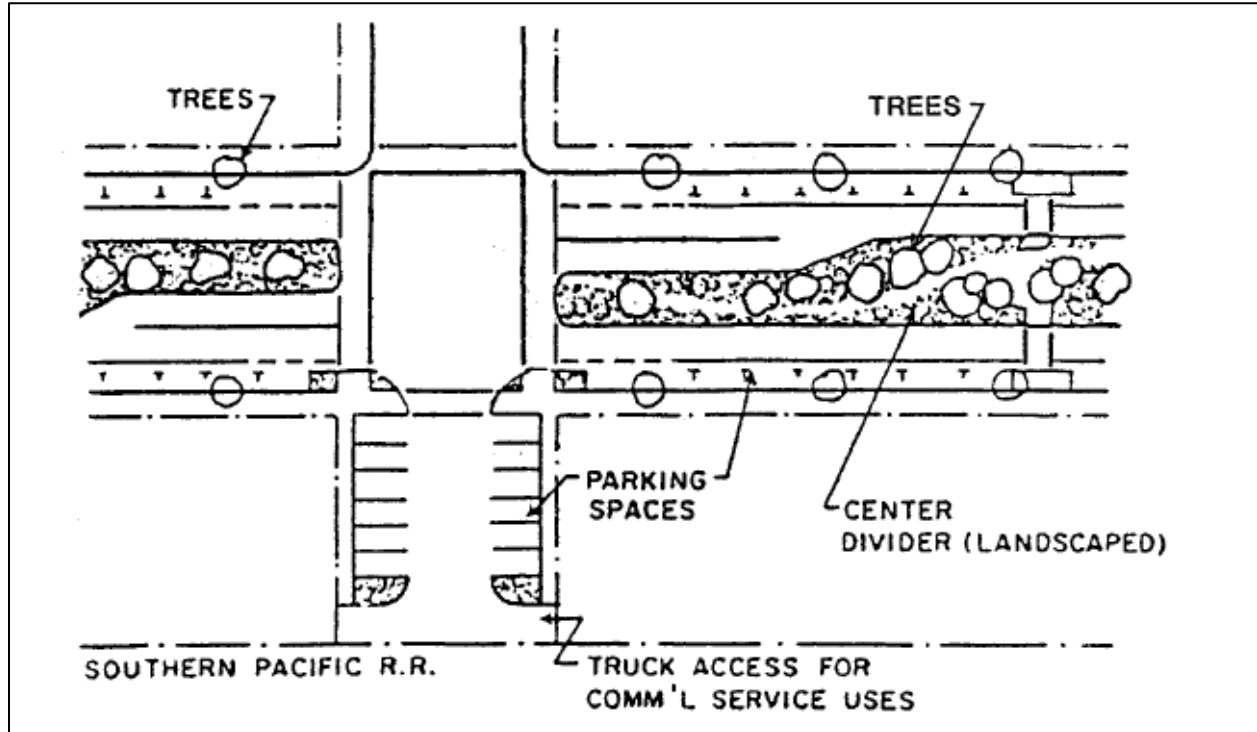


Figure 5-2: El Camino Real Improvements - Santa Margarita

Collectors

Collector roads or streets function to enable traffic to move between minor roads or streets and arterial roads or streets. No specific improvements are identified for collectors in Santa Margarita.

Local Streets

Local roads and streets function to carry traffic and alternative transportation at low volumes within neighborhoods and non-residential areas. No specific improvements are proposed within the larger scope of this plan. Road improvements, including walkways for pedestrians, will be determined at the project and subdivision review stage consistent with adopted plans and regulations.

Alleys

Alleys in Santa Margarita offer both problems and opportunities. Problems that are typically associated with alleys are security, garbage accumulation and lack of paving. They provide utilitarian corridors for parking, trash collection, utilities, and informal access between houses within a block. They provide access for secondary dwellings located at the back of a lot. Where alleys exist or are planned, minimal levels of improvements are necessary to attract and secure usage. Continuous pavement to driveways, at an adequate width for emergency vehicles, lighting and amenities such as fencing and landscaping are often needed to upgrade alleys. Greater alley usage can lessen street traffic by placing parking and garages at the rear of properties, which also can provide better views of the street from residences.

5.3 Other Means of Transportation

Both the North County Area Plan and Framework for Planning encourage alternatives to single occupancy vehicle travel. These alternatives are described below.

Public Transit

The North County Area Plan describes the benefits of public transit and the current needs and planned improvements for the North County's public transit system. It also contains policies that encourage and guide transit oriented development (TOD) in the North County's urban reserve areas. These policies are implemented by area-wide TOD standards in Article 10 of the LUO.

Carpooling - Park and Ride Lots

The overall goal for park and ride lots is to increase their numbers throughout the county. Park and ride lots are transfer areas where people may drive or carpool to the lot, park their vehicles and continue on with another carpool or transit route. The Clean Air Plan and the Regional Transportation Plan have emphasized park and ride lots as transportation system management measures to shift away from single occupancy vehicle travel. Funding should be obtained for park and ride lots.

Lots proposed for the future should be along busy corridors and highways, where there is high visibility, adjacent to regional transit stops. Currently there are three park and ride lots in Atascadero, located on Curbaril, Santa Ysabel and Santa Barbara Road.

Bikeways

A goal of this plan and the County Bikeway Plan is to provide a framework for establishing a safe and efficient bikeway system. Planned projects should not only include the construction of bikeways, but also consider the installation of facilities such as bike racks, bike lockers, bike and ride racks, signs, showers, the creation of bike maps and safety and education programs. The County Bikeways Plan lists and maps the bikeway system, and includes policies for

integrating bike-related facilities within the transportation system. The North County Area Plan describes the regional bikeway objectives, consistent with the County's Bikeways Plan.

Trails

Proposed equestrian and hiking trails are shown in the County Parks and Recreation Element.

Railroad

Rail transportation provides an important method of conveying goods and people within the transportation system. The railroad, which runs parallel to "G" Street, divides Santa Margarita and is in close proximity to commercial areas. For this reason the railroad should be considered in the central business district design plan recommended by the LUE for Santa Margarita. The County should work with the operator of the railroad line to resolve the issue of blockage of particular crossings so as not to affect the health, safety and welfare of the general public. When the County discovers a health and safety issue concerning the railroad, it should communicate the deficiency to the railroad.

Rail transit should be studied for its feasibility within the North County, and perhaps to San Luis Obispo and other regions. The addition of this mode of transportation could be integrated with the transit-oriented planning policies mentioned above concerning activity centers. It would be necessary to integrate any light-rail trolley system with freight and passenger operations.

Telecommunications

Personal computers enable people to perform work, research and communications at home or other sites that are separate from traditional locations, communicating electronically or "telecommuting." Decentralizing work to people instead of moving people to work has the potential to reduce commuting trips and employer/employee costs. Telecommuting worksites should be established that have computer workstations, electronic network service and teleconferencing capabilities. In conjunction with the Highway 101 Cuesta Grade widening, scheduled for 1996-97, Caltrans has organized a multi-agency project for a telecommute site with connections to city, county and other agency offices and allow access to the general public.

5.4 Circulation Programs

"Programs" are specific non-mandatory actions or policies recommended by the Land Use Element to achieve the goals and objectives identified in this community plan. The implementation of each LUE program is the responsibility of the County or other public agency identified in the program itself. Because programs (some of which include special studies) are recommended actions rather than mandatory requirements, implementation of any program should be based on a consideration of community needs and substantial community support for the program and its related cost. Refer to the North County Area Plan for a list of regional circulation programs.

NOTE: In addition to the programs listed here, the North County Area Plan contains regional programs that may also affect the community of Santa Margarita.

The following circulation programs apply to Santa Margarita:

Roads and Highways

1. **Streetside Improvements in Santa Margarita.** The County should work with residents of Santa Margarita to implement improvements to Highway 58, between El Camino Real and Wilhelmina Avenue as shown in Figure 5-2.
2. **Alley Circulation.** Work with residents to improve alley circulation in general by widening pavement where it is too narrow, provide paved driveway aprons, and assist property owners with lighting, fencing and landscaping alternatives for security and privacy.

Park-and-Ride Lots

3. **Additional Park-and-Ride Lots.** Park-and-ride lots should be developed in accordance with the Caltrans Park-and-Ride Lot Report (May 1993).

Railroad

4. **Railroad Safety at all Grade Crossings.** The railroad should identify hazard areas and correction measures at all grade crossings, such as speed controls, additional warning devices, or fencing or landscaping treatment to reduce railway access and accidents.
5. **Emergency Railroad Crossing in Santa Margarita.** An adequate emergency vehicle railroad crossing in the southerly portion of Santa Margarita should be provided.

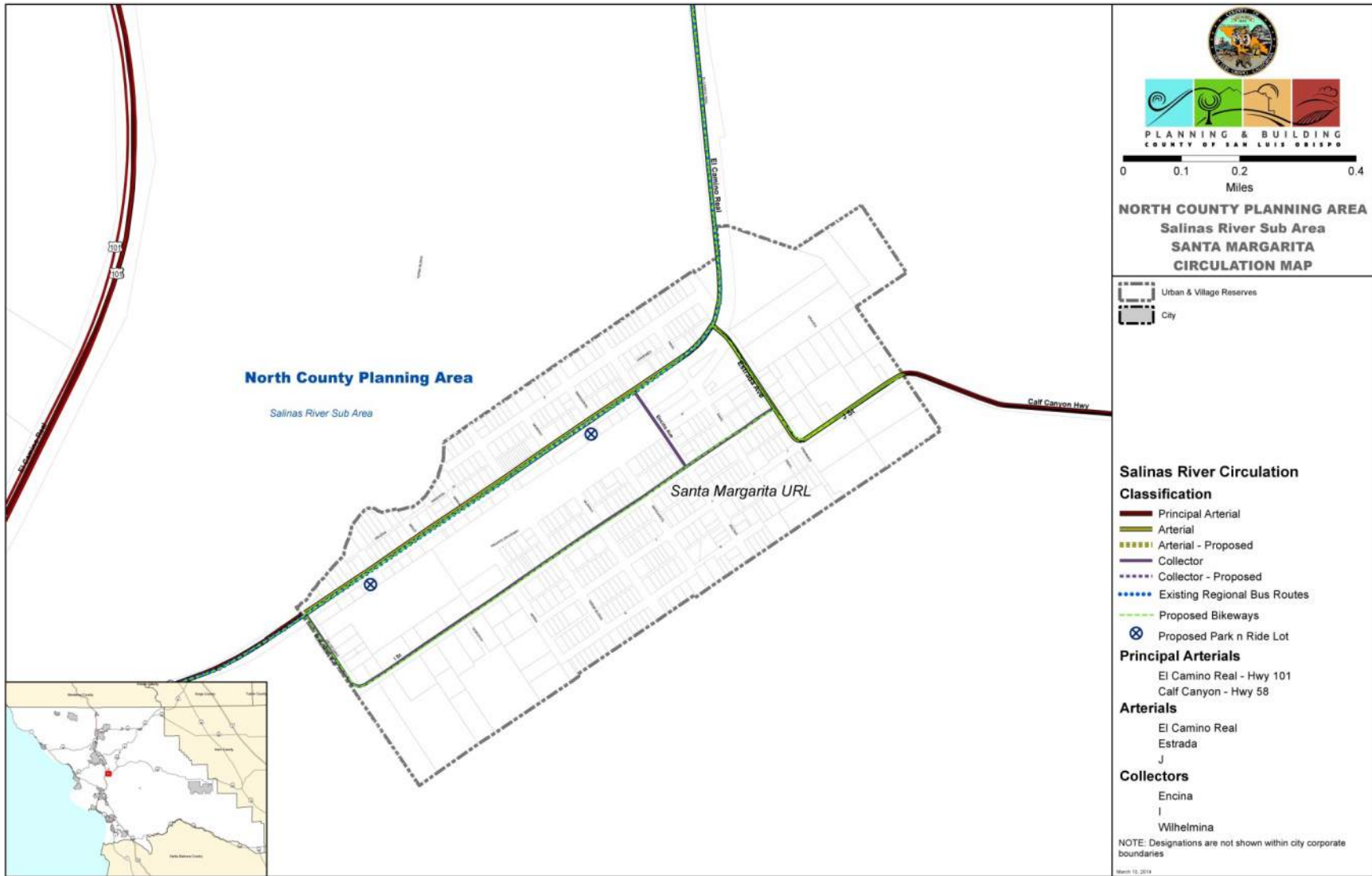
Table 5-1: Schedule for Completing Circulation Programs

| Program Title | Responsible Agencies | Potential Funding ¹ | Timeframe (years) ² | Priority ³ |
|---|---------------------------------------|---|--------------------------------|-----------------------|
| 1. Street Improvements in Santa Margarita | Co. Planning, Public Works; Cal-Trans | SLOCOG; CalTrans STIP; Assessment District; private funding | 3-5 | Moderate |
| 2. Alley Circulation | Co. Planning, Public Works | Assessment Districts; private funding | 3-5 | Low |
| 3. Additional Park-and-Ride Lots | Co. Public Works; SLOCOG; Cal-Trans | Cal-Trans; County | 1-3 | High |
| 4. Railroad Safety at all Grade Crossings | Railroad Operator | N/A | 1-3 | High |
| 5. Emergency Rail Crossing in Santa Margarita | Railroad Operator | N/A | 1-3 | High |

Notes:

1. N/A in "Potential Funding" column means that the work would be performed by County staff as a part of the normal agenda of a County department. No special funding is required.
2. Timeframes are from 1996, the date of the last major update of the Salinas River Area Plan.
3. Priority listings are the relative importance within each timeframe.

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Chapter 6: Combining Designations

6.1 Introduction

Combining designations are special overlay maps and symbols applied in areas of the county with potentially hazardous conditions or special resources, where more detailed project review is needed to avoid or minimize adverse environmental impacts or effects of hazardous conditions on proposed projects. Symbols denote the vicinity of proposed public facilities such as government uses, parks and schools. The following areas are subject to special combining designations. In some cases, specific standards have been adopted for an area where a combining designation is applied. These standards are found in Article 10 of the Land Use Ordinance (Chapter 22.104 – North County Area Communities and Villages) and apply to development proposals in addition to the standards of Chapter 22.14 of the Land Use Ordinance.

6.2 Santa Margarita Community Plan Combining Designations

The Santa Margarita urban area includes the following combining designations, which are shown on the map at the end of this chapter:

1. **Salinas River Flood Hazard (FH).** The Salinas River and the immediate area are designated on the Combining Designations map as a flood plain.
2. **Santa Margarita Creek, Yerba Buena Creek, Estrella River and Huerhuero Creek Flood Hazard (FH).** These creeks are designated on the plan as flood plains.
3. **Mission Santa Margarita de Cortona – Asistencia Historic Resource (H).** This San Luis Obispo Mission outpost was established around 1775 and is designated as State Historical Landmark

6.3 Proposed Public Facilities

Only those public facilities that have a direct effect on land use and are publicly managed are considered. The public facilities needed for the community are determined by many public agencies. Development guidelines for proposed public facilities are contained in Framework for Planning.

The following public facility project is proposed in Santa Margarita:

1. **Santa Margarita Community Building.** The community building should be renovated, landscaped and provided with improved parking.

6.4 Combining Designations and Proposed Public Facilities Programs

"Programs" are specific non-mandatory actions or policies recommended by the Land Use Element to achieve the objectives of this community plan. The implementation of each LUE program is the responsibility of the County or other public agency identified in the program itself. Because programs (some of which include special studies) are recommended actions rather than mandatory requirements, implementation of any program should be based on consideration of community needs and substantial community support for the program and its related cost.

NOTE: In addition to the programs listed here, the North County Area Plan contains regional programs that may also affect the community of Santa Margarita.

The following programs apply to Santa Margarita:

Flood Hazard Area (FH)

Regarding flood hazard areas, the San Luis Obispo County Flood Control and Water Conservation District is one source of funding.

1. **Drainage Control in Santa Margarita.** The County should provide for updating the 1966 report on the Yerba Buena Creek drainage investigation and implementing its recommendations.

Channel Maintenance in Santa Margarita. The County should obtain maintenance easements for the creekways and initiate a program to remove rubbish, dead and obstructive vegetation and other obstacles that may increase flooding.

Historic Areas (H)

2. **Mission Santa Margarita de Cortona Asistencia.** The County should provide encouragement and support for the preservation and reconstruction of the old rancho headquarters and the mission outpost with the cooperation of the rancho owners.

Public Facilities (PF)

3. **Santa Margarita Community Building.** The community building should be renovated, landscaped and provided with improved parking.

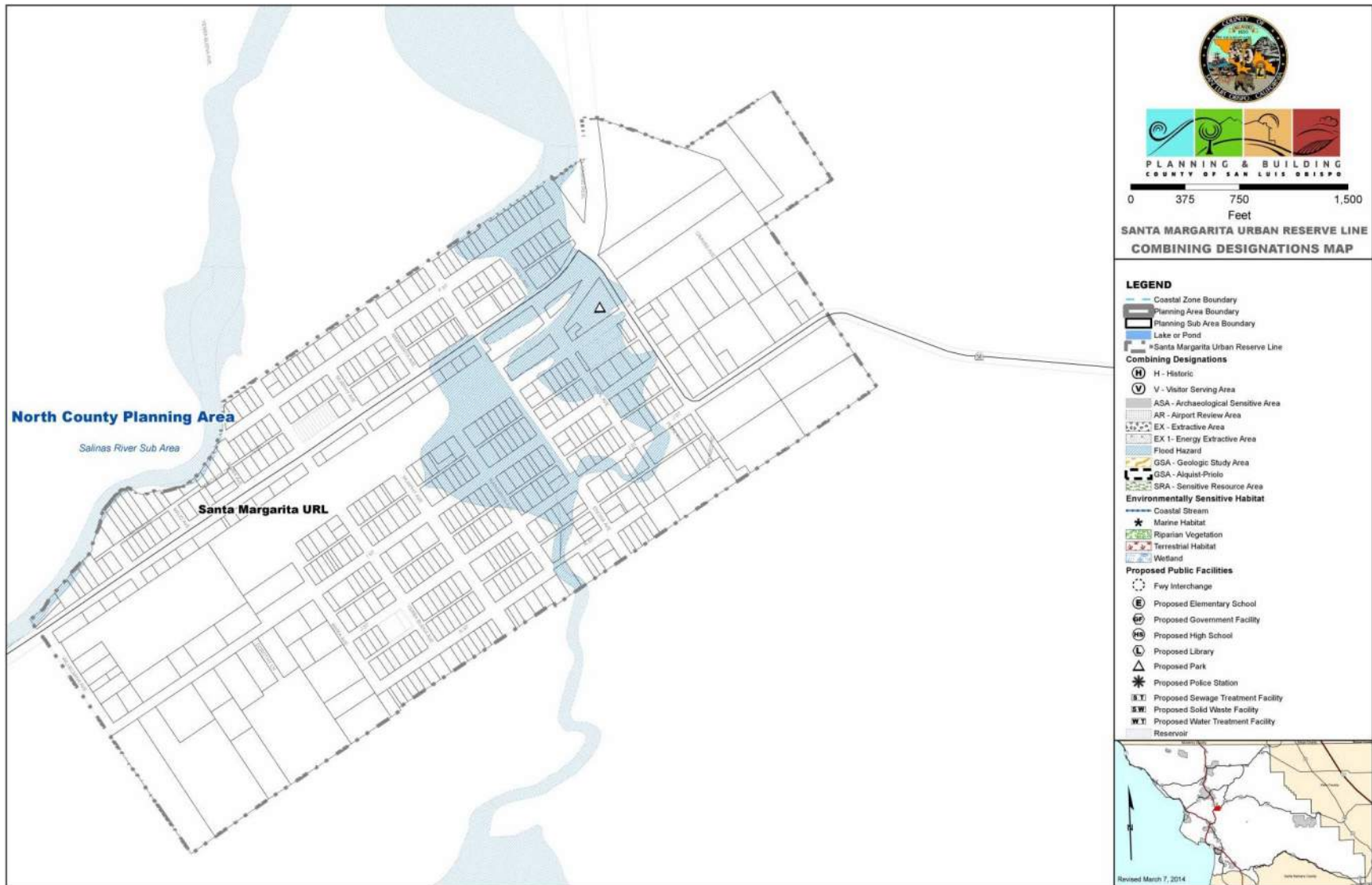
Table 6-1: Schedule for Completing Combining Designation and Public Facilities Programs

| Program | Responsible Agencies | Potential Funding ¹ | Timeframe (years) ² | Priority ³ |
|---|-------------------------------|--------------------------------|--------------------------------|-----------------------|
| Flood Hazard Area (FH) | | | | |
| 1. Drainage Control in Santa Margarita | County Flood Control District | Zone of Benefit | 1-3 | High |
| 2. Channel Maintenance in Santa Margarita | County Public Works | District, Co. | 1-3 | High |
| Historic Area (H) | | | | |
| 3. Mission Asistencia | General Services | N/A; grant; private | 3-5 | Moderate |
| Public Facilities (PF) | | | | |
| 4. Santa Margarita Community Building | General Services | N/A; fees; grant | 3-10 | Moderate |

Notes:

1. N/A in "Potential Funding" column means that the work would be performed by County staff as a part of the normal agenda of a County department. No special funding is required.
2. Timeframes are from 1996, the date of the last major update of the Salinas River Area Plan.
3. Priority listings are the relative importance within each timeframe.

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Chapter 7: Santa Margarita Community Design Plan

The Santa Margarita Community Design Plan was adopted by the County Board of Supervisors on October 9, 2001, and is incorporated by reference into Title 22 of the County Code.

The guidelines in the Design Plan are intended to inform and guide property development in Santa Margarita so that the form and character of the overall community is protected and enhanced. They are available to prospective developers so that early design decisions can be made that are consistent with the plan. The guidelines are both advisory and discretionary, to be used in the review of subdivision and development projects by County staff, the Planning Commission and the Board of Supervisors to protect the public welfare and environment. The development review process makes a careful examination of a project's quality of site planning, architecture, drainage design and important details such as signage and lighting. The purpose is to insure that every new development will carefully consider the community context in which it takes place and make a conscientious effort to develop a compatible relationship to the natural setting, neighboring properties and community design goals.

NOTE: The Santa Margarita Design Plan is available in its entirety at the San Luis Obispo County Department of Planning and Building and on the Department's website: (www.sloplanning.org).

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SAN LUIS OBISPO COUNTY COMMUNITY ADVISORY COUNCIL HANDBOOK



2013

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This handbook has been prepared by:

County of San Luis Obispo
Department of Planning and Building
County Government Center
San Luis Obispo, Ca. 93408-2800
(805) 781-5600
www.sloplanning.org

County Offices are located on the corner of Osos and Palm Streets in the City of San Luis Obispo.
Offices are open from 8:00 a.m. to 5:00 p.m. daily.

PURPOSE OF THIS HANDBOOK

San Luis Obispo County is a unique and highly desirable community in which to live. We believe this did not occur by accident, but resulted from the efforts of many devoted, caring and involved residents in our communities that have participated in the planning process.

This handbook has been created for San Luis Obispo County Community Advisory Council members to use as a guide to providing important feedback and recommendations on issues to the Board of Supervisors, the Planning Commission and the Department of Planning and Building. It identifies what an advisory council is and its role in the planning process. It also offers suggestions on procedures and conduct of the advisory council.

In addition to this handbook, the Department of Planning and Building has also prepared an Advisory Council Training Program. The training program is intended to help current and future advisory council members understand and effectively participate in the planning process. This training program will be offered once a year to advisory council members and other interested parties.

It is our hope that this handbook and training program will help advisory council members understand the roles, and explain the responsibilities of, the Planning and Building Department staff, Community Advisory Council members and the county decision-makers, so that together we can find solutions to issues and explore new opportunities for the future of your community and for the county.

The Board of Supervisors, Planning Commission and Department of Planning and Building would like to thank all of the Community Advisory Council members, both past and present, for their tremendous efforts at giving a voice to their communities' concerns. San Luis Obispo County is fortunate to have such a strong grass roots program.

WHAT IS A COMMUNITY ADVISORY COUNCIL?

Community Advisory Councils are authorized to represent their communities by the San Luis Obispo County Board of Supervisors.



The Board of Supervisors adopted a policy that formally established criteria for “Board-Recognized Community Advisory Councils” through adoption of Resolution No. 96-485 on December 10, 1996.

The resolution states that the Board of Supervisors:

- Values the input of Community Advisory Councils
- Wants to make sure that advising bodies addressing the Board of Supervisors on current and future planning matters in the unincorporated areas actually represent the communities for which they speak
- Wishes to establish a consistent set of guidelines to assist in the formation of future Community Advisory Councils

Board of Supervisors Resolution

The resolution also states that in order for a Community Advisory Council to be recognized by the Board of Supervisors, it **must** meet the following five criteria:

1. A Community Advisory Council must be based in and represent a defined community within an establish Urban or Village Reserve Line, which can include representatives from outlying or surrounding unincorporated areas associated with the community.
2. Community Advisory Council membership should reflect a broad cross-section of the community.
3. Community Advisory Council meetings should occur regularly and be publicly noticed in a timely manner, and be open to all members of the public.
4. Community Advisory Council by-laws should be established and maintained which direct the organization and protocol of the council. These should include a statement of purpose, the rules of order, frequency of meetings, and appointment or election of members.
5. Recommendations made by the Community Advisory Council and forwarded to the Board of Supervisors or the Planning Commission should be arrived at by a majority vote of the quorum of the membership, with as much public input as feasible.

THE ROLE & ACTIVITIES OF COMMUNITY ADVISORY COUNCILS

There are currently eleven Board-recognized Community Advisory Councils in San Luis Obispo County. These Councils represent the following communities and the surrounding unincorporated areas surrounding:

| | |
|-----------------|-------------|
| Avila Valley | North Coast |
| Cayucos | Los Osos |
| South County | Oceano |
| Santa Margarita | San Miguel |
| Shandon | Templeton |
| Creston | |

Each Community Advisory Council is unique in its composition, its interests and its way of conducting business. Most Community Advisory Councils have elected representatives. This representation can be based on district precincts within the community and the surrounding area, groups or organizations, or a combination of both.

Some Community Advisory Councils review all projects that are proposed in their area of interest. Others review only larger developments. Some have specialized "land use committees" that review all projects and only bring forward certain projects to the whole of the advisory council.



Mission Statements and Goals

Many Community Advisory Councils define their purpose through the creation of a Mission Statement. An adopted Mission Statement make the role and the purpose of the Community Advisory Council clear to its members and the general public who attend meetings. It also provides direction to new members.

Mission Statements should be brief and focus on what is most important to the community. They provide the most value when they are a constant in the operation of the advisory council. The Avila Valley Advisory Council includes its Mission Statement on the agenda so that it remains fresh in everyone's mind.

Other Community Advisory Councils do not have specifically adopted Mission Statements, but define their purpose in their by-laws.

Community Advisory Councils also often adopt goals and objectives. These can be changed from year-to-year to reflect the current Advisory Council's interests and what they would like to complete during their tenure on the council. They should also reflect current issues and concerns of the community. This type of list detailing goals and objectives can be helpful when trying to prioritize the many duties of the council.

Community Advisory Council Duties

Each council assigns itself different duties that are relevant to the particular community. These duties should be specified in the council's by-laws. For example, the duties of the Chairperson, Vice-Chairperson, Secretary and Treasurer should be specifically defined in the council's by-laws.

It is important that someone be assigned the task of reflecting the council recommendations in written form to the Department of Planning and Building and the decision-makers.

One of the council's duties is to advise the county decision-makers on current and future planning matters. This is where Community Advisory Councils interact with staff from the Department of Planning and Building. The council makes recommendations on proposed plans and ordinances and development proposed in their community. The council makes its recommendations based on the wishes of community. However, these recommendations must be within the context of federal, state and local laws and regulations.

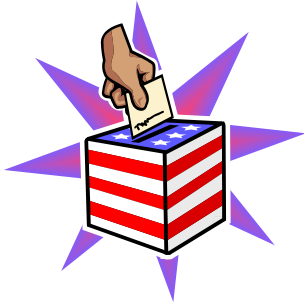
Hardships Associated with Serving on a Council

There are often hardships that can be associated with volunteering on a Community Advisory Council. These include:

Long Hours
Criticism
Phone Calls

Potential Liability
Politics
Personal Expense

Composition of Community Advisory Councils



Councils can be large with a 20 person board and 10 subcommittees. Others are small with a 5 person board and no subcommittees or subcommittees made up of volunteers other than council representatives.

The Community Advisory Councils in San Luis Obispo County have many different compositions. Some have representation based on geographic areas with subcommittees that evaluate projects only within their geographic area. Other councils have geographic representation with subcommittees focused on specific issues such as circulation and land use. When an Area Plan update is occurring, or a Design Plan is being developed for a community, a council will often form a special subcommittee to evaluate those plans as they are being developed.

All of the Community Advisory Councils have a chairperson, a treasurer, and a secretary (or someone assigned to take notes, minutes and record recommendations during the meetings). Some members are appointed to these positions, some are elected and some simply volunteer.

Some of the councils hold yearly public elections, some hold elections every two years, some hold elections for the board members who then appoint other members, and some have members who are all appointed.

The variety of structures show there is no single way to organize a Community Advisory Council. Every attempt should be made to have Community Advisory Council membership reflect a broad cross-section of the community as was specified in the resolution adopted by the Board of Supervisors. How this is done should be based on a method that works best for your council. Each Community Advisory Council should use its own “homegrown” way of getting the community involved.

COUNCIL RELATIONSHIPS

Elected Officials. The Board of Supervisors authorized the Community Advisory Councils with the expectation that the members fully represent a broad cross section of their community. This representation needs to reflect the opinions and wishes of the community as a whole, not the individual membership.

Department of Planning and Building Staff. Each Community Advisory Council is assigned a Planning Staff Liaison. The role of the liaison is to be a contact person between the community and the department. The responsibilities of the liaison are:

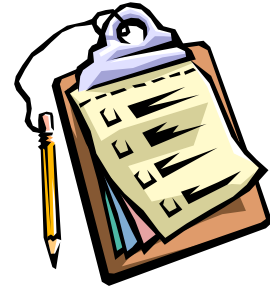
- Attendance at the monthly Community Advisory Council meetings (this does not include sub-committee meetings)
- A resource for general questions on planning and land use, as well as on San Luis Obispo County plans and ordinances
- Provision of information about new and on-going discretionary projects, including the status of such projects

COMMUNITY ADVISORY COUNCIL PROCEDURE AND CONDUCT

Rules for how each Community Advisory Council operates are found in the council's by-laws. The section provides information regarding both required and recommended guidelines for operation, procedure and conduct of Community Advisory Councils.

Agendas

The agenda should be organized, easy to follow, have a consistent format, and include the following minimum information:

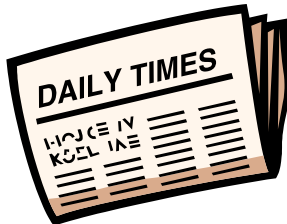


1. The date of the meeting
2. Time and location of the meeting
3. The council's mailing address, contact number or email address
4. The order of business

In addition, you may want to include the following:

- The council's mission statement
- The names of the current officers and/or members of council
- The minutes of the previous meeting
- A specified open public comment period

Public Notice of Meetings



The Community Advisory Council is the link between the community and the decision-makers and should be made up of a broad representation of the community. Thus it is important that the council conducts its business in an open and public manner. The public should be notified of all meetings of the council and its sub-committees. The easiest way to do this is to publicize the meeting agenda in advance of the actual meeting.

The council's agenda should be posted in a visible and accessible location that is well known to the community. This can be on a Community Advisory Council's website, in the local newspaper, on the community post office, on the community meeting room or on a general community information kiosk.

If a specific project is scheduled on the agenda for discussion, the council should send a copy of the agenda to the applicant. By notifying the applicant, they have a chance to discuss their project with council members and all interested community participants. A copy of the agenda should also be sent to the Staff Liaison so they can be prepared to answer questions, provide information at the meeting or ask the department's project manager to attend the meeting in their place.

The county does not notify applicants of when their projects will be reviewed by the council.

Adequate Meeting Space

The council is responsible for providing an accessible meeting space for the members of the community and other interested parties to attend Community Advisory Council meetings. The meeting space should have adequate seating and space for all who attend. It is important that all interested parties can identify council members and the chairperson, and that all council members and speakers can be heard.

Keeping Minutes

The council should designate one person and a back up to take minutes at each meeting. This is a very important and sometimes difficult task. Some councils tape their meetings either in addition to, or in lieu of, written minutes.



The minutes of past meetings should be easily available for anyone who wishes to see them. For example, copies of the minutes can be kept in the community library or be posted on the council's or community's website.

It is also important to assign someone the responsibility of transmitting the council's recommendation to the Department of Planning and Building for inclusion in the staff report that is prepared for the project. The recommendation that is forwarded to the department should include comments that the council has approved. This can include project good points, project concerns, recommendations for changes in site design and architecture, and the vote.

Role of the Chairperson



The chairperson is the leader of the council. The chairperson's responsibilities are explained in each council's by-laws. The chairperson is responsible for making sure that meetings proceed in a fashion that is conducive to fair and open discussion and rational decision-making. The chair must be familiar with the council's procedures and with the agenda items to be discussed at each meeting. The chairperson sets the tone of the meeting, keeps the discussion on track, encourages fairness, moderates and contributes to discussions and helps direct public comment to the issues at hand. Although some council's have chosen to elect a chairperson for two year terms in order to have continuity, having different chairpersons, as well as different members on the council, provide for a diversity of points of view.

Running an effective meeting can be aided by using the following procedures:

- Control the meeting - but make sure that you allow everyone to be heard
- Treat everyone fairly - Everyone should be treated respectfully and equally, this includes any staff members attending from the county
- Make a final recommendation - Matters brought to the council should be acted on in a timely manner
- Not wasting people's time - Keep the discussion focused and on track

Qualities of a Good Chairperson

The chairperson's focus should be on creating effective and open council meetings. S/he can achieve this by following these recommended guidelines:

- Focus on the subject under consideration, instead of personalities
- Keep a clear view of the big picture so that the meeting does not get bogged down in minor details
- Ask questions of the Staff Liaison in advance of the meeting so they can be prepared and not caught off-guard
- Follow the established rules for conducting meetings
- Assist the flow of ideas and help the members of the council stay on track
- Stay informed - read reports, review plans, ordinance and standards
- Provide an open and comfortable environment and allow an objective flow of ideas with council members, the public, applicants and county staff
- Have a sense of pace - know when to close testimony, conduct deliberations and make final recommendations

Practical Tips for the Community Advisory Council

- Advise the public to direct questions through the chairperson.
- Use appropriate procedures and clarify those procedures before discussion and input on an agenda item.
- Set time limits where appropriate
- Define issues and avoid diversions
- Deal with facts - don't deal with rhetoric.
- Go beyond generalities.
- Be sure that there is sufficient factual basis and information for reaching a recommendation.
- Make decisions that are consistent with established practice, principles, and precedence.
- Treat all participants in the meetings with respect and courtesy and assure the meetings are open - where all points of view are encouraged.



PARLIAMENTARY PROCEDURE

Making Motions

The following motions are grouped in the table below according to the purpose to be accomplished.

| PURPOSE | MOTION |
|---|--|
| To introduce business | Move to main motion |
| To approve action | Move to accept, adopt or ratify |
| To modify or change | Move to amend or refer to a sub-committee |
| To defer action | Move to postpone to a definite time, refer to a subcommittee or lay on table |
| To limit discussion | Move to time debate |
| To stop discussion | Move the previous question |
| To determine correctness of an announced voice vote | Move for division of the council |
| To suppress a question | Object to consideration, move to postpone indefinitely, or lay on table |
| To object to decision of the chair | Move an appeal from the decision |
| To make a request | Call for point of information, rise to parliamentary inquiry, or raise questions of privileges |
| To consider a second time | Move to take from the table, reconsider, or rescind |
| To repeal action | Move to rescind |

Examples

Some examples of how to make motions:

“Madame Chair, I move that we have determined that this project is compatible with the community.” “I second the motion...”

“Mr. Chairperson, I move to reconsider the council’s decision to limit public discussion time to ten minutes” [no second] “No second, therefore the motion is denied.”

“Chairperson Jones, I move that with the addition of landscaping between the site and the neighboring site to the west, the project is consistent with other development in the area” “I second the motion...”

Quorum

In order to make motions and vote on them, a quorum must be present. This means that over one half of the duly elected or appointed council members are present at the meeting.

Avoiding a conflict of interest

A conflict of interest exists if financial interests or other opportunities for tangible personal benefit may exert a substantial and improper influence upon a council member's judgment in exercising decision-making.



Council members can avoid a conflict of interest by:

- abstaining from a vote on a proposed project if the member is directly involved with the project
- not talking privately about matters that concern the Community Advisory Council and the community
- not accepting gifts from people whose projects are in the review process and will be voted on by the council
- clearly stating at public meetings and hearings whether you are representing the action of the whole of the council or whether you are speaking as a private citizen

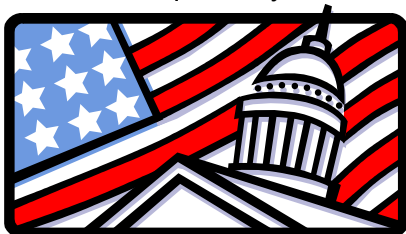
Due Process

The Fifth Amendment of the United States grants that “No person shall be ... deprived of life, liberty, or property, without due process of law.”

Due process means that before a decision is made, all information must be considered and everyone has an opportunity to participate in accordance with the rules of the council.

Additionally, California State Law section 11445.10(b) states that:

“The informal hearing procedure is intended to satisfy due process and public policy requirements in a manner that is simpler and more expeditious than hearings procedures otherwise required by statute, for use in appropriate circumstances.



Open Meetings - Brown Act

The “Brown Act” (Government Code sections 54950 et. seq.) states that meetings of public bodies must be “open and public and all persons shall be permitted to attend any meeting, except as otherwise in the Act” (e.g. personnel, litigation, etc.) and “actions may not be secret, and action taken in violation of open meeting laws may be voided.”

While the “Brown Act” does not apply to most Community Advisory Councils in their present form, it contains important rules that Community Advisory Councils will want to consider in organizing and running their meetings. The “Brown Act” describes a meeting as “[any] congregation of a majority of the members of a legislative body at the same time and place to hear, discuss, or deliberate upon any items that is within the subject matter jurisdiction of the legislative body or the local agency to which it pertains.” (Government Code section 54952.2).

This act applies to: Local Agencies such as the County Planning Department; Legislative Bodies such as the Board of Supervisors; standing councils of a covered board such as the Planning Commission; and non-profit corporations formed by a public agency or which includes a member of a covered board and receives public money from the covered board.

The act does not apply to: Ad hoc meetings; advisory councils consisting of less than a quorum of the covered board; courts and court agencies and state government.

Councils who are not covered by this act can still use it as a helpful guideline for holding official meetings.

The primary meeting rules of the “Brown Act” are to:

- Post and send notice and an agenda for any regular meeting
- Limit action to those items listed on the agenda
- Hold meetings in the jurisdiction of the agency
- Not require a “sign in” for anyone
- Allow recording and broadcast of the meetings
- Allow the public to address the council
- Conduct only public votes, with no secret ballots
- Treat documents as public “without delay”

SANTA MARGARITA AREA ADVISORY COUNCIL
BY-LAWS

Revised: February 2016

Article I. Purposes of the Council

Section 1: To advise the Board of Supervisors and other governmental agencies, in all matters pertaining to, but not restricted to, land uses, zoning, public services, circulation, public improvements, and aspects of orderly community growth.

Section 2: To establish an organization representative of the area in matters of planning and development and to represent the community before all bodies, public and private, where the subject is appropriate to the objectives of the area advisory council.

Section 3: To represent the community and act as the official intermediary, or spokesperson, between the Board of Supervisors and the public, with the understanding that the council will never infringe upon the right and prerogative of private citizens to speak as individuals in their own behalf.

Article II. Membership and Elections

Section 1: The Council shall be comprised of ten geographical areas, with two duly elected representatives from nine areas, excepting the Santa Margarita Ranch. The ten geographical areas are: Pozo, Garden Farms, Santa Margarita, Highway 58, Santa Margarita Lake-Rinconada, Santa Margarita Ranch, Las Pilitas-El Dorado, South Atascadero, Parkhill, and Tassajara Canyon.

Section 1-A: Area representatives for the nine elected areas shall be elected by persons who reside in their geographical area. All voters must be registered to vote in San Luis Obispo County. All voters must sign a voter's manifest indicating their residential address. For the Santa Margarita Ranch area, two representatives and alternates shall be appointed by the owners of the Ranch without consideration of their domicile. There will be two alternates from each area and each area representative shall appoint one no later than the end of the meeting following the representative's election, re-election, or appointment. The term of office for each area representative is two years. Their terms are never concurrent; one representative is elected in even years and the other in odd years.

Section 1-B: In the event of a vacancy caused by loss of a representative, an alternate may fill such vacancy if she/he is able to obtain five signatures from that area's residents, who are also registered voters in San Luis Obispo County. In the event that an alternate is unable to do so, the vacancy will be announced by the chair and ratified by a majority vote of the quorum present. At the following regularly scheduled meeting, a bonafide candidate submitting a petition with 5 signatures will be seated. If more than one candidate presents the signatures required, the seat will be decided by lottery. In the event of a vacancy of an alternate, a new alternate shall be announced by the representative at the following meeting.

Section 2: An area representative or candidate shall be a resident of that area and registered to vote in San Luis Obispo County. Any representative on the council at the time a geographical area is revised may finish out his/her term.

Section 2-A:

As a courtesy to the council and the community, incumbents should declare their candidacy before the adjournment of the February meeting. All eligible candidates, new or incumbent, must declare to the SMAAC Chair or the Elections Chair no later than the adjournment of the March Meeting.

Section 3: Elections shall be held on a Tuesday one week and a day before the April Meeting. Only representatives who are not up for reelection may run the polls and certify the election results. Election results must be made available on the Council website no later than midnight the day following the election.

Section 3-A: In elections, in which both seats are vacant, the person obtaining the greatest number of votes shall be seated for a two-year term and the person obtaining the second most votes shall be elected for a one-year term. In the event there is a tie in the number of votes cast the tie will be broken with the toss of a coin. The winner will be seated for the two-year term.

Section 3-B: Elected representatives shall be seated at the April Council meeting unless an election challenge is lodged and accepted by the Council as provided in 3-C, in which case only unchallenged candidates should be seated

Section 3-C: In the event a candidate wishes to challenge election results, he/she must notify the Chair in writing no later than midnight the Monday following the election. The Chair

should immediately notify all Council members of the challenge, and agendize it for discussion at the April meeting. At the meeting, prior to the seating of any newly elected members, the challenger may make a presentation, and a majority of the Council must vote to accept or reject the challenge for investigation. If the challenge is accepted, the challenging candidate shall be provided with copies of the registered voter list, poll roster and all ballots cast, and allowed one month to collect information and investigate the election. The challenger may withdraw his/her challenge at any time by notifying the Chair in writing. If the challenge is not withdrawn, the challenger may present evidence to the Council at the May meeting. Following the presentation, a majority of the Council must vote to either reject the challenge, or verify the challenge as legitimate. If the challenge is rejected, the election results shall stand and the winning candidate shall immediately be seated. If the challenge is verified as legitimate, the election results shall be thrown out as to the challenged seat only, and another election must be held for that seat the Tuesday one week and a day before the June meeting.

Article III. Officers

Section 1: Officers shall consist of a chairperson, vice-chairperson, secretary, and a treasurer.

Section 1-A: Officers shall be elected by a secret ballot vote of the council representatives, unless there is only one nominee for a position. Four separate elections shall be conducted; first the Chairperson, second the Vice-Chairperson, third the secretary and fourth the treasurer.

Section 2: Duties of the Officers:

Section 2-A: The Chair is to preside at all meetings of the council. The Chair shall open the meeting after ascertaining a quorum is present, then conduct the meeting through the order established in the agenda. Duties include: setting the agenda with input from council members; recognizing members entitled to the floor; stating and putting to vote all legitimate questions that come before the council as motions; tallying and announcing the results of each vote; diligently enforcing the rules of civil discourse and debate; expediting meeting business in a manner compatible with the rights of the members; deciding on questions of order; responding to all inquiries of members bearing on the business of the Council; authenticating by his or her signature, when necessary, all acts, orders or proceedings of the

meeting; posting the business of the Council on the official website; adjourning each meeting when the Council so votes.

Section 2-B: The vice-chair shall assume the chairmanship in the absence or resignation of the Chair; and assist the Chair with his/her duties as requested, including posting the business of the Council on the official website

Section 2-C: The secretary shall: record the minutes of each proceeding and make them available to Council members in attendance; keep on file all committee reports; keep a file of all correspondence sent on behalf of the Council; keep the Council's membership roll and to call or pass the roll as required; maintain a record of past minutes and prior versions of bylaws; provide a copy of the bylaws to all new representatives and to alternates by request; assist with posting the business of the Council on the official website.

Section 2-D: The Treasurer shall: keep financial records and maintain them in accordance with established procedures; prepare a draft budget for Council no later than the June meeting of every year and an update no later than the December meeting of every year; provide copies of all statements and records to the 5th District Supervisor's office for an audit at or immediately following the February meeting each year; coordinate with the Chair to request a discretionary fund allotment from the 5th District Supervisor's office starting in June of each year Any officer may be a signatory to the Council's bank account, but the Treasurer shall have primary responsibility for maintaining the account and financial records.

Section 2-F: In the event the Chair is not present at a meeting, the duties of Chair will pass to the Vice Chair. In the event that the Vice Chair is not present, the duties of Chair will pass to the Treasurer. In the event the Treasurer is not present, an acting chair may be selected by a majority vote of the quorum present at the meeting. In the event that the Secretary is absent from a meeting, an acting Secretary may be appointed by the Chair or acting Chair to take minutes for that meeting. The duties of the officers do not transfer to their alternates if the officers cannot be present.

Article IV. Committees

Section 1: A committee is a body of one or more persons, including councilmembers, alternates, or members of the public, appointed by the Chair. This power does not transfer to the acting chair if the elected Chair is absent from a meeting. All committees are required to establish a quorum at the opening of their sessions in order to function as a committee and conduct any business. Upon the election of new Santa Margarita Area Advisory Council officers all standing committee members are dismissed and new members are appointed. New members may include any or all the existing members. Special Committees shall be appointed as needed for a term as needed. Special committee members may continue for the duration of the function. Standing committees may only be dissolved by a two-thirds vote of the council.

Section 1-A: Standing Committees shall be comprised of Councilmembers, excluding alternates. The Standing Committees are:

The Elections Committee shall be appointed by the Chair no later than the February meeting to conduct the business of running the election in April of each year. Committee members may not be up for election or re-election. The Committee shall: prepare notice of an election, stating eligibility requirements and deadline date, to be published on the official website and other locations as appropriate; prepare candidate list and ballots for area representatives; furnish election information to local media and a list of candidates/open seats for the website; provide for coverage at the election tables; secure and count ballots and immediately provide election results to Chair and Secretary for posting on the website; and maintain election materials, including cast ballots, voter manifest and voter rolls for one year. Although all non-incumbent SMAAC members may volunteer to staff the election tables, only the Elections Committee may tally the votes at the close of the election.

The Bylaws Committee shall be comprised of at least three members, to be appointed at the May meeting every year, to report to the Council with any proposed bylaw amendments, if any, for that year. The Committee should present initial recommendations at the June meeting, and take suggestions from the Council at that time. The Committee should present final recommendations to the Council for a first reading per Article VI Section 5 no later than the December meeting of each year. Following approval, the Committee must provide both "track changes" and clean Word versions to the Secretary.

Article V. Meetings

Section 1: The Council shall meet the first Wednesday of each month, and each area seat shall have one vote. The Council shall not meet in July and January.

Section 1-A: An elected representative may be deemed to have vacated their seat if they miss more than half of the regular meetings over a Council year (April – March). Attendance by an alternate does not count toward an elected representative's attendance. If the Chair determines that an elected representative has vacated their seat under this section, the Chair shall announce the vacancy and it may be ratified by a majority vote of the quorum present. Following ratification, filling the vacancy shall proceed as per Article III, Section 1-B of these Bylaws.

Section 2: Public notice shall be published on the Council website stating the time and place of each regularly scheduled meeting.

Section 3: The Chairperson may call a Special Meeting if all council members are notified by telephone or email at least 48 hours in advance.

Section 4: The Chairperson must call a special meeting if six or more representatives so request and all council members are notified by telephone or email at least 48 hours in advance.

Section 5: All regular and special meeting require a quorum. A quorum means the majority (fifty percent plus one) of the representatives (or alternates) are present, as determined when the meeting is called to order. Seats currently vacant are not counted for purposes of determining a quorum. In the event that a meeting is called to order and no quorum is established the meeting must immediately be adjourned.

Section 5-A: An Adjourned Meeting: An adjourned meeting is only held when a regularly scheduled meeting has been adjourned due to lack of a quorum. An adjourned meeting can continue as a public informational meeting where no minutes may be taken, no business conducted, nor any correspondence read.

Section 6: Conflicts of interest do not prevent a member from voting if they are disclosed in advance. All conflicts of interest pertaining to a particular item must be disclosed and recorded in writing or in the minutes prior to a member voting on that item. As a general rule, a member is considered to have a disclosable conflict of interest if the matter under consideration would, if approved or denied, have a reasonably foreseeable impact on the member or his or her immediate family (parents, siblings, spouse, or children) that is unique or distinguishable from its effect on the public or neighborhood generally. Each member has the responsibility to determine if they have a conflict of interest on any particular matter, and the appearance of impropriety can be avoided through proper disclosure.

Section 6-A: Any member may chose to recuse themselves from considering an item or abstain from a vote, with or without explanation. Recusal means to voluntarily refrain from participating in both the discussion and voting on an item. Abstention means to voluntarily refrain from voting. Recused Councilmembers not replaced by their alternates will not count for purposes of determining a quorum.

Article VI. General

Section 1: In all matters and things not otherwise provided for herein, the proceedings of the Council shall be governed according to "Robert's Rules of Order, 1990 + Revision".

Section 2: Any person or issue that needs correspondence requires that the responsible party submit a handwritten or typed draft to the council for approval. If the Council has authorized the Chair to conduct correspondence on its behalf, the substance of the correspondence must substantially conform with the motion approving such correspondence.

Section 3: Motions may only be offered by representatives or alternates when acting for a representative. Each motion must have a second to be voted on.

Section 4: An agenda shall be provided to each member prior to each meeting. To expedite the business of the council it shall be adhered to. A public comment or open forum section shall be included on the agenda. At this time the public is invited to comment as well as area representatives that have non-agenda issues to bring forth.

On occasion, an item will come before the board, which will be time sensitive and not have the benefit of the public's comment. Should the board deem action on such an item would be of extreme benefit to the council and or community it can be designated "extraordinary". An "extraordinary" designation would allow the item to be voted on and acted on in the same meeting as presented. To become an "extraordinary" agenda item it must be voted on and pass with a 2/3 vote. It can then be placed on the agenda as an action item.

Section 5: Amendments or and revisions to these bylaws proposed by the Bylaws Committee require a majority vote at their first reading. At the next regularly scheduled meeting they require a two thirds majority vote by the council to be incorporated into the bylaws. All bylaw changes are to be incorporated into the appropriate sections and sequence where they are applicable.

Article VII. Written Description of the SMAAC Areas of Representation

Garden Farms: Includes all of Garden Farms and Margarita Farms. Boundaries are Margarita Road on the north, El Camino Real on the east, and Santa Margarita Ranch on the south and west.

Highway 58/West Pozo Road: Includes State Highway 58 in a westerly direction from the junction of State Highway 229 to the Santa Margarita Village Reserve Line and West Pozo Road from the junction of State Highway 58 to the Las Pilitas Road junction and all ancillary roads.

Las Pilitas Road: All of Las Pilitas Road including ancillary roads.

Parkhill Road: Includes all of Parkhill Road and all ancillary roads beginning at the State Highway 58 junction in an easterly direction to the Pozo Road junction, excluding Huerhuero Road and River Road.

Pozo: Pozo Road and all ancillary roads from the summit of Rinconada Grade in an easterly direction to the Parkhill Road junction, and then east to Pozo Summit and south to the Avenales Ranch gate, including all of River Road.

Rinconada: Pozo Road from the Las Pilitas Road junction in an easterly direction to the summit of the Rinconada Grade, including Santa Margarita Lake Road and all ancillary roads.

Santa Margarita: All of Santa Margarita within the village reserve line.

South Atascadero: Encompasses the area within the boundaries of Santa Barbara Road on the north, the Salinas River on the east, Santa Margarita Road on the south, and U.S. Highway 101 on the west.

Tassajara Canyon: Includes all of Tassajara Creek Road and all ancillary roads and all properties along the east side of U.S. Highway 101 from the State Highway 58 junction on the north to the Cuesta Grade summit on the south, and all properties along the west side of U.S. Highway 101 from the boundary of the Eagle Ranch on the north to the Cuesta Grade summit on the south to the Cuesta Ridge on the west, including Spanish Oaks Ranch.