

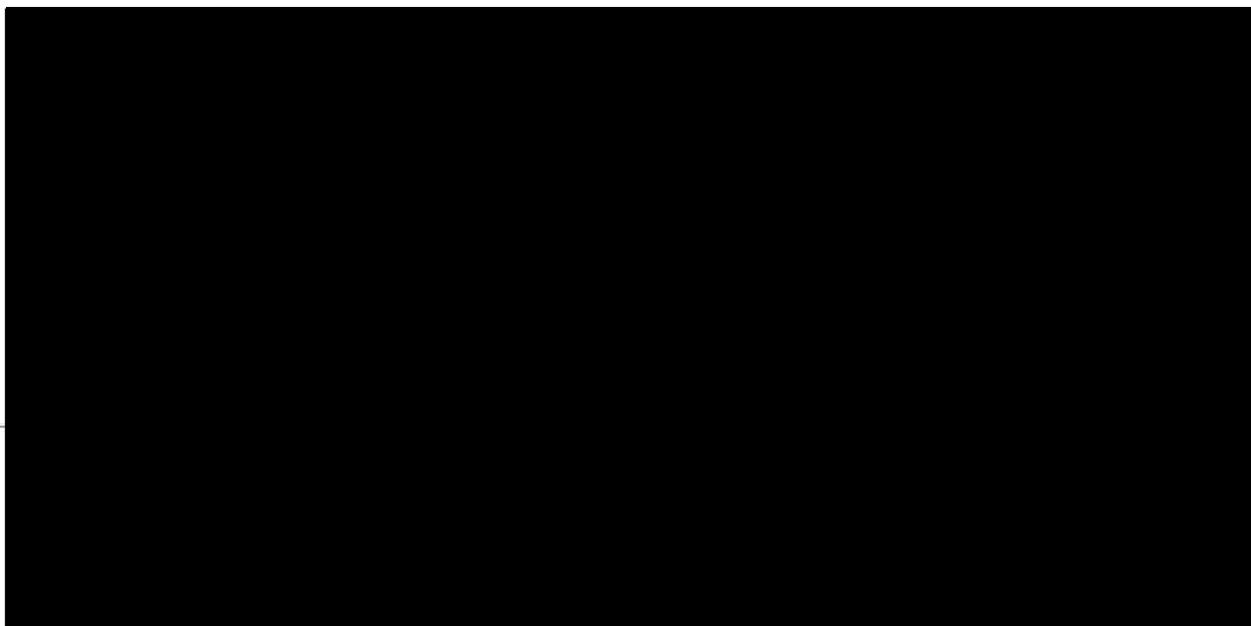
CALIFORNIA COASTAL COMMISSION

LCP PLANNING

GRANT APPLICATION FORM

APPLICANT INFORMATION

Applicant Name: City of Seal Beach



PROJECT INFORMATION

Project title: Seal Beach Local Coastal Program

LCP/ LCP Segment: Adoption of a New Local Coastal Program

Project location: City / Geographic area: Seal Beach County: Orange County

Project timeline: Start date: January 2017 End date: January 2019

MAPS AND PHOTOS

A map showing the coastal zone project area is included as Attachment A.

APPLICATION MATERIALS

1. Project Description
2. Work Plan and Schedules
3. Budget

1. PROJECT DESCRIPTION.

a. GOALS AND OBJECTIVES

The goal of this proposal is to develop the Seal Beach Local Coastal Program in accordance with the goals of the California Coastal Commission (CCC). The City has developed a work plan that will initiate early coordination with the CCC to ensure the development of the LCP will be consistent with the Coastal Act goals. The Seal Beach Local Coastal Program will serve as the primary document regulating development and setting policies for protection of the existing environment within the Coastal Zone. The LCP will consist of a Land Use Plan (LUP) and a Coastal Implementation Plan (CIP).

The City has had two previous attempts at developing a Local Coastal Program (LCP) but, due to various factors, was not able to adopt a certified Local Coastal Program. The City has gone through several structural and staff changes and is now in a position to prioritize the development, adoption and certification of the Seal Beach LCP. Development of the Seal Beach Local Coastal Program is a priority goal for the City Council, staff and residents.

The City intends to use past experience as a guide through the development of a Local Coastal Plan. The City was provided with several comments and areas of concern from the Coastal Commission in 2008, when the City submitted a prior draft LCP for review and certification. These comments will initiate the basis of all conversations with a consultant that will be selected to assist in the development and certification of an LCP. The City intends to utilize these comments to form a discussion with Coastal Commission staff at the start of the project so that the City and consultant can establish a clear understanding of the Coastal Commission's goals and requirements for a Seal Beach Local Coastal Plan.

The City is anxious to move forward and initiate a Request for Proposals to seek a consultant that could lead the City through the development process early in 2017. The California Coastal Commission LCP Planning Grant can provide the funding necessary to critically analyze and address sea level rise and climate change. If awarded the grant the City will be able to move forward with a consultant and begin work on the Seal Beach Local Coastal Program.

b. APPROACH

The City of Seal Beach is prepared to initiate the project in January 2017 by contracting an experienced consultant to assist the City in completing a document that can be accepted and adopted by both the City of Seal Beach and the California Coastal Commission (CCC). The City's emphasis during this process will be to initiate early contact and maintain communication with the Coastal Commission throughout development of the Local Coastal Program. The City will prepare to meet with the CCC within two weeks of the project commencement to ensure the project's scope meets the intent of the California Coastal Act by properly addressing enhancement of coastal habitats and providing public access. Communication will be maintained with the CCC throughout the development of the Seal Beach Local Coastal Program to ensure every program and draft is within the scope discussed and agreed upon with the California Coastal Commission.

Community outreach will be another early and consistent component throughout the preparation of the Seal Beach Local Coastal Program. The community will be involved at the onset of the development process through a series of workshops and meetings. The City will hold a minimum of three public workshops with the general public, two public workshops with the Ad-Hoc Citizen Advisory Committee, two study sessions with the Planning Commission, two study sessions with the City Council and create a website to provide continuous updates on the progress of the Local Coastal Program. Stakeholder interviews will also be included as a component of the community outreach program to facilitate participation from various community groups. The meetings, workshops and study sessions will be dispersed throughout different phases of the project development to ensure the community and CCC are aware of the progress and vested in all programs and policies.

The project will focus a large amount of time and resources into the assessment of climate change vulnerability in the Coastal Zone. It will be important to identify potential exposure and sensitive areas that can be significantly affected by climate change impacts. The concurrent development of the CAP will provide useful data regarding existing conditions, future projections and trends that can be used to identify high impact areas which may require specific programs or preservation policies.

The City of Seal Beach is committed to the development and adoption of a certified Local Coastal Program. The proposed work plan identifies a 24 month period, the City is prepared to dedicate the necessary time required to complete this process and is committed to ensuring the Seal Beach LCP is completed and certified by the California Coastal Commission.

Development of the Local Coastal Program will include an assessment of potential risks that may result from Climate Change. The severe storms and potential sea-level rise that result from the effects of climate change have the potential to significantly disrupt the natural habitat along the shoreline in the Coastal Zone. The development of the LCP will focus on assessing the risk to vulnerable assets within the Coastal Zone. The Seal Beach Natural Wildlife Refuge and potential effects to the shoreline due to sea-level rise will be areas of particular concern. Development of the Local Coastal Program will include a Coastal Implementation Plan to ensure the goals of the Coastal Commission are maintained through the adoption of programs aimed at preserving existing habitats.

The development of a Coastal Implementation Plan will include preparation of a Coastal Development Permit Ordinance to identify the policies and procedures for processing Coastal Development Permits within the City's Coastal Zone. The City of Seal Beach does not currently issue Coastal Development Permits for work within the City's Coastal Zone. The development of an LCP consistency review process will allow the City of Seal Beach to assume the responsibility of issuing Coastal Development Permits for development within the Coastal Zone. The ability to issue permits for minor development within the Coastal Zone will significantly improve permit streamlining for residents and local businesses in the community. The implementation of an LCP review process will ensure that all development permitted within the Coastal Zone is consistent with the goals and programs approved by the Coastal Commission. The Coastal Commission staff will also benefit from the City's ability to assume responsibility of issuing

Coastal Development Permits because it will reduce the some of the workload for Coastal Commission staff.

The City will be able to assess the inter-related nature of climate change and sea-level rise while working with the community to develop practical and affective measures to mitigate these affects. The City intends to utilize this information in its analysis of Climate Change impacts in the Coastal Zone. The Local Coastal Program is expected to provide a focused analysis of potential impacts such as sea-level rise, erosion, and severe storms in the Coastal Zone. The Seal Beach LCP will also evaluate potential impacts to people, natural resources, infrastructure and building stock as part of the climate change and sea-level rise vulnerability analysis.

As part of the City's work plan, the California Coastal Commission and the community at large will be involved throughout the development of the Land Use Plan and the Coastal Implementation Plan. The Community will be informed of potential risks and involved in the development of programs and policies aimed at preserving vital resources in the Coastal Zone. The Coastal Commission will also be involved during the early development stage to ensure the Final Local Coastal Program submitted for CCC approval will be a document approved and accepted by all stakeholders.

The City of Seal Beach initiated preparation of a Local Coastal Program in 2003, and then attempted to complete the project in 2008. The 2008 LCP was prepared in-house by City Staff and submitted for CCC review. The document was returned with numerous comments and staff was unable to attain certification of the Local Coastal Program at that time. Resources and staff time were limited so the City was unable to address all of the concerns raised by the CCC so the project was not completed. The City has undergone several structural and staff changes since the previous attempt to prepare and adopt a Local Coastal Program.

The City of Seal Beach is now prepared to commence and complete the development and adoption of the Local Coastal Program. The City is fully aware of the time commitments required and the need for an experienced consultant to streamline the process. The City will dedicate a minimum of five staff members that will be directly involved in the preparation and adoption of the Local Coastal Program. The City has developed a work plan that places high importance on community involvement and early consultation with the California Coastal Commission. The City anticipates meeting with the CCC on two separate occasions before submitting the Final LCP for CCC approval and certification. The City will meet with the Coastal Commission within two weeks of the project initiation to ensure the intended scope of work is consistent with the Commission's goals and identify any items the CCC designate as a particular concern.

Community involvement will be a part of the project from the beginning. The City's proposed work plan for the Local Coastal Program includes development of a community outreach program that will include three public workshops, two workshops with the Ad-Hoc Advisory Committee, two study sessions with the Planning Commission and two study sessions with the City Council. The outreach plan may also include stakeholder interviews with various members of the community. A website will be developed to provide continuous updates related to the project and highlight important dates or availability of draft documents or goals.

The City's proposed work plan identifies key tasks that must be completed as part of the development of the Seal Beach Local Coastal Program. The City is aware of the time commitments and resources required to develop and adopt a certified Local Coastal Program. The Seal Beach Local Coastal Program is necessary to bring the City into conformance with the Coastal Act of 1976 and will allow the City to issue Coastal Development Permits in conformance with the approved LCP, which will reduce review time during the permitting process.

The City of Seal Beach does not have a certified Local Coastal Program or an established procedure for approval or denial of a Coastal Permit. All development proposed within the Coastal Zone is required to obtain a Coastal Development Permit or letter of exemption from the California Coastal Commission before local permits can be issued. The permitting process for development within the Coastal Zone can be significantly streamlined with the adoption of a Coastal Implementation Plan that incorporates a Coastal Development Permit Ordinance. The Coastal Development Permit Ordinance will set parameters and thresholds for projects that can be reviewed by City Staff for minor remodels and additions to structures within the Coastal Zone. The Coastal Implementation Plan and the Coastal Development Permit Ordinance will be part of the early coordination discussions with the Coastal Commission to ensure the goals of the Commission are maintained.

The City of Seal Beach is committed to develop and adopt a certified Local Coastal Program that meets the intent of the California Coastal Act and streamlines the permitting process within the Coastal Zone. The City's ability to issue Coastal Development Permits will ease the workload of the Coastal Commission staff because they will be relieved of reviewing minor remodels, additions and similar development in the Coastal Zone within the perimeters of Seal Beach. City Staff will expand its standard review of these developments to include compliance with the Local Coastal Program in addition to compliance with the Zoning Code and California Building Codes. The adoption of a Coastal Development Permit Ordinance will set review procedures that can be implemented by City Staff. The adoption of this Ordinance will ease the Coastal Commission's workload and set easy to follow parameters for City review of Coastal Development Permit applications.

The City's goal is to develop a Local Coastal Program that will streamline the permitting process and significantly improve the efficiency of City Staff review and Coastal Commission Staff review. Through the early participation of the Coastal Commission and various community groups, the adopted Coastal Implementation Plan will be a document that can be easily understood and implemented. The Seal Beach Local Coastal Program will ensure the community is provided with streamlined review for development while preserving existing habitats and maintaining the goals of the California Coastal Commission.

The City of Seal Beach is prepared to move forward with the development of the Local Coastal Program. The City is asking for \$200,000 to assist with the cost of an experienced consultant that can assist in the development of a Local Coastal Program and facilitate continued communication with the Coastal Commission. The City will contribute up to \$80,000 to the project's total cost of up to \$280,000. The grant funds are requested primarily to cover the cost of an experienced consultant. The City will contribute matching funds to complete a CEQA

analysis of the project, enhance the community outreach program and ensure continuous communication with the Coastal Commission throughout the development process.

The City will contribute a minimum of \$20,000 of in-kind staff time to oversee the project and ensure all of the intended goals are being met throughout the program. The Community Development Director and the Deputy Director of Public Works will be directly involved in the development and adoption of the Local Coastal Program. A minimum of three additional staff members will be involved throughout the project to ensure it progresses according to the proposed work plan. Staff anticipates this amount may likely to increase once the project is initiated and reaches the later phases of the project. The City is prepared and able to commit this time to the project.

2. A WORK PROGRAM AND SCHEDULE.

A. TASKS

1. Task 1 – Project Kick-Off and Define Scope – The City’s project team is expected to meet with the consultant to refine the scope of work and confirm the project timeline. The consultant will be provided with a clear approach to development and intended goals for the development of the Local Coastal Plan. City staff will coordinate with the consultant to identify the parameters of any new analysis and objectives for development and resource conservation. The consultant will be expected to review and organize all existing technical studies, prior LCP drafts, pending projects, and all relevant planning and policy documents that will be provided by the City.
 - i. Sub-Task 1.1 – Kick-Off Meeting & Consultant Field Visit/Tour
 - ii. Sub-Task 1.2 – Technical Analysis and Outreach Plan
 - iii. Sub-Task 1.3 – Collect & Review City Data
 - iv. Deliverables: Final Scope of Work
2. Task 2 – Early Consultation with Coastal Commission Staff – Early Consultation with Coastal Commission Staff – Soon after the initial kick-off meeting, the consultant will set up one or two meeting with Coastal Commission staff to discuss the scope and effort of the Seal Beach Local Coastal Plan. The meeting will focus on identifying primary coastal resources, specific planning issues, document format, and other issues essential to begin development of the Seal Beach Local Coastal Plan. The goal of these meetings will be to address past comments and concerns from prior draft LCPs and reach an agreement between City staff and Coastal Commission staff on the current scope, goals, and expectations of the LCP. Additional meetings with Coastal Staff will be an optional task that the City will budget for, outside of the grant funds, to ensure that communication is maintained and all concerns can be addressed throughout the LCP development process.
 - i. Task 2.1 – Prepare an agenda identifying past comments and current goals
 - ii. Task 2.2 – Meetings with Coastal Commission Staff
 - iii. Deliverables: Meeting Summary and Recommendations
3. Task 3 – Community Outreach Program – The City intends to involve the public throughout the Local Coastal Plan development process to ensure that the community is supportive of the final document. City staff will meet with the consultant to discuss past outreach efforts, key stakeholders, and goals for the project. The meeting is intended to identify the depth of strategy and outreach options that will be implemented throughout the project schedule. Several community participation strategies are anticipated throughout the project, these will likely include a mix of stakeholder interviews, community workshops, media outreach, emails, and a website.
 - i. Task 3.1 – Develop Outreach Plan

- ii. Task 3.2 – Stakeholder Interviews
 - iii. Task 3.3 – Community Workshops and emails
 - iv. Task 3.4 – Planning Commission Study Sessions (2)
 - v. Task 3.5 – City Council Study Sessions (2)
 - vi. Deliverables: Project Website, Email Contact List, Public Comment Summary
4. Task 4 – Sea Level Rise Assessment – The consultant will be tasked with using the best available science on sea level rise, such as the State of California Adaptation Planning Guide, California Energy Commission Cal-Adapt Web Portal, and Pacific Institute Sea Level Rise GIS layers, along with the Commission’s Sea Level Rise Guidance document to complete an analysis of potential sea-level rise risk in the coastal zone. This analysis assess all potential impacts by identifying sensitivities, existing building stock and infrastructure, natural resources, and the susceptibility to flooding and potential heat-related events. The assessment of vulnerabilities will identify assets that are important, vulnerable, and at high risk. The LCP will develop policies and implementation activities that are aimed at ensuring these assets adapt to and are resilient in a changing climate.
- i. Task 4.1 – Collect and review all relevant sea-level rise data and guidance
 - ii. Task 4.2 – Assess existing conditions and potential impacts
 - iii. Task 4.3 – Develop policy recommendations for adaptation measures
 - iv. Deliverables: Sea Level Rise Assessment
5. Task 5 – Prepare Seal Beach LCP Drafts and Maps – The consultant will be tasked with reviewing and organizing all relevant data collected from the initial kick-off meeting with staff, early consultation with Coastal Commission Staff, the sea-level rise assessment, public outreach and consultation with City staff. The consultant must complete a complete update of the City’s prior draft LCP in order to focus on the City’s goals of focusing on redevelopment opportunities, providing adequate public services, providing better connections between the beach areas and the downtown, accommodating coastal access, and enhancing bicycle and pedestrian circulation.

The draft LCP will initially require the development of a policy framework that involves a programmatic inventory of biological and wetland resources using graphics, tables, and matrices. The policy framework will be provided to Coastal Commission staff for review and approval before moving forward with the draft LCP. Additionally, the consultant will prepare GIS basemaps of the Coastal area to show land uses and resources within the coastal zone. A Coastal Implementation Plan will be prepared as part of the draft LCP for review and incorporation into the Final LCP. Comments from a prior draft LCP indicated all development regulations from existing Specific Plans within the coastal zone must be specifically incorporated into the implementation plan, not by reference.

The consultant will ensure that these regulations are incorporated so the LCP can be certified as a stand-alone document. Additionally, the Implementation Plan will establish a Coastal Development Permit Ordinance that identifies policies and procedures for processing coastal development permits at the local level following certification of the LCP.

- i. Task 5.1 – Review and Organize all data and summary reports
 - ii. Task 5.2 – Meet with City staff to discuss approach and framework
 - iii. Task 5.3 – Submit framework to Coastal Commission for review
 - iv. Task 5.4 – Prepare GIS Basemaps
 - v. Task 5.5 – Incorporate Specific Plans into draft LCP
 - vi. Task 5.6 – Develop Coastal Implementation Plan
 - vii. Deliverables: Policy Framework, GIS Basemaps, Draft Coastal Implementation Plan, Draft LCP
6. Task 6 – Conduct CEQA Review – The consultant will be tasked with completing an initial study to determine the appropriate level of review under the California Environmental Quality Act. All sections of the CEQA checklist must be addressed by the consultant but a particular focus will be placed on aesthetics, biological resources, water quality, hazards, transportation, public services, and greenhouse emissions. An opportunity for public review of the environmental document will be provided in compliance with CEQA. Following consideration of the document by the Environmental Quality Control Board and City Council, the document will be included as part of the submittal package to the Coastal Commission.
- i. Task 6.1 – Complete Initial Study
 - ii. Task 6.2 – Prepare appropriate analysis and release for public review
 - iii. Task 6.3 – Incorporate comments and submit for Local Approval
 - iv. Deliverables: Initial Study and appropriate CEQA analysis, Response to Comments, Mitigation Monitoring and Reporting, CEQA notices
7. Task 7 – Prepare Final LCP – The consultant is expected to prepare a Final Local Coastal Plan that is reflective of any changes that resulted from the public hearing and local adoption process. The Final LCP and CEQA document will be submitted to the Coastal Commission for processing and certification.
- i. Task 7.1 – Provide summary of public comment and required changes
 - ii. Task 7.2 – Incorporate changes and prepare Final LCP
 - iii. Deliverables: Public Comment Summary, Final LCP
8. Task 8 – Submit LCP to Coastal Commission – The consultant will be tasked with preparing the Final LCP for submittal to the Coastal Commission for review and certification. The consultant will prepare an application to be accompanied by a summary of measures taken to consult and coordinate with contiguous

agencies, listing of participants appearing at meetings hearings, copies or summaries of significant copies received, all final documents and maps, a methodology demonstrating Coastal Act conformity, all environmental review documents, and a general indication of zoning measures and implementation. The City is prepared to meet with Coastal Commission staff at any time during the preparation and review of the LCP.

- i. Task 8.1 – Prepare Coastal Commission Application
 - ii. Task 8.2 – Prepare and compile all requirements of Coastal Act Section 13519
 - iii. Deliverables: Coastal Commission LCP Application Package
9. Task 9 – Coastal Commission Hearings – The consultant is expected to assist the City throughout the review and certification process. The consultant will attend Coastal Commission hearings with staff in order to facilitate any questions raised by the Commission. Additionally, the consultant is expected to attend internal staff meetings and local public hearings before the Planning Commission and City Council.
- i. Task 9.1 – Attend local hearings
 - ii. Task 9.2 – Attend Coastal Commission hearings
 - iii. Task 9.3 – Modify LCP text as needed
 - iv. Deliverables: Materials to support staff during hearings, Certified LCP

SCHEDULEProposed starting date: January 2017. Estimated completion: January 2019.**WORK PROGRAM**

TASK	TIMELINE
Task 1. Project Kick-Off and Define Scope	
1.1 Kick-Off Meeting & Consultant Field Visit/Tour	January 2017
1.2 Technical Analysis and Outreach Plan	January 2017 – May 2017
1.3 Collect and Review City Data	January 2017 – June 2017
Deliverables: Final Scope of Work	March 2017
Task 2. Early Consultation with CCC	
2.1 Prepare Agenda w/past comments & current goals	April 2017
2.2 Meetings with Coastal Commission Staff	April 2017 & November 2017
Deliverables: Meeting Summary & Recommendations	May 2017 & December 2017
Task 3. Community Outreach Program	
3.1 Develop Outreach Plan	March 2017- May 2017
3.2 Stakeholder Interviews	May 2017 – August 2017
3.3 Community Workshops and emails	Throughout Process
3.5 Planning Commission & City Council Study Sessions (2)	November 2017
3.6 City Council Study Sessions (2)	January 2017
Deliverables: Website, Public Comment Summary, Emails	May 2017 & Ongoing
Task 4. Sea Level Rise Assessment	
4.1 Collect & Review Sea-Level Rise data	April 2017
4.2 Assess Existing Conditions & Sensitivities	April 2017 – May 2017
4.3 Create Policy Recommendation/Adaptation Measures	May 2017 – August 2017
Deliverables: Sea Level Rise Assessment	August 2017
Task 5. Prepare Seal Beach LCP Drafts & Maps	
5.1 Review & Organize all Data & Summary Reports	March 2017- October 2017
5.2 Coordinate Policy Framework with City Staff	October 2017
5.3 Submit Framework to Coastal Staff for Review	November 2017- December 2017
5.4 Prepare GIS Basemaps	May 2017
5.5 Incorporate Specific Plans into draft LCP	January 2018
5.6 Develop Coastal Implementation Plan	January 2018 – March 2018
Deliverables: Policy Framework, GIS Basemaps, Draft Coastal Implementation Plan, Draft LCP	March 2018
Task 6. Conduct CEQA Review	

6.1 Complete Initial Study	March 2018
6.2 Prepare Appropriate CEQA Analysis/Public Review	April 2018 – June 2018
6.3 Incorporate Comments & Submit for Local Approval	July 2018 – August 2018
Deliverables: Initial Study, CEQA Analysis, Response to Comments, Mitigation Monitoring & Reporting, Notices	March 2018 – August 2018
Task 7. Prepare Final LCP	
7.1 Provide Public Comments Summary & Changes	August 2018
7.2 Incorporate Changes & Prepare Final LCP	October 2018
Deliverables: Public Comment Summary, Final LCP	October 2018
Task 8. Submit LCP to CCC	
8.1 Prepare Coastal Commission Application	November 2018
8.2 Prepare & Compile Requirements of Coastal Act Section 13519	November 2018
Deliverables: Coastal Commission LCP Application Package	November 2018
Task 9. CCC Hearings	
9.1 Attend Local Hearings	October 2018 – November 2018
9.2 Attend Coastal Commission Hearings	December 2018 – January 2019
9.3 Modify LCP Text As Needed	December 2018 – January 2019
Deliverables: Materials for Hearings, Certified LCP	January 2019

3. BUDGET.**APPLICATION BUDGET INFORMATION****Funding Request: \$200000.00****Total Project Cost: 260000.00 - \$280000.00****PROJECT FUNDING SOURCES**

Task Number	Task	Total Cost	Allocation of total cost among all funding resources	
			Applicant's funding	LCP Grant Funding
1	Project Kick-Off & Coordination	\$8,000		\$8,000
2	Early Coordination with CCC	\$8,000		\$8,000
3	Community Outreach Program	\$47,000		\$47,000
4	Website Preparation/Maintenance	\$10,000	\$10,000	
5	Assessment of Seal Level Rise	\$15,000		\$15,000
6	Prepare LCP Drafts, Maps & Implementation Documents	\$70,000		\$70,000
7	CEQA Review & Preparation of Documents	\$30,000	\$30,000	
8	Prepare Final LCP	\$20,000		\$20,000
9	Submit LCP to Coastal Commission	\$10,000		\$10,000
10	California Coastal Commission Hearings	\$22,000		\$22,000
TOTAL		\$240,000	\$40,000	\$200,000
11	<i>Option – Additional CCC Meetings</i>	<i>\$20,000</i>	<i>\$20,000</i>	
TOTAL WITH OPTION		\$260,000	\$60,000	\$200,000

In-kind Services: \$20,000

Personnel	Hourly Rate + Benefits	Total Number of Hours	Total
Director of Community Development	103.51	45	4657.95
Deputy Director of Public Works/City Engineer	96.29	45	4333.05
Senior Planner	63.90	80	5112
Associate Engineer	64.87	50	3243.5
Assistant Planner	59.24	50	2962
Total		270	20,308.50

	Applicant's Funding	CCC Grant Funding	OPC Grant Funding	Other Funds
Personnel				
Salaries and wages ¹	14833.40			
Benefits ²	5,475.10			
	\$			
<i>Total Personnel</i>	20,308.50	\$ -	\$ -	\$ -
Consultants³				
Subcontractor A		200,000		
Subcontractor B (etc.)				
	\$	\$		
Total Consultants	60,000	200,000	\$ -	\$ -
Operating Expenses				
Postage/Shipping				
Supplies/Materials ⁴				
Travel ⁵				
Indirect Costs ⁶				
Total Operating Expenses	\$ -	\$ -	\$ -	\$ -
	\$	\$		
Total Budget	80,000	200,000	\$ -	\$ -

ATTACHMENT A – COASTAL ZONE