

EXHIBIT A-ATTACHMENT I A2

Local Coastal Program Grant

Local Assistance Funds

Title: Humboldt County Local Coastal Programs – Areas of Deferred Certification & Interim Use of Coastal Dependent Industrial Land

Organization: Humboldt County Planning and Building Department

Term of Project: April 30, 2014 – April 30, 2016

SCOPE OF WORK

A. PROJECT DESCRIPTION

ACHIEVE FULL CERTIFICATION OF HUMBOLDT COUNTY LOCAL COASTAL PROGRAMS. This goal relates to the Commission's priority to complete land use planning and/or zoning work to achieve certification an Area of Deferred Certification (ADC) resulting in the new transfer of coastal development permit authority to Humboldt County. There are three ADCs within Humboldt County LCP segments. In the Northcoast LCP there are two ADCs: azalea habitat areas on Stagecoach Hill and a portion of the Big Lagoon subdivision that is subject to coastal bluff erosion. Within the Trinidad LCP there is one ADC that relates to coastal access and effects all privately owned lots west of the first public roads nearest the sea. The LCP Grant work program would complete planning, policy development, and public outreach necessary to achieve LCP certification. The accomplishment of this goal is needed to provide the County with jurisdiction for some Coastal Development Permits within the current ADCs. County jurisdiction will provide applicants and members of the community with access to public hearings and decision makers and also reduce the workload on Commission staff.

UPDATED LCPS TO REFLECT REGIONAL ECONOMIC AND DEMOGRAPHIC CHANGES RELATING TO PRIORITY COASTAL USES – COASTAL DEPENDENT INDUSTRIAL. This goal relates to the Commission priority to update LCPs to reflect changed conditions, new information and scientific knowledge, new programs/policies, or other changed circumstances. Initial planning for Coastal Dependent Industrial Uses was done in the 1970's. This grant is needed to support a coordinated effort to establish policy to allow the interim use of such land and to participate in the evaluation of current and future demand for coast industrial uses. The LCP Grant work program would conduct planning, policy development, and public outreach necessary to address priority coastal uses: coastal dependent industrial.

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Work through this grant will build on prior grant funded work from the Coastal Commission grant to update the County's LCPs. The County will utilize the condition of approval of the 20-30 years of Coastal Development Approval for projects located within the ADCs as a beginning point to develop protective policies. In addition, the County will work closely with professors and students associated with the Humboldt State University Department of Environmental Science and Management to conduct background research, map resources, perform public outreach, and identify a range of feasible policies, standards, and protective measures relating to each of the tasks.

B. TASKS

Task 1: Achieve Certification of ADC # 1 Northcoast Area Plan - Azalea Habitats on Stagecoach Hill. This task involves work to update the Northcoast Area Plan including background research, mapping, public outreach, and the identification of a range of feasible policies, standards, and other protective measures to preserve important azalea habitat. Coastal Commission Conditions of Approval that relate to the protection of azalea habitat for Coastal Development Permits in this area, among other relevant azalea habitat protection studies and information, will be the basis for the development of new LCP policies and standards. This task also will confirm that any other issues related to the failure to certify this segment of the NCAP have since been resolved.

Deliverables:

- Coordinating meeting regarding issues and work scope with Coastal Commission staff
- Agendas, notes, and sign-in sheets from public meetings
- Background report containing recommended policies, standards, and other measures to protect important azalea habitat on Stagecoach Hill
- ~~LCP filing package and submittal to CCC containing the Board of Supervisors adopted Draft LCP amendment~~ **An administrative draft LCP amendment will be submitted to Coastal Commission staff for review**

Task 2: Achieve Certification of ADC # 2 Northcoast Area Plan - Big Lagoon Area. This task involves work to update the Northcoast Area Plan to include policies, standards, and performance measures to address anticipated bluff retreat for planned new development. Coastal Commission Conditions of Approval that relate to issues such as geotechnical report requirements, bluff monitoring requirements, erosion and runoff control, deed restrictions, protective devices, and risk/liability/indemnity for Coastal Development Permits in this area will be the basis for the development of new LCP policies and standards.

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This task includes the following components:

- Work with Commission staff to understand and summarize the basis for failure to certify this segment during certification of the rest of the NCAP and compile and update information related to these issues;
- Compile and analyze existing Big Lagoon area geologic hazard reports, sea level rise projections for the Northcoast Area, regional data regarding coastal bluff erosion relating to sea level rise, and identify data gaps;
- As needed, conduct limited investigations to address critical data gaps regarding coastal bluff erosion;
- Based on available information, identify areas vulnerable to coastal bluff erosion over the next 25-, 50-, 75-, and 100-years, land uses and coastal resources at risk, and, if possible, identify areas that may feasibly accommodate the relocation of existing uses;
- Conduct outreach and hold local meetings to ensure public participation;
- As needed, amend land use maps to reflect planned retreat from bluff areas based on the identification of vulnerabilities and assessment of risk.

Deliverables:

- Coordinating meeting regarding work scope with Coastal Commission staff
- Agendas, notes, and sign-in sheets from public meetings
- Background report containing recommended policies, standards, and other measures relating to the protection of new development from bluff retreat in the Big Lagoon area consistent with Coastal Act resource protection policies
- ~~LCP filing package and submittal to CCC containing the Board of Supervisors adopted Draft LCP amendment~~ **An administrative draft LCP amendment will be submitted to Coastal Commission staff for review**

Task 3: Achieve Certification of ADC # 3 Trinidad Area Plan - Trinidad Area Shoreline Lots. This task involves work to update the Trinidad Area Plan including the review and update as necessary of the draft Trinidad area coastal access inventory developed in 2002 through a Coastal Commission grant, public outreach, and the preparation of additional LCP narrative and draft policy to address coastal access to be applied to new development. Coastal Commission Conditions of Approval that relate to public access to the beach for Coastal Development Permits in this area will be the basis for the development of new LCP policies and standards.

Deliverables:

- Coordinating meeting regarding work scope with Coastal Commission staff
- Agendas, notes, and sign-in sheets from public meetings

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- Background report regarding updates to the coastal access inventory within the Trinidad Area Plan and suggested policy revisions based on Coastal Development Permits in this area
- ~~LCP filing package and submittal to CCC containing the Board of Supervisors adopted Draft LCP amendment~~ **An administrative draft LCP amendment will be submitted to Coastal Commission staff for review**

Task 4: Industrial/Coastal-Dependent Land Use around Humboldt Bay. Establish an accurate inventory of Industrial/Coastal-Dependent land. LCP Grant work program would develop policies to allow for interim use of Industrial/Coastal-Dependent land to Identify protective measures for priority sites and a range of allowable uses for non-priority sites.

Deliverables:

- Coordinating meeting regarding work scope with Coastal Commission staff
- Coordinating meeting with the Humboldt Bay Harbor Recreation and Conservation District, the City of Eureka, Humboldt County Economic Development, and other appropriate agencies
- Agendas, notes, and sign-in sheets from public meetings
- A draft report containing policies to allow for interim use of Industrial/Coastal-Dependent land, and other “no net loss” policies to allow for interim use and the conversion of Industrial/Coastal-Dependent land (lower priority sites and appropriate sites that have potential as Industrial/Coastal-Dependent)
- ~~LCP filing package and submittal to CCC containing the Board of Supervisors adopted Draft LCP amendment~~ **An administrative draft LCP amendment will be submitted to Coastal Commission staff for review**

C. SCHEDULE

Project begin/end dates:

Task 1. Achieve Certification of ADC # 1 Northcoast Area Plan - Azalea Habitats on Stagecoach Hill	April 30, 2014	April 30,2016
1.1. Coordinate with Coastal Commission staff regarding work scope for LCP update regarding ADC; includes a minimum of 2 meetings/year, approx. every 6 months.	April 30, 2014	April 30,2016
- Meeting #1 - Initial coordination meeting with CCC (prior to initiating work with HSU students)	May 2014	

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Meeting #2	October 2014
Meeting #3	June 2015
Meeting #4	October 2015
Meeting #5	March 2016
1.3 Summarize information Regarding Azalea Habitat	May 1, 2014 April 30, 2015
1.4 Identify Feasible Protective Measures	May 1, 2014 May 1, 2015
1.5 Public Outreach	June 2015 – September 2015
Noticing for Public Workshops	June 2015
Workshop #1	Late June/ Early July 2015 (Date TBD)
Workshop #2 in community if needed	September 2015
1.6 Prepare revised policies for incorporation into revised LCP in coordination with other grant goals	June 1, 2015 April 30, 2016
Complete draft policies and submit to CCC for review	August 2015 <u>April 2016</u>
Hold hearings	October 2015
Finalize for submittal to CCC	December 2015
Submit LCP filing package to CCC	March 2016
Outcome/Deliverables: Coordinating meeting regarding work scope with Coastal Commission; Agendas, notes, and sign-in sheets from public meetings; Report containing recommended policies, standards, and other measures to protect habitat on Stagecoach Hill; <u>Administrative draft LCP with Coastal Commission staff review</u> LCP filing package	April 30, 2016
Task 2. Achieve Certification of ADC # 2 Northcoast Area Plan - Big Lagoon Area	April 30, 2014 April30,2016
2.1. Coordinate with Coastal Commission staff regarding work scope for LCP update regarding ADC includes a minimum of 2 meetings/year, approx. every 6 months	April 30, 2014 April 30,2016
- Meeting #1 - Initial coordination meeting with CCC (prior to initiating work with HSU students)	May 2014
Meeting #2	October 2014

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Meeting #3	June 2015
Meeting #4	October 2015
Meeting #5	March 2016
2.2 Coordinate with Humboldt State University Department of Environmental Science and Management regarding student intern work program	May 1, 2014 April 30,2015
2.3 Compile background information regarding Big Lagoon coastal bluff erosion and permitted development	May 1, 2014 April 30,2015
2.4 Public Outreach	June 2015 – September 2015
Noticing for Public Workshops	June 2015
Workshop #1	Late June/ Early July 2015 (Date TBD)
Workshop #2 in community if needed	September 2015
2.5 Prepare revised policies for incorporation into revised LCP in coordination with other grant goals	June 1, 2015 April 30,2016
Complete draft policies and submit to CCC for review	August 2015 <u>April 2016</u>
–Hold hearings	October 2015
–Finalize for submittal to CCG	December 2015
–Submit LCP filing package to CCG	March 2016
Outcome/Deliverables: Coordinating meeting regarding work scope with Coastal Commission; Agendas, notes, and sign-in sheets from public meetings; Report containing recommended policies, standards, and other measures relating to the protection of new development from bluff retreat; <u>Administrative draft LCP for Coastal Commission staff review</u> LCP-filing package	April 30, 2016
Task 3. Achieve Certification of ADC # 3 Trinidad Area Plan - Trinidad Area Shoreline Lots	April 30, 2014 April 30,2016
3.1. Coordinate with Coastal Commission staff regarding work scope for LCP update regarding ADC; includes a minimum of 2 meetings/year, approx. every 6 months	April 30, 2014 April 30,2016

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- Meeting #1 - Initial coordination meeting with CCC (prior to initiating work with HSU students)	May 2014
Meeting #2	October 2014
Meeting #3	June 2015
Meeting #4	October 2015
Meeting #5	March 2016
3.3 Review Trinidad area coastal access inventory developed in 2002 through a Coastal Commission grant and update as necessary	January 1, 2014 April 30, 2015
3.4 Develop additional LCP narrative to identify existing and planned coastal access points, including OTDs that have been required by Commission CDPs in ADC, and draft policy to address coastal access to be applied to new development	April 30, 2014 April 30, 2015
3.5 Public Outreach	June 2015- September 2015
Noticing for Public Workshops	June 2015
Workshop #1	Late June/ Early July 2015 (Date TBD)
Workshop #2 in community, if needed	September 2015
3.6 Prepare revised policies for incorporation into revised LCP in coordination with other grant goals	June 1, 2015 April 30, 2016
Complete draft policies and submit to CCC for review	August 2015 <u>April 2016</u>
Hold hearings	October 2015
Finalize for submittal to CCG	December 2015
Submit LCP filing package to CCG	March 2016
Outcome/Deliverables: Coordinating meeting regarding work scope with Coastal Commission; Agendas, notes, and sign-in sheets from public meetings; Report regarding updates to the coastal access inventory within the Trinidad Area Plan and suggested policy revisions; <u>Administrative draft LCP for Coastal Commission staff review</u> LCP filing package	April 30, 2016
Task 4. Industrial/Coastal-	April 30, 2014 April 30, 2016

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Dependent Land Use around Humboldt Bay	
4.1. Coordinate with Coastal Commission staff regarding work scope for LCP update regarding ADC includes a minimum of 2 meetings/year, approx. every 6 months.	April 30, 2014 April 30,2016
- Meeting #1 - Initial coordination meeting with CCC (prior to initiating work with HSU students)	April 2014
Meeting #2	October 2014
Meeting #3	May 2015
Meeting #4	October 2015
Meeting #5	March 2016
4.3 Closely coordinate with the Humboldt Bay Harbor Recreation and Conservation District, the City of Eureka, Humboldt County Economic Development, and other appropriate agencies	April 30, 2014 April 30,2016
4.4 Evaluate sites and identify the highest value Industrial/Coastal-Dependent sites (parcel configuration, opportunities/constraints, proximity to deep-water channel and transportation, contamination, services, etc.)	April 30, 2014 August 1, 2015
4.5 Propose and analyze “no net loss” policies to allow for interim use and the conversation of Industrial/Coastal-Dependent land (lower priority sites and appropriate sites that have potential as Industrial/Coastal-Dependent) and identify protections for priority sites and the range of allowable uses for non-priority sites	April 30, 2014 August 1, 2015
4.6 Public Outreach	July 2015 – September 2015
Noticing for Public Workshops	July 2015
Workshop #1	August 2015
Workshop #2 in community if needed	September 2015
4.7 Prepare revised policies for incorporation into revised LCP in coordination with other grant goals	June 1, 2015 April 30, 2016

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Complete draft policies and submit to CCC for review	August 2015 <u>April 2016</u>
Hold hearings	October 2015
Finalize for submittal to CCC	December 2015
Submit LCP filing package to CCC	March 2016
Outcome/Deliverables: Coordinating meeting regarding work scope with Coastal Commission; Agendas, notes, and sign-in sheets from public meetings; Draft report containing policies to allow for interim use of Industrial/Coastal-Dependent land; <u>Administrative draft LCP for Coastal Commission staff review</u> LCP filing package	April 30, 2016

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Initial Coastal Commission staff coordination and LCP work scoping	June 2014
Initiate LCP amendments	October 2014
ADC issue background information reviews	May 2015
Draft LCP policies completed	June 2015 <u>April 2016</u>
<u>CCC review of draft LCP amendment and coordination with County</u>	<u>April 2016</u>
<u>Local adoption and CCC certification will no longer be funded by the CCC LCP grant</u>	
<i>Planning Commission hearings</i>	<i>August 2015</i>
<i>Board of Supervisors approved LCP amendments</i>	<i>October 2015</i>
<i>Submittal to Coastal Commission</i>	<i>April 2016</i>

E. EVALUATION AND REPORTING

- a. The Contractor 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 Contractor shall provide the Commission a report showing total final Project expenditures with the final Request for Funds and required closing

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documents. Contractor shall submit all documentation for Project completion, as applicable, and final reimbursement by the end of the contract period, April 30, 2016.

- b. Final payment is contingent upon Commission verification that Project is consistent with the Scope of Work as described in Exhibit A- Attachment I, together with any Commission approved amendments.
- c. Contractor must report to the Commission in the Project Budget all sources of other funds for the Project.

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BUDGET

LABOR COSTS						
<i>Position Title</i>	<i>Hourly Rate (salary plus benefits, incl. fringe benefits- see guidelines¹)</i>	<i># of Hours</i>	<i>CCC Total (# of hours x rate per hour)</i>	<i>Match/ Other Funds (Source #1)</i>	<i>Match/ Other Funds (Source #2)</i>	<i>Total (LCP Grant Funds + Match/ Other Funds)</i>
Task 1 – Achieve Certification of ADC # 1 Northcoast Area Plan - Azalea Habitats on Stagecoach Hill						
Senior Planner	53.44	75	4,008			4,008
Planning Director	92.73	10	927.30			927.30
Total Task 1			4,935.30			4,935.30
Task 2 – Achieve Certification of ADC # 2 Northcoast Area Plan - Big Lagoon Area						
Senior Planner	53.44	95	5,076.80			5,076.80
Planning Director	92.73	12	1,112.76			1,112.76
Total Task 2			6,189.56			6,189.56
Task 3 – Achieve Certification of ADC # 3 Trinidad Area Plan - Trinidad Area Shoreline Lots						
Senior Planner	53.44	100	5,344			5,344
Planning Director	92.73	12	1,112.76			1,112.76
Total Task 3			6,456.76			6,456.76
Task 4 – Industrial/Coastal-Dependent Land Use around Humboldt Bay						
Senior Planner	53.44	132	7,054.08			7,054.08
Planning Director	92.73	25	2,318.25			2,318.25
Total Task 3			9,372.33			9,372.33

¹ Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

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Task 4 – Project Management						
Senior Planner	53.44	20	1,068.80			1,068.80
Total Task 4			1,068.80			1,068.80
Total Labor Costs			28,022.75			28,022.75
DIRECT COSTS						
<i>Expense</i>	<i>Unit Rate/Cost</i>	<i># of Units</i>	<i>CCC Grant Funds (Unit Rate x # of Units)</i>	<i>Match/ Other Funds (Source #1)</i>	<i>Match/ Other Funds (Source #2)</i>	<i>CCC Grant Funds (Unit Rate x # of Units)</i>
Project Supplies						
Supplies	n/a	n/a	363.65			363.65
Postage	0.48	520	249.60			249.60
Total			613.25			613.25
Travel In State²						
Mileage	0.56	650	364			364
Hotel, etc.						
Total			364			364
Contractors and Subcontractors³						
A						
B, etc.						
Total						
Total Direct Costs			977.25			977.25
OVERHEAD / INDIRECT COSTS⁴						
TOTAL PROJECT COST			29,000.00			29,000.00

² Travel reimbursement rates are the same as similarly situated state employees.

³ All subcontractors must be selected pursuant to a competitive bidding process that seeks at least three (3) bids from responsible bidders.

⁴ Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it. Amount requested for indirect costs should be capped at 10% of amount requested for "Total Personnel."