

EXHIBIT A
SCOPE OF WORK

Name of Local Government: City of Pismo Beach

Name of Project: City of Pismo Beach Comprehensive LCP update

Funding Source: Greenhouse Gas Reduction Fund

Specific Program: Local Coastal Program Local Assistance Grant Program

Federal Tax ID#: 95-6000762

Budget Summary:

CCC funding: \$170,000

Other funding: \$200,000

Total project cost: \$370,000

Term of Project: February 15, 2020 or grant agreement execution date – March 31, 2022

A. PROJECT DESCRIPTION

The City is preparing a Vulnerability Analysis (VA), for which the full extent of the Pismo Beach shoreline and the coastal zone is being studied. There are three distinct regions that are being taken into consideration given the possibility of differing impacts and unique hazards: (1) the bluffs, (2) the downtown, and (3) the low-lying area. This City of Pismo Beach Comprehensive LCP Update and PEIR Project (project), which follows the VA, and is the subject of this grant project entails tasks to ensure that the City has the tools to realize a more resilient and environmentally just built environment to better meet the needs of both resources and residents.

The City of Pismo Beach (the City) must update its Local Coastal Plan (LCP) and General Plan (GP) to reduce GHG, address environmental justice issues, be better prepared and more resilient to climate change and sea level rise. Pismo Beach is in the southern portion of San Luis Obispo County and is situated on a marine terrace between the coastline and hills of the Santa Lucia Range. Highway 101 intersects Pismo Beach along a line roughly parallel to the coast. The city is a renowned tourist destination that services local, state, and international tourists from all different socioeconomic groups. There are a number of low-income communities in Pismo Beach along the coastline and in proximity to coastal resource uses. These communities may also be impacted by sea level rise and fluvial flooding and will benefit from climate resiliency planning, strategies, and implemented projects, both because they live within impact areas and because many community members are dependent on the income provided by employment in the tourist industry. Moreover, the City's visitor-serving amenities and resources provide much-needed coastal access for nearby communities, including Grover Beach and Oceano, both of which are low-income communities as defined in Assembly Bill 1550.

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B. TASKS

Task 1. Project Administration and Management

Task 1 entails all City work associated with project coordination, administration and management, including items related to grant management, administration and compliance.

Outcomes/Deliverables:

- Final Grant Agreement
- Quarterly progress reports and RFFs

Task 2. Sea Level Rise Adaptation Plan.

Task 2 will entail supplementing the VA by developing strategies and solutions to create resiliency throughout Pismo Beach. The SLR Adaptation Plan will build on the existing conditions report and the VA to develop adaptation strategies that will focus on addressing short-term vulnerabilities (~2030) with effective policy updates and potential projects while developing a vision for addressing mid- to long-term vulnerabilities with larger-scale adaptation projects. The SLR Adaptation Plan will ensure that the City has the tools to realize a more resilient and environmentally just built environment to better serve and protect its resources and residents. Task 2 will accomplish the following: (1) identifying a range of adaptation strategies organized into near-term, mid-term, and long-term strategies that build adaptive capacity into the City's important assets and resources; (2) achieving public and stakeholder outreach and engagement; and (3) generating a Draft and Final SLR Adaptation Plan.

Subtasks:

2.1: Identify range of adaptation strategies – Identify and develop planning-level measures, policy-level measures, and specific project measures to improve resilience to SLR hazards. Adaptation strategies will be organized into near-term, mid-term, and long-term strategies that build adaptive capacity into the important assets and resources of the City of Pismo Beach (City) and will be the starting point for the development of draft policies and programs of the LCP. Accommodation, protection, and retreat strategies will be evaluated, along with the effectiveness of sediment management and nature-based solutions to preserve coastal ecosystems and the value they provide to the community. SLR hazard overlay maps and zoning regulations aimed at minimizing risk to existing and future development will be considered along with public outreach and education. [*This subtask was completed prior to the grant term*]

2.2: Draft SLR Adaptation Plan – Develop a draft SLR Adaptation Plan that incorporates the work from Task 2.1 and identifies short-term and mid-term strategies to reduce the

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magnitude of impacts from SLR and coastal hazards. Coordinate with Coastal Commission staff and ensure adequate time for CCC staff review of the draft Adaptation Plan. *[This task was partially completed prior to the grant term]*

2.3: Public Workshop – Gather feedback from the community to help shape the Final SLR Adaptation Plan. Facilitate a community dialogue between community residents, infrastructure owners/operators, and businesses to confirm adaptation priorities and implementation timelines to increase the City’s resilience to SLR. *[This task was completed prior to the grant term (King Tides Sea Level Rise Adaptation Plan workshop)]*

2.4: Final SLR Adaptation Plan – Develop final SLR Adaptation Plan based on input from Commission staff, City staff, the LCP Advisory Committee, and public workshops.

Outcomes/Deliverables:

- Draft SLR Adaptation Plan
- Public workshop agenda/materials
- Final SLR Adaptation Plan

Task 3. General Plan/Local Coastal Plan Update.

Task 3 will consist of updating GP/LCP policies and descriptions that are out of date in at least three identified elements, providing recommendations to transform or eliminate development standards currently found in the GP/LCP that would be more appropriate to the Zoning Code, and drafting new policies to make the GP/LCP current based on (a) the City’s VA and the GP/LCP existing conditions report, (b) the California Coastal Commission (Commission) LCP Update Guides for Local Governments, (c) Office of Planning and Research (OPR) GP Guidelines, and (4) recent Commission guidance and workshops pertaining to California Coastal Act Chapter Three policy areas. This task includes preparation of a GP/LCP existing conditions report, public and stakeholder workshops and engagement, and Draft and Final GC/LCP documents.

Subtasks:

3.1: GP/LCP Existing Conditions Report – The GP/LCP existing conditions report will provide an understanding of how well the City’s land use patterns and policy framework are helping to achieve an inclusive and environmentally just community vision. This task addresses new topics that have emerged with the newly adopted 2017 OPR GP Guidelines, including environmental justice, healthy communities, equitable and resilient communities, growth management, and climate change. The Existing Conditions report will also address/include policies related to the equitable distribution and accessibility of community services and facilities, gaps in services, regional housing needs, transit-oriented development opportunities, vehicle miles traveled reduction, low impact development strategies, and water supply per Assembly Bill 162; growth

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management strategies that ensure that the City is consistent with regional and state growth requirements and that the City can grow consistent with physical, social, economic, environmental, and fiscal goals in a cost-effective, equitable, and politically stable manner; identification of areas of improvement as related to priority populations, GHG reduction; and identification of the need for recovering and delivering edible food waste, as well as anaerobic digesting, composting, and remanufacturing facilities. The City will conduct multiple interviews with agencies, organizations, and individuals to gain firsthand insight into each topic. Based on data gathered and analyses conducted, planning and urban design principles will be developed across all topics that clearly identify and address the issues and opportunities to be addressed. This will set the stage for refining, updating, and augmenting the GP by clearly establishing where the City is today physically, environmentally, socially, and culturally.

3.2: Administrative Draft LCP/GP Update – Develop an administrative draft LCP/GP update. The update will address various elements including, Conservation/Open Space, Design, Facilities, Growth Management, Land Use, Noise, Parks and Recreation, and Safety, as well as various land use maps and a 100- and 500-year Floodplain Map. The update will also address the following:

- Safety Element update to include new SLR policies based on the results of the VA and the SLR Adaptation Plan as well as other available guidance and technical studies, such as the Commission’s SLR Guidance Document (2018 Update).
- Assessment of climate vulnerability and potential threats from climate change in adherence with the principles in the California Natural Resource Agency’s “Safeguarding California” publication for reducing climate risk, including measures that protect California’s most vulnerable populations.
- Achievement of multiple benefits from efforts to reduce climate risks and prioritize green infrastructure solutions that integrate climate risk reduction with emissions reductions to the fullest extent feasible.
- Update of the issues, goals, and policies in the Community Facilities element with careful attention to the physical and service infrastructure deficits in the mobile home parks and lower income areas.
- Update the Conservation and Open Space element to identify and define strategies to protect both coastal and inland natural resources, including but not limited to biological communities, valued open spaces, wetlands, and viewsheds. Policies will maximize the protection of public access, recreation, sensitive coastal resources, and archaeological resources. Specific categories represented in this element will include air quality; archaeology; butterfly habitat; coastal foothills; the Pacific Ocean, tidal zone, and coastal cliffs; Pismo Creek and Price Canyon; Pismo Marsh Ecological Reserve; and soils and drainage. Resource protection policies will be designed to reflect current City values and state and

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federal requirements, including consistency with California Coastal Act Chapter Three policies. Comprehensive consideration of natural resources and amenities will be provided, including open space and recreation, preservation of biological resources, and air quality.

3.3: CCC Staff Review of Administrative Draft GP/LCP – Coastal Commission staff will have adequate time for review and comment on GP/LCP sections, including one month for individual elements/sections and 2 months for entire GP/LCP draft.

3.4: Public Workshop – Present the Administrative Draft GP/LCP at the second public workshop. Include discussion regarding how SLR vulnerabilities and adaptation strategies influenced new and updated GP/LCP policies. Use an open-house format with break-out groups and informal discussions to allow for a wide discussion of the policies and land use alternatives most desirable for the community.

3.5: Revised Draft LCP/GP – Develop a revised draft GP/LCP based on input from CCC staff and the public workshop on the Administrative Draft GP/LCP.

3.6: Local Adoption of the GP/LCP and submittal to the CCC – Locally-adopt the GP/LCP update and submit the adopted LCP to the Coastal Commission for certification. Continue to coordinate with CCC staff throughout the adoption process.

Outcomes/Deliverables:

- Existing Conditions Report
- Administrative Draft GP/LCP Update
- Public Workshop agenda/materials
- Revised Draft GP/LCP
- Submittal of locally-adopted GP/LCP

Task 4. Zoning Code/Implementation Plan Update.

This task entails updating the zoning regulations to prepare one comprehensive updated ZC/IP to represent contemporary planning and zoning best practices, ensure compliance with the applicable federal and state laws, allow for reasonable flexibility, and be easy to use and understand. The update will correct for the current inconsistencies between the GP and the Zoning Code. Subtasks included are (a) a technical review of the 1983 Zoning Code (Coastal Implementation Plan) and the 1998 Zoning Code (Zoning Ordinance), the Shell Beach Design Guidelines, and other approved and in-progress relevant documents; (b) preparation of a ZC/IP Revisions memo, identifying necessary revisions to the City's existing ZC/IP for consistency with the GP/LCP Update; (c) public and stakeholder workshops and engagement; and (d) preparation of a Draft and Final ZC/IP Update.

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Subtasks:

4.1: Identify ZC/IP Revisions – Identify necessary revisions to the City’s existing Zoning Ordinance and IP for consistency with the GP and LUP update. Address various topics and development standards and contain recommendations to maintain, eliminate, or modify various aspects of the current codes to create one comprehensive, modern, and consistent zoning code. A memo summarizing the recommended revisions will be submitted to the Local Coastal Plan Advisory Committee and CCC staff. Feedback on the memo will be used in the preparation of the draft zoning ordinance/IP.

4.2: Public Workshop – Focus on gaining additional public insights into various new and updated development standards that would apply in the City. Use an open-house format with break-out groups and informal discussions.

4.3: Draft ZC/IP – Develop a draft of the CZ/IP update

4.4: CCC Review – Coastal Commission staff will have adequate time for review and comment on CZ/IP, including 2 months for entire ZC/IP draft.

4.5: Local Adoption of the ZC/IP and submittal to the CCC – Locally adopt the ZC/IP update and submit the adopted LCP to the Coastal Commission for certification. Continue to coordinate with CCC staff throughout the adoption process.

Outcomes/Deliverables:

- ZC/IP Revisions Memo
- Public Workshop agenda/materials
- Draft ZC/IP
- Submittal of locally-adopted ZC/IP

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C. SCHEDULE

Project Start/End Dates: February 15, 2020* or grant agreement execution date – March 31, 2022

Task 1: Project Management and Administration	2/15/2020* – 3/31/2022
Outcomes/Deliverables: <ul style="list-style-type: none"> Final Grant Agreement Quarterly progress reports and RFFs 	3/31/2022
Task 2: Sea Level Rise (SLR) Adaptation Plan	2/15/2020* – 6/2/2020
2.1: Identify Range of SLR Adaptation Strategies	[Completed prior to grant term*]
2.2: Draft SLR Adaptation Plan	2/15/2020 – 4/1/2020
2.3: Public Workshop	[Completed prior to grant term*]
2.4: Final SLR Adaptation Plan	4/2/2020 – 6/2/2020
Outcomes/Deliverables: <ul style="list-style-type: none"> Draft SLR Adaptation Plan Public workshop agenda/materials Final SLR Adaptation Plan 	<ul style="list-style-type: none"> a. 12/20/2019* b. 1/11/2020* c. 6/30/2020
Task 3: General Plan (GP)/ LCP Update	3/4/2020 – 5/15/2021
3.1: GP/LCP Existing Conditions Report	3/19/2020 – 7/20/2020
3.2: Administrative Draft LCP/GP Update	7/1/2020 – 8/28/2020
3.3: CCC Staff Review of Admin Draft LCP/GP	8/28/2020 – 10/28/2020
3.4: Public Workshop	11/1/2020
3.5: Draft LCP/GP	10/28/2020 – 12/15/2020
3.6: Local adoption of the GP/LCP and Commission Submittal	1/15/2021 – 5/15/2021
Outcomes/Deliverables <ul style="list-style-type: none"> Existing Conditions Report Admin Draft GP/LCP Update Public Workshop Revised Draft GP/LCP Submittal of locally-adopted LCP/GP to CCC 	<ul style="list-style-type: none"> a. 7/20/2020 b. 8/28/2020 c. 9/3/2020 d. 12/15/2020 e. 5/15/2021
Task 4: Zoning Code/Implementation Plan (ZC/IP) Update	11/1/2020 – 6/1/2021
4.1: ZC/IP Revisions Memo	11/1/2020 – 12/2/2020
4.2: Public Workshop	12/15/2020
4.3 Draft ZC/IP	12/2/2020 – 2/15/2021
4.4 CCC Review of Draft ZC/IP	2/15/2021 – 4/15/2021
4.5 Local adoption of ZC/IP and submittal to CCC	4/15/2021 – 6/1/2021

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Outcomes/Deliverables:	
a. ZC/IP Revisions Memo	a. 12/2/2020
b. Public workshop materials/agenda	b. 12/15/2020
c. Draft ZC/IP	c. 2/15/2021
d. Submittal of locally-adopted ZC/IP to CCC	d. 6/1/2021

**Work completed prior to the grant agreement execution will not be funded by the grant*

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Final Sea Level Rise Adaptation Plan	6/30/2020
Admin. Draft General Plan/Local Coastal Plan Update	8/28/2020
Revised Draft GP/LCP Update	12/15/2020
Draft ZC/IP Update	2/15/2021
Final ZC/IP Update	6/1/2021

EXHIBIT B

BUDGET

<i>City of Pismo Beach</i>	CCC Grant Total	Match/Other Funds (General Funds)	Total (LCP Grant Funds + Match/ Other Funds)
LABOR COSTS¹			
County/City Staff Labor			
Task 1 – Project Management and Administration	--	\$200,000	\$200,000
Total Labor Costs	\$0	\$200,000	\$200,000
DIRECT COSTS			
City Staff Project Supplies			
A	--	--	--
B, etc.	--	--	--
Total	--	--	--
City Staff Travel In State²			
Mileage	--	--	--
Hotel, etc.	--	--	--
Total	--	--	--
Consultants³			
Task 2 - Sea Level Rise Adaptation Plan	\$20,000	--	\$20,000
Task 3 – General Plan/Local Coastal Plan Update	\$100,000	--	\$100,000
Task 4 – Zoning Code Implementation Plan Update	\$50,000	--	\$50,000
Total	\$170,000	--	\$170,000
Total Direct Costs	\$170,000	\$0	\$170,000
OVERHEAD/INDIRECT COSTS⁴			
Total County/City Staff Overhead/Indirect Costs	--	--	--
TOTAL PROJECT COST	\$170,000	\$200,000	\$370,000

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.

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."