

**EXHIBIT B1**

**Project Work Plan, Schedule, and Budget**

Local Coastal Program Local Assistance Grant Funds

Title: Local Coastal Program (LCP) Planning and Sea Level Rise Update

Organization: City of Carlsbad

Term of Project: April 1, 2015 /April 30, 2018-**December 31, 2018**

Budget Summary -

CCC funding:	\$48,000
OPC funding:	\$180,000
Other funding:	\$532,109
Total project cost:	\$760,109

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**A. PROJECT DESCRIPTION:** The project is a City of Carlsbad Local Coastal Program (LCP) Planning and Sea Level Rise (SLR) Update that will achieve the following goals:

1. Obtain certification for areas of deferred certification within the City of Carlsbad's Coastal Zone, resulting in a transfer of coastal development permit authority to the City of Carlsbad;
2. Establish policies and adaptation measures for sea level rise based on current data, analyses of existing conditions and trends in the Coastal Zone that include components of public access, recreation, marine environment, land resources, coastal-appropriate development and industrial development; and
3. Comprehensively update Carlsbad's existing LCP to ensure consistency with the California Coastal Act, as well as Carlsbad's updated General Plan.

**B. TASKS:** The objective of these tasks is to prepare an updated City of Carlsbad LCP. The community vision and land use map for Carlsbad's Coastal Zone have been developed in concert with those of the entire city, as part of a comprehensive update to the Carlsbad General Plan. Background data on the Coastal Zone has been collected and is an integral part of the General Plan update, which has been drafted and is currently available for public review. The Carlsbad LCP Land Use Plan and Implementation Plan will be updated to address sea level rise adaptation, California Coastal Act compliance and consistency with the updated General Plan. The City will submit deliverables to the California Coastal Commission San Diego District staff and the Commission's grant coordinator.

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The Carlsbad LCP and SLR update will involve numerous tasks, including project initiation, a consultant RFP, an annotated outline, sea level rise research, a sea level rise risk assessment, preparation of a draft LCP Land Use Plan amendment, preparation of a draft LCP Implementation Plan amendment, public review, coordination with the Coastal Commission staff, coordination with other LCP grant recipients, coordination with neighboring jurisdictions and stakeholders, public hearings and adoption by the Carlsbad City Council. This section identifies tasks for the update. Details that clearly outline the technical approach needed to accomplish tasks, the roles and responsibilities of partners and cooperators, and overall project goals and objectives, are located here.

### **Task 1. INITIATION AND OUTLINE**

#### **Task 1.1: Project Initiation and Professional Consultant RFP**

The objective of this task is to complete a series of organizational tasks that include: executing the grant agreement with the California Coastal Commission (CCC) and determining information and resource needs. A request for proposal (RFP) will be prepared; the RFP will seek proposals from professional consultants that are qualified to assist the city primarily in completing Tasks 2 and 3, below. The consultant proposals will be evaluated and selection process completed. Once a consultant is under contract, an updated work program and schedule will be developed and resubmitted to the CCC.

**Funding:** City

**Deliverables:** Professional consultant under contract, updated work program and schedule

### **Task 2. SEA LEVEL RISE**

#### **Task 2.1: Sea Level Rise Research and Impacts**

The City will use the best available science on sea level rise, the Commission's Draft Sea Level Rise Guidance document, and the Final Sea Level Rise Guidance Document, once adopted by the Commission, to inform the LCP update. Using the best available science, the following analyses will be performed for different future planning horizons, such as 2050 and 2100:

- A range of sea level rise projections relevant to the Carlsbad LCP planning area developed, if possible, through coordination with neighboring coastal governments, and closest tide gauge information.
- Data on historic coastal or shoreline erosion rates will be collected.
- Potential current and future impacts from sea level rise hazards will be identified based on scenarios of sea level rise projections, some of which will incorporate extreme events.

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- Potential physical sea level rise impacts in the LCP planning area will be identified; including inundation, flooding, wave impacts, erosion and saltwater intrusion impacts. The flood analysis will examine direct connectivity through channels, conduits, pipes, storm drains, as well as storm-related impacts. Flood and wave impacts will examine, among other scenarios, the impact from a 100-year storm event when the beach is narrowed by both seasonal erosion and long-term erosion.
- Maps, GIS layers, graphics, figures, charts, tables, descriptions or other systems will be prepared to communicate the impacts of current and future hazards and changes to current and future coastal resources, including beaches and wetlands that may be restricted from future migration by natural or human-constructed barriers. This information will be used in Task 2.2 and will be incorporated in the LCP under Task 3.

This task includes coordination with regional local governments and stakeholders on sea level rise scenarios and hazard identification.

**Funding:** OPC, City

**Deliverables:** Identify potential Sea Level Rise Impacts with maps, GIS layers, graphics, figures, charts, tables, data and descriptions to communicate impacts. Dissemination of results and comparison of impact analyses with neighboring coastal governments through coordination with regional stakeholders.

### **Task 2.2: Sea Level Rise Risk Assessment, Measures and Strategies**

This task will include the following:

- Assess land uses at risk: Prepare maps of resources and/or land uses at risk, based on existing and proposed land use plans, maps of current development patterns, and the GIS layers, graphics, figures, charts, tables, descriptions and other systems to communicate the impacts of current and future hazards that were developed in Step 2.1.
- Describe elements of risk assessment: Develop descriptions of the characteristics that influence risk, including exposure, sensitivity, and adaptive capacity of each coastal resource to sea level rise impacts, along with the expected consequences of those impacts for the resource and broader community.
- Incorporate probabilities: Inform a risk assessment after evaluation of regulatory/planning capabilities, administrative capabilities, fiscal capacity and infrastructure. The assessment shall include probabilities of future occurrences of events, such as future threats, the magnitude of impacts, timing and certainty as well as economic factors, the value and importance of areas whether residential, commercial or other.
- Risk identification: Assess potential risks, or potential problems, from sea level rise to coastal resources and development in Carlsbad's LCP planning area;

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~~including assessing whether current and planned land uses are feasible given those impacts and if those land uses should be revised accordingly.~~

- Develop measures/**strategies**: Develop adaptation measures/**strategies** to minimize risks from hazards and to protect coastal resources. Evaluate and prioritize **identify the potential benefits, negative impacts, and tradeoffs of adaptation measures/strategies. Identify adaptation measures/strategies that may be appropriate** according to ability to both minimize hazards and protect coastal resources **in Carlsbad**.
- ~~Create strategies: Develop strategies and new or revised land use designations, policies and standards to address sea level rise impacts and risks to coastal resources. Specify criteria for assessing these measures, identify sections of the LCP that need to be updated, list adaptation measures applicable to the LCP for each hazard and/or coastal resource, and identify new policies and ordinances to implement the adaptation measures.~~
- Outreach: Inform key stakeholders regarding the draft sea level rise risk assessment, measures and strategies.
- ~~Prioritize measures and strategies: With policy guidance from *Safeguarding California Plan for Reducing Climate Risk* principles incorporate measures that protect California's most vulnerable populations, achieve multiple benefits from efforts to reduce climate risks and prioritize green infrastructure solutions, and that integrate climate risk reduction with emissions reductions where possible.~~

**Funding:** OPC, City

**Deliverable:** A summary of draft sea level rise risk assessment, measures and strategies

### **Task 3. DRAFT PLANS**

#### **Task 3.1 Preparation of LCP Annotated Outline**

This task includes preparation of an LCP annotated outline for the project. The outline will identify the required components of the updated LCP Land Use Plan, including new provisions to address sea level rise, as well as areas of revision consistent with California Coastal Act compliance and updates to the City's General Plan. The City will submit a draft of the annotated outline to the CCC for review. The City and CCC will exchange drafts and comments through iterative review prior to completing the outline.

**Funding:** City

**Deliverable:** Annotated LCP Land Use Plan Outline

#### **Task 3.2: Draft LCP Land Use Plan**

This task consists of a comprehensive update to Carlsbad's LCP Land Use Plan (LUP), which will incorporate the sea level rise adaptation measures and strategies identified in Task 2, and will be consistent with the California Coastal Act and updated Carlsbad General Plan. Graphics will clearly delineate the Coastal Zone and the

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Coastal Appeal Zone, as well as the City's land use designations within these zones. The City will work with the Coastal Commission's mapping unit to develop maps of the Coastal Zone, Coastal Appeal Zone, and other maps as required by the Coastal Act. The updated LCP Land Use Plan will include policies **that address protection of coastal resources, including:** to minimize risk to coastal resources, including risks from sea level rise per Task 2, above; specific resource categories to be addressed include: planning and new development; hazards/shoreline development; public access and recreation; coastal habitats; agricultural resources; water quality; archaeological/paleontological resources; scenic resources; energy, industrial, and other coastal development uses.

**The updated LCP will also include policies that address minimizing risks from sea level rise per Task 2, above; the policies shall:**

- **Assess, or specify a program/process to assess, whether current and planned land uses are feasible given sea level rise impacts and if land uses should be revised accordingly.**
- **Identify measures/strategies to address Carlsbad's specific sea level rise vulnerabilities, including minimizing impacts and risks to coastal resources, infrastructure and development.**
- **Provide guidance on how to assess and determine which adaptation measure/strategy is appropriate and when to implement adaptation measures/strategies.**
- **Identify new policies and ordinances to implement the adaptation measures.**
- **Ensure that sea level rise adaptation measures/strategies utilize guidance from *Safeguarding California Plan for Reducing Climate Risk* and incorporate measures that protect California's most vulnerable populations, achieve multiple benefits from efforts to reduce climate risks, prioritize green infrastructure solutions, and integrate climate risk reduction with emissions reductions where possible.**

The City will provide an initial draft of the LUP amendment to the CCC for review prior to any formal LCP amendment submittal. The City and CCC will exchange drafts and comments through an iterative review process prior to completing the Draft LUP amendment.

**Funding:** OPC, CCC, City

**Deliverable:** A draft updated Carlsbad LCP Land Use Plan

### **Task 3.3 Draft LCP Implementation Plan**

The objective of this task is to prepare a new/updated LCP Implementation Plan (IP) (zoning ordinances) to implement the updated General Plan and Local Coastal Program. The Implementation Plan will be easy to use and administer; a modern, graphic-enriched document is proposed to be prepared. The approach is to break the update to the LCP implementation plan into the following major phases: diagnosis and technical analysis, choices for new zoning, products and hearings for the plan.



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Measures and standards that address sea level adaptation will be incorporated into the updated LCP Implementation Plan.

The City will provide an initial draft of the IP amendment to the CCC for review prior to any formal LCP amendment submittal. The City and CCC will exchange drafts and comments through an iterative review process prior to completing the Draft IP amendment.

**Funding:** OPC, City

**Deliverable:** A draft LCP Implementation Plan

### **Task 4. PUBLIC REVIEW, HEARINGS AND ADOPTION**

#### **Task 4.1: Public Review**

Public review of the draft Carlsbad LCP will be initiated. With a new emphasis on the need to analyze, plan for, and adapt to the effects of sea level rise along the coast and lagoons, the City will conduct community outreach to inform and consult with key stakeholders, decision-makers, and other interested parties on this vital coastal issue prior to city adoption of the LCP. The professional consultant will assist with public meetings to provide subject area expertise on the topic of sea level rise. The draft LCP Land Use Plan and Implementation Plan will be revised as necessary following public review. The City will provide a summary of changes to the LCP from public review to the CCC.

**Funding:** OPC, City

**Deliverable:** Complete Public Review

#### **Task 4.2: Planning Commission**

The draft LCP will be presented to the Planning Commission for consideration and recommendation to the City Council. The professional consultant will assist with public hearings to provide subject area expertise on the topic of sea level rise. The City will inform CCC regarding any recommended changes in the Planning Commission recommendation.

**Funding:** OPC, City

**Deliverable:** Obtain recommendation from Planning Commission

#### **Task 4.3: City Council and submit to CCC**

The draft LCP and Planning Commission recommendation will be presented to City Council for consideration. The professional consultant will assist with public hearings to provide subject area expertise on the topic of sea level rise.

Following the City Council approval of the LCP and authorizing to submit, the plan will be submitted to CCC for review and consideration. Completion of this task does not

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require the CCC to have approved the LCP Land Use Plan and Implementation Plan. The City will submit the draft LCP documents (text, maps, and/or exhibits) to the Coastal Commission staff in paper hardcopy as well as an electronic copy in permanent format (such as an Adobe Acrobat .pdf file) and one electronic copy in an editable format (such as in Microsoft Word .doc).

**Funding:** OPC, City

**Deliverable:** City Council approved LCP Land Use Plan and Implementation Plan;

### **Task 5: Coordination with Coastal Commission staff, other LCP grant recipients, and regional stakeholders**

#### **Task 5.1 Coordination with Coastal Commission Staff**

The City will continue to hold regular coordination meetings (phone or in-person) with Coastal Commission district staff on a monthly basis, or as needed.

#### **Task 5.2 Regional and LCP Planning Grant Coordination**

The City will coordinate and share information and lessons learned as appropriate with other LCP planning grant recipients, regional local coastal jurisdictions, and stakeholders. This includes participating in webinars, regional workshops, and scheduling coordination meetings as needed.

**Funding:** City

**Deliverable:** Notes from coordination meetings

## C. **SCHEDULE**

**Project start date: 4/1/15      Project end date: 4/30/2018 12/31/2018**

<b>Task 1. Initiation and Outline</b>	Begin date: 4/1/15	End Date: 11/2/15
Project Initiation & Professional Consultant RFP	Begin date: 4/1/15	End Date: 11/2/15
<b>Deliverables:</b> Professional Consultant under contract, Work plan and Budget Updated	Completion Date: 11/2/15	
<b>Task 2. Sea Level Rise</b>	Begin date: 10/22/15	End Date: 12/31/17
2.1 Research and Impacts	Begin date: 10/22/15	End Date: 12/31/17
2.2 Risk Assessment, Measures and Strategies	Begin date: 10/22/15	End Date: 12/31/17
<b>Deliverables:</b> Results and comparison with local governments and stakeholders, Draft Sea Level Rise Research and Risk Assessment Summaries	Complete Date: 12/31/17	
<b>Task 3. Draft Plans</b>	Begin date: 1/15/16	End Date: 4/1/16 <b>12/31/18</b>
3.1 Preparation of LCP Annotated Outline	Begin date: 1/15/16	End Date: 5/1/16

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3.2 Prepare Draft LCP Land Use Plan	Begin date: 1/15/16	End Date: 4/30/18 <b>12/31/18</b>
3.3 Prepare Draft LCP Implementation Plan	Begin date: 3/1/16	End Date: 4/30/18 <b>12/31/18</b>
<b>Deliverables:</b> Annotated Outline, Draft LCP Land Use Plan and Draft LCP Implementation Plan	Complete Date: 4/30/18 <b>12/31/18</b>	
<b>Task 4. Public Review, Hearings and Adoption</b>	Begin date: 10/1/15	End Date: 3/31/18 <b>12/31/18</b>
4.1 Public Review	Begin date: 10/1/15	End Date: 10/31/17 <b>8/31/18</b>
4.2 Planning Commission	Begin date: 11/1/17 <b>7/1/18</b>	End Date: 1/15/18 <b>9/30/18</b>
4.3 City Council and submit to CCC	Begin date: 2/1/18 <b>10/1/18</b>	End Date: 4/30/18 <b>12/31/18</b>
<b>Deliverables:</b> Complete Public Review, Planning Commission Recommendation, City Council Adopt and authorize submission to CCC	Complete Date: 4/30/18 <b>12/31/18</b>	
<b>Task 5. Coordination with CCC and stakeholders</b>	Begin date: 4/1/15	End Date: 4/30/18 <b>12/31/18</b>
5.1 Coordination with Coastal Commission Staff	Begin date: 4/1/15	End Date: 4/30/18 <b>12/31/18</b>
5.2 Regional and LCP Planning Grant Coordination	Begin date: 4/1/15	End Date: 4/30/18 <b>12/31/18</b>
<b>Deliverables:</b> Meeting notes, consensus with Coastal Commission on issue areas as possible, iterative exchange of comments on LUP and IP drafts	Complete date: 4/30/18 <b>12/31/18</b>	

## D. BENCHMARK SCHEDULE

### BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Initiation of Project, RFP, Updated Work plan	Completion Date: 11/2/15
Sea Level Rise Assessment Report Complete	Completion Date: 12/31/17
Annotated Outline	Completion Date: 5/1/16
Draft LCP Land Use Plan Comprehensive	Completion Date:



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Update and Associated Amendments Complete	4/30/18 <del>12/31/18</del>
Draft LCP Implementation Plan Comprehensive Update and Associated Amendments Complete	Completion Date: 4/30/18 <del>12/31/18</del>
Complete Public Review	Completion Date: 10/31/17 <del>8/31/18</del>
Planning Commission Approval	Completion Date: 4/15/18 <del>9/30/18</del>
City Council Approval and submittal to CCC	Completion Date: 4/30/18 <del>12/31/18</del>

**E. EVALUATION AND REPORTING**

- a. The Grantee shall promptly provide Project reports with payment requests at least every three months, and upon request by the Commission. Project reports are subject to the Coastal Commission Executive Director's review and approval. The Project report shall include a description of work tasks and deliverables completed to date, and a description of completed benchmarks, or progress toward completing benchmarks. In any event Grantee shall provide the Commission a report showing total final Project expenditures with the final Request for Funds and required closing documents. Grantee shall submit all documentation for Project completion, as applicable, and final reimbursement by the Termination Date
- b. Final payment is contingent upon Commission verification that Project is consistent with the Scope of Work as described in Exhibit B1, together with any Commission approved amendments.
- c. Grantee must report to the Commission in the Project Budget all sources of other funds for the Project.

LABOR COSTS						
Position Title	Hourly Rate (salary plus benefits, incl. fringe benefits- see guidelines <sup>3</sup> )	# of Hours	CCC Total (# of hours x rate per hour)	OPC Total (# of hours x rate per hour)	Match/ Other Funds (Source #2)	Total (LCP Grant Funds + Match/ Other Funds)
<b>Task 1 – Initiation &amp; Outline</b>						
Principal Planner	\$74.82	252			\$18,855	\$18,855
Senior Planner	\$62.56	588			\$36,785	\$36,785
Associate Planner	\$55.33	588			\$32,534	\$32,534
<b>Total Task 1</b>					\$88,174	\$88,174
<b>Task 2 – Sea Level Rise</b>						
Principal Planner	\$74.82	348			\$26,037	\$26,037
Senior Planner	\$62.56	812			\$50,798	\$50,798
Associate Planner	\$55.33	812			\$44,927	\$44,927
<b>Total Task 2</b>					\$121,762	\$121,762
<b>Task 3 – Draft Plans</b>						
Principal Planner	\$74.82	66.83			\$28,669	\$28,669
Senior Planner	\$62.56	159.85			\$55,688	\$55,688
Associate Planner	\$55.33	361.47			\$38,096	\$38,096
<b>Total Task 3</b>					\$122,453	\$122,453
<b>Task 4 – Public Review, Hearings &amp; Adoption</b>						
Principal Planner	\$74.82	300			\$22,446	\$22,446
Senior Planner	\$62.56	700			\$43,792	\$43,792
Associate Planner	\$55.33	700			\$38,731	\$38,731
<b>Total Task 4</b>					\$104,969	\$104,969
<b>Task 5 - Coordination</b>						
Principal Planner	\$74.82	100			\$7,482	\$7,482
Senior Planner	\$62.56	100			\$6,256	\$6,256
Associate Planner	\$55.33	100			\$5,533	\$5,533
<b>Total Task 5</b>					\$19,271	\$19,271
<b>Total Labor Costs</b>		588			\$456,629	\$456,629

<sup>4</sup> All contractors and subcontractors must be selected pursuant to a competitive bidding process that seeks at least three (3) bids from responsible bidders.

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<b>OTHER DIRECT COSTS</b>						
<i>Expense</i>	<i>Unit Rate/Cost</i>	<i># of Units</i>	<i>CCC Grant Funds</i>	<i>OPC Funds</i>	<i>Match/ Other Funds</i>	<i>Total (LCP Grant Funds + Match/ Other Funds)</i>
<b>Project Supplies</b>					<b>\$4,100</b>	<b>\$4,100</b>
<b>Contractors and Subcontractors<sup>4</sup></b>						
<b>Task 2 – Sea Level Rise</b>						
Consultant				\$92,490		\$92,490
Contingency						
<b>Total Task 2</b>				<b>\$92,490</b>		<b>\$92,490</b>
<b>Task 3 – Draft Plans</b>						
Consultant			\$48,000	\$87,510	\$36,040	\$171,550
Contingency						
<b>Total Task 3</b>			<b>\$48,000</b>	<b>\$87,510</b>	<b>\$36,040</b>	<b>\$171,550</b>
<b>Task 4 – Public Review, Hearings &amp; Adoption</b>						
Consultant					\$35,340	\$35,340
<b>Total Task 4</b>					<b>\$35,340</b>	<b>\$35,340</b>
<b>Total Direct Costs</b>			<b>\$48,000</b>	<b>\$180,000</b>	<b>\$75,480</b>	<b>\$303,480</b>
<b>TOTAL PROJECT COST</b>			<b>\$48,000</b>	<b>\$180,000</b>	<b>\$532,109</b>	<b>\$760,109</b>