

CALIFORNIA COASTAL COMMISSION

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CALIFORNIA COASTAL COMMISSION

LCP PLANNING

GRANT APPLICATION FORM

MARCH 28, 2016

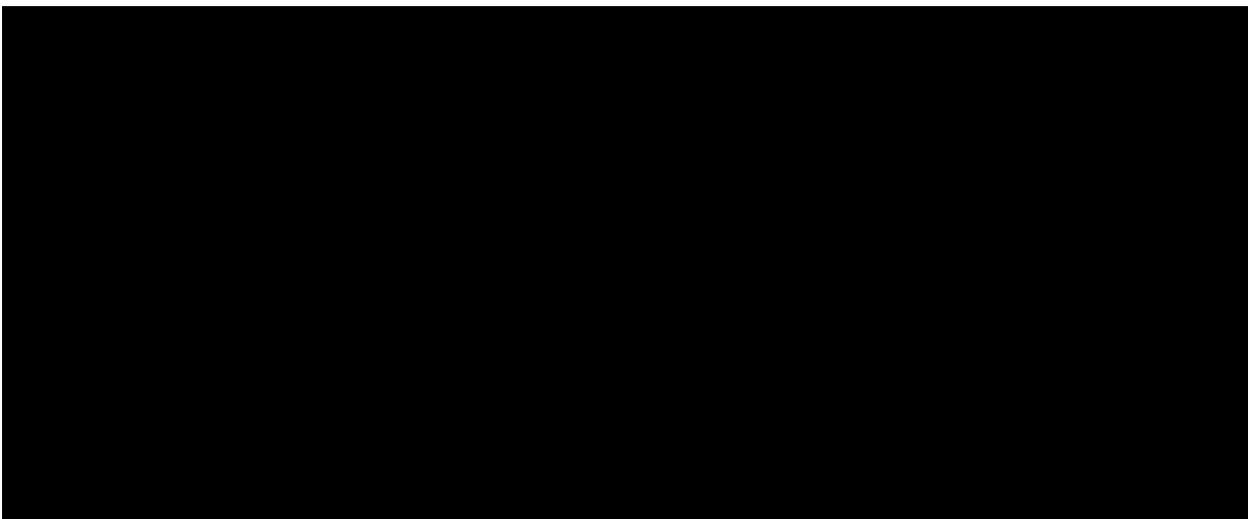
The California Coastal Commission is pleased to announce the availability of Round 3 grant funding to support local governments in developing or updating Local Coastal Programs (LCPs) pursuant to the California Coastal Act and with special emphasis on addressing impacts from climate change and sea-level rise. For Fiscal Year 2015-2016, Governor Brown approved an augmentation of \$3 million to the California Coastal Commission's budget to support local governments responsible for planning under the [California Coastal Act](#) (Coastal Act) to develop or update their Local Coastal Programs. A full description of the grant program is available here: <http://www.coastal.ca.gov/lcp/lcpgrantprogram.html>.

Coastal Commission staff is available to work with local governments and to assist during the application process. Please note the entire grant application will be public record upon submittal. Click in the shaded text fields to enter text, numbers and dates. The fields will expand to accommodate the data.

Grant applications are due by **May 20, 2016 at 5 pm.**

APPLICANT INFORMATION

Applicant name (agency): City of Carpinteria





PROJECT INFORMATION

Project title: City of Carpinteria General Plan/Coastal Land Use Plan Update

LCP/ LCP Segment: Coastal Plan Update

Project location: City / Geographic area: City of Carpinteria County: Santa Barbara

Project timeline: Start date: 4/25/2016 End date: 9/28/2018

MAPS AND PHOTOS

Applications must include a map showing the planning area for the project. Additional photos or maps may be included as attachments if needed to illustrate the proposed project. Please note: any photos and maps you submit are subject to the unqualified and unconditional right of the State of California to use, reproduce, publish, or display, free of charge. Please indicate if crediting is requested for the photos and/or maps.

APPLICATION MATERIALS

1. **PROJECT DESCRIPTION.** Provide a clear description of the proposed project organized under subheadings to describe how the project will address the priorities and criteria. This section should be no more than 5- 7 pages in 12 point font, single-spaced, and should include the following:
 - a. **Goals and Objectives:** Describe the specific project goals and objectives to be achieved. Goals and objectives should be specific for each year of the work plan presented. Recipients will be required to submit progress reports in which progress against these goals and objectives will be reported. Include a description of how you will accomplish each objective, and how your objectives will accomplish your goals.
 - b. **Approach:** Identify specific tasks to be accomplished; explain the technical approach needed to accomplish the tasks; identify the roles of partners and cooperators; and identify potential obstacles to successful completion of the goals and objectives. Describe how stakeholders will be involved in the planning or assessment process. If the project includes partners, the roles and responsibilities of the partners must be clearly identified.

2. **WORK PROGRAM AND SCHEDULE.** Provide a work program and schedule for implementation of the project, including anticipated benchmarks for LCP and or LCP amendment development and review for the project, using the template provided below. Work must be completed on or before September 28, 2018.

SCHEDULE

Proposed starting date: 4/25/2016

Estimated completion: 12/31/2017



WORK PROGRAM

PHASE I (GRANT PERIOD)	
Task 1. Initial Announcement and Promotion	
1.1 City Council initiation of project through Work Plan, Establishing PC/CC GP/LCPU Committee	
1.2 Involve appointed committee and boards	
Outcome/Deliverables: Work Plan Outline, Meeting Notes, Meeting Minutes, Meeting Agenda	Projected start/end dates: 4/25/2016/5/24/2016
Task 2. Identify Active Participants	
2.1 Designate project manager / facilitator	
2.2 Contact Stakeholder groups	
2.3 Include Each Major Stakeholder area	
2.4 Select Individuals to represent stakeholder groups in the process	
2.5 Establish Community General Plan Committee by Resolution / Choose Chair / Establish meeting schedule and roles of committee members	
Outcome/Deliverables: GP/LCP Committee Resolution / Meeting Minutes / Meeting Schedule / Committee Members	Projected start/end dates: 4/1/2016/6/25/2016
Task 3. Consultant Selection	
3.1 Request for Consultant Qualifications	
3.2 Request for Consultant Proposals	
3.3 Consultant Proposal Selection	
3.4 Award Consultant Contract	
Outcome/Deliverables: RFQs, RFQ Responses, RFPs, RFP Responses, Resolution for Contract Award	Projected start/end dates: 5/1/2016/9/30/2016
Task 4. Identify Stakeholders	
4.1 Conduct 2-4 Stakeholder Meetings	
Outcome/Deliverables: Community Forums Agendas, Staff Reports, Minute Notes	Projected start/end dates: 10/1/2016/12/31/2016
Task 5. Prepare Committee Members for Planning Process	
5.1 Determine time frame for process and deadlines	
5.2 Determine whether subcommittees will be used; assign chairs of subcommittees	
5.3 Determine whether interim drafts will be issued	
5.4 Provide background materials and data to encourage early thinking about the process	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes	Projected start/end dates: 7/1/2016/9/30/2016



Task 6. Public Announcement GP/LCP Update	
6.1 Mayor welcomes committee, explain process, review committee structure, assignments, goals, review background materials	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes	Projected start/end dates: 9/1/2016/ 9/30/2016
Task 7. Provide Formal Documents to Committee	
7.1 Provide the following documents to the committee: City Mission Statement, Vision 2020, Current GP/LCP, Legal Requirements, Other information related to local, state and federal requirements, forecasts and related data, conduct surveys	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee	Projected start/end dates: 10/1/2016/ 10/31/2016
Task 8. Committee Review / Research	
8.1 Review demographic data, social factors, economic forecasts, financial indicators, state law, news articles, available local core values, survey results	
8.2 Prepare technical studies, including coastal adaptation and sea level rise	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee	Projected start/end dates: 11/1/2016/ 12/31/2017
Task 9. Planning Review Process	
9.1 Evaluate existing baselines setting in 2003 GP/LCP, draft policies and objectives, evaluate resources to accomplish policies and objectives, develop implementation policies, develop GIS maps, aerial images and key figures	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee, Working Draft Documents and Diagrams	Projected start/end dates: 1/1/2017/ 12/31/2017
Phase II (FUTURE WORK)	
Task 10. Draft GP/LCP Document Preparation	
10.1 Prepare initial draft General Plan / Coastal Plan	
10.2 Seek public comment and stakeholder input on draft document	
10.3 Amend draft in response to comments	
10.4 Discuss and approve final form at Committee level	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Draft GP/LCP Document	Projected start/end dates: 1/1/2018/ 9/30/2018
Task 11. Conduct Environmental Review pursuant to CEQA	



11.1 Environmental Assessment	
11.2 Draft Environmental Impact Report	
11.3 Public Meetings	
11.4 Prepare Proposed Final EIR	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Draft and Draft Final EIR Document	Projected start/end dates: 12/1/2017/ 12/31/2017
Task 12. Prepare Final Version of GP/LCP in Response to EIR	
12.1 Amend Final Version of GP/LCP in response to EIR	
12.2 Planning Commission approval of EIR and GP/LCP	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Proposed Final EIR and GP/LCP	2018-2019
Task 13. Approval of EIR and GP/LCP by City Council	
13.1 City Council consideration of Final EIR and GP/LCP	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Approved EIR and GP/LCP	2019
Task 14. Implementation Planning – Zoning Updates to Implement GP/LCP	
14.1 Announce and publicize new GP/LCP	
14.2 Disseminate Executive Summary to stakeholders	
14.3 Implement the plan through Zoning Code, Annual Work Program, Budget, and other means	
14.4 Provide GP/LCP Annual Report to Planning Commission and City Council	
14.5 Amend GP/LCP if needed	
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Notices and Advertisements,	2020

Please list (1) all significant and pertinent project benchmarks related to the project for which funds are being requested, (2) expected dates for reaching or completing those steps. These will be used in monitoring grant progress and in grant reporting under approved grant agreements.



BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
PHASE I (GRANT PERIOD)	
Initiation of GP/LCP Update Process	5/24/2016
GP/LCP Committee Resolution	6/25/2016
Consultant Selection	9/30/2016
Committee Preparation for Planning Process	9/30/2016
Public Announcement of GP/LCP Update	9/30/2016
Technical Studies / Data Collection	12/31/2017
Planning Review Process	12/31/2017
PHASE II (FUTURE WORK)	
Working Draft GP/LCP	9/28/2018
Draft GP/LCP to Committee	2018
Draft EIR	2018
Draft Final EIR	2018
Planning Commission Review of EIR and GP/LCP	2018
Proposed Final EIR and GP/LCP	2018
City Council Review of EIR and GP/LCP	2018
Advertise New GP/LCP	2019
Disseminate GP/LCP to Stakeholders	2019
Develop Implementation Zoning Code Update	2020

3. **BUDGET.** Please provide a proposed budget, including the funding request, total project cost, estimated costs per task, funding sources, and in-kind services.

APPLICATION BUDGET INFORMATION

Funding Request: \$150,000

Total Project Cost: \$304,000

If multiple funding sources are being used, in the funding sources matrix below, list the major tasks of the proposed project and indicate the estimated cost of each, including source of funding for task. These tasks should correlate with your overall Work Program. An example follows the matrix.



PROJECT FUNDING SOURCES

Task Number	Task Name	Total Cost	Allocation of total cost among all funding	
			Applicant's Funding	LCP Grant Funding
1	Initiation and Promotion	\$1,500	\$1,500	
2	Identify Participants	\$1,500	\$1,500	
3	Consultant Selection	\$3,000	\$3,000	
4	Engage Stakeholders and Community	\$10,000	\$10,000	
5	Prepare Committee Members for	\$15,000	\$15,000	
6	Public Announcements of GP/LCP Update	\$3,500	\$3,500	
7	Provide Formal Documents to	\$4,500	\$4,500	
8	Sea Level Rise Study, Data	\$195,000	\$45,000	\$150,000
9	Planning Review Process	\$62,000	\$56,000	
	Printing, Posting, Publishing	\$8,000	\$8,000	
TOTAL		\$304,000	\$148,000	\$150,000

In-kind Services: \$148,000

In-kind services or contributions include staff time, volunteer time and materials contributed to the project. Please describe and estimate value, and differentiate between expected in-kind contributions and contributions (work or other types of contributions) already obtained/completed.



BUDGET SUMMARY
Grant Application Budget Form

Please use the following form to fill in your estimated budget. Double click on the table to open in excel. Fill in the fields shaded in blue.

	Applicant's Funding	CCC Grant Funding
Personnel		
Salaries and wages ¹	\$ 97,160.00	
Benefits ²	\$ 42,840.00	
<i>Total Personnel</i>	\$ 140,000.00	\$ -
Consultants³		
Subcontractor Sea Level Rise Study	\$ -	\$ 150,000.00
Associated Technical Study		
Total Consultants	\$ -	\$ (150,000.00)
Operating Expenses		
Postage/Shipping	\$ 200.00	
Supplies/Materials ⁴	\$ 7,800.00	
Travel ⁵	\$ -	
Indirect Costs ⁶		
Total Operating Expenses	\$ 8,000.00	\$ -
Total Budget	\$ 148,000.00	\$ (150,000.00)

¹ Attach an explanation of rate(s) and hours for each position for which funds are being requested.

² Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

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

⁴ Include a list of the major supplies and materials and how much they cost.

⁵ Travel reimbursement rates are the same as similarly situated state employees.

⁶ 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.



4. **A RESOLUTION FROM THE APPLICANT’S GOVERNING BODY.** Please submit a resolution that contains the following authorizations: 1) authority to submit the proposal, 2) authority to enter into a grant agreement with the California Coastal Commission if the grant is awarded, and 3) designation of the applicant’s authorized representative (name and title). A sample resolution is provided as Attachment A.

SUBMISSION DATES

Applications are due May 20, 2016. Application packets must be RECEIVED by 5pm May 20, 2016. Proposals must be emailed or mailed; faxed responses will not be considered.

If the governing body of an applicant cannot adopt a resolution similar to Attachment A of the application by this date, the applicant can submit the proposal with a draft resolution, provide a date for when the governing body will consider adoption of the resolution and **submit the adopted resolution by 5pm June 10, 2016**. All other materials must be submitted by the May 20, 2016 deadline. Applications will not be deemed complete until an adopted resolution is received. **Applications that do not contain a final, adopted resolution by June 10, 2016 will not be considered for funding.**

The Commission is expected to award grants in July or August of 2016.

SUBMISSION REQUIREMENTS

Please submit the completed application form, including all attachments, via email to LCPGrantProgram@coastal.ca.gov. Please submit all application materials as **a single PDF file AND submit the Project Description, Work Program, Budget, and Schedule as a Word document**. See Attachment B for a checklist of required application materials.

If you are unable to submit via email, you may mail a CD and hard copy to the Coastal Commission:

Daniel Nathan
LCP Grants Assistant
California Coastal Commission
45 Fremont Street, Suite 2000
San Francisco, CA 94105
415-904-5251

Please note: all information that you submit is subject to the unqualified and unconditional right of the Coastal Commission to use, reproduce, publish, or display, free of charge. All documents submitted will be considered a public record upon submittal. Please indicate if credit is requested for any of the photos and/or maps.



QUESTIONS

Coastal Commission staff are pleased to assist local governments during preparation of LCP grant applications. Please send questions on the grant application process to **Daniel Nathan, LCP Grants Assistant, via email at LCPGrantProgram@coastal.ca.gov, or call (415) 904-5251**. Questions regarding the LCP process and update approach should be directed to the relevant Coastal Commission district contact person, via phone or email. LCP Grant contacts for the district offices are listed below.

North Coast (Del Norte, Humboldt, Mendocino Counties)

- Alison Dettmer, Deputy Director
Email: Alison.Dettmer@coastal.ca.gov, Phone: (415) 904-5200
- Bob Merrill, District Manager
Email: Bob.Merrill@coastal.ca.gov, Phone: (707) 826-8950

North Central Coast (Sonoma, Marin, San Francisco, San Mateo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863
- Nancy Cave, District Manager
Email: Nancy.Cave@coastal.ca.gov, Phone: (415) 904-5260

Central Coast (Santa Cruz, Monterey, San Luis Obispo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863
- Susan Craig, District Manager
Email: Susan.Craig@coastal.ca.gov, Phone: (831) 427-4863

South Central Coast (Santa Barbara and Ventura Counties, and the Malibu portion of Los Angeles Counties)

- Steve Hudson, Deputy Director
Email: Steve.Hudson@coastal.ca.gov, Phone: (805) 585-1800
- Barbara Carey, District Manager
Email: Barbara.Carey@coastal.ca.gov, Phone: (805) 585-1800

South Coast (Los Angeles (except Malibu) and Orange Counties)

- Sherilyn Sarb, Deputy Director
Email: Sherilyn.Sarb@coastal.ca.gov, Phone: (562) 590-5071
- Teresa Henry, District Manager
Email: Teresa.Henry@coastal.ca.gov, Phone: (562) 590-5071

San Diego (San Diego County)



- Sherilyn Sarb, Deputy Director
Email: Sherilyn.Sarb@coastal.ca.gov, Phone: (619) 767-2370
- Deborah Lee, District Manager
Email: Deborah.Lee@coastal.ca.gov, Phone: (619) 767-2370

ALTERNATE CONTACT

Madeline Cavalieri, Manager, LCP Grants

Email: Madeline.Cavalieri@coastal.ca.gov, Phone: (831) 427-4863



ATTACHMENT A

SAMPLE RESOLUTION¹

WHEREAS, the Budget Act of 2015 provides \$3 million for Coastal Commission grants in FY 15-16 to local governments to support Local Coastal Program (LCP) planning, and

WHEREAS, the California Coastal Commission, under the authority of the California Coastal Act, may provide financial assistance to support coastal planning and has approved a competitive grant program to provide such financial assistance for LCP planning; and

WHEREAS, the goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including new understandings and concern for the effects of climate change, and

WHEREAS, grant proposals submitted under this grant program must complete land use plan and/or zoning work to either achieve submittal for certification of a Local Coastal Program (LCP) or an Area of Deferred Certification (ADC) or of an LCP Amendment to significantly update a certified LCP or LCP segments, including with special emphasis on effects of climate change and sea-level rise;

WHEREAS, (insert name of jurisdiction), has [does not yet have] an effectively certified LCP [or LCP segment]; and

WHEREAS, the (name of jurisdiction), desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to update the LCP [in whole or in part],

[For uncertified areas] WHEREAS, the (name of jurisdiction), desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an LCP and desires to assume permit issuing authority,

WHEREAS, the (name of jurisdiction) commits to and agrees to fully support a planning effort intended to [complete or] update a certified LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the Coastal Commission staff.

NOW, THEREFORE, BE IT RESOLVED, that the [name of legislative or policy body], of the [name of jurisdiction], hereby:

1. Directs [name of jurisdiction] staff to submit the grant application package attached hereto as Attachment 1 to the California Coastal Commission to provide financial and planning assistance, under authority of the California Coastal Act, in the amount of \$ _____ to fund the project more particularly described in the grant application package.
2. Authorizes the (title of official), of the (name of jurisdiction), to execute, in the name of the (name of jurisdiction), all necessary applications, contracts and agreements and amendments thereto to implement and carry out the grant application package attached hereto and any project approved through approval of the grant application.

PASSED AND ADOPTED by the (name of legislative or policy body), of the (name of jurisdiction), on this ____ day of _____, 2016 on the following vote:

¹ This sample is provided for informational purposes only; please contact your attorney before using this sample.



AYES:
NOES:
ABSENT:
ABSTAIN:

Attest:

Signed:

(name and title of official authorized to sign resolutions of the governing body)



ATTACHMENT B - APPLICATION CHECKLIST

A complete Grant Application Packet includes the following components. Please submit all documents in a single PDF file and the Project Description, Work Program, Budget, and Schedule as a Word document, as noted below. **It is very important to receive the PDF file and a Word document for efficiency in preparing grant agreement documents.** Thank you for your attention to these important components of the application.

- Signed LCP Grant Application Form (.pdf)
- Project Description (.doc)
- Work Program, Budget, and Schedule (.doc)
- Signed Resolution (.pdf)
- Supplemental Form(s)
- All documents combined into a single PDF file (.pdf)

Title: City of Carpinteria General Plan / Local Coastal Land Use Plan Update – Coastal Study Phase

Agency: City of Carpinteria

Work Program Dates: April 25, 2016 – December 31, 2018

Budget Summary:

CCC Funding Request	\$150,000
<u>Matching / In-Kind Services</u>	<u>\$156,000</u>
Project Total	\$304,000

Project Description

The grant request would help to supplement the Community Development Department preparation and development of a General Plan / Local Coastal Land Use Plan Update for the City of Carpinteria. The project would require approximately three years to complete and would require significant public outreach to guide a visioning process. The City's current General Plan / Local Coastal Land Use Plan (GP/LCP) was adopted in 2003, which does not address climate change or sea level rise. The current GP/LCP was prepared with an overall vision for the year 2020; therefore it is the City's goal to develop the updated GP/LCP to envision the year 2040.

The City of Carpinteria is located entirely within the Coastal Zone. Important matters to be addressed in the City's GP/LCP include addressing Climate Change, Sea Level Rise, and Adaptation Strategies. We would like to use current research that is under development in the County of Santa Barbara and through partnership with *The Santa Barbara Area Coastal Ecosystem Vulnerability Assessment*' project. The City anticipates investigating the possibility of updating the Zoning Code concurrently with development of the GP/LCP Update. The Update will focus on both the content, based on new and current data, as well as format to be more modern and user friendly. We would like to reduce redundancy in policy language and create a policy guide to simplify the development review process.

The City's GP/LCP Update will address several topics, many of which address policy direction from the California Coastal Act Local Coastal Plan Update Guide. These topics will include consideration of public access, recreation and visitor serving uses, including short-term rentals, water quality, environmentally sensitive habitats, including trimming of protected or specimen trees, agricultural resources, archeological resources, scenic and visual resources, coastal hazards, including shoreline erosion and adaptive measures for protection of shoreline and habitat, energy and industrial development,

including oil and gas drilling and emerging technologies for renewable energy.

Specifically, the project will include an analysis of the climate change impacts and policies to protect residents, property owner's and business owner's from sea level rise, drought, habitat changes and increase weather hazards. Through qualitative scientific study of potential impacts to the City of Carpinteria, the GP/LCP aims to address the following goals and objectives; protection of public access to beaches, parks and other recreational facilities, climate adaptation along the coast and creeks to ensure resiliency, promotion of a healthy quality of life for residents and visitors to the community, and sustainable economic planning to ensure long-term success of strategies and goals.

The City will work with the Coastal Commission staff to navigate the process and ensure coordination of priorities and goals. The City will provide draft documents and policy language to the Coastal Commission throughout the process. The City hopes to develop specific goals and deliverables to implement the priorities of the Coastal Act through the GP/LCP Update. The City also hopes to engage with other local agencies, stakeholder groups and interested participants where feasible.

Goals and Objectives

PHASE I – GRANT PERIOD

Consultant Selection and Consultant Direction - The City will initially work to request qualifications from consultants to gauge interest in development of the GP/LCP Update. The City will select a consultant to coordinate the public outreach, environmental reporting and drafting of the technical studies to help develop the draft GP/LCP Update. The consultant will be used to coordinate the CCC Grant and ensure that the project schedule is followed including coordinating with the CCC. The consultant will coordinate specialization subcontractors to develop technical reports to support the project.

Stakeholder and Community Engagement – The City will design a public outreach and engagement plan and conduct several stakeholder and community forums and workshops to obtain public input on the vision for the GP/LCP Update. It is anticipated that there will be 2-4 public meetings initially to consider different topics and focus areas and additional stakeholder meetings. Staff and consultants will gather comments and input from these hearings to help guide the development of a draft GP/LCP.

Public outreach will be done in a variety of ways. Typically public workshops or meetings will be held to discuss topics of general concern. Focus groups may be identified to work on specific policy areas or to work with the planning committee to work through areas of concern or debate.

A website will be created to outline the process and provide staff reports and other documents to the public in a concentrated location. The website will allow the public and stakeholders a way to easily access documents, reports, meeting notices and other general information about the project.

A GP/LCP Committee will be created to manage the visioning process and review draft documents before review by decision makers. Staff will work to coordinate the committee, local agencies, consultants and public input throughout. Various City departments will be used for consultation throughout the process to ensure the GP/LCP is comprehensive and broad.

Deliverable items for this stage will include meeting agendas, staff reports, meeting minutes, notes, diagrams and figures. The City will house a variety of the project deliverables on the project website for easy access and transparency.

GP/LCP Committee and Public Education - The City will conduct a thorough education for those involved in the committee, staff, consultant and public process regarding the legal requirements of a GP/LCP and other aspects of the planning process. The City will provide existing planning documents, maps, diagrams, studies, etc. to help facilitate understanding of those involved in the process of developing the GP/LCP. Through the committee development process, subcommittees may be used to hone specific topics or tasks in more detail. The Committee and initial roll-out meetings will be used to devise specific goals and deadlines to be reviewed by Coastal Commission staff?

Deliverable items for this stage will include meeting agendas, staff reports, meeting minutes, notes, diagrams and figures. The City will house a variety of the project deliverables on the project website for easy access and transparency.

Historic Research and Technical Studies - The City will prepare and contract studies and data analysis to set forth the focus areas of the GP/LCP Update. These studies will include use of existing resources, such as current sea level rise analysis used in Santa Barbara County and surrounding areas of similar coastal formation. The City will continue to collaborate as necessary and appropriate with other jurisdictions and agencies. Technical analysis will be used to guide adaptation strategies and discussions on land use and policy development. Maps and other diagrams will be updated to help convey technical information in user friendly formats to appeal to the widest audience. Specialized contract consultants will be used, as necessary, to confirm and verify technical information and research. The City will include a Sea Level Rise and Adaptation Plan that will be used to help support the GP/LCP development.

Additional technical and scientific analysis will be conducted to consider development of energy facilities in the coastal zone, specifically related to existing oil and gas facilities in Carpinteria.

In light of recent Zoning Code updates to address short-term rentals in the coastal zone, the GP/LCP Update will include further analysis of visitor serving uses and accommodations in the Coastal Zone. Analysis will be conducted as part of the Sea Level Rise and Adaptation Plan, considering impacts to coastal resources, recreational uses, which may indirectly impact visitorship and access in the future.

Deliverables for this stage will include studies, diagrams, maps, data reports, staff reports, agendas and meeting notes. Materials developed to support technical research will be provided on the project website and through public workshops.

PHASE II

Draft GP/LCP Preparation – A draft GP/LCP will be developed after completion of several committee meetings, workshops and technical study sessions. The City will work with the Coastal Commission to consider the format and focus of the GP/LCP Update and ensure that the process includes the new issues related to climate change, sea level rise and adaptation. A full working draft will be provided to the Coastal Commission for preliminary feedback from the Commission. Staff will work with the Commission to develop an interaction plan and schedule to review the document. Upon development of the draft document, the draft would be released for the public consideration and outreach.

Deliverables for this stage will include a draft GP/LCP and a tracked changes word version of the document for review by the Coastal Commission. Public comments and revisions will also be provided in a working draft.

Environmental Review / CEQA – Using preliminary studies and climate change analysis, the City will prepare an Environmental Impact Report (EIR) pursuant to California Environmental Quality Act (CEQA). The EIR will address topics related to climate change, greenhouse gas reduction, sea level rise, habitat protection and other key elements of the GP/LCP. The City will work to address vulnerable populations, those at risk, looking at multiple benefits to reduce climate risks, prioritization of green infrastructure and building techniques to the fullest extent possible. Staff will include Coastal Commission staff in the drafting and review of the draft EIR.

Deliverables at this stage will include development of an EIR and supporting scientific reports and studies. A working draft will be used to track changes and comments from

the Coastal Commission and public.

Final GP/LCP / Response to EIR – The City will include comments in review of both the draft GP/LCP and EIR to develop a working final GP/LCP and Land Use Plan. City staff will submit a working draft of the final document for consideration and comment. Public review will be provided to consider the final version of the GP/LCP. After local adoption, a final version of the document will be submitted to the Coastal Commission for consideration and review.

Deliverables at this stage will include a working document and final version of the document.

Implementation / Zoning Code Update – Once the Final GP/LCP is adopted, staff will begin to develop a Zoning Code Update to implement new and amended policy of the GP/LCP. The Draft Zoning Code Update will require a phased roll-out to consider priority changes. The process will also include a program schedule to coordinate updates and changes with the Coastal Commission.

Deliverables will include a policy implementation schedule and a corresponding ordinances.

Approach

The project will include a comprehensive review and consideration of the City of Carpinteria GP/LCP Update. The proposal includes a thorough community engagement and outreach process to include all segments of the community and various stakeholders. Early interaction will be essential to the success of the update and process to develop it. A steering committee, consisting of two City Council and two Planning Commission members has been created to identify key stakeholders to plan the visioning process. Key representatives from each stakeholder group will be identified and assigned as part of the initial visioning process. Such stakeholders will include members of the business community, residents, environmental groups, service agencies, local government services, etc. Once major stakeholders are identified, a community GP/LCP Committee will be chosen by the City Council to work with City staff and its consultant to draft the Update.

One of the major aspects of a visioning process includes public engagement and education about the process of updating a local planning document and meeting the legal requirements outlined in statute. Several workshop and forums will be help to provide the baseline and ground work for setting up the discussions regarding the project. The process will also help to coordinate objectives and strategies for identifying

key issue areas. Community engagement will require coordination of various perspectives and priorities and will be tracked in writing, minutes and reports to document the process. The process will require identification of specific roles and responsibilities of members of staff and the committees. Clear deliverables, deadlines and schedules will be identified to move through tasks and priorities of the update.

The Steering Committee will be used in a guiding role to ensure the various groups, stakeholders and community members retain a common goal and objective through the process. The City will retain knowledgeable and expert consultants to ensure that studies and policies are up to date and make use of the best available information available to date.

Technical Studies – A major aspect of the project includes development of technical studies, which will develop as part of a process to update elements of the GP/LCP. In particular, the City intends to prepare a Sea Level and Coastal Adaptation Study to consider hazards and risks of climate change and global warming. The City intends to develop these studies in coordination with other ongoing local efforts in Santa Barbara County and surrounding coastal communities. The City will use the most current scientific analysis to consider the variety of risks anticipated by intensified storm systems, more frequent flooding, general sea level rise and impacts to sensitive habitat areas such as the Salt Marsh Harbor Seal Hall Out, among other matters. The City will update local maps and diagrams to coordinate with the Coastal Commission reference materials to ensure compatibility.

Upon completion of technical studies, the City will begin to identify major issue areas and focus topics. The GP/LCP will include major elements considering concerns addressed in the Coastal Act, including public coastal access, recreation and visitor serving facilities, water and environmental protection of natural resources and habitat, agricultural uses, planning and development near archeological resources, visual resources, coastal hazards, specifically related to shoreline erosion and potential adaptive protection measures, and energy and industrial development standards.

The primary deliverable of this grant application will be the Sea Level Rise and Adaptation Plan, which will address concerns related to coastal hazards, shoreline erosion, coastal habitat, water quality, and public access to coastal recreation and visitor serving facilities. The grant work products will be integrated into the overall GP/LCP Update work and will be connected to update appropriate policy elements of the GP/LCP. The City anticipates adoption by late 2018 / early 2019. Implementation measures, through a Zoning Code Update, will be slated for planning review in 2020.

RESOLUTION NO. 5665

**A RESOLUTION OF THE CITY OF CARPINTERIA CITY COUNCIL
AUTHORIZING SUBMITTAL OF A FINANCIAL AND PLANNING ASSISTANCE
GRANT APPLICATION TO THE CALIFORNIA COASTAL COMMISSION**

WHEREAS, the Budget Act of 2015 provides \$3 million for Coastal Commission grants in FY 15-16 to local governments to support Local Coastal Program (LCP) planning; and,

WHEREAS, the California Coastal Commission, under the authority of the California Coastal Act, may provide financial assistance to support coastal planning and has approved a competitive grant program to provide such financial assistance for LCP planning; and,

WHEREAS, the goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including new understandings and concern for the effects of climate change; and,

WHEREAS, grant proposals submitted under this grant program must complete land use plan and/or zoning work to achieve submittal for of an LCP Amendment to significantly update a certified LCP, including with special emphasis on effects of climate change and sea-level rise; and,

WHEREAS, the City of Carpinteria, has an effectively certified LCP; and,

WHEREAS, the City of Carpinteria, desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to update the LCP, in whole; and,

WHEREAS, the City of Carpinteria commits to and agrees to fully support a planning effort intended to update a certified LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the Coastal Commission staff.

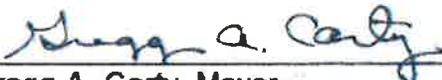
NOW THEREFORE, THE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

1. Directs City of Carpinteria Community Development Department staff to submit the grant application package, attached here as Attachment 1, to the California Coastal Commission for financial and planning assistance, under authority of the California Coastal Act, in the amount of \$150,000 to fund the project more particularly described in the grant application package.

2. Authorizes the Community Development Director, of the City of Carpinteria, to execute, in the name of the City of Carpinteria, all necessary applications, contracts and agreements and amendments thereto to implement and carry out the grant application package attached hereto and any project approved through approval of the grant application.

PASSED, APPROVED AND ADOPTED this 9th day of May 2016, by the following called vote:

AYES: **COUNCILMEMBERS:** Clark, Nomura, Stein, Shaw, Carty
NOES: **COUNCILMEMBER(S):** None
ABSENT: **COUNCILMEMBER(S):** None



Gregg A. Carty, Mayor
City of Carpinteria

ATTEST:



City Clerk, City of Carpinteria

I hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of May 2016.



City Clerk, City of Carpinteria

APPROVED AS TO FORM:



Peter N. Brown, on behalf of
Brownstein Hyatt Farber Schreck, LLP
acting as City Attorney of the City of Carpinteria

Resolution 5665

**City Council
May 9, 2016**

Attachment 1

**Draft Local Coastal Program Local
Assistance Grant Program Application**

CALIFORNIA COASTAL COMMISSION

45 FREMONT STREET, SUITE 2000
SAN FRANCISCO, CA 94105-2219
VOICE (415) 904-5200
FAX (415) 904-5400
TDD (415) 597-5885



**CALIFORNIA COASTAL COMMISSION
LCP PLANNING
GRANT APPLICATION FORM
MARCH 28, 2016**

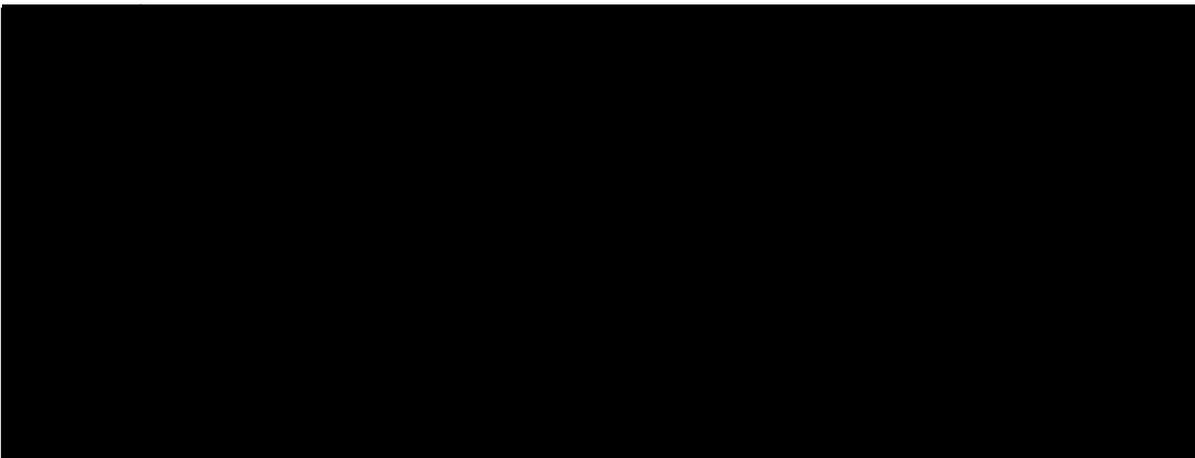
The California Coastal Commission is pleased to announce the availability of Round 3 grant funding to support local governments in developing or updating Local Coastal Programs (LCPs) pursuant to the California Coastal Act and with special emphasis on addressing impacts from climate change and sea-level rise. For Fiscal Year 2015-2016, Governor Brown approved an augmentation of \$3 million to the California Coastal Commission’s budget to support local governments responsible for planning under the California Coastal Act (Coastal Act) to develop or update their Local Coastal Programs. A full description of the grant program is available here: <http://www.coastal.ca.gov/lcp/lcpgrantprogram.html>.

Coastal Commission staff is available to work with local governments and to assist during the application process. Please note the entire grant application will be public record upon submittal. Click in the shaded text fields to enter text, numbers and dates. The fields will expand to accommodate the data.

Grant applications are due by **May 20, 2016 at 5 pm.**

APPLICANT INFORMATION

Applicant name (agency): City of Carpinteria





PROJECT INFORMATION

Project title: City of Carpinteria General Plan/Coastal Plan Update

LCP/ LCP Segment: Coastal Plan Update

Project location: City / Geographic area: City of Carpinteria County: Santa Barbara

Project timeline: Start date: 4/25/2016 End date: 12/31/2018

MAPS AND PHOTOS

Applications must include a map showing the planning area for the project. Additional photos or maps may be included as attachments if needed to illustrate the proposed project. Please note: any photos and maps you submit are subject to the unqualified and unconditional right of the State of California to use, reproduce, publish, or display, free of charge. Please indicate if crediting is requested for the photos and/or maps.

APPLICATION MATERIALS

1. **PROJECT DESCRIPTION.** Provide a clear description of the proposed project organized under subheadings to describe how the project will address the priorities and criteria. This section should be no more than 5- 7 pages in 12 point font, single-spaced, and should include the following:
 - a. **Goals and Objectives:** Describe the specific project goals and objectives to be achieved. Goals and objectives should be specific for each year of the work plan presented. Recipients will be required to submit progress reports in which progress against these goals and objectives will be reported. Include a description of how you will accomplish each objective, and how your objectives will accomplish your goals.
 - b. **Approach:** Identify specific tasks to be accomplished; explain the technical approach needed to accomplish the tasks; identify the roles of partners and cooperators; and identify potential obstacles to successful completion of the goals and objectives. Describe how stakeholders will be involved in the planning or assessment process. If the project includes partners, the roles and responsibilities of the partners must be clearly identified.

2. **WORK PROGRAM AND SCHEDULE.** Provide a work program and schedule for implementation of the project, including anticipated benchmarks for LCP and or LCP amendment development and review for the project, using the template provided below. Work must be completed on or before September 28, 2018.

SCHEDULE

Proposed starting date: 4/25/2016

Estimated completion: 12/31/2018



WORK PROGRAM

Task 1. Initial Announcement and Promotion	Projected start/end dates: 9/1/2015/ 1/31/2016
1.1 City Council initiation of project through Work Plan, Establishing PC/CC GP/LCPU Committee	Projected start/end dates: 9/24/2015/ 10/5/2015
1.2 Involve appointed committee and boards	Projected start/end dates: 4/24/2016/ 6/24/2016
Outcome/Deliverables: Work Plan Outline, Meeting Notes, Meeting Minutes, Meeting Agenda	Projected start/end dates: 4/25/2016/ 5/24/2016
Task 2. Identify Active Participants	Projected start/end dates: 4/1/2016/ 6/25/2016
2.1 Designate project manager / facilitator	Projected start/end dates: 4/1/2016/ 6/25/2016
2.2 Contact Stakeholder groups	Projected start/end dates: 4/1/2016/ 6/25/2016
2.3 Include Each Major Stakeholder area	Projected start/end dates: 4/1/2016/ 6/25/2016
2.4 Select Individuals to represent stakeholder groups in the process	Projected start/end dates: 4/1/2016/ 6/25/2016
2.5 Establish Community General Plan Committee by Resolution / Choose Chair / Establish meeting schedule and roles of committee members	Projected start/end dates: 4/1/2016/ 6/25/2016
Outcome/Deliverables: GP/LCP Committee Resolution / Meeting Minutes / Meeting Schedule / Committee Members	Projected start/end dates: 4/1/2016/ 6/25/2016
Task 3. Consultant Selection	Projected start/end dates: 5/1/2016/ 9/30/2016
3.1 Request for Consultant Qualifications	Projected start/end dates: 5/1/2016/ 10/5/2015
3.2 Request for Consultant Proposals	Projected start/end dates: 6/1/2016/ 7/30/2015
3.3 Consultant Proposal Selection	Projected start/end dates: 8/1/2016/ 8/31/2015
3.4 Award Consultant Contract	Projected start/end dates: 9/1/2016/ 9/30/2015
Outcome/Deliverables: RFQs, RFQ Responses, RFPs, RFP Responses, Resolution for Contract Award	Projected start/end dates: 5/1/2016/ 9/30/2016
Task 4. Engage Stakeholders and Community	Projected start/end dates: 5/1/2016/ 9/30/2016
4.1 Conduct 2-4 Community Forums	Projected start/end dates: 5/1/2016/ 10/5/2015
Outcome/Deliverables: Community Forums Agendas, Staff Reports, Minute Notes	Projected start/end dates: 10/1/2016/ 12/31/2016
Task 5. Prepare Committee Members for Planning Process	Projected start/end dates: 7/1/2016/ 9/30/2016
5.1 Determine time frame for process and deadlines	Projected start/end dates: 7/1/2016/



	7/15/2015
5.2 Determine whether subcommittees will be used; assign chairs of subcommittees	Projected start/end dates: 7/1/2016/ 7/15/2015
5.3 Determine whether interim drafts will be issued	Projected start/end dates: 7/1/2016/ 7/15/2015
5.4 Provide background materials and data to encourage early thinking about the process	Projected start/end dates: 7/1/2016/ 8/31/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes	Projected start/end dates: 7/1/2016/ 9/30/2016
Task 6. Public Announcement GP/LCP Update	Projected start/end dates: 9/1/2016/ 9/30/2016
6.1 Mayor welcomes committee, explain process, review committee structure, assignments, goals, review background materials	Projected start/end dates: 9/1/2016/ 9/30/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes	Projected start/end dates: 9/1/2016/ 9/30/2016
Task 7. Provide Formal Documents to Committee	Projected start/end dates: 10/1/2016/ 10/31/2016
7.1 Provide the following documents to the committee: City Mission Statement, Vision 2020, Current GP/LCP, Legal Requirements, Other information related to local, state and federal requirements, forecasts and related data, conduct surveys	Projected start/end dates: 10/1/2016/ 10/31/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee	Projected start/end dates: 10/1/2016/ 10/31/2016
Task 8. Committee Review / Research	Projected start/end dates: 11/1/2016/ 12/31/2016
8.1 Review demographic data, social factors, economic forecasts, financial indicators, state law, news articles, available local core values, survey results	Projected start/end dates: 11/1/2016/ 11/30/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee	Projected start/end dates: 11/1/2016/ 12/31/2016
Task 9. Planning Review Process	Projected start/end dates: 1/1/2017/ 4/30/2017
9.1 Evaluate existing baselines setting in 2003 GP/LCP, draft policies and objectives, evaluate resources to accomplish policies and objectives, develop implementation policies, develop GIS maps, aerial images and key figures	Projected start/end dates: 1/1/2017/ 4/30/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee, Working Draft Documents and Diagrams	Projected start/end dates: 1/1/2017/ 4/30/2017
Task 10. Draft GP/LCP Document Preparation	Projected start/end dates: 1/1/2017/ 9/30/2017



10.1 Prepare initial draft General Plan / Coastal Plan	Projected start/end dates: 1/1/2017/ 7/30/2017
10.2 Seek public comment and stakeholder input on draft document	Projected start/end dates: 5/1/2017/ 7/30/2017
10.3 Amend draft in response to comments	Projected start/end dates: 7/1/2017/ 9/30/2017
10.4 Discuss and approve final form at Committee level	Projected start/end dates: 9/1/2017/ 9/30/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Draft GP/LCP Document	Projected start/end dates: 1/1/2017/ 9/30/2017
Task 11. Conduct Environmental Review pursuant to CEQA	Projected start/end dates: 7/1/2017/ 12/31/2017
11.1 Environmental Assessment	Projected start/end dates: 7/1/2017/ 8/31/2017
11.2 Draft Environmental Impact Report	Projected start/end dates: 9/1/2017/ 10/31/2017
11.3 Public Meetings	Projected start/end dates: 11/1/2017/ 12/31/2017
11.4 Prepare Proposed Final EIR	Projected start/end dates: 12/1/2017/ 12/31/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Draft and Draft Final EIR Document	Projected start/end dates: 12/1/2017/ 12/31/2017
Task 12. Prepare Final Version of GP/LCP in Response to EIR	Projected start/end dates: 12/1/2017/ 1/31/2017
12.1 Amend Final Version of GP/LCP in response to EIR	Projected start/end dates: 12/1/2017/ 1/31/2017
12.2 Planning Commission approval of EIR and GP/LCP	Projected start/end dates: 12/1/2017/ 1/31/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Proposed Final EIR and GP/LCP	Projected start/end dates: 12/1/2017/ 1/31/2017
Task 13. Approval of EIR and GP/LCP by City Council	Projected start/end dates: 1/1/2018/ 1/31/2018
13.1 City Council consideration of Final EIR and GP/LCP	Projected start/end dates: 1/1/2018/ 1/31/2018
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Approved EIR and GP/LCP	Projected start/end dates: 1/1/2018/ 1/31/2018
Task 14. Implementation Planning – Zoning Updates to Implement GP/LCP	Projected start/end dates: 2/1/2018/ 8/31/2018
14.1 Announce and publicize new GP/LCP	Projected start/end dates: 1/1/2018/ 2/28/2018
14.2 Disseminate Executive Summary to stakeholders	Projected start/end dates: 1/1/2018/ 2/28/2018
14.3 Implement the plan through Zoning Code, Annual Work Program, Budget, and other means	Projected start/end dates: 3/1/2018/ 7/28/2018
14.4 Provide GP/LCP Annual Report to Planning Commission and City Council	Projected start/end dates: 3/1/2018/ 4/28/2018



14.5 Amend GP/LCP if needed	Projected start/end dates: 2/1/2018/ 8/31/2018
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Notices and Advertisements,	Projected start/end dates: 1/1/2018/ 8/31/2018

Please list (1) all significant and pertinent project benchmarks related to the project for which funds are being requested, (2) expected dates for reaching or completing those steps. These will be used in monitoring grant progress and in grant reporting under approved grant agreements.

BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Initiation of GP/LCP Update Process	5/24/2016
GP/LCP Committee Resolution	6/25/2016
Consultant Selection	9/30/2016
Committee Preparation for Planning Process	9/30/2016
Public Announcement of GP/LCP Update	9/30/2016
Stakeholder and Community Meetings	12/31/2016
Baseline Data provided to Committee	10/31/2016
Committee Review and Research	12/31/2016
Working Draft GP/LCP	4/30/2017
Draft GP/LCP to Committee	9/30/2017
Draft EIR	10/31/2017
Draft Final EIR	12/31/2017
Planning Commission Review of EIR and GP/LCP	12/31/2017
Proposed Final EIR and GP/LCP	1/31/2017
City Council Review of EIR and GP/LCP	1/31/2018
Advertise New GP/LCP	2/28/2018
Disseminate GP/LCP to Stakeholders	2/28/2018
Develop Implementation Zoning Code Update	8/31/2018

3. **BUDGET.** Please provide a proposed budget, including the funding request, total project cost, estimated costs per task, funding sources, and in-kind services.

APPLICATION BUDGET INFORMATION

Funding Request: \$125,000

Total Project Cost: \$302,440

If multiple funding sources are being used, in the funding sources matrix below, list the major tasks of the proposed project and indicate the estimated cost of each, including source of funding for task. These tasks should correlate with your overall Work Program. An example follows the matrix.



PROJECT FUNDING SOURCES

Task Number	Task Name	Total Cost	Allocation of total cost among all funding sources	
			Applicant's Funding	LCP Grant Funding
1	<i>Initiation and Promotion</i>	\$2,612	\$2,612	\$0
2	<i>Identify Participants</i>	\$2,312	\$2,312	\$0
3	<i>Consultant Selection</i>	\$4,924	\$4,924	\$0
4	<i>Egage Stakeholders and Community</i>	\$15,173	\$9,548	\$5,625
5	<i>Prepare Committee Members for Planning</i>	\$11,148	\$9,648	\$1,500
6	<i>Public Annoucements of GP/LCP Update</i>	\$6,268	\$3,768	\$2,500
7	<i>Provide Formal Documents to Committee</i>	\$5,071	\$4,446	\$625
8	<i>Committee Review and Research</i>	\$26,445	\$23,320	\$3,125
9	<i>Planning Review Process</i>	\$29,235	\$26,110	\$3,125
10	<i>Draft GP/LCP Document Preperation</i>	\$127,463	\$27,338	\$100,125
11	<i>Conduct Environmental Review Pursuant to</i>	\$38,856	\$16,356	\$22,500
12	<i>Prepare Final Version of GP/LCP in Response</i>	\$17,982	\$11,732	\$6,250
13	<i>City Council Approval of GP/LCP</i>	\$7,421	\$4,296	\$3,125
14	<i>Implemntation of GP/LCP through Zoning</i>	\$7,530	\$6,030	\$1,500
TOTAL		\$302,440	\$152,440	\$150,000



In-kind Services: \$152,440

In-kind services or contributions include staff time, volunteer time and materials contributed to the project. Please describe and estimate value, and differentiate between expected in-kind contributions and contributions (work or other types of contributions) already obtained/completed.

**BUDGET SUMMARY
Grant Application Budget Form**

Please use the following form to fill in your estimated budget. Double click on the table to open in excel. Fill in the fields shaded in blue.

	Applicant's Funding	CCC Grant Funding		
Personnel				
Salaries and wages ¹				
Benefits ²				
Total Personnel	\$ -	\$ -		
Consultants³				
Subcontractor A				
Subcontractor B (etc.)				
Total Consultants	\$ -	\$ -		
Operating Expenses				
Postage/Shipping				
Supplies/Materials ⁴				
Travel ⁵				
Indirect Costs ⁶				
Total Operating Expenses	\$ -	\$ -		
Total Budget	\$ -	\$ -		

¹ Attach an explanation of rate(s) and hours for each position for which funds are being requested.

² Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

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

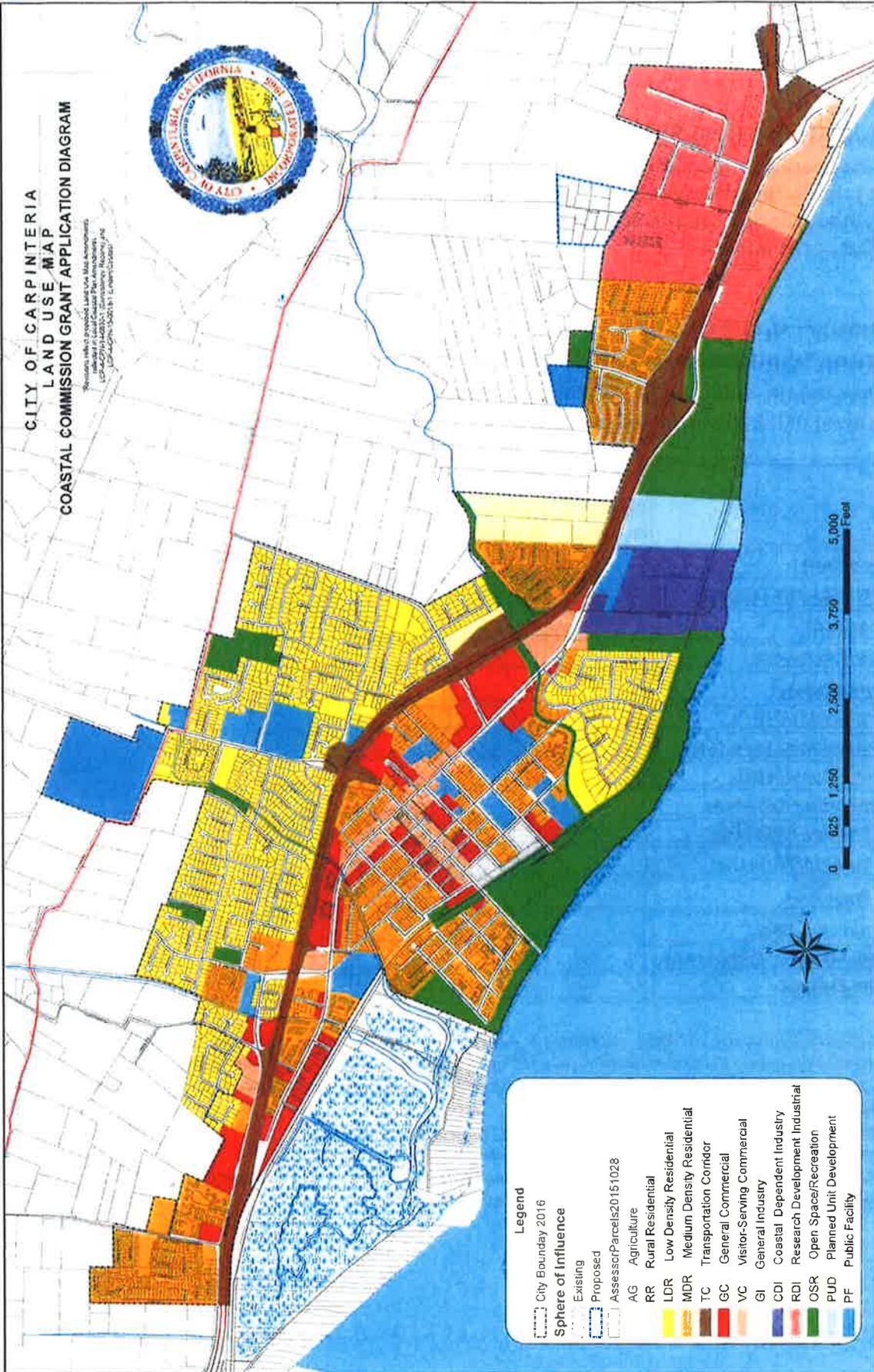
⁴ Include a list of the major supplies and materials and how much they cost.

⁵ Travel reimbursement rates are the same as similarly situated state employees.

⁶ 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.

**CITY OF CARPINTERIA
LAND USE MAP
COASTAL COMMISSION GRANT APPLICATION DIAGRAM**

Revisions include proposed Land Use Map Amendments
submitted in Local Coastal Plan Amendment
to the State Coastal Commission
on 07/24/2015 (LCPA 15-001)



Legend

- City Boundary 2016
- Sphere of Influence**
- Existing
- Proposed
- Assessor Parcels 20151028
- AG Agriculture
- RR Rural Residential
- LDR Low Density Residential
- MDR Medium Density Residential
- TC Transportation Corridor
- GC General Commercial
- VC Visitor-Serving Commercial
- GI General Industry
- CDI Coastal Dependent Industry
- RDI Research Development Industrial
- OSR Open Space/Recreation
- PUD Planned Unit Development
- PF Public Facility



City of Carpinteria

COUNCIL AGENDA STAFF REPORT May 9, 2016

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 5665 concerning authorization to apply to the Local Coastal Program Local Assistance Grant Program of the California Coastal Commission for financial and planning assistance.

STAFF RECOMMENDATION

Action Item X ; Non-Action Item

Staff recommends that the City Council adopt Resolution No. 5665 authorizing the Community Development Director to submit the Resolution to the California Coastal Commission.

Motion: I move to adopt Resolution No. 5665 and authorize the Community Development Director to submit the Resolution to the California Coastal Commission.

BACKGROUND

The California Coastal Commission (CCC) announced on March 28, 2016, the availability of Round 3 funding availability as part of the Local Coastal Program Local Assistance Grant Program (LCPLAGP). The Program funds local jurisdictions efforts to develop or update Local Coastal Programs (LCPs) pursuant to the California Coastal Act and with special emphasis on addressing impacts from climate change and sea level rise.

The City of Carpinteria's General Plan/Coastal Plan Update Committee met on April 27, 2016 and reviewed the General Plan/Coastal Plan Process Outline. The committee considered a three year work plan to update the General Plan/Coastal Plan. Based on the project schedule, the LCPLAGP application and funding period would align making participation in the grant program possible and beneficial to development of a plan which would include new sections addressing climate change, global warming, sea level rise and other similar topics.

FINANCIAL CONSIDERATIONS

The Community Development Department will be requesting grant funding in the amount of \$125,000 to offset the estimated costs associated with development of the General Plan/Coastal Plan Update. Staff anticipates matching funds and in-kind services by current staff to supplement contract services by a yet to be determined consulting firm.

TIMING

The application for the LCPLAGP is due on May 20, 2016. The application packet shall include adoption of a resolution authorizing application to the program, no later than June 10, 2016. Applications unable to meet these deadlines will not be considered for funding.

LEGAL

No legal issues have been identified at this time.

OPTIONS

The Council could direct staff to not submit the application for grant funds to the CCC.

PRINCIPAL PARTIES EXPECTED AT MEETING

None

ATTACHMENT

Attachment A: Resolution No. 5665

Staff contact: Shanna Farley-Judkins, Associate Planner
Phone: 805-755-4405
Email: shannaf@ci.carpinteria.ca.us



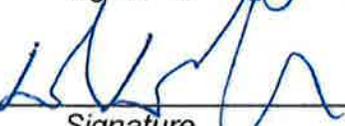
Signature

Reviewed by: Steve Goggia
Community Development Director



Signature

Reviewed by: Dave Durlfing, City Manager



Signature

RESOLUTION NO. 5665

A RESOLUTION OF THE CITY OF CARPINTERIA CITY COUNCIL AUTHORIZING SUBMITTAL OF A FINANCIAL AND PLANNING ASSISTANCE GRANT APPLICATION TO THE CALIFORNIA COASTAL COMMISSION

WHEREAS, the Budget Act of 2015 provides \$3 million for Coastal Commission grants in FY 15-16 to local governments to support Local Coastal Program (LCP) planning; and,

WHEREAS, the California Coastal Commission, under the authority of the California Coastal Act, may provide financial assistance to support coastal planning and has approved a competitive grant program to provide such financial assistance for LCP planning; and,

WHEREAS, the goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including new understandings and concern for the effects of climate change; and,

WHEREAS, grant proposals submitted under this grant program must complete land use plan and/or zoning work to achieve submittal for of an LCP Amendment to significantly update a certified LCP, including with special emphasis on effects of climate change and sea-level rise; and,

WHEREAS, the City of Carpinteria, has an effectively certified LCP; and,

WHEREAS, the City of Carpinteria, desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to update the LCP, in whole; and,

WHEREAS, the City of Carpinteria commits to and agrees to fully support a planning effort intended to update a certified LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the Coastal Commission staff.

NOW THEREFORE, THE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

1. Directs City of Carpinteria Community Development Department staff to submit the grant application package, attached here as Attachment 1, to the California Coastal Commission for financial and planning assistance, under authority of the California Coastal Act, in the amount of \$125,000 to fund the project more particularly described in the grant application package.

2. Authorizes the Community Development Director, of the City of Carpinteria, to execute, in the name of the City of Carpinteria, all necessary applications, contracts and agreements and amendments thereto to implement and carry out the grant application package attached hereto and any project approved through approval of the grant application.

PASSED, APPROVED AND ADOPTED this 9th day of May 2016, by the following called vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBER(S):
ABSENT: COUNCILMEMBER(S):

Gregg A. Carty, Mayor
City of Carpinteria

ATTEST:

City Clerk, City of Carpinteria

I hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of May 2016.

City Clerk, City of Carpinteria

APPROVED AS TO FORM:

Peter N. Brown, on behalf of
Brownstein Hyatt Farber Schreck, LLP
acting as City Attorney of the City of Carpinteria

Resolution 5665

**City Council
May 9, 2016**

Attachment 1

**Draft Local Coastal Program Local
Assistance Grant Program Application**

CALIFORNIA COASTAL COMMISSION

45 FREMONT STREET, SUITE 2000
SAN FRANCISCO, CA 94105-2219
VOICE (415) 904-5200
FAX (415) 904-5400
TDD (415) 597-5885



CALIFORNIA COASTAL COMMISSION

LCP PLANNING

GRANT APPLICATION FORM

MARCH 28, 2016

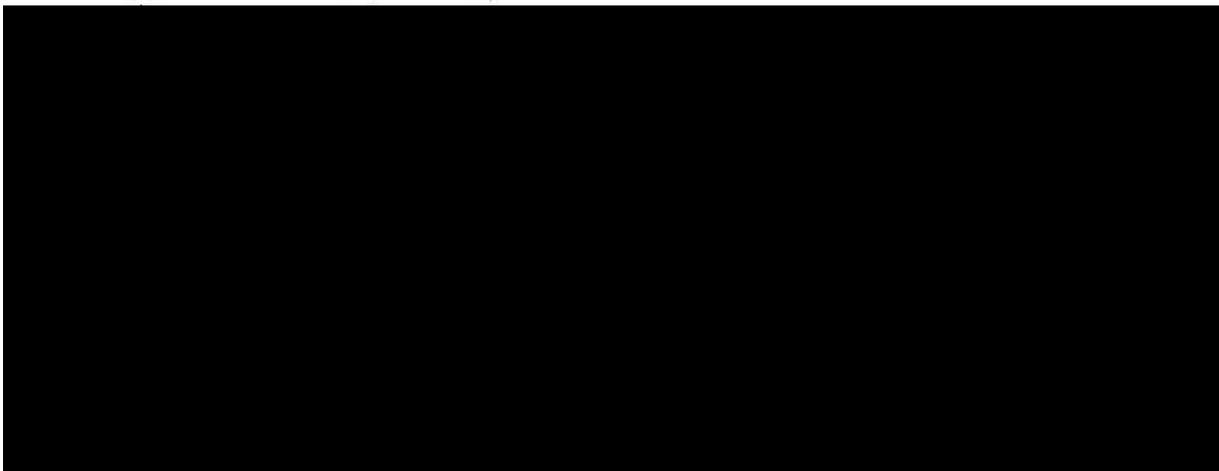
The California Coastal Commission is pleased to announce the availability of Round 3 grant funding to support local governments in developing or updating Local Coastal Programs (LCPs) pursuant to the California Coastal Act and with special emphasis on addressing impacts from climate change and sea-level rise. For Fiscal Year 2015-2016, Governor Brown approved an augmentation of \$3 million to the California Coastal Commission's budget to support local governments responsible for planning under the California Coastal Act (Coastal Act) to develop or update their Local Coastal Programs. A full description of the grant program is available here: <http://www.coastal.ca.gov/lcp/lcpgrantprogram.html>.

Coastal Commission staff is available to work with local governments and to assist during the application process. Please note the entire grant application will be public record upon submittal. Click in the shaded text fields to enter text, numbers and dates. The fields will expand to accommodate the data.

Grant applications are due by **May 20, 2016 at 5 pm.**

APPLICANT INFORMATION

Applicant name (agency): City of Carpinteria





PROJECT INFORMATION

Project title: City of Carpinteria General Plan/Coastal Plan Update

LCP/ LCP Segment: Coastal Plan Update

Project location: City / Geographic area: City of Carpinteria County: Santa Barbara

Project timeline: Start date: 4/25/2016 End date: 12/31/2018

MAPS AND PHOTOS

Applications must include a map showing the planning area for the project. Additional photos or maps may be included as attachments if needed to illustrate the proposed project. Please note: any photos and maps you submit are subject to the unqualified and unconditional right of the State of California to use, reproduce, publish, or display, free of charge. Please indicate if crediting is requested for the photos and/or maps.

APPLICATION MATERIALS

1. **PROJECT DESCRIPTION.** Provide a clear description of the proposed project organized under subheadings to describe how the project will address the priorities and criteria. This section should be no more than 5- 7 pages in 12 point font, single-spaced, and should include the following:
 - a. **Goals and Objectives:** Describe the specific project goals and objectives to be achieved. Goals and objectives should be specific for each year of the work plan presented. Recipients will be required to submit progress reports in which progress against these goals and objectives will be reported. Include a description of how you will accomplish each objective, and how your objectives will accomplish your goals.
 - b. **Approach:** Identify specific tasks to be accomplished; explain the technical approach needed to accomplish the tasks; identify the roles of partners and cooperators; and identify potential obstacles to successful completion of the goals and objectives. Describe how stakeholders will be involved in the planning or assessment process. If the project includes partners, the roles and responsibilities of the partners must be clearly identified.

2. **WORK PROGRAM AND SCHEDULE.** Provide a work program and schedule for implementation of the project, including anticipated benchmarks for LCP and or LCP amendment development and review for the project, using the template provided below. Work must be completed on or before September 28, 2018.

SCHEDULE

Proposed starting date: 4/25/2016

Estimated completion: 12/31/2018



WORK PROGRAM

Task 1. Initial Announcement and Promotion	Projected start/end dates: 9/1/2015/ 1/31/2016
1.1 City Council initiation of project through Work Plan, Establishing PC/CC GP/LCPU Committee	Projected start/end dates: 9/24/2015/ 10/5/2015
1.2 Involve appointed committee and boards	Projected start/end dates: 4/24/2016/ 6/24/2016
Outcome/Deliverables: Work Plan Outline, Meeting Notes, Meeting Minutes, Meeting Agenda	Projected start/end dates: 4/25/2016/ 5/24/2016
Task 2. Identify Active Participants	Projected start/end dates: 4/1/2016/ 6/25/2016
2.1 Designate project manager / facilitator	Projected start/end dates: 4/1/2016/ 6/25/2016
2.2 Contact Stakeholder groups	Projected start/end dates: 4/1/2016/ 6/25/2016
2.3 Include Each Major Stakeholder area	Projected start/end dates: 4/1/2016/ 6/25/2016
2.4 Select Individuals to represent stakeholder groups in the process	Projected start/end dates: 4/1/2016/ 6/25/2016
2.5 Establish Community General Plan Committee by Resolution / Choose Chair / Establish meeting schedule and roles of committee members	Projected start/end dates: 4/1/2016/ 6/25/2016
Outcome/Deliverables: GP/LCP Committee Resolution / Meeting Minutes / Meeting Schedule / Committee Members	Projected start/end dates: 4/1/2016/ 6/25/2016
Task 3. Consultant Selection	Projected start/end dates: 5/1/2016/ 9/30/2016
3.1 Request for Consultant Qualifications	Projected start/end dates: 5/1/2016/ 10/5/2015
3.2 Request for Consultant Proposals	Projected start/end dates: 6/1/2016/ 7/30/2015
3.3 Consultant Proposal Selection	Projected start/end dates: 8/1/2016/ 8/31/2015
3.4 Award Consultant Contract	Projected start/end dates: 9/1/2016/ 9/30/2015
Outcome/Deliverables: RFQs, RFQ Responses, RFPs, RFP Responses, Resolution for Contract Award	Projected start/end dates: 5/1/2016/ 9/30/2016
Task 4. Engage Stakeholders and Community	Projected start/end dates: 5/1/2016/ 9/30/2016
4.1 Conduct 2-4 Community Forums	Projected start/end dates: 5/1/2016/ 10/5/2015
Outcome/Deliverables: Community Forums Agendas, Staff Reports, Minute Notes	Projected start/end dates: 10/1/2016/ 12/31/2016
Task 5. Prepare Committee Members for Planning Process	Projected start/end dates: 7/1/2016/ 9/30/2016
5.1 Determine time frame for process and deadlines	Projected start/end dates: 7/1/2016/



	7/15/2015
5.2 Determine whether subcommittees will be used; assign chairs of subcommittees	Projected start/end dates: 7/1/2016/ 7/15/2015
5.3 Determine whether interim drafts will be issued	Projected start/end dates: 7/1/2016/ 7/15/2015
5.4 Provide background materials and data to encourage early thinking about the process	Projected start/end dates: 7/1/2016/ 8/31/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes	Projected start/end dates: 7/1/2016/ 9/30/2016
Task 6. Public Announcement GP/LCP Update	Projected start/end dates: 9/1/2016/ 9/30/2016
6.1 Mayor welcomes committee, explain process, review committee structure, assignments, goals, review background materials	Projected start/end dates: 9/1/2016/ 9/30/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes	Projected start/end dates: 9/1/2016/ 9/30/2016
Task 7. Provide Formal Documents to Committee	Projected start/end dates: 10/1/2016/ 10/31/2016
7.1 Provide the following documents to the committee: City Mission Statement, Vision 2020, Current GP/LCP, Legal Requirements, Other information related to local, state and federal requirements, forecasts and related data, conduct surveys	Projected start/end dates: 10/1/2016/ 10/31/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee	Projected start/end dates: 10/1/2016/ 10/31/2016
Task 8. Committee Review / Research	Projected start/end dates: 11/1/2016/ 12/31/2016
8.1 Review demographic data, social factors, economic forecasts, financial indicators, state law, news articles, available local core values, survey results	Projected start/end dates: 11/1/2016/ 11/30/2015
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee	Projected start/end dates: 11/1/2016/ 12/31/2016
Task 9. Planning Review Process	Projected start/end dates: 1/1/2017/ 4/30/2017
9.1 Evaluate existing baselines setting in 2003 GP/LCP, draft policies and objectives, evaluate resources to accomplish policies and objectives, develop implementation policies, develop GIS maps, aerial images and key figures	Projected start/end dates: 1/1/2017/ 4/30/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Documents Provided to Committee, Working Draft Documents and Diagrams	Projected start/end dates: 1/1/2017/ 4/30/2017
Task 10. Draft GP/LCP Document Preparation	Projected start/end dates: 1/1/2017/ 9/30/2017



10.1 Prepare initial draft General Plan / Coastal Plan	Projected start/end dates: 1/1/2017/7/30/2017
10.2 Seek public comment and stakeholder input on draft document	Projected start/end dates: 5/1/2017/7/30/2017
10.3 Amend draft in response to comments	Projected start/end dates: 7/1/2017/9/30/2017
10.4 Discuss and approve final form at Committee level	Projected start/end dates: 9/1/2017/9/30/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Draft GP/LCP Document	Projected start/end dates: 1/1/2017/9/30/2017
Task 11. Conduct Environmental Review pursuant to CEQA	Projected start/end dates: 7/1/2017/12/31/2017
11.1 Environmental Assessment	Projected start/end dates: 7/1/2017/8/31/2017
11.2 Draft Environmental Impact Report	Projected start/end dates: 9/1/2017/10/31/2017
11.3 Public Meetings	Projected start/end dates: 11/1/2017/12/31/2017
11.4 Prepare Proposed Final EIR	Projected start/end dates: 12/1/2017/12/31/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Draft and Draft Final EIR Document	Projected start/end dates: 12/1/2017/12/31/2017
Task 12. Prepare Final Version of GP/LCP in Response to EIR	Projected start/end dates: 12/1/2017/1/31/2017
12.1 Amend Final Version of GP/LCP in response to EIR	Projected start/end dates: 12/1/2017/1/31/2017
12.2 Planning Commission approval of EIR and GP/LCP	Projected start/end dates: 12/1/2017/1/31/2017
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Proposed Final EIR and GP/LCP	Projected start/end dates: 12/1/2017/1/31/2017
Task 13. Approval of EIR and GP/LCP by City Council	Projected start/end dates: 1/1/2018/1/31/2018
13.1 City Council consideration of Final EIR and GP/LCP	Projected start/end dates: 1/1/2018/1/31/2018
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Approved EIR and GP/LCP	Projected start/end dates: 1/1/2018/1/31/2018
Task 14. Implementation Planning – Zoning Updates to Implement GP/LCP	Projected start/end dates: 2/1/2018/8/31/2018
14.1 Announce and publicize new GP/LCP	Projected start/end dates: 1/1/2018/2/28/2018
14.2 Disseminate Executive Summary to stakeholders	Projected start/end dates: 1/1/2018/2/28/2018
14.3 Implement the plan through Zoning Code, Annual Work Program, Budget, and other means	Projected start/end dates: 3/1/2018/7/28/2018
14.4 Provide GP/LCP Annual Report to Planning Commission and City Council	Projected start/end dates: 3/1/2018/4/28/2018



14.5 Amend GP/LCP if needed	Projected start/end dates: 2/1/2018/ 8/31/2018
Outcome/Deliverables: Agendas, Staff Reports, Minute Notes, Notices and Advertisements,	Projected start/end dates: 1/1/2018/ 8/31/2018

Please list (1) all significant and pertinent project benchmarks related to the project for which funds are being requested, (2) expected dates for reaching or completing those steps. These will be used in monitoring grant progress and in grant reporting under approved grant agreements.

BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Initiation of GP/LCP Update Process	5/24/2016
GP/LCP Committee Resolution	6/25/2016
Consultant Selection	9/30/2016
Committee Preparation for Planning Process	9/30/2016
Public Announcement of GP/LCP Update	9/30/2016
Stakeholder and Community Meetings	12/31/2016
Baseline Data provided to Committee	10/31/2016
Committee Review and Research	12/31/2016
Working Draft GP/LCP	4/30/2017
Draft GP/LCP to Committee	9/30/2017
Draft EIR	10/31/2017
Draft Final EIR	12/31/2017
Planning Commission Review of EIR and GP/LCP	12/31/2017
Proposed Final EIR and GP/LCP	1/31/2017
City Council Review of EIR and GP/LCP	1/31/2018
Advertise New GP/LCP	2/28/2018
Disseminate GP/LCP to Stakeholders	2/28/2018
Develop Implementation Zoning Code Update	8/31/2018

3. **BUDGET.** Please provide a proposed budget, including the funding request, total project cost, estimated costs per task, funding sources, and in-kind services.

APPLICATION BUDGET INFORMATION

Funding Request: \$125,000

Total Project Cost: \$302,440

If multiple funding sources are being used, in the funding sources matrix below, list the major tasks of the proposed project and indicate the estimated cost of each, including source of funding for task. These tasks should correlate with your overall Work Program. An example follows the matrix.



PROJECT FUNDING SOURCES

Task Number	Task Name	Total Cost	Allocation of total cost among all funding sources	
			Applicant's Funding	LCP Grant Funding
1	<i>Initiation and Promotion</i>	\$2,612	\$2,612	\$0
2	<i>Identify Participants</i>	\$2,312	\$2,312	\$0
3	<i>Consultant Selection</i>	\$4,924	\$4,924	\$0
4	<i>Egage Stakeholders and Community</i>	\$15,173	\$9,548	\$5,625
5	<i>Prepare Committee Members for Planning</i>	\$11,148	\$9,648	\$1,500
6	<i>Public Annoucements of GP/LCP Update</i>	\$6,268	\$3,768	\$2,500
7	<i>Provide Formal Documents to Committee</i>	\$5,071	\$4,446	\$625
8	<i>Committee Review and Research</i>	\$26,445	\$23,320	\$3,125
9	<i>Planning Review Process</i>	\$29,235	\$26,110	\$3,125
10	<i>Draft GP/LCP Document Preperation</i>	\$127,463	\$27,338	\$100,125
11	<i>Conduct Environmental Review Pursuant to</i>	\$38,856	\$16,356	\$22,500
12	<i>Prepare Final Version of GP/LCP in Response</i>	\$17,982	\$11,732	\$6,250
13	<i>City Council Approval of GP/LCP</i>	\$7,421	\$4,296	\$3,125
14	<i>Implemntation of GP/LCP through Zoning</i>	\$7,530	\$6,030	\$1,500
TOTAL		\$302,440	\$152,440	\$150,000



In-kind Services: \$152,440

In-kind services or contributions include staff time, volunteer time and materials contributed to the project. Please describe and estimate value, and differentiate between expected in-kind contributions and contributions (work or other types of contributions) already obtained/completed.

**BUDGET SUMMARY
Grant Application Budget Form**

Please use the following form to fill in your estimated budget. Double click on the table to open in excel. Fill in the fields shaded in blue.

	Applicant's Funding	CCC Grant Funding		
Personnel				
Salaries and wages ¹				
Benefits ²				
Total Personnel	\$ -	\$ -		
Consultants³				
Subcontractor A				
Subcontractor B (etc.)				
Total Consultants	\$ -	\$ -		
Operating Expenses				
Postage/Shipping				
Supplies/Materials ⁴				
Travel ⁵				
Indirect Costs ⁶				
Total Operating Expenses	\$ -	\$ -		
Total Budget	\$ -	\$ -		

¹ Attach an explanation of rate(s) and hours for each position for which funds are being requested.

² Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

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

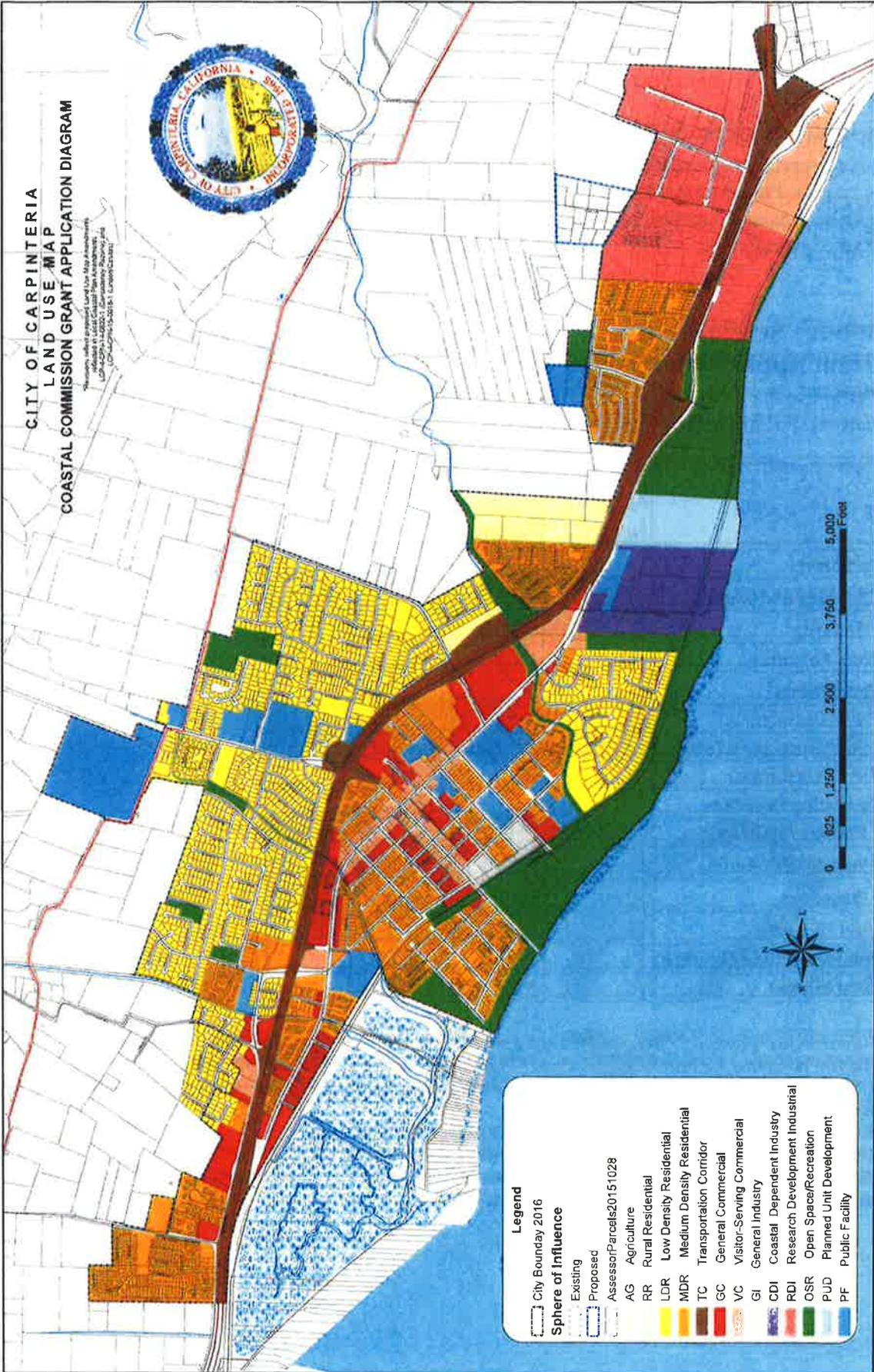
⁴ Include a list of the major supplies and materials and how much they cost.

⁵ Travel reimbursement rates are the same as similarly situated state employees.

⁶ 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.

**CITY OF CARPINTERIA
LAND USE MAP
COASTAL COMMISSION GRANT APPLICATION DIAGRAM**

Thoroughly subject approved Land Use Map Amendments
submitted in 2015 Coastal Plan Amendment
LUP-2015-0018-1, LUP-2015-0018-2,
LUP-2015-0018-3, LUP-2015-0018-4



Legend

- City Boundary 2016
- Sphere of Influence
- Existing
- Proposed
- AssessorParcels20151028
- AG Agriculture
- RR Rural Residential
- LDR Low Density Residential
- MDR Medium Density Residential
- TC Transportation Corridor
- GC General Commercial
- VC Visitor-Serving Commercial
- GI General Industry
- CDI Coastal Dependent Industry
- RDI Research Development Industrial
- OSR Open Space/Recreation
- PUD Planned Unit Development
- PF Public Facility