NOTICE OF MEETING
CITY OF PACIFIC GROVE
PLANNING COMMISSION
REGULAR MEETING AGENDA
Thursday, May 14, 2020, 6:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

THIS MEETING WILL BE HELD VIRTUALLY AND IS COMPLIANT WITH THE GOVERNOR’S EXECUTIVE ORDERS N-25-20 AND N-29-30, ALLOWING FOR A DEVIATION OF THE TELECONFERENCE RULES REQUIRED BY THE BROWN ACT.

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AGENDA

CALL TO ORDER

1. APPROVAL OF AGENDA

2. COMMISSION AND STAFF ANNOUNCEMENTS (City-Related Items Only)

3. COUNCIL LIAISON ANNOUNCEMENTS

4. GENERAL PUBLIC COMMENT
   General Public Comment must deal with matters subject to the jurisdiction of the City and the Planning Commission that are not on the Regular Agenda. This is the appropriate place to comment as to items on the Consent Agenda, only if you do not wish to have the item pulled for individual consideration by the Planning Commission. Comments from the public will be limited to three minutes and will not receive Planning Commission action. Comments regarding items on the Regular Agenda shall be heard prior to Planning Commission’s consideration of such items at the time such items are called. Whenever possible, written correspondence should be submitted to the Planning Commission in advance of the meeting, to provide...
CONSENT AGENDA

The Consent Agenda deals with routine and non-controversial matters, and may include action on resolutions, ordinances, or other public hearings for which testimony is not anticipated. The vote on the Consent Agenda shall apply to each item that has not been removed. Any member of the Planning Commission, staff, or the public may remove an item from the Consent Agenda for individual consideration. When items are pulled for discussion, they will be automatically placed at the end of their respective section within the Regular Agenda. One motion shall be made to adopt all non-removed items on the Consent Agenda. Items pulled from this section will be placed under The Consent Agenda deals with routine and non-controversial matters, and may include action on resolutions, ordinances, or other public hearings for which testimony is not anticipated. The vote on the Consent Agenda shall apply to each item that has not been removed. Any member of the Planning Commission, staff, or the public may remove an item from the Consent Agenda for individual consideration. When items are pulled for discussion, they will be automatically placed at the end of their respective section within the Regular Agenda. One motion shall be made to adopt all non-removed items on the Consent Agenda. Items pulled from this section will be placed under 6. Regular Agenda

5. Adoption of the draft minutes of the Planning Commission's March 12, 2020, meeting.
   Reference: Alyson Hunter, Senior Planner
   Recommended Action: Adopt the March 12, 2020, meeting minutes as presented.
   CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

   Reference: Alyson Hunter, Senior Planner
   Recommended Action: Receive the draft minutes of the February 26, 2020, Historic Resources Committee meeting as information only.
   CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

7. Receive the draft minutes of the March 10, 2020, Architectural Review Board meeting as information only.
   Reference: Alyson Hunter, Senior Planner
   Recommended Action: Receive the draft minutes of the March 10, 2020, Architectural Review Board meeting as information only.
   CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

8. Annual Progress Reports on Housing Element and General Plan implementation. This item is informational only and no action is required.
   Reference: Alyson Hunter, Senior Planner
   Recommended Action: Receive the Annual Progress Reports for Housing Element Implementation and General Plan Implement as information only.
   CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

REGULAR AGENDA
9. **PUBLIC HEARINGS**

For public hearings involving a quasi-judicial determination by the Planning Commission, the proponent of an item may be given 10 minutes to speak and others in support of the proponent’s position may be given three minutes each. A designated spokesperson for opposition to the item may be given 10 minutes to speak and all others in opposition may be given three minutes each. Very brief rebuttal and surrebuttal may be allowed in the sole discretion of the Planning Commission. In public hearings not involving a quasi-judicial determination by the Planning Commission, all persons may be given three minutes to speak on the matter. Public hearings on non-controversial matters or for which testimony is not anticipated may be placed on the Consent Agenda, but shall be removed if any person requests a staff presentation or wishes to be heard on the matter.

A. Coastal Development Permit for Sewer Line Replacement in Portions of the Asilomar Blvd/Carmel Ave. Rights-of-Way

**Description:** The proposed work is part of the Council-approved Capital Improvement Program (CIP) 3, 4, 8 Project and entails the replacement of approximately 2,741.5 feet of sewer line and several manhole covers.

**Zone District/General Plan Designation:** n/a

**Coastal Zone:** Yes

**Archaeological Zone:** Yes

**Historic Resources Inventory:** No

**Area of Special Biological Significance:** Yes

**CEQA:** Categorical Exemption, CEQA Guidelines Section 15301, Class I, Existing Facilities

**Recommended Action:** Approve CDP 20-0149 for the replacement of sewer line within portions of the Asilomar Blvd. and Carmel Ave. public rights-of-way subject to the conditions of approval and Class 1 CEQA exemption provided herein.

**Reference:** Alyson Hunter, Senior Planner

B. Annexation of the Mission Linen property located at 801 Sunset Drive.

**Description:** The City of Pacific Grove (City) is undertaking the annexation of the Mission Linen Supply property located at 801 Sunset Drive (APN 007-101-036). The 2.99 acre property is located at the intersection of Sunset Drive and Congress Avenue, is surrounded on all sides by City limits, and is the only property within the City's Sphere of Influence identified in the 1994 General Plan for future annexation. No changes to the property are proposed at this time. The property was prezoned Light Commercial (C-1) on March 4, 2020, by the City Council through the adoption of Ordinance 19-028 and this is the zoning district that will become effective upon annexation.

**Zone District/General Plan Designation:** Monterey County Zone and General Plan of Resource Conservation (RC) with a 10-acre minimum parcel size.

**Coastal Zone:** No

**Archaeological Zone:** No

**Historic Resources Inventory:** No

**Area of Special Biological Significance:** No

**CEQA:** Categorical Exemption, CEQA Guidelines Section 15319(a) Class 19, Annexations to City or Special Districts or Areas-Existing Public or Private Structure

**Recommended Action:** Receive the staff report and provide a recommendation of approval of the proposed annexation to the City Council.

**Reference:** Alyson Hunter, Senior Planner
10.  DISCUSSION ITEM(S)

   A.  Brief oral presentation by the Deputy Public Works Director, Joyce Halabi, on the City's Capital Improvement Program (CIP).
   
   Reference: Joyce Halabi, Deputy Public Works Director
   
   Recommended Action: Receive report as information only.
   
   CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

Next Meeting – June 11, 2020

ADJOURNMENT
TO: Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: 05/14/2020
SUBJECT: Adoption of the draft minutes of the Planning Commission's March 12, 2020, meeting.
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Adopt the March 12, 2020, meeting minutes as presented.

Attachments
3-12-20 PC Draft Minutes
CALL TO ORDER
Commissioners Chakwin, Aeschliman, Bluhm, Byrne, Fredrickson, and Chair Murphy and Vice Chair Lilley present.

1. APPROVAL OF AGENDA
On a motion by Bluhm and a second by Byrne, the agenda was unanimously approved as presented (7-0-0).

2. COMMISSION AND STAFF ANNOUNCEMENTS (City-Related Items Only)
   - Vice Chair Lilley informed the Commission of his participation on the Housing Consultant interview panel;
   - Chair Murphy reminded the Commissioners that their Form 700s are due;
   - Senior Planner Hunter announced that the Coastal Commission certified the City’s Local Coastal Plan (LCP) the day before

3. COUNCIL LIAISON ANNOUNCEMENTS
Councilmember Huit was absent.

4. GENERAL PUBLIC COMMENT
None.

CONSENT AGENDA

5. A. Approval of Minutes of the February 13, 2020, PC Regular Meeting
   Recommendation: Approve minutes.
   Reference: Alyson Hunter, Senior Planner
   CEQA Status: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378

   On a motion by Chakwin and a second by Bluhm, the consent agenda was unanimously approved (7-0-0).

REGULAR AGENDA

6. PUBLIC HEARINGS
   A. Pacific Grove Municipal Code Title 23 Map Amendment for the Asilomar State Park & Conference Grounds
      Recommendation: Receive the staff report and draft ordinance, and adopt PC Resolution 20-01 recommending approval of the proposed amendments to the City Council.
      Reference: Alyson Hunter, Senior Planner
CEQA Status: Categorically exempt per Section 15061(b)(3) of the CEQA Guidelines

After receiving an oral staff report, the Chair opened the public hearing and received testimony. The Commission deliberated on the item. On a motion by Chakwin and a second by Bluhm, the Commission adopted Resolution 20-01 on a 6-1-0 vote with Fredrickson dissenting.

B. Pacific Grove Municipal Code Title 23 Text Amendment for the Deletion of § 23.16.090 (R-1-B-2)
Recommendation: Receive the staff report and draft ordinance, and adopt PC Resolution 20-02 recommending approval of the proposed amendment to the City Council.
Reference: Alyson Hunter, Senior Planner
CEQA Status: Categorically exempt per Section 15061(b)(3) of the CEQA Guidelines

After receiving an oral staff report, the Chair opened the public hearing. There was no public testimony in this item. The Commission deliberated on the item. On a motion by Byrne and a second by Chakwin, the Commission unanimously adopted Resolution 20-02 on a 7-0-0.

C. Proposed Zoning Code Amendment to Remove the Use Permit Requirement for Multi-Family Developments from PGMC Sections 23.24.020 (R-3), 23.28.020 (R-4), and 23.57.020 (R-3-PGB)
Recommendation: Receive the staff report and draft ordinance, and recommend approval of the proposed amendments to the City Council.
Reference: Alyson Hunter, Senior Planner
CEQA Status: Categorically exempt per Section 15061(b)(3) of the CEQA Guidelines

Staff provided a brief oral report. The Chair opened the hearing for public testimony and received comments. After deliberating on the item and expressing concerns primarily about the interface between single-family and multi-family development, Commissioner Chakwin moved to deny the proposed amendment. The motion to deny was seconded by Byrne and approved on a 6-1-0 vote with Chair Murphy dissenting.

D. Discussion of Capital Improvement Program (CIP) Items
Recommendation: Vote on the CIP project ideas submitted by Commissioners and direct the Chair to complete the requisite form for submittal to the Public Works Department.
Reference: Don Murphy, Planning Commission Chair
CEQA Status: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378.

A brief discussion by the Commission took place, including public comment. Although no motion was made, the Commission agreed unanimously to submit the the project recommended by Chair Murphy to restore the Recreation Trail mural for an estimated cost of $40,000.00. The Chair would submit the online form to the Public Works Dept. immediately following the meeting.
7. REPORTS, DISCUSSION ITEM(S), AND PRESENTATIONS - None

Next Meeting – April 9, 2020

**ADJOURNMENT**

By order of the Chair, the meeting was adjourned at 7:02 p.m.

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NOTICE OF ADA COMPLIANCE: Pursuant to Title II of the Americans with Disabilities Act (Codified At 42 United States Code Section 12101 and 28 Code of Federal Regulations Part 35), and Section 504 of the Rehabilitation Act of 1973, the City of Pacific Grove does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs, or activities. The City of Pacific Grove does not discriminate against persons with disabilities. City Hall is an accessible facility. A limited number of assisted listening devices will be available at this meeting. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting or provide the requested agenda format.
TO: Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: 05/14/2020
SUBJECT: Receive Historic Resources Committee Meeting Minutes of February 26, 2020.
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Receive the draft minutes of the February 26, 2020, Historic Resources Committee meeting as information only.

Attachments
Draft 2-26-20 HRC Minutes
MINUTES
CITY OF PACIFIC GROVE
HISTORIC RESOURCES COMMITTEE
REGULAR MEETING MINUTES

3:00 p.m., Wednesday, February 26, 2020
Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA

1. Call to Order - 3:00 p.m.

2. Roll Call

   Members Present: Mimi Sheridan, Vice Chair, Mark Travaille, Joseph Rock, Jill Kleiss, Secretary; Rick Steres, Geoff Welch.

   Members Absent: Claudia Sawyer, Chair.

3. Approval of Agenda

   On a motion by Member Rock, seconded by Member Steres, the Committee voted 6-0-1 (Sawyer absent) to approve the agenda.

   Motion passed.

4. Committee Member and Staff Announcements (City-Related Items Only)

   Vice-Chair Sheridan shared an update on the recent California Preservation Foundation (CPF) workshop and noted that the CPF Conference is upcoming in May.

5. General Public Comment

   Lisa Ciani spoke on the City’s work at Lover’s Point & the importance of cultural resources.

6. Reports of Council Liaison

   Councilmember Tomlinson provided an update on actions taken at recent City Council meetings.

7. Items to be Continued or Withdrawn - None

8. Consent Agenda

   a. Approval of January 22, 2019, HRC Minutes
      Recommended Action: Approve minutes
      CEQA Status: Does not constitute a “Project” as defined by CEQA Guidelines §15378
      Staff Reference: Alex Othon, Assistant Planner

   b. Initial Historic Screening Request No. IHS 20-0083, 1223 Surf Ave.
      Description: Initial Historic Screening
Applicant/Owner: Jim Musbach
CEQA status: Not a project under CEQA per §15378
Staff reference: Alyson Hunter, Senior Planner
Recommended action: Determine ineligible for the Historic Resources Inventory

On a motion by Member Steres, seconded by Member Rock, the Committee voted 6-0-1 (Sawyer absent) to approve the Consent Agenda.

Motion passed.

9. Continued Items - None

10. Regular Agenda

a. Election of Officers
   Recommendation: Hold an election for Chair, Vice Chair, and Secretary
   Reference: Alyson Hunter, Senior Planner
   CEQA Status: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378

On a nomination by Rock, seconded by Travaille, the Committee voted 6-0-1 (Sawyer absent) to reelect Claudia Sawyer as Chair.

Motion passed.

On a nomination by Rock, seconded by Travaille, the Committee voted 6-0-1 (Sawyer absent) to reelect Mimi Sheridan as Vice-Chair.

Motion passed.

On a nomination by Rock, seconded by Travaille, the Committee voted 6-0-1 (Sawyer absent) to reelect Jill Kleiss as Secretary.

Motion passed.

b. Architectural Permit 19-0683, 228 1st Street, APN 006-242-007
   Description: An Architectural Permit (AP) for a 64 sq. ft. second-story, rear addition.
   Applicant/Owner: Suzanne Weichert
   CEQA status: Not a project per CEQA Guidelines, Sections 15301(e)(1) and 15331
   Staff reference: Alex Othon, Assistant Planner
   Recommended action: Approve the permit subject to findings, conditions, and Class 3 and 31 CEQA Exemptions.

Alex Othon, Assistant Planner, provided a staff report.

The Chair opened the floor to public comment.

The Chair closed the floor to public comment.

The Committee discussed the item.

On a motion by Member Rock, seconded by Member Welch, the Committee voted 6-0-1 (Sawyer absent) to approve the item.

Motion passed.
c. **Removal of Twenty (20) Heavily Modified Properties from the Historic Resources Inventory (HRI)**

**Project Description:** On November 20, 2019, the City Council accepted the Final Historic Resources Inventory (HRI) Survey Update, including the recommendations for deletion, and directed the Historic Resources Committee (HRC) to begin the removal process. The 20 properties below represent the second group of proposed deletions.

**Recommendation:** Consider the evidence provided, remove the subject properties from the HRI per PGMC § 23.76.030 and adopt Resolution 20-02 memorializing this action.

**CEQA Status:** Given that the subject properties are not historic resources, their removal from the Inventory does not constitute an individual nor cumulative significant negative effect on the environment. The administrative act of removing non-historic resources from the Inventory is not a “Project” per § 15378 of the California Environmental Quality Act (CEQA) Guidelines.

**Staff Reference:** Alyson Hunter, Senior Planner | ahunter@cityofpacificgrove.org | 831-648-3127

<table>
<thead>
<tr>
<th>Property Address</th>
<th>Assessor Parcel No.</th>
<th>Property Owner</th>
<th>Reason for Removal from the HRI</th>
<th>Approx. Year Built</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 200 1st St.</td>
<td>006-223-002</td>
<td>Garland, V &amp; G</td>
<td>No historic significance</td>
<td>c. 1925</td>
</tr>
<tr>
<td>2. 222 1st St.</td>
<td>066-242-010</td>
<td>Leo, L</td>
<td>Extensive alterations; effect. demolished</td>
<td>1903</td>
</tr>
<tr>
<td>3. 523 2nd St.</td>
<td>006-515-009</td>
<td>Hyde, R &amp; McLean, L</td>
<td>Extensive alterations; lost integrity</td>
<td>1930</td>
</tr>
<tr>
<td>4. 132 4th St.</td>
<td>006-229-003</td>
<td>O’Neil, R &amp; M</td>
<td>Cumulative alterations; lost integrity</td>
<td>1892</td>
</tr>
<tr>
<td>5. 315 5th St.</td>
<td>006-257-006</td>
<td>Dietz, M &amp; S</td>
<td>Heavily Modified; lost integrity</td>
<td>1910</td>
</tr>
<tr>
<td>6. 414 9th St.</td>
<td>006-501-005</td>
<td>Bitter, R &amp; Devine, K</td>
<td>Extensive alterations; lost integrity</td>
<td>1922</td>
</tr>
<tr>
<td>7. 160 11th St.</td>
<td>006-197-008</td>
<td>Laiolo, C</td>
<td>Cumulative alterations; lost integrity</td>
<td>1910</td>
</tr>
<tr>
<td>8. 308 14th St.</td>
<td>006-285-004</td>
<td>Anderson, T &amp; R</td>
<td>Cumulative alterations; lost integrity</td>
<td>1906</td>
</tr>
<tr>
<td>9. 315 14th St.</td>
<td>006-279-008</td>
<td>Williams, M</td>
<td>Addition results in loss of integrity</td>
<td>1940</td>
</tr>
<tr>
<td>10. 219 Bentley St.</td>
<td>006-342-008</td>
<td>Dunn, M</td>
<td>Cumulative alterations; lost integrity</td>
<td>1926</td>
</tr>
<tr>
<td>11. 220 Bentley St.</td>
<td>006-341-008</td>
<td>Aeschliman, G &amp; R</td>
<td>Addition results in loss of integrity</td>
<td>1925</td>
</tr>
<tr>
<td>12. 212 Carmel Av.</td>
<td>006-274-004</td>
<td>Dwyer, W</td>
<td>Addition results in lost integrity</td>
<td>1912</td>
</tr>
<tr>
<td>13. 522 Central Av.</td>
<td>006-181-009</td>
<td>Center for Spiritual Awakening</td>
<td>Additions over time result in lost integrity</td>
<td>1939</td>
</tr>
<tr>
<td>14. 409 Chestnut St.</td>
<td>006-443-010</td>
<td>White, R &amp; S</td>
<td>Alterations; lost integrity</td>
<td>1907</td>
</tr>
<tr>
<td>15. 864 Laurel Ave.</td>
<td>006-333-006</td>
<td>Davis, M &amp; J</td>
<td>Alteration to original form; lost integrity</td>
<td>1900</td>
</tr>
<tr>
<td>16. 562 Park Pl.</td>
<td>006-157-013</td>
<td>Kohlmannlehner, S</td>
<td>Significant alterations; lost integrity</td>
<td>1906</td>
</tr>
<tr>
<td>17. 315 Pine Ave.</td>
<td>006-504-001</td>
<td>Davalos, E &amp; Krienke, D</td>
<td>Cumulative alterations; lost integrity</td>
<td>1922</td>
</tr>
<tr>
<td>18. 1125 Pico Ave.</td>
<td>006-422-002</td>
<td>O’Rourke, H</td>
<td>Highly visible additions; lost integrity</td>
<td>1922</td>
</tr>
<tr>
<td>19. 703 Spruce Ave.</td>
<td>006-466-002</td>
<td>Balison, B &amp; R</td>
<td>Large addition results in lost integrity</td>
<td>1910</td>
</tr>
<tr>
<td>20. 731 Spruce Ave.</td>
<td>006-467-001</td>
<td>Mrizek, A &amp; Grenfell, S</td>
<td>Cumulative alterations; lost integrity</td>
<td>1918-1928</td>
</tr>
</tbody>
</table>

Alyson Hunter, Senior Planner, provided a staff report.

The Chair opened the floor to public comment.

Lisa Ciani spoke against the removal of 220 Bentley Street from the Historic Resources Inventory.

The Chair closed the floor to public comment.

The Committee discussed the item.

**On a motion by Member Travaille, seconded by Member Steres, the Committee voted 6-0-1 (Sawyer absent) to remove Nos. 1, 2, 4, 6, 7, 16, 17, 18, 19, and 20 from the Historic Resources Inventory.**

**Motion passed.**

11. 220 Bentley St. 006-341-008
On a motion by Member Rock, seconded by Member Welch, the Committee voted 5-1-1 (Sheridan opposed, Sawyer absent) to retain 220 Bentley on the Historic Resources Inventory.

Motion passed.

5. 315 5th St. 006-257-006

On a motion by Member Rock, seconded by Member Travaille, the Committee voted 6-1-0 (Sawyer absent) to remove 315 5th Street from the Historic Resources Inventory.

Motion passed.

9. 315 14th St. 006-279-008

On a motion by Member Rock, seconded by Member Steres, the Committee voted 6-1-0 (Sawyer absent) to remove 315 14th Street from the Historic Resources Inventory.

Motion passed.

8. 308 14th St. 006-285-004

On a motion by Member Rock, seconded by Member Steres, the Committee voted 4-1-2 (Travaille and Kleiss opposed, Sawyer absent) to remove 308 14th Street from the Historic Resources Inventory.

Motion passed.

12. 212 Carmel Av. 006-274-004

On a motion by Member Rock, seconded by Member Steres, the Committee voted 5-1-1 (Steres opposed, Sawyer absent) to remove 212 Carmel Avenue from the Historic Resources Inventory.

Motion passed.

15. 864 Laurel Ave. 006-333-006

On a motion by Member Travaille, seconded by Member Welch, the Committee voted 5-1-1 (Sheridan opposed, Sawyer absent) to continue this item to the next meeting.

Motion passed.

3. 523 2nd St. 006-515-009

On a motion by Member Rock, seconded by Member Steres, the Committee voted 6-1-0 (Sawyer absent) to remove 523 2nd Street from the Historic Resources Inventory.

Motion passed.

13. 522 Central Av. 006-181-009

On a motion by Member Rock, seconded by Member Steres, the Committee voted 6-1-0 (Sawyer absent) to remove 522 Central Avenue from the Historic Resources Inventory.

Motion passed.

14. 409 Chestnut St. 006-443-010
On a motion by Member Rock, seconded by Member Travaille, the Committee voted 6-0-1 (Sawyer absent) to remove 409 Chestnut Street from the Historic Resources Inventory. 

Motion passed.

On a motion by Member Travaille, seconded by Member Steres, the Committee voted 5-1-1 (Sheridan opposed, Sawyer absent) to continue the item to the next meeting.

Motion passed.

11. Presentations and Trainings
   a. Coastal Development Permit (CDP) Tutorial
      Recommendation: Receive training on CDP procedure, process.
      Reference: Alyson Hunter, Senior Planner
      CEQA Status: Does not constitute a “Project” per § 15378 of the CEQA Guidelines.

   Alyson Hunter, Senior Planner, provided a staff report and answer Committee Members’ questions.

   The Chair opened the floor to public comment.

   The following member of the public spoke on the item:

   Lisa Ciani spoke on the importance of the Cultural & Historic Resources sections of the Local Coastal Plan.

   The Chair closed the floor to public comment.

12. Adjournment – 4:14p.m.

   Next meeting is date is March 25, 2020 at 3:00 p.m.
TO: Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: 05/14/2020
SUBJECT: Receive the draft minutes of the March 10, 2020, Architectural Review Board meeting as information only.
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Receive the draft minutes of the March 10, 2020, Architectural Review Board meeting as information only.

Attachments
Draft 3-10-20 ARB Minutes
1. CALL TO ORDER AND ROLL CALL

Members Present: Sarah Boyle, Chair; Michael Gunby, Secretary; Terrance Coen, Brett Grinkmeyer, Rosemary Wells, and Garrett Van Zanten.

Members Absent: Jeff Edmonds, Vice-Chair

2. APPROVAL OF AGENDA

On a motion by Gunby, seconded by Wells, the Board voted 6-0-1 (Edmonds absent) to approve the agenda. Motion passed unanimously.

3. BOARD AND STAFF ANNOUNCEMENTS (City-Related Items Only)

Alyson Hunter, Senior Planner, provided a staff update on the LCP going to the March 11, 2020 Coastal Commission Hearing for certification and on how the City is dealing with the Corona Virus.

Sarah Boyle, Chair reported on the California Preservation Foundation Workshop that she, Jeff Edmonds, Vice-Chair and Alyson Hunter, Senior Planner attended this month.

4. GENERAL PUBLIC COMMENT

Lisa Ciani asked to have information added to the Architectural Review Board website.

5. REPORTS OF COUNCIL LIAISON

None

CONSENT AGENDA

6. A. Approval of the February 11, 2019 Architectural Review Board Meeting Minutes

Reference: Laurel O’Halloran, Associate Planner

Recommended Action: Approve minutes.

CEQA Status: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378.

On a motion by Member Gunby, seconded by Member Grinkmeyer, the Board voted 6-0-1 (Edmonds absent) to approve the consent agenda. Motion passed unanimously.
7. PUBLIC HEARINGS
   A. 365 Grove Acre | AP 20-0047 | APN 006-401-021

   **Description:** An Architectural Permit to allow the renovation and addition to an existing 1,764 sq. ft. single family single-story residence including an existing 893 sq.ft. garage with a studio.

   **Zone District/General Plan Designation:** Residential Single-Family / Low Density

   **Coastal Zone:** No  **Archaeological Zone:** No  **Historic Resources Inventory:** No

   **Area of Special Biological Significance:** No

   **CEQA Status:** Exempt per §15301(a) – Minor Alterations to Existing Structures

   **Applicant/Owner:** Hunter Eldridge (Applicant) / Jonathon Graves (Owner)

   **Recommendation:** Approve the project as proposed subject to findings, conditions of approval and a Class 1, Section 15301(a) CEQA exemption.

   **Staff Reference:** Laurel O’Halloran, Associate Planner | lohalloran@cityofpacificgrove.org

   Laurel O’Halloran, Associate Planner, provided a staff report.

   Hunter Eldridge, the project architect, spoke on the project and answered the Board’s questions.

   The Chair opened the floor to public comment.

   Lisa Ciani commented on tree protection.

   Rudy Fischer commented that it is a positive project improving our housing stock.

   The Chair closed the floor to public comment.

   The Board discussed the item.

   **On a motion by Member Gunby, seconded by Member Grinkmeyer, the Board voted 6-0-1 (Edmonds absent) to approve the project. Motion passed unanimously.**

8. Presentations and Trainings
   A. Coastal Development Permit (CDP) Tutorial

   **Recommendation:** Receive training on CDP procedure, process.

   **Reference:** Alyson Hunter, Senior Planner

   **CEQA Status:** Does not constitute a “Project” per § 15378 of the CEQA Guidelines.

ADJOURNMENT – 4:40pm. Next meeting is April 14, 2020.

APPROVED BY ARCHITECTURAL REVIEW BOARD

_____________________________  _________________________
Michael Gunby, Secretary       Date
TO: Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: 05/14/2020
SUBJECT: Annual Progress Reports on Housing Element and General Plan implementation. This item is informational only and no action is required.
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Receive the Annual Progress Report for Implementation of General Plan policies as information only.

California Government Code Sections 65400 and 65700 mandate that cities and counties submit an annual report on the status of their General Plan and any progress in its implementation to their legislative bodies. This includes reporting on the implementation of measures adopted as part of the Housing Element. Annual Progress Reports (APRs) must be presented to the local legislative body for its review and acceptance, usually as a consent or discussion item on a regular meeting agenda. After review and acceptance, a copy of the APR required to be filed with the Governor’s Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD).

These reports were provided to the City Council on March 18, 2020 (HE) and May 6, 2020 (GP). No action is required at this time.

Attachments
GP APR Council Report 5-06-20
Housing Element APR
TO: Honorable Mayor and Members of the City Council  
FROM: Anastazia Aziz, AICP, Community Development Director  
MEETING DATE: May 6, 2020  
SUBJECT: Receive the Draft Annual Progress Report for General Plan Implementation.  
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Receive the Draft Annual Progress Report for General Plan Implementation as required by the Governor's Office of Planning and Research (OPR) and the Housing and Community Development Dept. (HCD).

DISCUSSION
California Government Code Sections 65400 and 65700 mandate that cities and counties submit an annual report on the status of their General Plan and any progress in its implementation to their legislative bodies. Annual Progress Reports (APRs) must be presented to the local legislative body for its review and acceptance, usually as a consent or discussion item on a regular meeting agenda. After review and acceptance, a copy of the APR is required to be filed with the Governor’s Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD).

The attached draft APR report template is provided by HCD and prepared with 2018/2019 data to comply with statutory requirements. Note that the City's 1994 General Plan has not been comprehensively updated other than the required Housing Element updates and a minor amendment pertaining to short-term rentals. Although separate from the general plan amendment process described in the attached APR, it is important to note that the City has been heavily engaged in its Local Coastal Program (LCP) update over the past six years which is directly related to land use planning within the Coastal zone. As indicated in the report, staff recommends that the City undertake a comprehensive update to its Safety Element in the near term in an effort to be better prepared for land use planning under the new realities of climate change.

The City Council accepted the Housing Element APR at its March 18, 2020, meeting.

OPTIONS
1. Take no action.
2. Provide alternative direction.

FINANCIAL IMPACT:
None.

**GOAL ALIGNMENT:** Not Applicable.
I. Introduction
The City of Pacific Grove has not undertaken a comprehensive update to any of the Elements of its 1994 General Plan other than its Housing Element (HE) which was adopted in March 2016 for the effective years 2015-2023. The 2020 HE Annual Progress Report (APR) was presented to the Pacific Grove City Council on March 18, 2020. The 2020 HE APR was submitted to the State Housing and Community Development Dept. (HCD) on March 31, 2020.

In a separate, but related process, the City recently adopted, and the Coastal Commission certified on March 11, 2020, its first Local Coastal Program (LCP). The LCP update was initiated in 2014 with a grant from the Coastal Commission and has been a major City focus and priority for the last six years. The adoption represents a major City milestone. The City had previously utilized its 1989 Land Use Plan, later incorporated as an Element of the 1994 General Plan, for development in the Coastal zone. This year Pacific Grove acquired permitting authority through the certification of our first Implementation Plan (IP). The Land Use Plan (LUP) portion of the LCP remains the newly amended Coastal Land Use Element of the 1994 General Plan.

A very minor amendment to Section 2.6 (Land Use Element) of the General Plan occurred in December 2018 (effective January 1, 2019) and pertained to the approval of a voter initiative in 2018 limiting the number and location of Short-Term Rentals (STRs) throughout the City. The City Council approved the amendment through the adoption of Ordinance 18-018.

The 1994 General Plan is ripe for updating given the many changes affected by the State over the years. In an effort to keep up with climate change and the associated likely impacts related to wildfire and sea level rise, the Community Development Dept. (CDD) intends to undertake a comprehensive update to the Safety Element in FY 20/21 or 21/22 as allowed by the budget; however City funds are limited and the City will seek grant funds to facilitate updates.

II. 1994 General Plan
The City Council of the City of Pacific Grove adopted Resolution 6423 on October 5, 1994, adopting the General Plan (Plan) and associated maps and figures. This Plan superseded the City’s previous 1973 General Plan and incorporated as its Coastal Land Use Element, the certified 1989 Land Use Plan.

III. Housing Element APR
As mentioned in Section I. above, no comprehensive updates to the 1994 Plan have occurred other than the cyclical Housing Element updates as required by Government
IV. **Compliance with OPR’s 2017 General Plan Guidelines**
The City’s 1994 General Plan contains the required elements per the OPR’s 2017 Guidelines and California Government Code Section 65302 (the City’s Element title is listed in parentheses after the mandated chapter title):

- Land Use
- Circulation (Transportation)
- Housing
- Conservation (Natural Resources)
- Open Space (Parks & Recreation)
- Noise (imbedded within the Health & Safety Element)
- Safety (Health & Safety)

In addition to the required Elements above, the City’s General Plan contains the following optional Elements:

- Historic & Archaeological Resources
- Urban Structures & Design
- Public Facilities

As mentioned in Section I. above, the City also has a certified LCP which contains a Land Use Plan (LUP). The LUP constitutes the Coastal Land Use Element of the General Plan.

In the 1980s and 1990s when the City’s General Plan was being drafted, reviewed, and adopted, there were no requirements for the consideration of disadvantaged communities (environmental justice), consultation with Native American tribes (SB 18), or collaboration with military facilities. The City of Pacific Grove is bounded to the south and east by the Army Presidio and is also a very archaeologically sensitive area and, since 1994, the City has worked very closely with the our military neighbors and, even more so, with the Ohlone Costanoan-Esselen Nation (OCEN) to ensure that development does not contradict the policies and goals of these important stakeholders.

Even under today’s rigorous mandates, Pacific Grove does not meet the definition of “disadvantaged community” (Health & Safety Code, Section 39711) that would trigger the preparation of an Environmental Justice Element.

Given the age of the Plan, there other inconsistencies with current OPR Guidelines which will be addressed, as needed, as we look forward to the Safety Element update and other amendments.
V.  Land Use Priorities

a.  **Housing** - With the most recent passage of several bills at the State level mandating the production of housing for all income levels, the City embarked on the development of an updated Accessory Dwelling Unit (ADU) Ordinance which was adopted by the City Council (Ordinance 20-007) in March 2020 and is currently under review by HCD. The City is open to working with partners on the development of in-fill affordable projects in an effort to meet our Regional Housing Needs Assessment (RHNA) numbers;

b.  **Water** - The Monterey Peninsula has experienced a “regulatory drought” for the past 20+ years which has heavily impacted development. The State Water Resources Control Board has limited the issuance of new water meters through a cease and desist order levied on the area’s water provider. Although the City is geographically small and development is constrained by other factors, the water meter issuance has effectively resulted in a moratorium on large new in-fill projects where water entitlement did not already exist. As a result of a number of recent water recycling and conservation activities, the State has made some water available for purchase in the City and a new downtown hotel, a mixed-use housing in-fill project and several smaller residential projects are moving forward;

c.  **Annexation** - the City recently pre-zoned an adjacent property (Ordinance 20-008) in preparation for annexation. The property is surrounded on all sides by City limits and is a County island. The 1994 General Plan does not include a Growth Management section or other clear policies regarding annexation other than the identification of this particular property within its mapped Sphere of Influence. The Land Use Element includes the general goal of providing for orderly, well-planned, and balanced development consistent with the historic nature of Pacific Grove, the capacity of the City’s infrastructure, and ability to assimilate new growth. As this property is currently developed with an industrial laundry facility (Mission Linen Supply) and is already designated Neighborhood Commercial on the General Plan, an annexation feasibility analysis is not warranted.

VI.  Adjusted Goals, Policies, Objectives

As mentioned previously in this APR, the City intends to update the Safety Element in the next budget cycle, if feasible. There are also a variety of Goals and Policies in the Land Use Element that are very restrictive and out of alignment with the State’s current housing directives. Several of these have already been identified in the adopted Housing Element. Given the built-out nature of the City and relatively little room for expansion, the majority of development in the future will be in-fill in nature and will be located in existing urban areas like downtown, the Forest Hill area, and possibly the Sunset Drive/State Route 68 corridor. The City is undertaking a review of the policies in the Land Use element that may be ripe for reconsideration within the context of the State’s housing crisis using SB2 grant funds.

VII.  Studies and Activities Intended to Advance the Implementation of the GP
Since January 2018, there have been no specific studies, specific plans, master plans, annexation studies or other analyses prepared in an effort to advance the implementation of the General Plan; however, as stated earlier the City achieved certification of the Local Coastal Program for the first time in the City’s history and is a major achievement that required considerable resources. The Local Coastal Program included a Background Report and Vulnerability Analysis.

In relation to the City’s Shoreline Management Plan (draft), however, which is intended to inform the repair and maintenance of public infrastructure along the City’s shoreline, the City had prepared a Biological Resources Assessment, a Vulnerability Assessment, and a Geologic/Hydrologic Conditions Report.

The City Council accepted the 2019 HE APR on March 18, 2020 and was submitted to HCD on March 31, 2020.

The following table denotes the General Plan Amendment (GPA) that has occurred since January 2018.

<table>
<thead>
<tr>
<th>Amendment</th>
<th>Date</th>
<th>Element</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ratification of a Voter Initiative (Measure M) effecting Short Term Rentals (STR). General Plan amendment embedded in Ordinance 18-018 adding Policy 1.5 regarding STRs.</td>
<td>Dec. 5, 2018</td>
<td>Land Use</td>
</tr>
</tbody>
</table>

The majority of the development in Pacific Grove consists of minor alterations and additions to existing buildings, single-family residential development, ADUs, minor commercial tenant improvements. However, since January 1, 2018, the following large commercial projects have been approved or in the application review process:

<table>
<thead>
<tr>
<th>Project Name / Description</th>
<th>Location</th>
<th>Permit Type / CEQA</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hotel Durrell / 116 room hotel (demo and new construction)</td>
<td>157 Grand Ave.</td>
<td>AP*-UP** / EIR</td>
<td>Finalizing water entitlement; applicant preparing for Bldg Permit submittal</td>
</tr>
<tr>
<td>Holman Bldg / Mixed-Use Rehab; 25 residential units</td>
<td>542 Lighthouse Ave.</td>
<td>AP-UP / §§ 15331, 15332 exemptions</td>
<td>Anticipate issuing final occupancy Summer 2020</td>
</tr>
<tr>
<td>Goodies Bldg / Mixed-Use (demo and new construction)</td>
<td>522 Lighthouse Ave.</td>
<td>AP-UP / §15332 exemption</td>
<td>In Bldg Permit plan check currently</td>
</tr>
<tr>
<td>American Tin Cannery (ATC) Hotel &amp; Commercial Project / 225 room hotel and retail (demo and new construction)</td>
<td>109/125 Ocean View Blvd.</td>
<td>AP-UP-CDP*** / EIR</td>
<td>Entitlements and EIR underway now; expected to begin public review early Summer 2020</td>
</tr>
</tbody>
</table>

*AP – Architectural Permit  
**UP – Use Permit  
***CDP – Coastal Development Permit
VIII.  Additional Content

a. Monterey County Multi-Jurisdictional Hazard Mitigation Plan 2020 – the City is participating in this 5-year effort with the Monterey County OES as lead. The City anticipates using much of the information in the near-term Safety Element update.

b. Pacific Grove fire services are provided by contract through the City of Monterey. Monterey Fire is working on a Wildland Fire Risk Assessment that covers most of the Monterey Peninsula, including the City which has very few high or extreme high fire hazard areas, but is adjacent to both.
TO:       Honorable Mayor and Members of the City Council  
FROM:     Terri C. Schaeffer, Senior Program Manager  
MEETING DATE:       March 18, 2020  
SUBJECT:   Draft 2019 Annual Progress Report for General Plan and Housing Element Implementation 
CEQA:      Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION 
Receive the Draft Annual Progress Report for General Plan and Housing Element Implementation. 

DISCUSSION 
The California Government Code Section 65400 mandates that cities and counties submit an annual report on the status of their General Plan and any progress in its implementation to their legislative bodies. Annual Progress Reports (APRs) must be presented to the local legislative body for its review and acceptance, usually as a consent or discussion item on a regular meeting agenda. After review and acceptance, a copy of the APR is required to be filed with the Governor’s Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) by April 1. 

The attached draft APR report template is provided by HCD and prepared with 2019 data to comply with statutory requirements. With recent updates in Housing Law this past year, HCD continues to develop new tools to increase transparency and local accountability regarding how cities and counties are performing towards the housing goals established in the local Housing Element. More extensive reporting is required along with continued demonstration of the achievement of housing goals. 

OPTIONS 
1. Take no action.  
2. Provide alternative direction. 

FINANCIAL IMPACT:  
There is no fiscal impact from accepting the APR. 

GOAL       Not Applicable. 
ALIGNMENT:     

Attachments 
Draft APR
### Table A

#### Housing Development Applications Submitted

| Project Identifier | Current APN | Street Address | Project Name | Local Jurisdiction Tracking ID* | Unit Category | Tenure | Surpass/ DuOwner | Date Application Submitted | Very Low-Income Non-Deed Restricted | Low-Income Non-Deed Restricted | Moderate-Income Non-Deed Restricted | Above Moderate-Income | Total PROPOSED Units by Project | Total APPROVED Units by Project | Total DISAPPROVED Units by Project | Streamlining Notes |
|---------------------|-------------|----------------|-------------|----------------------------------|---------------|--------|-----------------|-----------------------------|-----------------------------------|---------------------|-----------------------------|-----------------------------|------------------------|-----------------------------|-----------------------------|-----------------------------|-------------------------|
| 00769025200000     | 1661 Sunset | Locals| Single Family Dwelling (SFD) | AP/19-0643 | SFD | O | 10/32/2019 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00729101200000     | 80 Bayview | Locals| Single Family Dwelling (SFD) | AP/19-0202 and 19-0201 | SFD | O | 10/16/2019 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 300 Cedar st | Locals| Accessory Dwelling Unit (ADU) | ADU/19-0019 and 19-0127 | ADU | R | 10/03/2019 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 1613 Forest | Locals| Single Family Dwelling (SFD) | AP/19-0525 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 1191 Willow | Locals| Accessory Dwelling Unit (ADU) | ADU/19-0525 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 270 Crocker Ave | Locals| Accessory Dwelling Unit (ADU) | ADU/19-0103 and 19-0117 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 1037 Park Ave | Locals| Single Family Dwelling (SFD) | AP/19-0151 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 1250 Pine Ave | Locals| Single Family Dwelling (SFD) | AP/19-0151 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 501 Grand | Locals| Second story addition of three affordable studio apartments | AP/19-0319 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 137th St | Locals| Single Family Dwelling (SFD) | AP/19-0163 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 411 E Street | Locals| Accessory Dwelling Unit (ADU) | ADU/19-0157 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 617 20th St | Locals | Single Family Dwelling (SFD) | AP/19-0217 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 301 Grand | Locals | Second story addition of three affordable studio apartments | AP/19-0319 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 1023 Hillside Ave | Locals | Accessory Dwelling Unit (ADU) | ADU/19-0311 and 19-0157 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 510 Evergreen Rd | Locals | Single Family Dwelling (SFD) | AP/19-0217 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 1235 Surf Ave | Locals | Demo existing home, build new SFD | AP/AUP/TPD19-0159 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 301 Grand | Locals | Second story addition of three affordable studio apartments | AP/19-0319 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 107 20th St | Locals | Demolish existing house (leave existing detached garage) and new construct new two story single-family residence and remove tree. | AP/TPD19-0122 and 19-1597 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 181 17 Mile | Locals | Conversion of existing structure into Accessory Dwelling Unit (ADU) | ADU19-0086 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 2816 Forest Hill | Locals | New Accessory Dwelling Unit (ADU) | AP/ADU19-0034 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 855 Maple Ave | Locals | New Accessory Dwelling Unit (ADU) | ADU19-0021 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 409 Grand Ave | Locals | New Accessory Dwelling Unit (ADU) | ADU19-0021 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 413 Walnut St | Locals | New Accessory Dwelling Unit (ADU) | ADU19-0021 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 870 Bayview Ave | Locals | New Accessory Dwelling Unit (ADU) | ADU19-0021 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 870 Bayview Ave | Locals | New Accessory Dwelling Unit (ADU) | ADU19-0021 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 1313 Lawton Ave | Locals | New Accessory Dwelling Unit (ADU) | ADU19-0021 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 475 Lighthouse Ave | Locals | New Single Family Dwelling (SFD) | PGBP-19-0281 | SFD | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
| 00769025200000     | 181 17 Mile | Locals | Collaboration of existing structure into Accessory Dwelling Unit (ADU) | ADU19-0021 | ADU | R | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Yes |
### ANNUAL ELEMENT PROGRESS REPORT

#### Housing Element Implementation

(CCR Title 25 §6202)

**Jurisdiction:** Pacific Grove

**Reporting Year:** 2019 (Jan. 1 - Dec. 31)

#### Housing Element Implementation (CCR Title 25 §6202)

**RHNA Allocation by Income Level**

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<td>75</td>
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</table>

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

Cells in grey contain auto-calculation formulas.

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here.

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

<table>
<thead>
<tr>
<th></th>
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<td>Very Low</td>
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<td>Name of Program</td>
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<td>Timeframe in H.E</td>
<td>Status of Program Implementation</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Program 1.1 Housing Preservation &amp; Rehabilitation</td>
<td>Rehabilitate 2 extremely-low-, 15 very-low-, and 15 low-income units</td>
<td>Ongoing</td>
<td>CDBG 2017 NOFA Awarded; HRLP Guidelines updated; ongoing outreach; ongoing application intake</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program 1.2 Mobile Home Park preservation</td>
<td>Preserve 103 mobile home units</td>
<td>Ongoing</td>
<td>Continued efforts.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Program 2.1 Monitor Housing Production &amp; potential housing sites</td>
<td>NA</td>
<td>Ongoing</td>
<td>Continued efforts.</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program 2.2 Funding for Affordable</td>
<td>NA</td>
<td>Ongoing</td>
<td>City Council adopted Affordable Housing Goal will continue to explore options. SB2 grant funding allowed us to hire Housing Consultant to conduct feasibility studies. Other funding sources could include bond measures.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program 2.3.a Density Bonus</td>
<td>1 extremely-low-, 4 very-low-, and 15 low-income units</td>
<td>Within 2 years</td>
<td>The City continues to explore development incentives for developers in specific locations in line with City Council Affordable Housing goal.</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Program 2.3.b Downtown Master Plan</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City will seek funding to develop plan.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program 2.3.c. Encourage Residential &amp; mixed use development in commercial zones.</td>
<td>10 very-low-, 10 low-, and 10 moderate-income units on underutilized sites</td>
<td>Ongoing</td>
<td>Incentives and assistance will be considered as opportunities arise. The City encourages parcel consolidation when contacted by realtors representing owners of properties zoned mixed use or multi-family uses.</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program 2.3.d. Preserve Affordable Housing Units</td>
<td>Preserve 7 low-income &amp; 2 moderate income units</td>
<td>Ongoing</td>
<td>The City continues to monitor and work with owners of affordable units.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.
<table>
<thead>
<tr>
<th>Program 2.3.e Facilitate Housing Development on Underutilized Parcels</th>
<th>4 very-low-income units</th>
<th>Ongoing</th>
<th>The City will evaluate the feasibility of small lot development including infrastructure needs. Illegal units are addressed by encouraging owners to comply with Accessory Dwelling Unit standards. The City encourages parcel consolidation when contacted by realtors representing owners of properties zoned for multi-family uses.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program 2.3.f Affordable Housing Development Assistance</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City continues to work with developers interested in adding units to the housing stock. With limited development space, developers in commercial areas where mixed use projects are possible are encouraged to add affordable units. Lack of potable water continues to be a major constraint to developing new units.</td>
</tr>
<tr>
<td>Program 2.3.g Short-term Rental of Private homes</td>
<td>NA</td>
<td>Completed</td>
<td>The City adopted amendments in the municipal code to limit the number of Short term rentals. A ballot measure was adopted which limits the activity even more. Both approaches have offset and mitigated the impact.</td>
</tr>
<tr>
<td>Program 2.4 Continue to encourage second units or ADUs</td>
<td>10 low income second units</td>
<td>Ongoing</td>
<td>The City will conduct a survey of rent levels to determine the affordability of accessory dwelling units and junior accessory dwelling units.</td>
</tr>
<tr>
<td>Program 3.1 Water Supply</td>
<td>NA</td>
<td>Ongoing</td>
<td>At this time a California Public Utility Commission (CPUC) moratorium may interfere with Cal-Am’s (water provider) ability to set new water meters to serve projects that do not have access to a current, active, Cal-Am water meter. City representatives participate on regional water panels; the City adopted water distribution policy with incentive for affordable housing development. The City received entitlement water due to the City’s recycled water project (referred to as the City Local Water Project) and began selling water entitlements. The City’s water policy identifies affordable housing as a dedicated recipient for development and the City Council set aside 11.5 acre feet of entitlement water for affordable unit development. Some affordable units (primarily ADUs) have purchased available entitlement water to facilitate new units.</td>
</tr>
<tr>
<td>Program 3.2 School District Coordination on Housing Issues</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City maintains a positive relationship with the district.</td>
</tr>
<tr>
<td>Program 3.3.a Development fees</td>
<td>NA</td>
<td>Completed</td>
<td>Completed</td>
</tr>
<tr>
<td>Program 3.3.b Adequate sites to accommodate housing needs</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City will employ the help of Housing Consultant to determine feasibility of streamlining processes and approvals for a significant number of housing units.</td>
</tr>
<tr>
<td>Program 3.3.c Use Permit for multifamily development</td>
<td>NA</td>
<td>Within 2 years</td>
<td>The City initiated an amendment to Zoning code to eliminate Use permits for multifamily development in R-3 and R-4 zones. This item will be before the Planning Commission in Winter 2020 and before Council Spring 2020.</td>
</tr>
<tr>
<td>Program 3.4.a Parking Standards</td>
<td>NA</td>
<td>Completed</td>
<td>Completed</td>
</tr>
<tr>
<td>Program 3.4.b Single room Occupancy Units</td>
<td>5 extremely low income units</td>
<td>Ongoing</td>
<td>The City shall explore incorporating incentives for development of SRO units along with other density bonus incentives.</td>
</tr>
<tr>
<td>Program 3.4.c Mobile Homes and Manufactured homes</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City will review zoning regulations to ensure compliance with state law.</td>
</tr>
<tr>
<td>Program 4.1.a Housing Rehabilitation for persons with special needs</td>
<td>4 rehabilitated units</td>
<td>Ongoing</td>
<td>The City continues to conduct outreach.</td>
</tr>
<tr>
<td>Program 4.1.b Reasonable accommodation</td>
<td>NA</td>
<td>Completed</td>
<td>Completed</td>
</tr>
<tr>
<td>Program 4.2.a Emergency Shelters, Transitional/Supportive Housing and Residential Care</td>
<td>NA</td>
<td>Completed</td>
<td>Completed</td>
</tr>
<tr>
<td>Program 4.2.b Section 8 Rental Assistance</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City continues to provide referrals and information regarding Section 8.</td>
</tr>
<tr>
<td>Program 4.3.a Shared Housing</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City continues to work with Sally Griffin Center and Alliance on Aging.</td>
</tr>
<tr>
<td>Program 4.3.b Support Persons with Developmental Disabilities</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City continues to support the Gateway Center.</td>
</tr>
<tr>
<td>Program 5.1 Support Fair Housing</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City conducts public education and outreach about fair housing at community events; the City promotes Fair Housing Month in April</td>
</tr>
<tr>
<td>Program 6.1 Energy conservation in existing homes</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City promotes energy conservation and employs energy efficient opportunities in rehabilitation projects.</td>
</tr>
<tr>
<td>Program 6.2 Energy Efficiency in New Homes</td>
<td>NA</td>
<td>Ongoing</td>
<td>The City updates the municipal code to adopt California Building Code standards, including green standards.</td>
</tr>
</tbody>
</table>
### Jurisdiction
Pacific Grove

### Reporting Year
2019 (Jan. 1 - Dec. 31)

---

#### Building Permits Issued by Affordability Summary

<table>
<thead>
<tr>
<th>Income Level</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Low</td>
<td></td>
</tr>
<tr>
<td>Deed Restricted</td>
<td>0</td>
</tr>
<tr>
<td>Non-Deed Restricted</td>
<td>0</td>
</tr>
<tr>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>Deed Restricted</td>
<td>0</td>
</tr>
<tr>
<td>Non-Deed Restricted</td>
<td>0</td>
</tr>
<tr>
<td>Moderate</td>
<td></td>
</tr>
<tr>
<td>Deed Restricted</td>
<td>0</td>
</tr>
<tr>
<td>Non-Deed Restricted</td>
<td>0</td>
</tr>
<tr>
<td>Above Moderate</td>
<td>0</td>
</tr>
</tbody>
</table>

**Total Units:** 0

*Note: Units serving extremely low-income households are included in the very low-income permitted units totals*

#### Housing Applications Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Housing Applications Submitted</td>
<td>0</td>
</tr>
<tr>
<td>Number of Proposed Units in All Applications Received</td>
<td>26</td>
</tr>
<tr>
<td>Total Housing Units Approved</td>
<td>26</td>
</tr>
<tr>
<td>Total Housing Units Disapproved</td>
<td>0</td>
</tr>
</tbody>
</table>

---

#### Use of SB 35 Streamlining Provisions

<table>
<thead>
<tr>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Applications for Streamlining</td>
<td>0</td>
</tr>
<tr>
<td>Number of Streamlining Applications Approved</td>
<td>0</td>
</tr>
<tr>
<td>Total Developments Approved with Streamlining</td>
<td>0</td>
</tr>
<tr>
<td>Total Units Constructed with Streamlining</td>
<td>0</td>
</tr>
</tbody>
</table>

---

#### Units Constructed - SB 35 Streamlining Permits

<table>
<thead>
<tr>
<th>Income Level</th>
<th>Rental</th>
<th>Ownership</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Low</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Low</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Moderate</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Above Moderate</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*Cells in grey contain auto-calculation formulas*
## ANNUAL ELEMENT PROGRESS REPORT
### Housing Element Implementation

#### Table A2

<table>
<thead>
<tr>
<th>Project Identifier</th>
<th>Unit Types</th>
<th>Affordability by Household Incomes - Completed Entitlement</th>
<th>Affordability by Household Incomes - Building Permits</th>
<th>Affordability by Household Incomes - Certificates of Occupancy</th>
<th>Streamlining</th>
<th>Housing without Financial Assistance or Deed Restrictions</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Moderate- Income Non Deed Restricted</td>
<td>Above Moderate-Income</td>
<td>Entitlement Date Approved</td>
<td># of Units Issued</td>
<td>Moderate Income Non Deed Restricted</td>
<td>Above Moderate-Income</td>
</tr>
<tr>
<td>00663200500000</td>
<td>RDT  Cedar St</td>
<td>PGBP-18-1095</td>
<td>ADU</td>
<td>R</td>
<td>1</td>
<td>Moderate</td>
<td>1</td>
</tr>
<tr>
<td>00663301000000</td>
<td>RDT  Walnut St</td>
<td>PGBP-18-1154</td>
<td>ADU</td>
<td>R</td>
<td>1</td>
<td>Moderate</td>
<td>1</td>
</tr>
<tr>
<td>00663301000000</td>
<td>RDT  Gibson Ave</td>
<td>PGBP-18-1095</td>
<td>ADU</td>
<td>R</td>
<td>1</td>
<td>Moderate</td>
<td>1</td>
</tr>
<tr>
<td>00663301000000</td>
<td>RDT  Congress Ave</td>
<td>PGBP-18-1313</td>
<td>ADU</td>
<td>R</td>
<td>1</td>
<td>Moderate</td>
<td>1</td>
</tr>
<tr>
<td>00629300600000</td>
<td>312 17th St</td>
<td>PGBP-19-1402</td>
<td>SFD</td>
<td>R</td>
<td>1</td>
<td>Moderate</td>
<td>1</td>
</tr>
</tbody>
</table>

**Notes:**
- For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions).
TO: Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: 05/14/2020
SUBJECT: Coastal Development Permit for Sewer Line Replacement in Portions of the Asilomar Blvd/Carmel Ave. Rights-of-Way
CEQA: Categorical Exemption, CEQA Guidelines Section 15301, Class I, Existing Facilities

RECOMMENDATION
Approve CDP 20-0149 for the replacement of sewer line within portions of the Asilomar Blvd. and Carmel Ave. public rights-of-way subject to the conditions of approval and Class 1 CEQA exemption provided herein.

DISCUSSION
The City of Pacific Grove (City) provides sewer collection services for residences and commercial businesses over an area of approximately 1,414 acres with a population of approximately 15,000 residents. The City’s collection and conveyance system consists of approximately 58 miles of pipelines: 57 miles of gravity pipelines, which vary in diameter from 4-inch to 18-inch, and one mile of force mains. Maintenance access to the sewers is provided by 904 manholes and a number of structures, such as clean outs and inspection holes. There are nine sewer lift stations located in the City's service area, seven of which are owned by the City, and two of which are owned by Monterey One Water (M1W), formerly known as Monterey Regional Water Pollution Control Agency. M1W operates and maintains all nine lift stations. Collected sewage is conveyed via an interceptor pipeline to M1W’s regional sewer treatment plant located north of the City of Marina.

The City’s sewer collection service is a self-sufficient enterprise fund. Revenues are generated from sewer rates, which fund the total cost of service and Capital Improvement Program (CIP) projects on an annual basis. At the May 21, 2014 City Council Meeting, the Council received the Sewer Collection System Master Plan (Plan) which includes nine projects to be completed over the next 10 years.

Sewer and water infrastructure age over time. In order to keep sewer lines in good repair and to prevent leaks that could create environmental impacts and water quality violations, these mains and laterals need to be repaired and replaced from time to time. The proposed sewer line replacement project is part of the City's Sewer Collection System Master Plan and adopted CIP for Fiscal Year (FY) 19/20. The CIP project includes areas outside the Coastal zone for which no planning permits are required. A brief description of the project (CIP 3, 4, 8) is attached. The proposed work is to occur both inside and outside the Coastal Commission's appeal jurisdiction as mapped in the certified Local Coastal Program (LCP). The areas outside the Appeal jurisdiction qualify for a Coastal Development Permit (CDP) waiver. Given that a full
CDP is required for the portions of the project within the appeal jurisdiction, staff decided to combine the permits rather than processing two (2) separate permits.

Location maps showing the project sites in relation to the Coastal zone boundary and engineered plans including detail sheets are attached as well as the completed application, CDP checklist form, and standard stormwater and traffic control plans.

**CEQA.** The Public Works Department filed a Notice of CEQA Exemption (NOE) citing a Class 1, Sec. 15301 - Existing Facilities exemption with the County Clerk's office on February 10, 2020 (attached). This exemption is defined as: the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The key consideration is whether the project involves negligible or no expansion of use. Because this project is exempt from CEQA, formal consultation with the local Tribe under AB 52 is not required. However, because both of the project areas are in known Sensitive Archeological Areas, a project referral was provided to the Ohlone-Costanoan Esselen Nation (OCEN) Tribal Chair on March 30, 2020, by both email and USPS, and a condition of approval requires coordination with OCEN for monitoring during ground-disturbing activities. A referral was also sent to the Coastal Commission.

**Findings.** The CDP is subject to the findings in the LCP Implementation Plan, Pacific Grove Municipal Code (PGMC) Section 23.90.080. Note that, given the nature of this project being an underground utility project, many of the findings that relate to permanent visual or physical changes will not apply. Staff has provided a response to each of the findings in *italics*. The findings are included in the attached permit. To approve a CDP, the review authority must find that the development, as proposed and conditioned, is consistent with all applicable LCP policies and standards, including making all the findings included in the attached permit. Note that the Planning Commission is not tasked with designing or considering the cost of the proposed project; the CDP may only be denied if the required findings cannot be made.

**Appeals.** This project is appealable to the City Council and the Coastal Commission as indicated in PGMC Section 23.90.100.

**OPTIONS**
1. Deny the permit. An appeal may result in addition to related project delays and increased environmental risk.

**FINANCIAL IMPACT**
The entire CIP sewer line replacement project (CIP 3, 4, 5, 8), a portion of which is subject to this CDP, has a cost of $3.3 million. The funding was approved by the City Council as part of the FY 19/20 budget.

**Attachments**

- CIP Excerpt
- NOE
- 3 and 4 Map
- 8 Map
- Coastal Development Permit
- Stormwater Plan
- Traffic Control Plan
FY 19/20 Capital Improvement Plan

Sewer Collection System Master Plan Sewer System Improvements (SCSMP Projects # 3, 4, 5, 8)

<table>
<thead>
<tr>
<th>Fund</th>
<th>Fund 76-Sewer Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account</td>
<td>76-612-6051</td>
</tr>
<tr>
<td>Project Code</td>
<td>CIP 19-85</td>
</tr>
<tr>
<td>Council Strategic Goal</td>
<td>City Asset Stewardship</td>
</tr>
</tbody>
</table>

Project Description, Scope and Purpose

These projects have been identified in the City’s Sewer Collection System Master Plan and will serve as matching funds required for the Pacific Grove-Monterey ASBS Wet-Dry Stormwater Capture and Reuse Project (CIP 18-84).

SCSMP #3 - Upgrades sewer main upgrades on Asilomar Avenue from Lighthouse Ave. to Del Monte Blvd. to address capacity deficiencies.

SCSMP #4 - Replaces or rehabilitates manholes deteriorated by hydrogen sulfide on Crocker and Asilomar.

SCSMP #5 - Consolidates multiple sewer mains and abandons existing sewer mains to tie-over to new sewer main.

SCSMP #8 - This project will include replacing the sewer main to eliminate sags on Carmel Avenue.

Fiscal Impact

<table>
<thead>
<tr>
<th>Project</th>
<th>FY 19/20</th>
<th>FY 20/21</th>
<th>FY 21/22</th>
<th>FY 22/23</th>
<th>FY 23/24</th>
<th>Total Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCSMP #3</td>
<td>$1,500,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>SCSMP #4</td>
<td>$1,207,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$1,207,000</td>
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<tr>
<td>SCSMP #5</td>
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<tr>
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<td>$1,104,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$1,104,000</td>
</tr>
<tr>
<td>Total</td>
<td>$4,838,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$4,838,000</td>
</tr>
</tbody>
</table>

Photos below, as well as additional photos can be found in the City’s Sewer Collection System Master Plan.
Notice of Exemption

To: Office of Planning and Research
   P.O. Box 3044, Room 113
   Sacramento, CA 95812-3044
   County Clerk
   County of: Monterey County
   PO Box 29
   Salinas, CA 93902

From: (Public Agency): City of Pacific Grove
   300 Forest Avenue
   Pacific Grove, CA 93950

Project Title: Sewer Collection System Master Plan Sewer System Improvements (SCSMP Projects # 3, 4, 5, 6)

Project Applicant: Daniel Gho, Public Works Director

Project Location - Specific:
Lighthouse Ave, Crocker Ave, Asilomar Ave, 14th St, and Carmel Ave.

Project Location - City: Pacific Grove  Project Location - County: Monterey

Description of Nature, Purpose and Beneficiaries of Project:
This project is comprised of sewer rehabilitation work.

Name of Public Agency Approving Project: City of Pacific Grove
Name of Person or Agency Carrying Out Project: City of Pacific Grove

Exempt Status: (check one):
- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15301 (b)
- Statutory Exemptions. State code number:

Reasons why project is exempt:
Exempt because the project is repairing existing sewer infrastructure.

Lead Agency
Contact Person: Daniel Gho, Public Works Director
Area Code/Telephone/Extension: 831-648-5722

If filed by applicant:
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  □ Yes  □ No

Signature: [Signature]
Date: 2-3-2020
Title: [Title]

□ Signed by Lead Agency  □ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Governer's Office of Planning & Research
FEB 05 2020
STATE CLEARINGHOUSE Revised 2011
LEGEND

CIP 3
- Replace Sewer Manhole (6)
- Replace 18-inch Sewer (2,107 FT)
- 2-inch Grind & Overlay (2,420 SY)
- Replace Pavement with 3.5-inch Hot Mix Asphalt (285 SY)
- Slurry Seal-Type II (7,050 SY)

CIP 4
- Replace Sewer Manhole (18)
- Coat Existing Manhole (3)
- Replace Grade Rings & Coat Existing Manhole (3)
- Replace Cone Section, Grade Rings & Lid. Coat Existing Manhole (1)
- Replace 8-inch Sewer (832 FT)

Coastal Zone

NOTES
BASEMAP PROVIDED BY CITY OF PACIFIC GROVE.
WALLACE GROUP DID NOT PERFORM BOUNDARY SURVEY SERVICES FOR THIS MAP.
NOT A LEGAL DOCUMENT.
MAP PRODUCED MARCH 2020.
LEGEND

CIP 8 (from Central Av to Oceanview Bl)

- Replace Sewer Manhole
- Existing Sewer Manhole
- Replace 8-inch Sewer (450 FT)
- Proposed Concrete Ramp/Sidewalk (412 SY)
- Replace Pavement with 3.5-inch Hot Mix Asphalt (1,694 SY)
- Coastal Zone

NOTE: BASEMAP PROVIDED BY CITY OF PACIFIC GROVE. WALLACE GROUP DID NOT PERFORM BOUNDARY SURVEY SERVICES FOR THIS MAP. NOT A LEGAL DOCUMENT. MAP PRODUCED MARCH 2020.
FACTS

1. The City provides sewer collection services for residences and commercial businesses over an area of approximately 1,414 acres with a population of approximately 15,000 residents. The City’s collection and conveyance system consists of approximately 58 miles of pipelines: 57 miles of gravity pipelines, which vary in diameter from 4-inch to 18-inch, and one mile of force mains. Maintenance access to the sewers is provided by 904 manholes and a number of structures, such as clean outs and inspection holes. There are nine sewer lift stations located in the City’s service area, seven of which are owned by the City, and two of which are owned by Monterey One Water (MOW), formerly known as Monterey Regional Water Pollution Control Agency. Monterey One Water operates and maintains all nine lift stations. Collected sewage is conveyed via an interceptor pipeline to MOW’s regional sewer treatment plant located north of the City of Marina.

2. The City’s sewer collection service is a self-sufficient enterprise fund. Revenues are generated from sewer rates, which fund the total cost of service and Capital Improvement projects on an annual basis. At the May 21, 2014, City Council Meeting, the Council received the Sewer Collection System Master Plan (Plan) which includes nine projects to be completed over the next 10 years.

3. The sewer line and manhole replacement project (Project) is identified in the City’s adopted FY 19/20 Capital Improvement Program (CIP). This is a portion of the larger sewer line replacement known as the Sewer Collection System Master Plan and its $3.3M cost is funded by the Sewer Enterprise Fund.

4. The rights-of-way (ROW) where the project will occur are in both the City’s local permit jurisdiction and the Coastal Commission’s Appeal jurisdiction. Rights-of-way are not zoned.

5. The project locations are: a) within the Asilomar Blvd ROW between Del Monte Ave and roughly half-way between Jewell and Arena Avenues; and b) within the Carmel Ave ROW between Central Ave and Ocean View Blvd.

6. The subject ROW is located in developed residential areas. The project will not impact any Environmentally Sensitive Habitat Area (ESH), scenic vistas, historic structures, public access to the coast or other recreational areas, nor will it affect visitor-serving accommodations. Equipment and materials will be staged and stored temporarily either within the ROW or, in the case of the work within the Asilomar Blvd. ROW, within an adjacent City-owned parking area between the road and the golf course.

7. The work subject to this CDP is expected to take 3-4 months from start to finish. Standard traffic control devices will be employed by the Public Works Dept. and the contractor. Temporary road closures and detours may be required on the effected low volume streets.

8. Other work associated with this sewer project, but not considered “development” and, therefore, not included in this CDP includes: new signage, striping and traffic controls at several intersections and sewer work outside the Coastal zone.

9. Construction debris, excess fill, and demolition materials are to be transported by the licensed contractor to a State-approved collection facility.

FINDINGS

1. This project has been determined to be Exempt under California Environmental Quality Act (CEQA) Guidelines, Class 1, Sec. 15301, for Existing Facilities. The exceptions under Section 15300.2 do not apply to the Sec. 15301 exemption. A complete list of examples that can be considered under this exemption can be viewed at [14 CCR Sec. 15301](#).
2. Per PGMC. Section 23.90.080 Required Findings for CDP Approval:

A. **LCP Consistency.** The project is consistent with the LCP.

   The repair and maintenance of existing utilities within the public right-of-way (ROW) is consistent with the LCP. The intent of the project is to minimize future sewer line failure that could result in significant impacts to Coastal resources and the environment in general. The project, as designed and conditioned, is consistent with the policies and standards of the LCP, specifically pertaining to public infrastructure.

B. **Public Views.** The project protects or enhances public views.

   While construction is underway, there will be minor temporary obstruction of views along the ROW created by the storage of large mechanical equipment, pipe and other materials and storage of fill material. There will be no permanent effect on public views as the work is underground.

C. **Habitat Protection.** The project protects vegetation, natural habitats and natural resources consistent with LCP.

   All work will occur within the ROW. Equipment staging and storage throughout the project will occur either within the ROW or, in the case of the Asilomar Blvd. part of the project, in the City-owned parking area adjacent to the golf course near the entrance to the Lighthouse. Construction activities are subject to the standard Best Management Practices (BMPs) required by the City's stormwater permits through the Regional Water Quality Control Board (RWQCB).

D. **Design Consistency.** The design, location, size, and operating characteristics of the proposed development is consistent with applicable LCP design requirements, including design plans and area plans incorporated into the LCP.

   The sewer line replacement project will not be visible once completed. The project has been designed by an engineering firm licensed in the State of California and will be subject to inspections by the City and funding entities. The design, location, size and operating characteristics of the replacement sewer line and manhole covers will be substantially the same as the existing facility.

E. **Coastal Access.** The project protects or enhances public access to and along the coast.

   The proposed sewer line replacement will have no temporary or permanent effect on access to the coast. Although Asilomar Blvd. is identified in the General Plan as a collector street and Carmel Ave. is a local residential street. There are ample opportunities to access the coast via other nearby roads during construction.

F. **Visitor Serving.** The project supports the LCP goal of providing for visitor-serving needs as appropriate, including providing low and no cost visitor and recreational facilities.

   The project will not affect visitor-serving or recreational facilities.

G. **Appropriate Use.** The project is consistent with the allowed LCP uses associated with the property.

   The public ROW is intended for use by the public for transportation purposes and for public and private utilities in compliance with PGMC Section 15.30:

   Any permanent structure or object of any kind or character placed in, over or under any street, alley, sidewalk, or right-of-way (collectively, the “right-of-way”) by a public utility or entity holding a state or local franchise authorizing right-of-way occupancy shall be subject to the control of the city as to matters affecting the health, convenience, and safety of the general public, including but not limited to matters such as the use and repair of public streets, or the location of the poles, wires, mains, or conduits on, under, or above any rights-of-way within the limits of the city. [Ord. 19-002 § 2, 2019].
The sewer replacement project is funded through the City's Sewer Enterprise Fund, is part of the City's Sewer Collection System Master Plan, and is in line with the City Council's Strategic Goal of "City Asset Stewardship". The maintenance project is consistent with the Land Use Plan (LUP) policies of the LCP in Section 3.4 - Infrastructure.

H. Coastal Resources. The proposed development protects or enhances coastal resources, where applicable.

The proposed sewer replacement project will neither enhance nor degrade coastal resources; the neglect or postponement of sewer facility maintenance and replacement, however, will negatively affect coastal resources through downstream pollution and contamination resulting from the failure of these.

CONDITIONS OF APPROVAL:

1. **Permit Expiration.** This permit shall expire and be null and void if a building permit has not been applied for within one (1) year from and after the date of approval. Application for extension of this approval must be made prior to the expiration date.

2. **Construction and Use Compliance.** All activities must occur in strict compliance with the proposal as set forth in the application for this Coastal Development Permit, subject to any special conditions of approval herein. Any deviation from approvals must be reviewed and approved by staff, and may require Planning Commission approval.

3. **Work in Public ROW.** All construction equipment and materials shall be installed, maintained and operated in compliance with all applicable public health and safety regulations, which includes without limitation all applicable building and plumbing codes, electrical codes, and stormwater and erosion control requirements of the RWQCB.

4. **Conformance to Plans.** Construction shall conform to approved plans for “Sewer Collection System CIP 3, 4, 5, 8” (portion) submitted to the Community Development Department on March 19, 2020, with the exception of any subsequently approved changes. Subsequent changes shall require City approval and may require further CEQA review.

5. **Tribal Monitor.** Prior to ground disturbing activities, the Contractor or Public Works Director (or designee) shall enter into a contract for Tribal monitoring with the Ohlone-Costanoan Esselen Nation (OCEN).

6. **Archaeological Monitor.** A review of several private and public archaeological assessments prepared for nearby projects (Pt. Pinos Lighthouse, 1977 US Lighthouse Reservation, 2005 Wastewater Collection System/Lover’s Point Diversion Project (along Ocean View Blvd Between Lover’s Pt and Carmel Ave.), 53 Asilomar Blvd., 25 Asilomar Blvd., 100 Asilomar Blvd.) recommend that a qualified archaeologist be present for all ground disturbing activities. If potentially significant archaeological resources are discovered, the monitor shall be authorized to halt excavation until any finds are properly evaluated. The monitor will also be authorized to discontinue monitoring in soils, such as fill, where cultural resources cannot exist.

7. **Archaeology.** If human remains are found at any time, work must be stopped and the Monterey County Coroner must be notified immediately. If the Coroner determines that the remains are Native American, the Native American Heritage Commission will be notified as required by law. The Commission will designate a Most Likely Descendant (MLD) who will be authorized to provide recommendations for management of the Native American human remains and associated materials (Ref: California Public Resources Code Section 5097.98; and Health and Safety Code Section 7050.5).

8. **Signature.** The CDP is not valid and construction shall not commence until a copy of the permit signed by the permittee or authorized agent (Pacific Grove Public Works Director or designee), acknowledging receipt of the permits and acceptance of the terms and conditions, is returned to the Community Development Department.
9. **Terms and Conditions.** These terms and conditions shall run with the land, and it is the intention of the Planning Commission and the Permittee to bind all permittees of the subject property to the terms and conditions, unless amended. Amendments to this permit may be achieved only if an application is made, and the Planning Commission approves, any such amendments pursuant to the Zoning Code regulations.

10. **Conditions of Approval in Plans.** All conditions of approval for the Planning Permit shall be printed on a full size sheet and included with the construction plan set submitted to the Building Department.

11. **Traffic Control Plan.** The traffic control plan for road closures or other access control activities shall be approved by the City Engineer.

12. **Stormwater and Erosion Control.** Prior to ground disturbing activities, the construction site and staging areas shall be prepared according to the City’s RWQCB Permit(s).

13. **Road, Sidewalk, and Landscape Condition.** All affected roads, sidewalks, and landscaping shall be restored to original or better condition.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF PACIFIC GROVE:

1. The Commission determines that each of the Findings set forth above is true and correct, and by this reference incorporates those Findings as an integral part of this Permit.
2. The Commission authorizes approval of Coastal Development Permit No. 20-0149 for sewer line replacement within portions of the public rights-of-way as indicated on the plans received by the City on March 19, 2020.
3. This permit is subject to the appeal process identified in PGMC Section 23.90.100. The permit is not effective until after the expiration of the 10-day appeal period.
4. This permit shall not take effect until the permittee acknowledges, by his/her signature on this permit, agreement with all terms and conditions and agrees to conform to and comply with those terms and conditions.

PASSED AND ADOPTED BY THE PLANNING COMMISSION OF THE CITY OF PACIFIC GROVE this 14th day of May, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

APPROVED:

DONALD MURPHY, CHAIR

The undersigned hereby acknowledge and agree to the approved terms and conditions, and agree to fully conform to, and comply with, said terms and conditions.

Daniel Gho, Public Works Director (or designee)  
City of Pacific Grove  
Date  
CDP No. 20-0149
Best Management Practices

SCHEDULE FOR BMP IMPLEMENTATION

<table>
<thead>
<tr>
<th>Table 1.1 BMP Implementation Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BMP</strong></td>
</tr>
<tr>
<td><strong>Erosion Control</strong></td>
</tr>
<tr>
<td>EC-1, Scheduling</td>
</tr>
<tr>
<td>EC-2, Preservation of Existing Vegetation</td>
</tr>
<tr>
<td>EC-7, Geotextiles &amp; Mats</td>
</tr>
<tr>
<td><strong>Sediment Control</strong></td>
</tr>
<tr>
<td>SE-5, Fiber Rolls</td>
</tr>
<tr>
<td>SE-8, Sandbag Barrier</td>
</tr>
<tr>
<td>SE-10, Storm Drain Inlet Protection</td>
</tr>
<tr>
<td><strong>Tracking Control</strong></td>
</tr>
<tr>
<td>TC-1, Stabilized Construction Entrance/Exit</td>
</tr>
<tr>
<td>SE-7, Street Sweeping and Vacuuming</td>
</tr>
<tr>
<td><strong>Wind Erosion</strong></td>
</tr>
<tr>
<td>WE-1, Wind Erosion Control</td>
</tr>
<tr>
<td>WM-3, Stockpile Management</td>
</tr>
<tr>
<td>NS-1, Water Conservation Practices</td>
</tr>
</tbody>
</table>

1.2  **EROSION AND SEDIMENT CONTROL**

Erosion and sediment controls are required by the General Permit to provide effective reduction or elimination of sediment related pollutants in stormwater discharges and authorized non-stormwater discharges from the Site. Applicable BMPs are identified in this section for erosion control, sediment control, tracking control, and wind erosion control.

1.2.1  **Erosion Control**

Erosion control, also referred to as soil stabilization, consists of source control measures that are designed to prevent soil particles from detaching and becoming transported in stormwater runoff. Erosion controls and BMPs should protect the soil surface by covering and/or binding soil particles.

This construction project will implement the following practices to provide effective temporary and final erosion control during construction:
2. The area of soil disturbing operations shall be controlled such that the Contractor is able to implement erosion control BMPs quickly and effectively.

3. Stabilize non-active areas within 14 days of cessation of construction activities or sooner if stipulated by local requirements.

4. Control erosion in concentrated flow paths by applying erosion control blankets, check dams, erosion control seeding or alternate methods.

5. Prior to the completion of construction, apply permanent erosion control to remaining disturbed soil areas.

Sufficient erosion control materials shall be maintained onsite to allow implementation in conformance with this SWPPP.

The following temporary erosion control BMP selection table indicates the BMPs that shall be implemented to control erosion on the construction site. Fact Sheets for temporary erosion control BMPs are provided in Appendix H.
### Table 1.2  Temporary Erosion Control BMPs

<table>
<thead>
<tr>
<th>CASQA Fact Sheet</th>
<th>BMP Name</th>
<th>Meets a Minimum Requirement(^{(1)})</th>
<th>BMP Used</th>
<th>If not used, state reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC-1</td>
<td>Scheduling</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>EC-2</td>
<td>Preservation of Existing Vegetation</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>EC-3</td>
<td>Hydraulic Mulch</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-4</td>
<td>Hydroseed</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-5</td>
<td>Soil Binders</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-6</td>
<td>Straw Mulch</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-7</td>
<td>Geotextiles and Mats</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-8</td>
<td>Wood Mulching</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-9</td>
<td>Earth Dike and Drainage Swales</td>
<td>x(^{(3)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-10</td>
<td>Velocity Dissipation Devices</td>
<td>x</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-11</td>
<td>Slope Drains</td>
<td>x</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-12</td>
<td>Stream Bank Stabilization</td>
<td>x</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-14</td>
<td>Compost Blankets</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-15</td>
<td>Soil Preparation-Roughening</td>
<td>x</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>EC-16</td>
<td>Non-Vegetated Stabilization</td>
<td>x(^{(2)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>WE-1</td>
<td>Wind Erosion Control</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**Alternate BMPs Used:**

<table>
<thead>
<tr>
<th>BMP Name</th>
<th>Meets a Minimum Requirement(^{(1)})</th>
<th>BMP Used</th>
<th>If used, state reason</th>
</tr>
</thead>
</table>

\(^{(1)}\) Applicability to a specific project shall be determined by the QSD.

\(^{(2)}\) The QSD shall ensure implementation of one of the minimum measures listed or a combination thereof to achieve and maintain the Risk Level requirements.

\(^{(3)}\) Run-on from offsite shall be directed away from all disturbed areas, diversion of offsite flows may require design/analysis by a licensed civil engineer and/or additional environmental permitting.
These temporary erosion control BMPs shall be implemented in conformance with the following guidelines and as outlined in the CASQA BMP Manual Factsheets. If there is a conflict between documents, the Site Map will prevail over narrative in the body of a site specific SWPPP or guidance in the BMP Fact Sheets. Site specific details in the Site Map prevail over standard details included in the Site Map. The narrative in the body of the SWPPP prevails over guidance in the BMP Fact Sheets.

**EC-1, Scheduling**

The Contractor shall sequence construction activities and deployment of BMPs to follow the progress of grading and construction and reduce the discharge of sediment and pollutants to storm drain facilities or watercourses. As the locations of soil disturbance change, erosion and sedimentation controls will be adjusted accordingly to control stormwater runoff downstream of the work area.

**EC-2, Preservation of Existing Vegetation**

The Contractor shall protect and preserve existing vegetation in/adjacent to the work area, and inform onsite personnel of work limits. Sensitive areas will be preserved with construction fencing. The construction schedule will be arranged as much as practicable to leave existing vegetation undisturbed until immediately prior to grading.

**EC-7, Geotextiles and Mats**

Plastic covers will be used to cover exposed soil and stockpiled material areas. Covers will be placed over stockpiles prior to forecasted storm events, and anchored to prevent damage by wind. Plastic sheeting or metal trays will be used under equipment to catch drips when equipment is not in use.

**WE-1, Wind Erosion Control**

This BMP will be implemented to provide dust control and prevent discharges from dust control activities and water supply equipment. Water application areas and application rates will be minimized as necessary to prevent runoff or ponding. Water equipment leaks will be repaired.

**1.2.2 Sediment Controls**

Sediment controls are temporary or permanent structural measures that are intended to complement the selected erosion control measures and reduce sediment discharges from active construction areas. Sediment controls are designed to intercept and settle out soil particles that have been detached and transported by the force of water.

The following sediment control BMP selection table indicates the BMPs that shall be implemented to control sediment on the construction site. Fact Sheets for temporary sediment control BMPs are provided in the CASQA BMP Manual.
Table 1.3  Temporary Sediment Control BMPs

<table>
<thead>
<tr>
<th>CASQA Fact Sheet</th>
<th>BMP Name</th>
<th>Meets a Minimum Requirement(^{(1)})</th>
<th>BMP used</th>
<th>If not used, state reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE-1</td>
<td>Silt Fence</td>
<td>x(^{(2)(3)})</td>
<td>X</td>
<td>As needed</td>
</tr>
<tr>
<td>SE-2</td>
<td>Sediment Basin</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>SE-3</td>
<td>Sediment Trap</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>SE-4</td>
<td>Check Dams</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>SE-5</td>
<td>Fiber Rolls</td>
<td>x(^{(2)(3)})</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>SE-6</td>
<td>Gravel Bag Berm</td>
<td>x(^{(3)})</td>
<td>X</td>
<td>Using SE-5, SE-8</td>
</tr>
<tr>
<td>SE-7</td>
<td>Street Sweeping</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>SE-8</td>
<td>Sandbag Barrier</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>SE-9</td>
<td>Straw Bale Barrier</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>SE-10</td>
<td>Storm Drain Inlet Protection</td>
<td>x RL2&amp;3</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>SE-11</td>
<td>ATS</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>SE-12</td>
<td>Manufactured Linear Sediment Controls</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>SE-13</td>
<td>Compost Sock and Berm</td>
<td>x(^{(3)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>SE-14</td>
<td>Biofilter Bags</td>
<td>x(^{(3)})</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>TC-1</td>
<td>Stabilized Construction Entrance and Exit</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TC-2</td>
<td>Stabilized Construction Roadway</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>TC-3</td>
<td>Entrance Outlet Tire Wash</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
</tbody>
</table>

**Alternate BMPs Used:**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>If used, state reason:</th>
</tr>
</thead>
</table>

\(^{(1)}\) Applicability to a specific project shall be determined by the QSD

\(^{(2)}\) The QSD shall ensure implementation of one of the minimum measures listed or a combination thereof to achieve and maintain the Risk Level requirements

\(^{(3)}\) Risk Level 2 & 3 shall provide linear sediment control along toe of slope, face of slope, and at the grade breaks of exposed slope
These temporary sediment control BMPs shall be implemented in conformance with the following guidelines and in accordance with the BMP Fact Sheets provided in CASQA Manual. If there is a conflict between documents, the Site Map will prevail over narrative in the body of the SWPPP or guidance in the BMP Fact Sheets. Site specific details in the Site Map prevail over standard details included in the Site Map. The narrative in the body of the SWPPP prevails over guidance in the BMP Fact Sheets.

SE-1, Silt Fence

A silt fence, sometimes (misleadingly) called a "filter fence," is a temporary sediment control device used on construction sites to protect water quality in nearby streams, rivers, lakes and seas from sediment (loose soil) in stormwater runoff.

SE-5, Fiber Rolls

During construction, fiber rolls will be deployed along the perimeter to prevent storm water runoff from exiting the excavation area. Sand bags or fiber rolls will also be deployed along slopes. During the non-rainy season, in the event of a predicted storm, fiber rolls will be maintained on-site.

SE-7, Street Sweeping

Road sweeping and vacuuming will start at the beginning of construction activities will occur during soil hauling and as necessary to keep street surfaces clear of soil and debris. Washing of sediment tracked onto streets into storm drains will not be allowed.

SE-8, Sandbag Barrier

During construction, sandbag barriers will be deployed along the perimeter to prevent storm water runoff from exiting the excavation area. Sandbags or fiber rolls will also be deployed along slopes. During the non-rainy season, in the event of a predicted storm, sandbags will be maintained on-site.

SE-10, Storm Drain Inlet Protection

Storm drain inlet protection will be used at all operational internal inlets to the storm drain system during the rainy season.

TC-1, Stabilized Construction Entrance and Exit

A stabilized construction entrance/exit will be constructed and maintained to reduce tracking of sediment resulting from construction traffic. The entrance will be designated and graded to prevent runoff from leaving the site. Stabilization material will be 3 to 6-inch thick aggregate. The entrance will be flared where it meets the existing road to provide an adequate turning radius.

1.3 NON-STORMWATER CONTROLS AND WASTE AND MATERIALS MANAGEMENT

1.3.1 Non-Stormwater Controls

Non-stormwater discharges into storm drainage systems or waterways, which are not authorized under the General Permit, are prohibited. Non-stormwater discharges for which a separate NPDES permit is required by the local Regional Water Board are prohibited unless coverage under the separate NPDES permit has been obtained for the discharge. The selection of non-stormwater BMPs is based on the list of construction activities with a potential for non-stormwater discharges identified in Section 2.7 of this SWPPP.
The following non-stormwater control BMP selection table indicates the BMPs that shall be implemented to control sediment on the construction site. Fact Sheets for temporary non-stormwater control BMPs are provided in the CASQA Manual.
<table>
<thead>
<tr>
<th>CASQA Fact Sheet</th>
<th>BMP Name</th>
<th>Meets a Minimum Requirement&lt;sup&gt;(1)&lt;/sup&gt;</th>
<th>BMP used</th>
<th>If not used, state reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>NS-1</td>
<td>Water Conservation Practices</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-2</td>
<td>Dewatering Operation</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>NS-3</td>
<td>Paving and Grinding Operation</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-4</td>
<td>Temporary Stream Crossing</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>NS-5</td>
<td>Clear Water Diversion</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-6</td>
<td>Illicit Connection/Discharge</td>
<td>x</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>NS-7</td>
<td>Potable Water/Irrigation</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-8</td>
<td>Vehicle and Equipment Cleaning</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-9</td>
<td>Vehicle and Equipment Fueling</td>
<td>x</td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>NS-10</td>
<td>Vehicle and Equipment Maintenance</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-11</td>
<td>Pile Driving Operation</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>NS-12</td>
<td>Concrete Curing</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-13</td>
<td>Concrete Finishing</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>NS-14</td>
<td>Material and Equipment Use Over Water</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>NS-15</td>
<td>Demolition Removal Adjacent to Water</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>NS-16</td>
<td>Temporary Batch Plants</td>
<td></td>
<td>X</td>
<td>Not applicable to this project</td>
</tr>
</tbody>
</table>

Alternate BMPs Used: If used, state reason:

<sup>(1)</sup> Applicability to a specific project shall be determined by the QSD
Non-stormwater BMPs shall be implemented in conformance with the following guidelines and in accordance with the BMP Fact Sheets provided in the CASQA Manual. If there is a conflict between documents, the Site Map will prevail over narrative in the body of the SWPPP or guidance in the BMP Fact Sheets. Site specific details in the Site Map prevail over standard details included in the Site Map. The narrative in the body of the SWPPP prevails over guidance in the BMP Fact Sheets.

**NS-1, Water Conservation Practices**

During construction, activities utilizing water will be performed in a manner that reduces/eliminates non-stormwater discharges by not causing erosion or transporting pollutants offsite.

**NS-3, Paving and Grinding Operation**

The BMP will be implemented to prevent paving materials from being discharged off-site. Covers consisting of scrap carpeting placed over and tucked under each inlet grate will be placed over each inlet adjacent to paving operations. Following paving operations, the area will be swept, inlet covers will be removed, and the inlets will be inspected for paving materials.

**NS-6, Illicit Connection- Illegal Discharge Connection**

The Contractor will implement procedures throughout the duration of the project to recognize and report illicit connections and illegal discharges.

**NS-7, Potable Water Irrigation Discharge Detection**

Water from pipe flushing will be directed offsite minimizing contact with the construction site and reused for landscaping when feasible.

**NS-8, Vehicle and Equipment Cleaning**

Except for concrete washout, vehicle cleaning will not be performed on-site.

**NS-10, Vehicle and Equipment Maintenance**

Drip pans or absorbent pads will be used for all vehicle and equipment maintenance activities that involve grease, oil, solvents, or other vehicle fluids. All vehicle maintenance will be conducted at least 50 feet from operational inlets and drainage facilities on a level graded area.

**NS-12, Concrete Curing**

Proper procedures to reduce or eliminate the contamination of stormwater runoff during concrete curing will be used for the duration of construction.

**NS-13, Concrete Finishing**

Proper procedures to minimize the impact that concrete-finishing methods may have on stormwater and non-stormwater discharges will be implemented.

### 1.3.2 Materials Management and Waste Management

Materials management control practices consist of implementing procedural and structural BMPs for handling, storing and using construction materials to prevent the release of those materials into stormwater discharges. The amount and type of construction materials to be utilized at the Site will depend upon the type of construction and the length of the construction period. The
materials may be used continuously, such as fuel for vehicles and equipment, or the materials may be used for a discrete period, such as soil binders for temporary stabilization.

Waste management consist of implementing procedural and structural BMPs for handling, storing and ensuring proper disposal of wastes to prevent the release of those wastes into stormwater discharges.

Materials and waste management pollution control BMPs shall be implemented to minimize stormwater contact with construction materials, wastes and service areas; and to prevent materials and wastes from being discharged off-site. The primary mechanisms for stormwater contact that shall be addressed include:

- Direct contact with precipitation
- Contact with stormwater run-on and runoff
- Wind dispersion of loose materials
- Direct discharge to the storm drain system through spills or dumping
- Extended contact with some materials and wastes, such as asphalt cold mix and treated wood products, which can leach pollutants into stormwater.

A list of construction activities is to be provided as planning proceeds. The following Materials and Waste Management BMP selection table indicates the BMPs that shall be implemented to handle materials and control construction site wastes associated with these construction activities. Fact Sheets for Materials and Waste Management BMPs are provided in the CASQA BMP Manual.
<table>
<thead>
<tr>
<th>CASQA Fact Sheet</th>
<th>BMP Name</th>
<th>Meets a Minimum Requirement$^{(1)}$</th>
<th>BMP used</th>
<th>If not used, state reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>WM-1</td>
<td>Material Delivery and Storage</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-2</td>
<td>Material Use</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-3</td>
<td>Stockpile Management</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-4</td>
<td>Spill Prevention and Control</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-5</td>
<td>Solid Waste Management</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-6</td>
<td>Hazardous Waste Management</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-7</td>
<td>Contaminated Soil Management</td>
<td>X</td>
<td></td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>WM-8</td>
<td>Concrete Waste Management</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-9</td>
<td>Sanitary-Septic Waste Management</td>
<td>x</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WM-10</td>
<td>Liquid Waste Management</td>
<td>X</td>
<td></td>
<td>Not applicable to this project</td>
</tr>
</tbody>
</table>

**Alternate BMPs Used:**

If used, state reason:

$^{(1)}$ Applicability to a specific project shall be determined by the QSD.
Material management BMPs shall be implemented in conformance with the following guidelines and in accordance with the BMP Fact Sheets provided in the CASQA Manual. If there is a conflict between documents, the Site Map will prevail over narrative in the body of the SWPPP or guidance in the BMP Fact Sheets. Site specific details in the Site Map prevail over standard details included in the Site Map. The narrative in the body of the SWPPP prevails over guidance in the BMP Fact Sheets.

**WM-1, Material Delivery and Storage**

These BMPs will be implemented to help prevent discharges of construction materials during delivery, storage, and use. Watertight shipping containers will be used to store hand tools, small parts, and most construction materials that can be carried by hand. Very large items will be stored in the open in the general storage area. Such materials will be elevated with wood blocks to minimize contact with stormwater.

**WM-2, Material Use**

Procedures will be implemented to help prevent discharges of construction materials during use. Erodible landscape materials will not be applied within two days of a forecasted rain event or during periods of precipitation.

**WM-3, Stockpile Management**

Procedures will be implemented to reduce or eliminate pollution of stormwater from stockpiles of soil and paving materials. All stockpiles not actively being used will be contained with sediment control berms. Stockpiled construction and waste materials will be contained and securely protected from rain at all times unless they are actively being used.

**WM-4, Spill Prevention and Control**

Equipment and materials for cleanup of spills will be available on-site and spills and leaks shall be cleaned up immediately and disposed of properly to prevent material discharges to the storm drain system. Appropriate spill response personnel will be assigned and trained.

**WM-5, Solid Waste Management**

Solid wastes will be loaded directly into trucks for off-site disposal. When on-site storage is necessary, solid wastes will be stored in watertight dumpsters in the general storage area of the Contractor’s yard. Rubble will be stockpiled in the general storage area, surrounded with sediment controls, and covered when necessary. Solid waste will be removed and disposed off-site at least weekly. All waste disposal containers will be covered at the end of every business day and during all rain events.

**WM-6, Hazardous Waste Management**

Hazardous wastes will be stored in the shipping containers or covered containment area discussed in WM-1. Hazardous wastes will be in appropriately and clearly marked containers and segregated from other non-waste materials. All waste disposal containers will be covered at the end of every business day and during all rain events.
WM-8, Concrete Waste Management

Concrete pours will not be conducted during or immediately prior to rainfall events. Concrete washout areas shall be constructed at-grade in the Contractor’s yard to contain pollutants so there is no discharge into the underlying soil or onto the surrounding areas. The minimum-sized washout, to be determined and will provide more than sufficient volume to contain concrete washout wastes and waste collected from concrete saw-cutting operations. Maintenance, waste disposal, and BMP removal will be conducted as described in WM-8.

WM-9, Sanitary-Septic Waste Management

If needed, portable toilets will be located and maintained for the duration of the project. Weekly maintenance will be required, and wastes will be disposed off-site. The toilets will be located away from concentrated flow paths and traffic flow.

1.4 POST CONSTRUCTION STORMWATER MANAGEMENT MEASURES

Post construction BMPs are permanent measures installed during construction, designed to reduce or eliminate pollutant discharges from the site after construction is completed.

This site is located in an area subject to a Phase I or Phase II Municipal Separate Storm Sewer System (MS4) permit approved Stormwater Management Plan. X Yes

The Low Impact Development BMP method is “infiltration”. Post-construction BMPs for this and future projects are to be determined:

Good Housekeeping

Proper handling and managing of construction materials can help minimize threats to water quality. The discharger must consider good housekeeping measures for: construction materials, waste management, vehicle storage & maintenance, landscape materials, and potential pollutant sources. Examples include; conducting an inventory of products used, implementing proper storage & containment, following BMPs and properly cleaning all leaks from equipment and vehicles.
Prior to staging any materials or equipment in the right-of-way (such as dumpsters or trucks), please contact the applicable local jurisdiction to learn of any temporary encroachment permit or traffic control requirements necessary for right-of-way staging and loading areas, applicable stormwater BMPs and safety plan review requirements. Provide a stabilized vehicle path with controlled access to prevent tracking of dirt offsite. Properly size site entrance BMPs for anticipated vehicles.

All paint and stucco material stored on the site must be contained and covered. It is illegal to dump unused paint or stucco in the sewer or storm drain system. Do not wash out brushes in the street or dump any residues in the storm drain. Paint brushes and spray guns must be washed/cleaned out into a hazardous materials drum or back into the original container and disposed of properly.

Gravel bags, silt fences and straw wattles (weighted down) are acceptable perimeter controls, and must be used to surround the entire site. Avoid running over perimeter controls with vehicles or heavy equipment as they can damage the materials. Keep extra absorbent materials and/or wet-dry vacuum on site to quickly pick up unintended spills.

Construction material must be stored on site at all times. Building materials should always be covered when not in use to prevent runoff caused by wind or rain. Flooding must also be prevented by monitoring the site before, during, and after rain events to ensure that BMPs are functioning and that there are no safety issues.

Prior to staging any materials or equipment in the right-of-way (such as dumpsters or trucks), please contact the applicable local jurisdiction to learn of any temporary encroachment permit or traffic control requirements necessary for right-of-way staging and loading areas, applicable stormwater BMPs and safety plan review requirements. Provide a stabilized vehicle path with controlled access to prevent tracking of dirt offsite. Properly size site entrance BMPs for anticipated vehicles.

Concrete Trucks / Pumpers / Finishers
BMPs such as tarps and gravel bags should be implemented to prevent materials and residue from entering into the storm drain system.

Washout Area
The disposal of "wet" construction materials should be handled in the washout area. This includes paint, stucco, and concrete. Use a berm with an impervious liner to contain wet materials and prevent runoff in nearby areas. The washout area must be checked and maintained daily to ensure compliance. All dried materials must be disposed of at the landfill.

Dirt and Grading
Mounds of dirt or gravel should be stored on site and sprayed daily with water to prevent excessive dust. During the rainy season (October 15th—April 15th) these materials should be covered. For those areas that are active and exposed, a wet weather triggered action plan including additional BMPs should be in place to protect the site during a rain event. Sites must have adequate tracking control to prevent the transport of dirt/gravel from the site.

Earthmoving Equipment
All earthmoving equipment should be stored on site. Maintenance of any equipment should be conducted on site, and mud tracks and dirt trails left by equipment leading to and from the site should be cleaned up immediately.

Storm Drains
Storm drains must be protected at all times with perimeter controls, such as gravel bags. Sand bags are typically not used for inlet protection because they do not permit flow-through. Replace ruptured or damaged gravel bags and remove the debris from the right-of-way immediately.

Protecting water resources improves and preserves quality of life for our children and future generations.

Questions? Contact the local Public Works Dept. in the jurisdiction your project resides or the MRSWMP Program Manager.

Photo courtesy of the City of San Diego
TRAFFIC CONTROL GENERAL NOTES:

It is the contractor’s responsibility to assure that all traffic control plans and traffic control devices are in compliance with the CAMUTCD standards.

Minimum width of temporary traffic lane is 10 feet clear (from delineator or cone base, not center).

The City Traffic Engineer or his representative has the authority to make any field changes to assure public safety.

All traffic control devices shall be removed from view when not in use, signs should not be facing traffic when not in use. All temporary traffic delineation used shall be thirty-six inches (36”) tall minimum (delineators or cones), retroreflective bands are required. Spacing of channelizing devices should not exceed 25’.

Any work that creates an undue safety risk or creates severe congestion may be shut down by the City Traffic Engineer, his representative, Field Inspector or Police Department personnel.

Any road closure also requires notification be provided to the Fire Department, as well as the Police Department. Notifications can be made at the non emergency number at 831-647-7900.

Any work that disturbs normal traffic signal operations shall be coordinated with the Streets Division and City Traffic Engineer. A request to place a signalized intersection on flash shall be authorized by the City Traffic Engineer or his/her representative and coordinated with the Streets Department.

The Contractor is responsible for restoring the road back to satisfactory condition including, but not limited to, paving, striping, markings and signs within five (5) calendar days of completion of work at affected intersections or road segments.

Vehicle detectors and pedestrian push-buttons shall remain in effective operation at all times during the progress of the work on an existing actuated traffic signal system, except as indicated in the special provisions, or as provided herein. Vehicle detectors or pedestrian push-buttons taken out of service shall be repaired or replaced within 72 hours unless otherwise authorized by the City Traffic Engineer. Where worksite conditions do not permit the installation of permanent vehicle detectors within 72 hours, temporary vehicle detectors or vehicle detection cameras shall be installed, at the Contractor’s expense, as directed by the City Traffic Engineer. Permanent vehicle detectors shall be installed as soon as worksite conditions permit.
Shoulder Taper

\[ L = \frac{W \times S \times S}{60} \]

(40 mph or less)

\[ \text{Shoulder Taper} = \frac{W \times S \times S}{180} \]

\( L \) = Taper Length
\( S \) = Posted Speed
\( W \) = Displacement Width
Shift Taper

$L = \text{Taper Length}$
$S = \text{Posted Speed}$
$W = \text{Displacement Width}$

$L = \frac{W \times S \times S}{60}$

(40 mph or less)

$L/2$ Shift Taper $\frac{W \times S \times S}{120}$
Merge Taper

L = Taper Length
S = Posted Speed
W = Displacement Width

\[ L = \frac{W \times S \times S}{60} \]

(40 mph or less)
CITY OF PACIFIC GROVE
Community Development Department – Planning Division
300 Forest Avenue, Pacific Grove, CA 93950
Tel: 831.648.3190 • Fax: 831.648.3184 • www.cityofpacificgrove.org/cedd
Permit Application

Application #: CDP 20-0149
Date: 3-19-2020
Total Fees: n/a

Project Address: Public Right of Way (varies see map)
APN: Public Right of Way

Project Description: Repair and replace sewer pipe
CIP # 3, 4, 5, 7, 8.

Will the project create, add, or replace impervious surface? □ Yes □ No

Will the project impact any tree(s) on site? □ Yes □ No

Applicant
Name: Milas Smith, Deputy Director
Phone: 831-648-3188
Email: milas.smith@city.pgl.org
Mailing Address: 300 Forest Ave, P.O. CA 93950

Owner
Name: City of Pacific Grove
Phone: 831-648-3188
Email: milas.smith@city.pgl.org
Mailing Address: 300 Forest Ave

Permit Request:
CRD: Counter Determination
AP: Architectural Permit
AAP: Administrative AP
ADC: Arch Design Change
ASP: Admin Sign Permit
SP: Sign Permit
UP: Use Permit
AUP: Administrative UP
CDP: Coastal Dev. Permit
LLA: Lot Line Adjustment
IHS: Initial Historic Screening
HPP: Historic Preservation
A: Appeal
TPD: Tree Permit W/ Dev’t
CDP Waiver/Admin. CDP

CEQA Determination: X Exempt
Initial Study & Mitigated Negative Declaration
Environmental Impact Report

Review Authority:
Staff: HRC
ZA: PC
SPRC: CC
ARB: ___

Active Permits:
Active Planning Permit
Active Building Permit
Active Code Violation Permit: ___

Overlay Zones:
Butterfly Zone
Area of Special Biological Significance (ASBS)
Environmentally Sensitive Habitat Area (ESHA)

Property Information
Lot: _____________ Block: _____________ Tract: _____________
ZC: _____________ GP: _____________ Lot Size: _____________
□ Historic Resources Inventory □ Archaeologically Sensitive Area
□ CDP Appeal Jurisdiction

Staff Use Only:
Received by: _____________
Assigned to: _____________

Page 1 of 2
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INDEMNIFICATION CONDITION

In consideration for City review and approval of application in this matter, the Owner/Applicant shall indemnify, defend, protect and hold harmless the City, its elected and appointed officials, officers, agents, and employees (collectively "Indemnitees"), using counsel approved in writing by the City, from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements which may accrue against Indemnitees by reason of the City's processing, approval or denial of the request and application in this matter. Indemnification shall include, but shall not be limited to any action, or proceeding brought to attack, set aside, void, annul, limit, or inhibit the approval of the application referenced above, and shall expressly include causes of action under the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA), or the CA Coastal Act.

The obligation to indemnify shall include, but not be limited to, all costs relating to preparing administrative records, investigations, responses to discovery, retention of experts, and other costs, including attorney's fees or obligations related to this matter, including actions brought by the Owner/Applicant and also extend to any expense incurred in establishing the City's right to indemnification. City expenses shall be paid by Owner/Applicant upon City request notwithstanding final disposition of the matter has not yet occurred. If the City is later determined to not be entitled to indemnification, the City shall repay amounts so advanced.

This indemnification condition is the Owner/Applicant's inducement to the City to process and approve the application, which approval would otherwise be withheld by City due to its concern for liability or expense that may result from performance of the City's duties. Should any dispute arise regarding interpretation of this condition, the prevailing party shall recover all reasonable costs incurred, including court costs, attorney fees and related expenses. Recovery of expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

This indemnification condition shall not require the Owner/Applicant to indemnify the City or other Indemnities: (a) to the extent that an obligation is actually paid by an insurer pursuant to an insurance policy; (b) in connection with any remuneration paid to the City, if it shall be finally adjudged that such remuneration was in violation of law; or (c) on account of the City's misconduct if such misconduct shall be finally adjudged to have been knowingly fraudulent, deliberately dishonest or willful.

Any permit or other approval given by the City to the Owner/Applicant Guarantor shall be valid only so long as this indemnification condition is given full force and effect. If this indemnification condition is revoked, the permit or other approval of the City shall then become null and void.

Owner/Applicant represents it (and any subsidiary) is (a) duly formed and organized, (b) validly existing and in good standing under state law, and (c) has all necessary power to execute and deliver this document and perform its obligations. Owner/Applicant also represents it is authorized to enter into this agreement by all requisite partnership, corporate or other action, and its terms are a valid and legally binding obligation. Neither execution nor delivery of this document nor performance of its obligations will violate any law or provision of any agreement, articles of incorporation, by-laws or other organizational or governing documents relating to Owner/Applicant, nor conflict with any court order relating to Owner/Applicant.

Applicant Signature: ___________________________ Date: 3/19/2020

Owner Signature (Required): ___________________________ Date: 3/19/2020
CITY OF PACIFIC GROVE
COASTAL DEVELOPMENT PERMIT
APPLICATION & SUBMITTAL CHECKLIST

Instructions

Please submit a complete application packet including this form with all of the items checked below. If one or more of the items is not applicable to your project, please mark with “not applicable” or “n/a”. All exhibits must be clear, legible, and to scale where appropriate.

Incomplete applications will not be accepted for filing.

Checklist

This checklist is provided for the convenience of applicants in gathering application materials. Additional material may be required prior to issuance of a Coastal Development Permit (CDP). For example, preliminary title reports, land surveys, biological/archaeological/botanical reports, restoration plans, and other reports or plans may be required based on the scope of the project.

☑ A completed standard City of Pacific Grove Community Development Planning Permit Application including the Indemnification Form signed by the applicant and property owner

☑ The Plan Set shall include: a Site Plan meeting the requirements of the Submittal Checklist Form; Architectural Elevations of all sides of the structure and including accessory buildings; (1) oblique street-view architectural rendering if the site is flat or a minimum of (2) views if the site is located in the Asilomar Dunes Residential Area (ADRA), including at least (1) view from Sunset Dr.; and a completed Project Data Sheet. Note that the installation of story poles and netting will be required during the public notice period.

☑ One (1) full-size (24” x 36”) scaled plan set, two (2) (11” x 17”) scaled sets, and a digital set of plans (thumb drive, disc, or email). Please include digital versions of ALL of the application materials as part of your Electronic Submittal. Include a Vicinity Map on the site plan. Additional copies may be needed for hearings.

☑ Required Technical Reports (biological/archaeological/botanical reports, geotechnical reports, grading plan, etc.)

☑ Filing Fee

☑ Project Description: (Describe the project in detail including secondary improvements such as grading, removal or alteration of septic tanks, roads, driveways, tree removal and/or pruning, accessory buildings, fences, etc. Attach additional pages as necessary)
☑ Project Location: various  
(street address)

☑ Present Use of the property:
Are there existing buildings? ☐ Yes  ☑ No  If yes, please describe:

Road Row

☑ Will any existing buildings be removed or demolished? ☐ Yes  ☑ No  If yes, please describe:

Road Row

☑ Is the proposed development governed by a Development Agreement? ☐ Yes  ☑ No

☑ Has any application for development on this site been made in the past to the CA Coastal Commission or the CA Coastal Zone Conservation Commission? ☐ Yes  ☑ No
If yes, please list application #s:

☐ Coastal Access: Is the proposed development within the first public road and the sea or Monterey Bay? ☐ Yes  ☑ No  If yes, is there currently public access to the shoreline on or near the site? Please describe:

☐ Waters: Does the project involve diking, filling, draining, dredging or placing structures in open coastal or Monterey Bay waters, wetlands, or estuaries? ☐ Yes  ☑ No
If yes, state the amount of fill in cubic yards (cy) _________. What is the location of the fill receiving site?

Is an Army Corps (USACE) permit required? ☐ Yes  ☑ No

☑ Will the project effect Public Access to and along the shoreline, either directly or indirectly (i.e., removing parking used for access to the beach)? ☐ Yes  ☑ No
If yes, describe the impact:

☐ Please check the following Utilities that will need to be extended to the proposed development: ☑

☐ Water  ☐ Sewer  ☐ Electrical  ☐ Natural Gas  ☐ Telephone

☑ Is the proposed development in or near the Asilomar Dunes Residential Area (ADRA)? ☐ Yes  ☑ No  If yes, additional technical reports will be required.
☐ Is the development within an Environmentally Sensitive Habitat Area (ESHA) including areas with state or federally listed rare, threatened, or endangered species, or candidate species? ☐ Road ☐ Row
☐ Yes ☐ No If yes, additional technical reports will be required.

☐ If the development is proposed to: a) alter a spring or stream in any way; or b) effect an existing well (either onsite or offsite), contact the Planning Department for additional requirements.

☐ Will the proposed development be visible from Sunset Drive or other mapped scenic resource areas? ☐ Yes ☐ No Temp. construction may be visible.

☐ Include any Tree Removal or Pruning required (a separate permit may be required). Note the number, size, species of tree(s), and whether heavy equipment will be necessary for tree project (refer to the Tree Permit requirements on City’s Public Works website).

☐ Is the development in or near a park or other recreation area? ☐ Yes ☐ No Golf course, parks

☐ Is this a City Public Works project or a project being undertaken by another public agency? ☐ Yes ☐ No If yes, please contact the Planning Division for additional requirements relating to grading, dredging, fill, use of heavy equipment, additional non-City permit requirements, etc.

☐ Will the development extend onto or adjoin any beach, tidelands, submerged lands, or public trust lands? ☐ Yes ☐ No If yes, please consult with Planning staff for additional requirements.

☐ If the site contains any of the following resources, attach an explanation:
☐ Buildings on the City’s Historic Resources Inventory (HRI) or more than 50 years old;
☐ Archaeological resources; and/or
☐ Paleontological resources

☐ Does the project include the development of new Lodging or the alteration of existing Low-Cost Visitor Accommodations and/or Recreation Facilities? ☐ Yes ☐ No If yes, describe how the project complies with the requirements of PGMC Sec. 23.90.220

☐ Will the development provide public or private recreational opportunities?
☐ Yes ☐ No
☐ Is any Grading proposed? ☐ Yes ☐ No If yes, complete the following table:

| a) Amount of cut: ___ cubic yards (cy) | d) Max. height of cut slope: ___ ft. |
| c) Amount of import or export: ___ cy (circle which one) | f) Location of borrow or disposal: ___ ft. |

Note: grading, stormwater, and erosion control plans must be attached when applicable.

☐ If the project is multi-family residential, indicate: ☒ a

<table>
<thead>
<tr>
<th>Number of Units</th>
<th>Total # of bedrooms per unit (existing and proposed)</th>
<th>Type of ownership proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing # of Units</td>
<td>Proposed # of Units</td>
<td>Net # of units upon completion</td>
</tr>
</tbody>
</table>

☐ Estimated cost of the proposed development (not including the cost of land) $3,332

☐ Parking and Utilities ☒ a

<table>
<thead>
<tr>
<th>Number of parking spaces required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing spaces</td>
</tr>
</tbody>
</table>

☐ Project Height: (Max. height of structure as defined in the IP: the vertical distance measured between the legally established existing grade and the top-most portion of development above existing grade, unless otherwise specified)

☐ a. Above existing (natural) grade __________ ft.
☐ b. Above finished grade __________ ft.
☐ c. As measured from centerline of frontage road __________ ft.

☐ Total # of floors in structure, including subterranean floors, lofts, and mezzanines __________

☐ Gross Floor Area (GFA) in sq. ft. (includes garages and accessory buildings) __________ sq. ft.

☐ Lot Area __________ sq. ft.
☐ If the project includes Subdivision or a Lot Line Adjustment, indicate: ✓

<table>
<thead>
<tr>
<th>Number of Lots</th>
<th>Size of lots to be created (indicate gross and net lots size)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing # of Lots</td>
<td>Proposed # of Lots</td>
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</table>

☐ If the project is a Lot Line Adjustment or a request for Certificates of Subdivision Compliance, please provide the following:

1. “Creation documents” for all affected properties. These documents would include grant deeds or certain maps recorded prior to the effective date of the Coastal Act (Jan. 1, 1976) that include a legal description describing the property as it exists today;
2. A prelim. title report less than six (6) months old; and
3. Current grant deeds for each affected property.
PART 1 GENERAL

1.1 WORK INCLUDED

A. The Work includes construction of sanitary sewer facilities, as described in Articles 4.5 and 4.6 of State Board Grant Agreement No. D1712658, and shown in the Contract Documents:

1. Capital Improvement Project (CIP) 3.
   a. 2,016 LF of new 18" HDPE gravity sewer upsized from 15" diameter, in same alignment as the existing 15" gravity sewer. Approximately 1,431 LF of the new HDPE sewer will be installed by the pipe bursting method, and 585 LF of the new sewer will be installed by open trench construction.
   b. Six new gravity sewer manholes, replacing six existing manholes.
   c. One new drop sewer manhole.
   d. Re-connect 17 existing sewer laterals to new 18" gravity sewer.
   e. Associated street surface improvements.

2. CIP 4.
   a. 832 LF of 8" HDPE gravity sewer installed by pipe bursting, replacing an existing 8" gravity sewer.
   b. Replacement of 13 existing sewer manholes with new sewer manholes; recoating of three existing manholes; replacement of grade rings on three existing manholes; replacement of cone and grade rings on one manhole.
   c. Re-connect 8 existing sewer laterals to new 8" HDPE gravity sewer.
   d. NOTE: A portion of this CIP 4 Work is also defined as an additive/deductive bid item. Refer to Section 01 20 00, Price and Payment Procedures for additional information.

3. CIP 5.
   a. Replacement of 727 LF of existing 6" gravity sewer with new 8" HDPE gravity sewer, installed by pipe bursting.
   b. Replacement of three existing sewer manholes with new sewer manholes.
   c. Re-connect eight existing sewer laterals to new 8" gravity sewer.
   d. Providing one new 6" sewer collector, including one new manhole and two new cleanouts, to collect sewage from six existing sewer laterals (three from the modular school buildings, three private residential laterals).

4. CIP 8.
   a. 1,180 LF of new 8" PVC gravity sewer in same alignment as existing 8" gravity sewer.
   b. Replacement of five existing gravity sewer manholes with new gravity sewer manholes.
   c. Associated street surface improvements.
d. Re-connect 32 existing sewer laterals to new 8" and 10" gravity sewer.

B. The Work consists of items listed in the Base Bid (and additive/deductive bid item No. 1). Refer to Section 01 20 00 for further definition.

C. This Project is funded through the State Water Resources Control Board, Grant No. D1712658. Refer to Section 01 70 00, Execution and Closeout Procedures for required documents for grant close-out and funding agency acceptance.

1.2 WORK NOT INCLUDED

A. Except for such auxiliary work as is shown or specified or is necessary as a part of the construction, the following work is NOT included in this Contract.

1. Work shown, but marked "NIC" (Not in Contract) or otherwise designated to be performed by others.

1.3 LOCATION OF SITES

A. The Project is defined by four separate Capital Improvement Projects (CIP), namely CIP 3, CIP 4, CIP 5, and CIP 8. These projects are all located within the City of Pacific Grove, California, and the locations of these project areas are described as follows:

1. CIP 3. Asilomar Avenue, from Del Monte Boulevard to south of Jewell Avenue.
2. CIP 4. Sewer Manhole replacements on Asilomar Avenue between Surf Avenue and north of Arena Avenue; and Crocker Avenue from north of Pico Avenue to Sinex Avenue. New sewer construction in easement east of Crocker Avenue, between Sinex Avenue and Pico Avenue.
3. CIP 5. Between Junipero Avenue and Pine Avenue in a City easement, in alignment with 15th Street right of way adjacent to Robert Down Elementary School.
4. CIP 8. Carmel Avenue, Junipero Avenue to Pine Avenue & Central Avenue to Ocean View Blvd

1.4 SPECIFICATIONS

A. The Specifications are those bound in the Project Manual. All sections of the Project Manual, including Notice Inviting Bids and Instructions to Bidders, are part of the Contract Documents for this Work. The Project Manual consists of the Notice Inviting Bids, Instructions to Bidders, Contract and State Board Grant Agreement, General Conditions of the Contract for Construction, Supplementary General Conditions, Division 01, and Divisions 02 through 33 technical specifications, Caltrans 2018 Standard Specifications where referenced.

1.5 DRAWINGS

A. The Drawings consist of 35 sheets prepared by Wallace Group.

1.6 INTERRUPTION OF SERVICES

A. Interruptions to any services for the purpose of making or breaking connection shall be made only after consultation with the City and Engineer a minimum of one week in
advance of connection break, and shall be at such time and of such duration as may be directed.

B. Sewer work that involves temporary modification to or protection of storm drains shall be conducted in such a manner to allow for proper and adequate management of storm water during construction and non-construction activities.

1.7 SEQUENCE OF CONSTRUCTION OPERATIONS

A. Submit Construction Work Plan at Pre-Construction Meeting, dovetailing sequencing details with Schedule as required in Section 01 32 16, Construction Progress Schedule. City and Engineer will approve such plan prior to Contractor starting construction operations. Work Plan shall describe in detail how the four defined CIP 3, 4, 5 and 8 work areas are to be scheduled and coordinated, and how the various elements of work are to be executed.

1. As First Order of Business:
   a. Potholing: Contractor shall pothole as shown on the plans to verify existing utility conditions. Prepare pothole reports per Section 01 35 00, Special Project Procedures.
   b. Pre-construction Photos and Videos: Contractor shall complete pre-construction photos and video inspections prior to start of any construction per Section 01 35 00, Special Project Procedures.
   c. Signage: Contractor shall complete the submittal package for the Project Signage, per Section 01 35 00, Special Project Procedures and erect at start of construction.

B. Include in the Construction Work Plan, detailed sewer bypassing (including equipment) and cut-over plans for the various portions of the Work.

C. Prior to commencement of Work and within 7 calendar days of Notice to Proceed, verify and confirm, to the City’s Representative in writing, the existing grades, elevations and conditions of the site. Any discrepancies between existing conditions and the contract documents must be brought to the City’s attention during that time frame.

D. Prepare schedules as set forth in Section 01 32 16, Construction Progress Schedule.

1.8 HOURS OF WORK

A. Perform Work of this Contract on normal workdays and within normal work hours; 8:00 am to 6:00 pm Monday through Friday, and as specified for night work. For road closure restrictions, see Section 01 55 26. After hours work and work on Saturdays, Sundays, and City holidays, may be permitted if approval is received from the City Public Works Director or Designee at least 3 working days in advance, at no additional cost to City. When Contractor schedules Work on non-working days or after hours work, the Contractor shall be responsible for the overtime costs incurred by the City for inspections or other related activities, unless such scheduled was requested by the City or Engineer.

B. Continuously keep existing drainage facilities, walks, and paved areas clean and free of mud and dirt, obstacles, etc., and protect against damage.

C. Schedule the Work to accommodate City occupancy and use of the Site.
D. Closeout Timetable. Coordinate with City to establish dates for testing, acceptance periods. Such dates shall be established not less than one week prior to beginning any of the foregoing items, to allow the City and their authorized representatives sufficient time to schedule attendance at such activities.

E. Final Submittals: Prior to requesting final payment, obtain and submit the following items to the Engineer for transmittal to the City:
1. Written guarantees, where required.
2. Completed record drawings per Section 01 70 00.
3. Certificates of inspection and acceptance by local governing agencies having jurisdiction, including but not limited to City of Pacific Grove Public Works Department.
4. Releases from all parties who are entitled to claims against the subject project, property, or improvement pursuant to the provisions of law.

1.9 PERMITS

A. Contractor shall be responsible for securing identified permits, paying associated fees, bonds and charges associated with such permits, application submittals and re-submittals, and complying with the conditions of permits obtained by the City.
1. Encroachment Permit. A City encroachment permit for the Work is not required of the Contractor.
2. Provide detailed stormwater pollution control plan, see Section 01 57 23, Temporary Stormwater Pollution Control, Paragraph 1.04.
3. For CIP 4, a Union Pacific Railroad (UPRR) Encroachment Permit is required. City is in the process of obtaining this permit. Contractor will be notified by the City when the Encroachment Permit is issued.

1.10 SITE ACCESS

A. All Work is in the City right-of-way and City easements.

1.11 EXCAVATIONS OR TRENCHING FOR UNDERGROUND UTILITIES

A. Time intervals between excavation or trenching and installation of conduit or piping or other work concerned, and backfilling operations shall be kept to absolute minimum.

B. Excavations or trenching crossing roadways and other traffic areas shall be provided with skid-resistant traffic bearing steel plates; pedestrian and bicycle paths shall be provided with skid-resistant traffic bearing steel plates, or other materials approved by City.

1.12 PROTECTION OF EXISTING STRUCTURES AND UTILITIES

A. Refer to the General Conditions and other Division 01 Sections for Contractor responsibilities.

B. Damage to existing improvements caused by Contractor's operations, either on-site or on adjacent sites, shall be repaired to restore damaged items to their original condition. Cost of such repair shall be borne entirely by Contractor.

C. Drawings indicate existing structures, drainage lines, water, gas, electrical and other similar items and utilities that are known to the City.
D. Locate known existing structures and utilities before proceeding with construction. Maintain them in service, except as otherwise specified. Provide protection and repair damage to them caused by the Work at no increase in Contract price.

1.13 GEOTECHNICAL INVESTIGATION

A. Geotechnical investigations have been performed for the City in order to obtain relative data concerning the character of material in and upon which the Project is to be built. The geotechnical reports entitled "Pacific Grove Sewer Capital Improvement Projects 3, 5 and 8, Pacific Grove, CA" dated August 1, 2019, prepared by Earth Systems Pacific, may be used for the following purposes:

1. In regards to the soils and road section conditions to be encountered in and around the project area, the data contained in the report may be used for information only as to the soil and pavement section conditions encountered at the location/address shown and on the date stated. The Contractor is solely responsible for satisfying itself as to the kind and type of soil, and characteristics of road sections to be encountered in the alignment of the sewer work, and any water or other subsurface conditions which might affect the construction of the project.

2. Only where specifically called out in these specifications, the report may be used for design parameters in the preparation of shop drawings for the Project.

3. Conclusions and recommendations contained in the report, which are not specifically referenced in these specifications, are not a part of the Contract.

END OF SECTION
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3. Conclusions and recommendations contained in the report, which are not specifically referenced in these specifications, are not a part of the Contract.

END OF SECTION
TO: Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: 05/14/2020
SUBJECT: Annexation of the Mission Linen property located at 801 Sunset Drive.
CEQA: Categorical Exemption, CEQA Guidelines Section 15319(a) Class 19, Annexations to City or Special Districts or Areas-Existing Public or Private Structure

RECOMMENDATION
Receive the staff report and provide a recommendation of approval of the proposed annexation to the City Council.

DISCUSSION
The subject 2.99 acre property located at the southwest corner of the intersection of Sunset Drive with Congress Avenue has been developed with an industrial laundry facility since at least the 1980s. A 60' tall wireless communications facility was developed at the rear of the property in 2014. The laundry facility has been non-operable for the past three to four years.

On November 20, 2019, the City Council adopted Resolution 19-028 directing the Planning Commission to consider and provide a recommendation on prezonning the subject property to Light Commercial (C-1) in an effort to prepare for annexation. At its December 19, 2019, meeting, the Planning Commission made a recommendation to the Council to approve the prezone. The Council, at its March 4, 2020, meeting, adopted Ordinance 20-008 officially prezonning the property in compliance with California Government Code Section 65859 and PGMC Section 23.12.020 pertaining to amendments to the official zoning map. The zoning map has been updated.

Annexation is governed by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with California Government Code Section 56000. In accordance to the statute, the City has provided notice to the Monterey County Local Agency Formation Commission (LAFCO) of its intent to annex the subject property and prepared the attached draft Resolution through which the City Council authorizes the filing of an application to LAFCO.

Although there is no explicit requirement for a recommendation from the Planning Commission, staff finds that the opportunity to provide public input through the hearing process is helpful. The prezonning process had no opposition and the property owner, Mission Linen Supply, provided a letter in support of both the prezone and the eventual annexation. No new development or changes to the property are proposed at this time.
Previous agenda reports are available on the City's website (Intent to Prezone, City Council 11-20-19; Prezone, Planning Commission 12-19-20; Prezone, City Council 3-04-20) and contain background on the property, existing uses, and the process and procedures undertaken to date. Upon adoption of the Resolution of Intent to Annex by the City Council, staff will prepare and submit an annexation application to LAFCO.

The annexation is exempt from environmental review per Section 15319(a) of the CEQA Guidelines. This exemption pertains to annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or prezoning of either the gaining or losing environmental agency, whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have a capacity to serve only the existing facilities.

OPTIONS
1. Recommend denial of the annexation.
2. Provide alternate recommendation.

FINANCIAL IMPACT
The City is undertaking the annexation project and will be paying the approximately $1,300.00 application fee to LAFCO.

Attachments
Draft Reso. of Intent to Annex
RESOLUTION ______
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE
AUTHORIZING THE FILING OF AN ANNEXATION APPLICATION TO THE
MONTEREY COUNTY LOCAL AGENCY FORMATION COMMISSION FOR THE
MISSION LINEN SUPPLY PROPERTY LOCATED AT 801 SUNSET DRIVE
(APN 007-101-036-000)

WHEREAS, the City of Pacific Grove (City) desires to initiate proceedings pursuant to the
Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with
California Government Code Section 56000, for a change of organization consisting of the
annexation of territory to the City of Pacific Grove; and

WHEREAS, the subject 2.99 acre territory is located at 801 Sunset Drive, APN 007-101-036-000
(subject property), and is within the County of Monterey and located outside City limits; and

WHEREAS, pursuant to Section 56654 of the California Government Code, notice of intent to
adopt this Resolution of Application was given to the Monterey County Local Agency Formation
Commission (LAFCO), interested agencies and subject agencies at least twenty-one (21) days
before the adoption of this Resolution; and

WHEREAS, on __________, 2020, this Council conducted a public hearing based upon this
notification; and

WHEREAS, the principal reasons for the proposed reorganization are as follows:
1. The subject property is surrounded on all sides by City limits;
2. The subject property was prezoned by the City Council through its adoption of Ordinance 20-
008 on March 18, 2020;
3. The subject property is identified in the City’s 1994 General Plan as the only County of
Monterey property within the City’s mapped Sphere of Influence and was assigned a land use
designation as part of the adoption of the General Plan; and
4. The subject property is accessed by Sunset Drive, a public, City-maintained public street and is
served by City fire and police protection.

WHEREAS, the following agency or agencies that would be affected by the proposed
jurisdictional changes include:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Nature of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Pacific Grove</td>
<td>Jurisdictional Boundary</td>
</tr>
<tr>
<td>Pacific Grove Unified School District</td>
<td>Tax Receiving Entity</td>
</tr>
<tr>
<td>Monterey Peninsula Community College Dist.</td>
<td>Tax Receiving Entity</td>
</tr>
</tbody>
</table>

WHEREAS, the annexation of the subject property is supported by the City’s General Plan Section
2.6 – Development Potential and Annexation; and

WHEREAS, City records indicate that annexation of the subject property has been contemplated
since the mid-1980s, thus informing the General Plan language referenced in Section 2.6 –
Development Potential and Annexation; and
WHEREAS, the property was recently prezoned “Light Commercial (C-1)”, which allows a wide variety of potential uses including mixed-use commercial, multi-family residential, and light industrial uses; and

WHEREAS, the City has been in discussions about the prezoning and future annexation of the property with the owner of the subject property, Mission Linen Supply, and has received written support of both actions from the owner; and

WHEREAS, the City has been in discussions with LAFCO of Monterey County, which has indicated its support of the annexation given the “island” nature of the current situation; and

WHEREAS, the Pacific Grove Planning Commission recommends the City Council find the proposed annexation of the Mission Linen Supply property exempt from environmental review per the Class 19, § 15319 CEQA exemption for annexations of existing facilities and lots for exempt facilities. The subject property is developed with an industrial laundry facility that has been nonoperable for the past three (3) or more years. No new development, demolition, or establishment of a new use at the subject property is proposed at this time; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE:

Section 1. This Resolution of Application is hereby adopted and the Local Agency Formation Commission of Monterey County is hereby requested to take proceedings in the matter of the annexation of territory as authorized and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

Section 2. The annexation is exempt from environmental review pursuant to CEQA §15319 (Class 19 – Annexations of Existing Facilities and Lots for Exempt Facilities).

Section 3. City Staff is directed to submit an application for annexation of the area included within Exhibit 1, attached hereto and incorporated herein, to the Monterey County Local Agency Formation Commission.

Section 4. In accord with Article 15 of the City Charter, this ordinance shall become effective on the thirtieth (30th) day following passage and adoption hereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE THIS _____ day of __________ 2020, by the following vote:

AYES:

NOES:

ABSENT:
APPROVED:

________________________
BILL PEAKE, Mayor

ATTEST:

________________________________
SANDRA KANDELL, City Clerk

DATED:__________________________

APPROVED AS TO FORM:

_________________________________
DAVID C. LAREDO, City Attorney
Exhibit 1

801 Sunset Drive

North
TO: Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: 05/14/2020
SUBJECT: Brief oral presentation by the Deputy Public Works Director, Joyce Halabi, on the City's Capital Improvement Program (CIP).
CEQA: Does not constitute a “Project” per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Recieve report as information only.