

EXHIBIT A

SCOPE OF WORK

1. Grantee agrees to expend grant funds provided by the Commission only for and in accordance with project activities as described under the Scope of Work attached hereto as EXHIBIT A.
2. The Project representatives during the term of this agreement, and the person authorized to sign grant amendments and RFFs on behalf of the grantee, will be:

State Agency: California Coastal Commission	Grantee: City of Pismo Beach
Name: Kelsey Ducklow ("Grant Manager")	Name: Matthew Downing Community Development Director
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 760 Mattie Road Pismo Beach, CA 93449
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3. Primary project contact:

State Agency: California Coastal Commission	Grantee City of Pismo Beach
Section/Unit: Statewide Planning	Section/Unit:
Name: Carey Batha	Name: Cory Hanh Planning Manager
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 760 Mattie Road Pismo Beach, CA 93449
Phone: (415) 904-5287	Phone: 805-773-7043
Fax: (415) 904-5400	Fax: 805-773-4684
Email: Carey.Batha@coastal.ca.gov	Email: chanh@pismo beach.org

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SCOPE OF WORK

Name of Local Government: City of Pismo Beach

Name of Project: City of Pismo Beach LCP Update

Funding Source: General Fund

Specific Program: Local Coastal Program Local Assistance Grant Program

Federal Tax ID#: 95-6000762

Budget Summary:

CCC funding: \$500,000

Total project cost: \$500,000

Term of Project: 8/1/2023 (or date of agreement execution) – 3/31/2025

A. PROJECT DESCRIPTION

The General Plan/Local Coastal Program update represents the policy and regulatory framework to guide the City's growth over the next two decades. Key to the LCP update is an emphasis on coastal resource protection and coastal resiliency with an emphasis on protection of the City's lower income communities. Strategies to increase housing supply to comply with Regional Housing Needs Allocation (RHNA) are incorporated, primarily through mixed use zoning and intensification in the core downtown. The GP/LCP update incorporates a comprehensive multi-modal plan focusing on reducing traffic and congestion through enhanced pedestrian and bicycle improvements.

B. TASKS

Task 1. Local Adoption and CCC process of the General Plan / Land Use Plan (GP/LUP)

This task includes compiling all revisions and producing a comprehensive General Plan/Local Coastal Plan document. This includes coordination with all consultants, preparation of staff reports, resolutions, and other required documents, and attendance at public hearings. Also included in this task is producing a Final Environmental Impact Report, staff review, coordination with consultant team to assure consistency between documents, preparation of Findings and Statement of Overriding Considerations, public hearing preparation and attendance.

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Subtask 1.1 – Planning Commission Hearing

This task includes coordination with consultants, preparation of staff reports, findings and statement of overriding considerations, presentation preparation, and hearing attendance.

Subtask 1.2 – City Council Hearing

This task includes coordination with consultants for document revisions based on Planning Commission feedback, preparation of staff reports, research / presentation preparation, and hearing attendance.

Subtask 1.3 – Send Final Locally Adopted GP/LUP to CCC staff

This task includes preparing the final GP/LUP for submission to the CCC staff for additional review and comment. This will not be a formal LCP amendment submittal, but is intended to receive any additional outstanding staff comments in an attempt to work through issues prior to a formal submission, to occur concurrently with the ZC/IP (See Task 2 below).

Subtask 1.4 – Coordination with CCC staff and Consultant Team

Once a locally approved document is provided, tasks include regular meetings and coordination with CCC staff and consultant team, and document revisions. City staff and the consultant team will work with CCC staff to address CCC comments on the locally adopted GP/LUP, including by reviewing and coordinating on any necessary edits to the GP/LUP. If significant edits are agreed upon, the City will consider asking the Planning Commission and City Council to re-adopt the revised GP/LUP. The goal of this City/CCC coordination is to resolve as many issues as possible in the GP/LUP (if there are any) and thus help minimize the need for Commission staff to include suggested modifications to the GP/LUP for the Commission hearings described in Task 3.

Deliverables:

- Final EIR
- Planning Commission Draft GP/LUP and staff report
- City Council Draft GP/LUP and staff report
- Locally Adopted GP/LUP sent to CCC staff for pre-submittal review and comment (6-week CCC review period)
- Revised GP/LUP reflecting City responses to CCC comments.
- Coordination with CCC staff on GP/LUP comments

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Task 2. Local Adoption of Zoning Code/Implementation Plan (ZC/IP) and CCC process of General Plan/Local Coastal Program Update (GP/LCP)

The ZC/IP is currently in a public draft form and has been posted to the City's website. The ZC/IP has merged both the 1983 Coastal Implementation Plan and 1998 Zoning Ordinance into one user friendly comprehensive document representing contemporary planning and zoning best practices, ensures compliance with applicable federal and state laws, and allows for reasonable flexibility.

Subtask 2.1 – Coordination with CCC staff on ZC/IP

The City team will begin work with CCC staff prior to local workshops and hearings to reach agreement on the ZC/IP content to the extent feasible, and the City commits to meeting with CCC staff as necessary to work out any issues as feasible. Specifically, prior to and during Subtask 2.2, CCC staff will complete a high-level review of the IP structure and basic content (which build upon a comment letter provided by CCC staff previously and will defer more detailed comments to later stages), Additional CCC/City coordination will occur concurrently with Subtask 2.2 and agreed upon revisions will be incorporated into the public hearing document.

Subtask 2.2 – Public Study Session Workshops

Similar to the General Plan/Coastal Land Use Plan, there will be a series of public workshops with the Planning Commission and City Council. These workshops help inform the public and decisionmakers of the new code and promote public input. Regularly (monthly) scheduled meetings with consultant team and coastal staff, and coordination on format and content is included in this task. We anticipate a minimum of four public workshops. Once the workshops have concluded, the document will be prepared for public hearings.

Subtask 2.3 – Planning Commission Hearing

This task includes compiling all comments and making required revisions based on Study Session feedback, and producing a final public hearing draft document. This includes coordination with all consultants, preparation of staff reports, ordinances, and other required documents, and attendance at public hearings.

Subtask 2.4 – City Council Hearing

This task includes coordination with consultants for document revisions based on Planning Commission feedback, preparation of staff reports, research / presentation preparation, and hearing attendance.

Subtask 2.5 – Formal LCP Amendment Submittal

This task entails preparing the locally adopted ZC/IP and the locally adopted GP/LUP for submission as one LCP amendment to the CCC staff for review. The formal LCP

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amendment submittal package will be prepared in accordance with the LCP amendment submittal requirements of the Coastal Act and Article 7 of Title 14 of the California Code of Regulations. This involves compiling draft LCP amendment submittal materials including the proposed text changes, supporting technical studies and necessary administrative processing requirements (City resolutions and staff reports, public comments, etc.).

Subtask 2.6 – Process GP/LCP

Once submitted, tasks include regular meetings and coordination with CCC staff, consultant team, and document revisions in order to produce a Final Draft General Plan/Local Coastal Program amendment for a CCC public hearing.

Deliverables

- Draft ZC/IP for CCC review and comment, possibly including more than one iteration of the document
- Materials from ZC/IP public workshops with the Planning Commission and City Council
- Planning Commission ZC/IP Draft and staff report
- City Council ZC/IP Draft and staff report
- Formal submission of Locally Adopted GP/LCP Amendment to CCC

Task 3. CCC GP/LCP Hearings

Tasks include reviewing staff reports, preparation, and attendance at CCC hearing(s). It is intended that the ZC/IP and the GP/LUP will be taken together for a CCC hearing as a comprehensive GP/LCP package. Revisions to documents completed as needed based on Commission input.

Deliverables:

- Coordination with CCC staff post-submittal
- Preparation and attendance at CCC hearing(s)

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C. SCHEDULE

Project start/end dates: 8/1/2023 (or date of agreement execution) – 3/31/2025

Task 1. Local Adoption and CCC Process of GP/LUP	8/1/23-5/1/24
1.1 Planning Commission Hearing	9/1/23
1.2 City Council Hearing	10/1/23
1.3 Submit GP/LUP to CCC	11/1/23
1.4 Coordination with CCC staff	Ongoing throughout task
Deliverables: <ul style="list-style-type: none"> a. Final EIR b. Planning Commission Draft GP/LUP and staff report c. City Council Draft GP/LUP and staff report d. Locally Adopted GP/LUP sent to CCC staff for pre-submittal review and comment (6-week CCC review period) e. Revised GP/LUP reflecting City responses to CCC comments. f. Coordination with CCC staff on GP/LUP comments 	<ul style="list-style-type: none"> a. 9/1/23 b. 9/1/23 c. 10/1/23 d. 11/1/23 e. 1/1/24 f. Ongoing
Task 2. Zoning Code/Implementation Plan (ZC/IP)	10/1/23-1/1/25
2.1 Public Study Session Workshops	10/1/23-12/31/23
2.2 Planning Commission Hearing	3/1/24
2.3 City Council Hearing	4/1/24
2.4 Submit ZC/IP and GP/LUP to CCC	5/1/24
2.5 Process GP/LCP/ZC	5/1/24-1/1/25
Deliverables: <ul style="list-style-type: none"> a. Draft ZC/IP for CCC review and comment, possibly including more than one iteration of the document b. Materials from ZC/IP public workshops with the Planning Commission and City Council c. Planning Commission ZC/IP Draft and staff report 	<ul style="list-style-type: none"> a. 1/1/24 b. 1/1/24 c. 5/1/24 d. 6/1/24 e. 6/1/24

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<ul style="list-style-type: none"> d. City Council ZC/IP Draft and staff report e. Formal submission of Locally Adopted GP/LCP Amendment to CCC 	
Task 3. CCC Public Hearings	1/1/25-3/1/25
Deliverables: <ul style="list-style-type: none"> a. Coordination with CCC staff post-submittal b. Preparation and attendance at CCC hearing(s) 	<ul style="list-style-type: none"> a. Post-1/1/25 b. TBD

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Send locally adopted GP/LUP to staff (informal submittal)	11/1/23
Public Workshops/Study Sessions for ZC/IP	12/31/23
Locally Adopted ZC/IP	3/1/24
Formal submittal of GP/LCP amendment	5/1/24
Final Draft GP/LCP update	1/1/25

EXHIBIT A1

DEFINITIONS

1. The term “Agreement”; this Grant Agreement.
2. The term “Budget Act”; the annual enacted version of the Budget Bill which makes appropriations for the support of the government of the State of California.
3. The term “Chief Deputy Director”; the Chief Deputy Director of the Commission.
4. The terms “Commission” or “Coastal Commission” and the acronym “CCC” all refer to the California Coastal Commission.
5. The term “Executive Director”; the Executive Director of the Commission.
6. The term “Grant” or “Grant Funds”; in the case of LCP grants, the money provided by the California Climate Investments program or, in the case of Public Education grants, sales and renewals of the WHALE TAIL[®] Specialty License Plate, or California’s Voluntary Tax Check-Off Program, or General Fund/Local Assistance, and administered by the Coastal Commission to the Grantee pursuant to this Agreement.
7. The term “Grant Manager”; the representative of the Commission with authorization per the Executive Director to administer and provide oversight of the Grant.
8. The term "Grantee"; an applicant who has a signed agreement for Grant Funds.
9. The term "Project"; the activity described under the Scope of Work, attached as EXHIBIT A, to be accomplished with Grant Funds.
10. The term “Project Budget”; the Commission approved cost estimate submitted to the Commission’s Grant Manager for the Project. The Project Budget shall describe all labor and material costs of completing each component of the Project. The Project Budget shall contain itemized amounts permissible for each item or task described in the Scope of Work. The Project Budget must include the set administrative and indirect costs agreed upon by the Parties if applicable.
11. The term “Public Agency”; any State of California department or agency, a county, city, public district or public agency formed under California law.
12. The term “Scope of Work” refers to EXHIBIT A, including the approved Project Description, Tasks, and Schedules.
13. The term “Termination Date”; the date by which all activity for the project must be concluded, as specified in the signature page of this Agreement. Work performed after this date cannot be reimbursed.

EXHIBIT B

BUDGET

<i>Jurisdiction Name</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
LABOR COSTS¹			
County/City Staff Labor			
Task 1 – Local Adoption and CCC process of GP/LUP	\$55,000		\$55,000
Task 2 – Zoning Code/Implementation Plan (ZC/IP)	\$110,000		\$110,000
Task 3 – CCC Public Hearing(s)	\$16,000		\$16,000
Total Labor Costs	\$181,000		\$181,000
DIRECT COSTS			
County/City Staff Project Supplies			
A			
B, etc.			
Total			
County/City Staff Travel in State²			
Mileage	\$1,000		\$1,000
Hotel, etc.	\$2,000		\$2,000
Total	\$3,000		\$3,000
Consultants³/Partners			
Task 1 – Local Adoption and CCC process of GP/LUP	\$125,000		\$125,000
Task 2 – Local Adoption and CCC process of Zoning Code/Implementation Plan (ZC/IP)	\$161,000		\$161,000
Task 3 – CCC Public Hearing(s)	\$30,000		\$30,000
Consultants Total	\$316,000		\$316,000
Total Direct Costs	\$316,000		\$316,000

¹ Amount requested should include total for salary and benefits.

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

³ All consultants must be selected pursuant to a bidding and procurement process that complies with all applicable laws.

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<i>Jurisdiction Name</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
OVERHEAD/INDIRECT COSTS⁴			
Total County/City Staff Overhead/Indirect Costs			
TOTAL PROJECT COST	\$500,000		\$500,000

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