



REGULAR MEETING

**JOINT SAND CITY COUNCIL AND
SUCCESSOR AGENCY OF THE
REDEVELOPMENT AGENCY**

TUESDAY, APRIL 4, 2023

5:30 PM

AGENDA
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY OF THE REDEVELOPMENT
AGENCY

Regular Meeting - Tuesday, April 4, 2023
5:30 PM

THIS MEETING WILL BE HELD VIRTUALLY AND IN PERSON

TO PARTICIPATE IN THE ZOOM COUNCIL MEETING LIVE:

<https://us02web.zoom.us/j/4614728829>

Meeting ID: 461 472 8829

To participate telephonically by calling the number below:

(669) 900-6833

Meeting ID: 461 472 8829#

If prompted to enter a participant ID, press #

TO PARTICIPATE IN PERSON:

City Hall Council Chambers

1 Pendergrass Way

Sand City, CA

How to submit written Public Comments:

If any member of the public would like to provide written comments at the meeting, please do as set forth below.

Written: All comments received before 8:00 am the day of the meeting will be posted on the City's website as "Correspondence" under the relevant agenda item and provided to the City Council members at the meeting. Please email your comments to: cityclerk@sandcityca.org.

Read Aloud During the Meeting: Email your comments to cityclerk@sandcityca.org. When the Mayor opens the public comment period for the relevant agenda item; please indicate the agenda item and title in your email subject line. If you want your comment read aloud, prominently write "Read Aloud at Meeting" at the top of the email and your comments will be read into the record (not to exceed three minutes at staff's cadence).

DURING EACH MEETING, members of the public may participate by calling and speaking live during the designated time(s), subject to time limits that may be imposed pursuant to the Brown Act at the number provided above. Please use the "raise your hand" option on Zoom, and the City Clerk will call on your name.

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

4. ANNOUNCEMENT BY MAYOR, CITY ATTORNEY, AND CITY MANAGER

5. COMMUNICATIONS

Members of the public may address the City Council/Successor Agency on matters not appearing on the City Council/Successor Agency Agenda at this time for up to three minutes. In order that the City Clerk may later identify the speaker in the minutes of the meeting, it is helpful if speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the item is being considered by the City Council/Successor Agency.

The City Council Chambers podium is equipped with a portable microphone for anyone unable to come to the podium. If you need assistance, please advise the City Clerk as to which item you would like to comment on and the microphone will be brought to you.

6. CONSENT CALENDAR

The Consent Agenda consists of routine items for which City Council approval can be taken with a single motion and vote. A Council member may request that any item be placed on the Regular Agenda for separate consideration.

6A. SB511 Support Letter-Greenhouse Gas Inventories

[Staff Report](#)

[SB511 Fact Sheet](#)

[SB511 Support Letter](#)

6B. SB379 California Automated Permit Processing Program (CALAPP)

[Staff Report](#)

[Resolution](#)

[CALAPP Grant Application](#)

6C. National Public Works Week Proclamation

[Proclamation](#)

7. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

8. PUBLIC HEARING

8A. New Councilmember Interviews

[Staff Report](#)

9. NEW BUSINESS

9A. Comments by Councilmembers on Items of Interest to Sand City

9B. Upcoming Meetings/Events

10. CLOSED SESSION

10A.

City Council/Successor Agency Board to Adjourn to Closed Session Regarding Public Employee Performance Evaluation (Government Code §54957) Title: City

Manager Performance Evaluation

10B.

Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with California Government Code §54957.1

11. PRESENTATION

11A. State Coastal Conservancy Grant Presentation from Michael Groves and Elizabeth King of EMC Planning Group, Inc.

[Grant Pre-Application](#)

12. ADJOURNMENT

The current agenda is available in PDF format on our website at:
www.sandcity.org

If you have a request for a disability-related modification or accommodation, including auxiliary aids or services, which will allow you to participate in a Sand City public meeting, please call the City Clerk at (831) 394-3054 extension 220, or give your written request to the City Clerk at 1 Pendergrass Way, Sand City, CA 93955 at least 48 hours prior to the scheduled meeting to allow the City Clerk time to arrange for the requested modification or accommodation.

**AGENDA ITEM
6A.**

**SB511 Support Letter-Greenhouse Gas
Inventories**



City of Sand City

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Vibeke Norgaard, City Manager
DATE: April 4, 2023
SUBJECT: SB511 Support Letter

Discussion: The City Manager is seeking Council approval to execute the attached letter on the behalf of the City of Sand City

CEQA: This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

Fiscal Impact: None.

Recommendation:

Staff recommends approval for signature of the attached letter.



SB 511- GHG Emissions Inventories:

SUMMARY

SB 511 would direct the California Air Resources Board (CARB) to prepare inventories of greenhouse gas (GHG) emissions for use by cities and counties to use in the preparation of Climate Action Plans (CAPs) and to prioritize the use of funding and resources to achieve optimal reductions of GHG emissions in local communities. Inventories would be especially important to reduce and eliminate disparities and impacts on vulnerable and disadvantaged communities. The bill would provide an appropriation to CARB for this purpose.

BACKGROUND

The effects of climate change are becoming more evident every day. The Intergovernmental Panel on Climate Change (IPCC) has said we are in a "code red" condition to take action to reduce the rate and extent of global warming in order to avoid a catastrophe. Scientists have calculated that 2021 was the sixth hottest year ever. The increasing frequency and severity of wildfire; extreme heat; extreme cold, snow, and rain; and drought in California and the world are all manifestations of the influence of climate change. California has taken a number of steps at the state level including AB 32 (Nunez) in 2006 to set up a cap and trade system to reduce GHG emissions, SB 375 (Steinberg) in 200_ to combine land use and transportation planning to reduce GHG emissions at the local level, and SB 32 (Pavley) in 2016 to require that GHG emissions are reduced by 40% from 1990 levels by 2030 as well as many other pieces of legislation that address climate change in some manner. The 2021-22 and 2022-23 state budgets include a \$56 billion package to address wildfire and forest resilience, drought and water resilience, and climate resilience over three years (although the Governor's proposed budget for 2023-24 would make \$6 billion in cuts to this package)

PRIOR LEGISLATION

SB 379 (Jackson) from 2015 requires cities and counties to update the safety elements of their general plans to address climate adaptation and resilience strategies.

THIS BILL

SB 511 will fill a significant gap in the work done by local governments to address climate change. While important actions have been taken and resources allocated at the state level, it is local communities that are on the front line of meeting the climate change challenge. While some local governments, in preparing CAPs and prioritizing their efforts to reduce GHG emissions, have the expertise and resources to produce their own GHG emission inventories, the vast majority of local governments do not. This bill, in directing CARB to assemble and share GHG emission inventories with local governments, will provide critical data essential to the task of drafting the best CAPs possible and making the best decisions on the application of available resources to benefit communities. The bill would have three major benefits: 1) comprehensive coverage across the state, 2) data and methodology consistency, 3) visibility into patterns and progress, and 4) reduced cost in generating GHG emission profiles. The bill includes an appropriation of \$2.5 million to CARB to fund the work specified which is millions of dollars less than it would cost local governments to undertake the same work on a jurisdiction-by-jurisdiction basis.

SUPPORT

- CivicWell (co-sponsor)
- Contra Costa County (co-sponsor)

STAFF CONTACT

Heather.Resetarits@sen.ca.gov



March 21, 2023

The Honorable Catherine Blakespear
1021 O Street, Suite 7340
Sacramento, CA 95814

RE: SB 511 Greenhouse Gas Inventories: Support

Dear Senator Blakespear:

On behalf of The City of Sand City, I write to express our support for your Senate Bill 511 which would direct the California Air Resources Board (CARB) to prepare and provide greenhouse gas (GHG) inventories to local governments for their use in preparing Climate Action Plans (CAPs) and in determining the best opportunities for investing resources to reduce GHG emissions.

Sand City is located about 3 miles from downtown Monterey, 7 miles from Carmel and 86 miles south of San Francisco. The City is an exquisite combination of a New York SoHo atmosphere with its inventory of rugged warehouses which are beautifully framed by gently undulating sand dunes and crisp blue ocean waves.

The effects of climate change are becoming more evident every day. The Intergovernmental Panel on Climate Change (IPCC) has said we are in a “code red” condition to take action to reduce the rate and extent of global warming in order to avoid a catastrophe. Scientists have calculated that 2021 was the sixth warmest year ever. The increasing frequency and severity of wildfire; extreme heat; extreme cold, snow, and rain; and drought are all manifestations of the influence of climate change. California has taken a number of steps at the state level to respond to the climate crisis including AB 32 (Nunez) in 2006 to set up a cap-and-trade system to reduce GHG emissions at the state level, SB 375 (Steinberg) in 2008 to combine land use and transportation planning to reduce GHG emissions at the local level, and SB 32 (Pavley) in 2016 to require that GHG emissions are reduced by 40% from 1990 levels by 2030 as well as many other pieces of legislation that address climate change in some manner. The 2021-22 and 2022-23 state budgets included a \$56 billion package to address wildfire and forest resilience, drought and water resilience, and climate resilience over three years (subject to a \$6 billion reduction in the Governor’s proposed 2023-24 budget).

SB 511 would fill a significant gap in the work done by local governments to address climate change. While important actions have been taken and resources allocated at the state level, it is local communities and governments that are on the front lines of meeting the challenge. This bill, in directing CARB to assemble and share GHG emission inventories with local governments, would provide critical data essential to the task of drafting the best CAPs possible and making the best decisions on the application of available resources to benefit communities. The bill would have four major benefits: 1) comprehensive coverage across the state, 2) data and methodology consistency, 3) visibility into patterns and progress, and 4) reduced cost in generating GHG emission profiles.

Local governments want to be key partners in meeting the State's ambitious GHG emissions goals. As a recent reflection on [The State of Local Climate Planning](#) suggests, having a state agency take on inventories is an important step in evolving our collective practice. It is a critical part of improving the efficiency and effectiveness of climate action by focusing each level of government's efforts on their unique role, in concert with the other levels of government.

Leading local governments, and some regional agencies on behalf of local governments, have been conducting individual GHG inventories for over a decade, more recently spending nearly \$1 million every year collectively to create or update GHG inventories. In addition to yielding the benefits listed above, centralizing inventories would allow these public dollars to be redirected toward action.

Thank you for your leadership in advancing the opportunity for local governments to develop data-based CAPs and to make the best investments possible, especially for vulnerable and disadvantaged communities, in reducing GHG emissions.

Sincerely,

Vibeke Norgaard
City Manager
City of Sand City

**AGENDA ITEM
6B.**

**SB379 California Automated Permit
Processing Program (CALAPP)**

CITY OF SAND CITY

STAFF REPORT

APRIL 4, 2023

TO: Mayor & City Council

FROM: John Kuehl, Chief Building Official

**SUBJECT: APPROVE A RESOLUTION AUTHORIZING A GRANT APPLICATION
TO THE CALIFORNIA AUTOMATED PERMIT PROCESSING
PROGRAM (CALAPP)**

BACKGROUND

On September 16, 2022, SB 379 was signed into law. This legislation requires most California cities and counties to implement an online, automated permitting platform that verifies code compliance and issues permits in real time for residential solar energy systems. This is defined as a system that is no larger than 38.4 kilowatts alternating current nameplate rating and a residential energy storage system, as defined, paired with a residential solar energy system that is no larger than 38.4 kilowatts alternating current nameplate rating. More information on SB 379 can be found [here](#). A City with a population of fewer than 50,000 and not exempt is required to comply with SB379 requirements by September 30, 2024. The City of Sand City is not exempt and meets the criteria due to the city with a population of fewer than 50,000 **and** a county with a population of fewer than 150,000, including each city within that county.

On June 1, 2022, the California Energy Commission (CEC) released a grant solicitation and application for CALAPP through a Notice of Proposed Awards (NOPA). This grant solicitation offers an opportunity for jurisdictions to fund the establishment of an online solar permitting program. The grant solicitation announced the availability of up to \$20 million statewide in grant funding. This grant is on a first come, first serve basis. Applications will be accepted until May 1, 2023.

DISCUSSION

The City is proposing in its application to utilize the SolarAPP+ Software tool or equal that was designed to be utilized to comply with SB 379 and is free to adopt. The software was developed by local governments, code bodies such as the International Code Council (ICC), solar industry groups, environmental organizations, and building safety groups. This software would simplify and streamline single-family rooftop solar permits. Solar App+ can approve most applications without delay and streamline application processes for the City. When customers need residential rooftop solar

panels on their home, the software would review, approve, and process the permit instantly. The software will be updated with code requirements regularly. The customer would bring that approval to the City's building department for final approval.

The City of Sand City is able to apply for up to \$40,000 based on the City's population size of under 50,000 people. The funds would be utilized to comply with SB 379 for in-house staff labor costs and cost associated with the hardware, software, maintenance, and training to implement the software program. The City has worked with in-house IT to ensure coordination and IT requirements are compatible with City systems.

BUDGET:

This funding would augment the City's ability to meet SB 379 requirements to implement the software with up to \$40,000 in grant funding. Without this funding, the City would need to find other funds to pay for the implementation of the software tool. There is no fiscal impact associated with this action.

CEQA:

Does not constitute a "Project" per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Approve a Resolution authorizing an application to the California Automated Permit Processing Program (CALAPP)

RESOLUTION NO. SC-2023-##

A RESOLUTION OF THE CITY OF SAND CITY COUNCIL AUTHORIZING THE APPLICATION FOR THE CALIFORNIA AUTOMATED PERMIT PROCESSING (CALAPP) PROGRAM The City of Sand City (“Applicant”) hereby consents to, adopts, and ratifies the following resolution.

WHEREAS, the California Energy Commission (CEC) released a grant solicitation and application package entitled “California Automated Permit Processing Program.” This grant solicitation is an offer to fund California cities, counties, or cities and counties to establish online solar permitting. The grant solicitation announced the availability of up to \$20 million to fund agreements resulting from this solicitation and that the CEC, at its sole discretion, reserves the right to increase or reduce the amount of funds available under this solicitation.

WHEREAS the Funding of proposed agreements resulting from this solicitation is contingent upon the approval of these agreements by CEC staff and execution of a grant agreement. This notice is posted on the CEC's website at <https://www.energy.ca.gov/fundingopportunities/awards>.

WHEREAS, the City of Sand City is eligible to receive a maximum of \$40,000, and the online, automated solar permitting platform the City will be utilizing is SolarApp+ or equal.

WHEREAS, The funds will be used for ongoing staff labor costs associated directly with adoption and maintenance of the platform, ongoing third-party or consultant time associated directly with adoption and maintenance of the platform, ongoing staff training and education, specific to platform, essential hardware or equipment necessary to support adoption of the platform, and maintenance, such as adding support for energy storage paired with solar energy system permitting, and subscription cost for permitting, and subscription cost for permit tracking software in support of adopted permitting platform.

WHEREAS, “Notice of Proposed Awards” (NOPA) identifies each applicant selected and recommended for funding by CEC staff and includes the amount of recommended funding. The NOPA will be updated regularly with new awardees and posted in the same location. location.

NOW, THEREFORE, BE IT RESOLVED THAT If Applicant receives a grant of California Automated Permit Processing Program funds from the California Energy Commission pursuant to the above referenced Notice of Proposed Awards, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the California Automated Permit Processing

PASSED AND ADOPTED by the City Council of the City of Sand City at a regular meeting duly held on the 4^t day of April 2023, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST:

APPROVED:

Kerry Lindstrom, City Clerk

Mary Ann Carbone, Mayor

ATTACHMENT 01
Grant Application Form – EXHIBIT A

California Automated Permit Processing (CalAPP) Program

1. APPLICANT INFORMATION (REQUIRED)

Jurisdiction Name (please use full legal name as it would appear on the executed grant):
City of Sand City

Jurisdiction Type (select one):



City



County



City and County

Current Estimated Population [State of California Department of Finance Demographics](https://dof.ca.gov/forecasting/Demographics/)
(<https://dof.ca.gov/forecasting/Demographics/>):



Less than 50,000



From 100,000 to 200,000



From 50,000 to 99,999



Greater than 200,000

Project Manager (serves as point of contact for all communications)	Name	John Kuehl
	Street Address	1 Pendergrass Way
	City and Zip Code	Sand City, CA 93955
	Phone Number	(831) 233-0188
	E-Mail Address	jkuehl@4leafinc.com

2. FUNDING (REQUIRED)

Assigned Maximum Grant Amount (select one)



Group 1 (\$40,000): Population less than 50,000



Group 2 (\$60,000): Population from 50,000 to 99,999



Group 3 (\$80,000): Population from 100,000 to 200,000



Group 4 (\$100,000): Population greater than 200,000

3. PROJECT INFORMATION (REQUIRED)

A. Online, automated solar permitting platform to be adopted:

☒ SolarAPP+

☐ Other. If selected, complete Section 4 ("Additional Information")

B. Please select allowable budget item(s) anticipated to be used (Select at least one):

☒ Ongoing in-house staff labor costs associated directly with adoption and maintenance of the platform

☒ Ongoing third-party or consultant time associated directly with adoption and maintenance of the platform

☒ Ongoing staff training and education, specific to the platform

☐ Ongoing training events for local installers, specific to the platform

☒ Essential hardware or equipment necessary to support adoption of the platform

☒ Maintenance, such as adding support for energy storage paired with solar energy system permitting, and subscription cost for permit tracking software in support of adopted permitting platform

C. Estimated Project Timeline*

*Enter actual dates if activities already began

Activity	Date (Month/Year)
Begin Development/Pilot	September, 2023
Full Adoption	February, 2024
Staff Training	August, 2023
Training for Local Installers	August, 2023

4. ADDITIONAL INFORMATION (if applicable)

NOTE: Only complete this section if you implement a platform other than SolarAPP+

Please identify whether the following features are supported by the implemented platform. All features are required for the platform to qualify for funding. CEC staff will verify prior to payment approval.

Performs an automated plan review for residential solar energy systems that completes automatic code compliance checks based on user inputs (such as a contractor), thereby enabling or otherwise issuing permits instantly when the project is confirmed as code compliant, without the need for human review	☐ Yes	☐ No
Supports online, immediate fee payment once an application is complete, which may include auto-invoicing of permit fee costs	☐ Yes	☐ No
Supports immediate generation of a permit job card following payment confirmation	☐ Yes	☐ No
Blocks noncompliant applications from receiving a permit	☐ Yes	☐ No
EITHER: 1) Stand-alone permitting tool; OR 2) Integrates with current software and inspection platform already in use	☐ Yes	☐ No

5. REPORTING (REQUIRED)

Following adoption and verification of a qualifying platform, the Energy Commission may request, and the Recipient will provide if requested, annual data on the number of permits issued for solar energy systems and a solar energy system paired with an energy storage system including relevant characteristics of those systems, such as system capacity. Please indicate your acceptance of these terms.	☒ Yes	☐ No
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6. CERTIFICATION (REQUIRED)

- I am authorized to complete and sign this form on behalf of the applicant.
- I authorize the California Energy Commission to make any inquiries necessary to verify the information presented in this application.
- I have read and understand the terms and conditions contained in this solicitation. I accept the terms and conditions contained in this solicitation on behalf of the applicant, and the applicant is willing to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions without negotiation.
- I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Name of Authorized Representative:	Vibeke Norgaard
Title:	City Manager
Phone Number:	(831) 394-3054
E-mail Address:	vibeke@SandCityCA.org
Date:	
Signature of Authorized Representative:	

NOTE: Do not overlap signature with surrounding border lines.

**AGENDA ITEM
6C.**

National Public Works Week Proclamation

PROCLAMATION

PROCLAMATION BY THE MAYOR OF THE CITY OF SAND CITY HONORING

**National Public Works Week Proclamation
May 21–27, 2023
“Connecting the World Through Public Works”**

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Sand City; and,

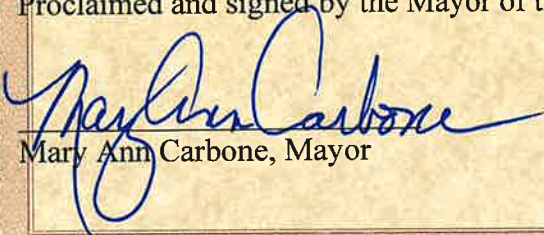
WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Sand City to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association be it now,

NOW THEREFORE, I Mary Ann Carbone, Mayor of the City of Sand City, do hereby designate the week May 21–27, 2023 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Proclaimed and signed by the Mayor of the City of Sand City on this 4th day of April, 2023.


Mary Ann Carbone, Mayor

**AGENDA ITEM
8A.**

New Councilmember Interviews



City of Sand City

Memo

TO: Honorable Mayor and City Council
FROM: Vibeke Norgaard, City Manager;
Adam U. Lindgren, Interim City Attorney
DATE: March 28, 2023 (for April 4, 2023 Council meeting)
SUBJECT: Process to fill vacancy on City Council

Background:

On March 21, 2023, the Council adopted Resolution No. 23-13 declaring former Councilmember Kim Cruz's seat on the City Council vacant in accordance with the City's Charter and establishing a timeline and process to fill the vacancy.

City staff has notified the community of the vacancy by announcing it on the City's website, sending direct emails to newsletter subscribers and posting it on social media. (Instagram) as well as posting the agenda item on City posting boards. In accordance with the Council's direction, the City Manager will accept statements of interest from prospective City Council candidates until 3:00 PM on Monday, April 3, 2023. Those will be made available to the public and the Council prior to the April 4 City Council meeting.

During the April 4 Council meeting, candidates will draw straws to determine the order in which they will present to the Council. Any interested applicant will have the option to give a brief 5-10 minute presentation about themselves and answer any questions the Council may have. Members of the public will have the ability to comment, as required by the Brown Act.

The City Council may discuss each candidate in public at the meeting and announce their top two choices. The City Clerk will tabulate the top two preferred candidates.

During the following Council meeting on April 18, 2023, the City Council would discuss the top two choices and appoint a qualified person to fill the vacancy on the City Council. If the City Council cannot decide on an appointment, then the item will be continued to the next meeting for additional discussion.

A new Council Member will be required to be selected by May 5, 2023 at the latest or be decided by the Mayor. The new Council Member will serve for the remainder of former Council Member Cruz's term, ending on December 31, 2024.

**AGENDA ITEM
9A.**

**Comments by Councilmembers on Items
of Interest to Sand City**

**AGENDA ITEM
9B.**

Upcoming Meetings/Events

**AGENDA ITEM
10A.**

**City Council/Successor Agency Board to
Adjourn to Closed Session Regarding
Public Employee Performance Evaluation
(Government Code §54957) Title: City
Manager Performance Evaluation**

**AGENDA ITEM
10B.**

**Re-adjourn to Open Session to report any
action taken at the conclusion of Closed
Session in accordance with California
Government Code §54957.1**

**AGENDA ITEM
11A.**

**State Coastal Conservancy Grant
Presentation from Michael Groves and
Elizabeth King of EMC Planning Group, Inc.**

Grant Pre-Application

Sand City Coastal Trail Grant

State Coastal Conservancy

March 29, 2023



**Prepared by
EMC Planning Group**

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1.0 Grant Pre-Application

1.1 Project Description

The City of Sand City's Coastal Trail Project is described in further detail in the following sections as outlined in the State Coastal Conservancy Grant Pre-Application guidance.

Project Summary

The project will include Acquisition, Planning, and CEQA documentation to develop a trail plan leading to the eventual building of a trail system to provide public access from the Sand City's City Hall and adjoining Calabrese Park to the Pacific Ocean and Monterey Bay National Marine Sanctuary viewing platform known as Vista Point. Vista Point was used to locate the project with a [Longitude and Latitude of 36.61528, -121.85408](#). Proposed trails, comprise approximately 3,775 linear feet in a combination of trails and boardwalks, which will cross State Route 1 using the existing Tioga Avenue bridge crossing.

Site Description

The proposed project site is located in the City of Sand City, along the Monterey Bay Coastline, south of Tioga Avenue and on both the east and west sides of State Route 1 (Cabrillo Highway). The project will utilize a combination of existing sidewalks, the existing Monterey Peninsula Recreation Trail system and proposed newly designed trails, shown in red on [Figure 1, Proposed Trail Locations](#), primarily within existing rights-of-way. The idea is to use the existing rights-of-ways, to the extent feasible, to avoid acquisition of property. It is likely the city would be able to gain access for the alternative trail from the western point of Tioga Avenue to the newly renovated Vista Point viewing platform (currently under reconstruction), as the State of California holds ownership of those parcels. Wayfinding signage, along with Geotagging placed on State Route 1, would be installed along the trail in key access points as shown on [Figure 1, Proposed Trail Locations](#), and identified with photographs on [Figure 2, Sand City Proposed Trail Access Points](#).

Project Need

There is currently not a complete trail system to the Vista Point viewing platform. The existing residential neighborhood, visitors to the city, and the recently approved mixed-use development (including a new visitor serving hotel which is breaking ground to begin construction) can use this trail system to access this feature, instead of making trails through sensitive habitat. This trail system

would connect the residents and patrons of the city to the beachfront and the newly renovated Vista Point viewing platform, and incorporate the mixed-use development at the corner of Tioga Avenue and California Avenue.

The Monterey Recreational Trail, a regional trail system, currently has a gap on the north side of Tioga Avenue, which needs to be extended to Eolian Dunes Preserve, to complete the regional trail system from Lover's Point in Pacific Grove to Castroville. Though not part of this grant application, adding interest to this portion of Sand City through this local coastal trail could improve the chances of this Monterey Peninsula Recreation Trail expansion northward, closing a missing gap, as well as increasing the potential to bring more visitors to Sand City's West End Art District.

Who is Involved

The City of Sand City staff, along with EMC Planning Group and Bellinger Foster Steinmetz (BFS) Landscape Architects will be the primary partners working on the project. EMC Planning Group has worked with BFS in the past on planning projects including the Monterey Bay Sanctuary Scenic Trail. EMC Planning Group has extensive Planning and CEQA documentation experience and was involved in planning the Calabrese Park and biological survey work for the recently approved mixed-use project adjacent to this local trail project. BFS has provided design and planning services to public and private clients throughout California for over 25 years. Their projects range from regional park and open space master plans to detailed design for recreation, community facilities, healthcare and academic campuses, hospitality, housing, and public spaces.

Project Tasks

Acquisition

The property in which the proposed trail, including the alternative trail, travels is either within the public right-of-way or owned by the State of California. It is likely that the City can obtain access easements for future restoration and/or public access ways on these properties. If it is determined that easements could not be obtained, the City has the option to use the Monterey Peninsula Recreational Trail and its Eighth Way right-of-way to develop the trail from Tioga Avenue to the Vista Point viewing platform.

Planning

Schematic level plans for the local public access coastal trail would be prepared, based on technical reports for Biological and Cultural impacts, using aerial photography and GIS mapping. Trail typical sections would be prepared, five (5) in total, showing the trail with a boardwalk, and without a boardwalk along with a typical boardwalk detail taken from the CSP Trails Manual. Wayfinding signs would be determined using Transportation Agency of Monterey County (TAMC) standards and may vary in



- Existing Sidewalk
- Proposed Trail Locations
- Existing Recreational Trail

Proposed Wayfinding Signage

Source: DBO Development

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① Tioga Ave. and Merle St access



④ Vista Point viewing platform at West Bay St.



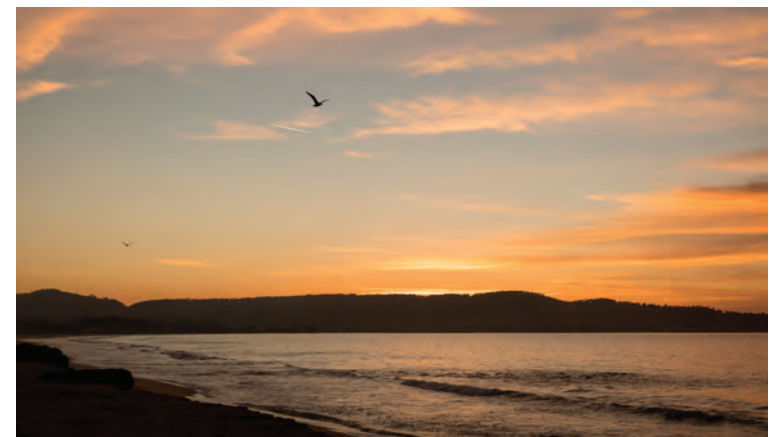
② East end of Ocean Ave.



⑤ Tioga Ave. alternate trail access point.



③ Calabrese Park from Pendergrass Wy.



⑥ View of Monterey Peninsula from beach in Sand City



Source: Google Earth 2023

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style based on their specific location. Images can be found on [Figure 3, Potential Boardwalk Design and Wayfinding Signage](#). Mitigation requirements and restoration planting would take place along the edges of the new trails, approximately five feet on either side where applicable and according to the CEQA recommendations. A trail and restoration planting budget will be provided in conjunction with the planning document described above. A landscape narrative will also be prepared for use in City Council public hearing presentations.

Landscape Architect: Bellinger Foster Steinmetz Landscape Architecture, Inc. (BFS Landscape Architects, 425 Pacific St., Ste. 201, Monterey CA 93940 (831) 646-1383 [website: www.bfsla.com](http://www.bfsla.com)

EMC Planning Group along with BFS Landscape Architects will prepare an application package, PowerPoint presentation and attend public hearings as necessary (2 hearings are proposed) to gain approval from the City Council. The public would be involved through public workshops with the City Council, in the same manner as was done for the Sand City Vibrance Plan, Sustainable Transportation Plan and the West End Parking Plan.

A Coastal Development Permit will be applied for and secured.

Environmental Documentation CEQA

In addition to assisting with the trail plan, EMC Planning Group would undertake technical analyses and resources studies, including Biological and Cultural studies, and complete CEQA environmental documentation in the form of an expanded Initial Study, and a Mitigated Negative Declaration (MND). EMC Planning Group's related experience includes:

- CEQA and NEPA compliance services, including initial studies, environmental assessments, environmental impact reports, environmental impact statements, noticing, and findings;
- Biological Resources: biological resources assessment, special-status species surveys, wetland delineations, habitat conservation plans, and compliance permitting; and
- Archaeology: archaeological surveys, testing, and monitoring, National Register eligibility assessments, preparation of cultural resources report in compliance with CEQA, NEPA, and National Historic Preservation Act (NHPA) Section 106 NEPA compliance;

Preliminary Budget

Total cost of the project: \$184,639

Estimated cost per major task:

- Legal work to secure easements, as needed: \$25,000
- Technical studies: \$15,270
- Conceptual Planning: \$15,000
- CEQA environmental review: \$82,369

- Application Package for Permit: \$12,000
- Public Outreach and City Council hearings (including preparation and materials for meetings): \$12,000
- Administration of the Project and Grant: \$23,000

Table 1-1 Preliminary Budget Table

Project Task	Grant Request	Other Fund Sources	Total Cost
1. Legal Work to Securing Easements	\$25,000	-	\$25,000
2. Technical Studies	\$15,270	-	\$15,270
3. Conceptual Planning	\$15,000	-	\$15,000
4. CEQA Compliance	\$82,369	-	\$82,369
5. Application Package	\$12,000	-	\$12,000
6. Public Outreach & Hearings	\$12,000	-	\$12,000
7. Administration of Project & Grant	\$23,000	-	\$23,000
Total	\$184,639		\$184,639

SOURCE: EMC Planning Group 2023

Project Schedule

Below is an estimated schedule for the project, this schedule is subject to technical reports and environmental findings that may require specific timing for surveys.

Table 1-2 Project Schedule

Project Task	Estimated Start Date	Estimated Completion Date
1. Legal Work to Secure Easements	October 1, 2023	March 1, 2024
2. Technical Studies	October 1, 2023	May 1, 2024
3. Conceptual Planning	November 1, 2023	February 24, 2024
4. CEQA Compliance	December 1, 2023	June 1, 2024
5. Application Package	November 1, 2023	February 24, 2024
6. Public Outreach & Public Hearings	October 1, 2023	March 1, 2024
7. Administration of Project & Grant	October 1, 2023	June 1, 2024
Overall Project	October 1, 2023	June 1, 2024

SOURCE: EMC Planning Group 2023

California Environmental Quality Act (CEQA) Compliance

It is expected in order to implement this project that an expanded Initial Study, a Mitigated Negative Declaration and Mitigation monitoring and reporting program would be prepared to satisfy the CEQA compliance.



Source: Alta Planning and Design 2019, Google 2023

Figure 3
Potential Boardwalk Designs and Wayfinding Signage

Sand City Beach Trail Connections

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