



**REGULAR MEETING**

**SAND CITY COUNCIL**

**AND**

**SUCCESSOR AGENCY OF THE FORMER  
REDEVELOPMENT AGENCY**

**AGENDA**

**SAND CITY COUNCIL CHAMBERS**

**TUESDAY, JULY 5, 2016**

**5:30 P.M.**

**AGENDA**  
**JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY**  
**OF THE FORMER REDEVELOPMENT AGENCY**

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Regular Meeting – July 5, 2016  
5:30 P.M.

CITY COUNCIL CHAMBERS  
Sand City Hall, One Sylvan Park, Sand City, CA 93955

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- 1. INVOCATION**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. COMMUNICATIONS**

Members of the public may address the City Council/Successor Agency on matters not appearing on the City Council/Successor Agency Agenda at this time for up to three minutes. In order that the City Clerk may later identify the speaker in the minutes of the meeting, it is helpful if speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the item is being considered by the City Council/Successor Agency.

The City Council Chambers podium is equipped with a portable microphone for anyone unable to come to the podium. If you need assistance, please advise the City Clerk as to which item you would like to comment on and the microphone will be brought to you.

- A. Written
- B. Oral

**5. CONSENT CALENDAR**

The Consent Agenda consists of routine items for which City Council approval can be taken with a single motion and vote. A Council member may request that any item be placed on the Regular Agenda for separate consideration.

- A. Approval of June 21, 2016 Council Meeting Minutes
- B. Acceptance of City/Successor Agency Monthly Financial Report, May, 2016
- C. Approval of City RESOLUTION Recognizing ITN *Monterey County* and Executive Director Aimee Cuda for Providing Quality Services for Senior Citizens throughout the Community
- D. Approval of Designation of Voting Delegate and Alternate for the 2016 League of California Cities Annual Conference

- E. Approval of City RESOLUTION Approving Time Extensions to October 31, 2016 of Multiple Conditional Use Permits (CUPs 450, 503, 508, 527, 532, 540, 541, 576, 578, 588, 589, 590 & 594) and Coastal Development Permit 14-01 to Continue as Interim Uses at their Respective Locations within the South of Tioga Area
- F. Approval of City Donation/Contribution
  - 1) The Panetta Institute for Public Policy - \$500

**6. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR**

**7. PUBLIC HEARINGS**

- A. Consideration of City RESOLUTION to Approve Conditional Use Permit 601 (Inclusive of Site Plan and Design Review) for the Development of a Mixed-Use Project at 414 Orange Avenue
- B. Consideration of City RESOLUTION to Approve Conditional Use Permit 602 (Inclusive of Site Plan and Design Review) for the Development of a Commercial Project at 756 California Avenue
- C. Consideration of City RESOLUTION Approving Conditional use Permit 603 Authorizing a Window and Door Showroom and Sales Use at 801-A California Avenue

**8. OLD BUSINESS**

- A. Progress report on Public Works projects, Successor Agency Oversight Board, South of Tioga project, Coastal projects, and other Sand City community programs by City Engineer/Community Development Director/City Administrator

**9. NEW BUSINESS**

- A. Consideration of City RESOLUTION Approving an Agreement with the California Public Employees' Retirement System (CALPERS) Establishing a California Employers' Retiree Benefit Trust Program (CERBT) and Directing Staff to Obtain Information Necessary to Implement the Agreement.
- B. Comments by Council Members on Meeting and Items of Interest to Sand City
- C. Upcoming Meetings/Events

## 10. CLOSED SESSION

- A. City Council /Agency Board to adjourn to Closed Session to confer with Legal Counsel regarding pending litigation in accordance with Government Code Section 54956.9(d)(1):
- 1) Seaside v. Sand City (King Ventures) (No. M126354)
- B. Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with 54957.1 of the Ralph M. Brown Act

## 11. ADJOURNMENT

Next Scheduled Council Meeting:  
Tuesday, July 19, 2016  
5:30 P.M.  
Sand City Council Chambers  
1 Sylvan Park, Sand City

This is intended to be a draft agenda. The City reserves the right to add or delete to this agenda as required.

The current Sand City agenda is available in PDF format on our website at:

[www.sandcity.org/agenda](http://www.sandcity.org/agenda)

If you have a request for a disability-related modification or accommodation, including auxiliary aids or services, which will allow you to participate in a Sand City public meeting, please call the City Clerk at (831) 394-3054 extension 20, or give your written request to the City Clerk at One Sylvan Park, Sand City, CA 93955 at least 48 hours prior to the scheduled meeting to allow the City Clerk time to arrange for the requested modification or accommodation.

**AGENDA ITEM**

**5A**

**MINUTES**  
**JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY**  
**OF THE FORMER REDEVELOPMENT AGENCY**

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Regular Meeting – June 21, 2016  
5:30 P.M.  
CITY COUNCIL CHAMBERS

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Mayor Pendergrass opened the meeting at 5:30 P.M.

The invocation was led by Reverend Robert Hellam.

The Pledge of Allegiance was led by Sergeant Vito Graziano

Present: Council Member Blackwelder  
Council Member Carbone {excused absence}  
Council Member Hubler  
Council Member Kruper  
Mayor Pendergrass

Staff: Todd Bodem, City Administrator  
Jim Heisinger, City Attorney  
Leon Gomez, City Engineer  
Brian Ferrante, Police Chief  
Connie Horca, Deputy City Clerk

**AGENDA ITEM 4, COMMUNICATIONS**

A. Written Communication distributed to the Council was a Powerpoint handout from Mr. Joseph Button (Agenda Item7A).

B. Oral

5:33 P.M. Floor opened for Public Comment.

There was no comment from the Public.

5:33 P.M. Floor closed to Public Comment.

**AGENDA ITEM 5, CONSENT CALENDAR**

The Consent Agenda consists of routine items for which City Council approval can be taken with a single motion and vote. A Council member may request that any item be placed on the Regular Agenda for separate consideration.

A. There was no discussion of the June 7, 2016 Council Meeting Minutes.

- B. There was no discussion of the Public Works Monthly Report, May 2016.
- C. There was no discussion of the Police Department Monthly Report, May 2016.
- D. There was no discussion of the City **Resolution** authorizing an increase of the Fire Protection Services between the Cities of Monterey and Sand City.
- E. There was no discussion of the City **Resolution** to approve Maximum Rates to be charged by Greenwaste Recovery effective July 1, 2016 for Collection of Franchised Solid Waste, Recycling, and Organics.
- F. There was no discussion of the City/Successor Agency Monthly Financial Report, April 2016.
- G. There was no discussion of the City **Resolution** authorizing the Monterey County Health Department to Apply for State Block Grant Funding on Behalf of Sand City towards the Countywide Used Oil Recycling Program.
- H. There was no discussion of the City **Resolution** approving a Contract with EMC Planning Group for Biological Services for the Well Expansion and Bay Avenue Inlet Repair Project in Fiscal Year 2016-2017 at a cost not to exceed \$12,000.
- I. There was no discussion of the Sand City Arts Committee Meeting Minutes, April 20, 2016.

Motion to approve the Consent Calendar items was made by Council Member Blackwelder, seconded by Council Member Kruper. AYES: Council Members Blackwelder, Hubler, Kruper, Pendergrass. NOES: None. ABSENT: Council Member Carbone. ABSTAIN: None. Motion carried.

Mayor Pendergrass commended and thanked the City Administrator for his July 17, 2016 City Administrator's report.

#### **AGENDA ITEM 6, CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR**

There were no items pulled from the Consent Calendar.

#### **AGENDA ITEM 7, PRESENTATION**

- A. **Presentation by Joseph Button from the Association of Monterey Bay Area Governments (AMBAG) Energy Watch Program (10 minutes)**
  - 1) **Consideration and Approval of a Municipal Resource Conservation Management Plan 2016-2020**
  - 2) **Consideration and Approval of the AMBAG Energy Watch**

## **Lighting Proposal for LED Lighting Projects at City Hall, Public Works, and the Coastal Trail**

Joseph Buttons representing AMBAG Energy Watch presented a Municipal Conservation Resource Management Plan for 2016-2020 involving the 2016 Implementation Strategy for Energy and Facility LED Lighting Upgrade. He reported that the vision of the plan would be to manage municipal local government resources to maximum effectiveness and efficiency. Implementation strategies would be developed by City Staff in conjunction with subject matter experts from other local government agencies. Each chapter will contain a conservation goal and concrete strategies to achieve identified goals and implemented over the next three years to allow sufficient focus for each conservation area (ie. Energy (2016), Water (2017), Material Waste (2018), and Community Leadership (throughout)). He summarized the energy conservation goals that would reduce grid energy consumption through efficiency, conservation, and Sand City's overall 2015 electric energy use. Mr. Button provided examples of how the City may implement energy efficient upgrades through installation of interior and exterior lighting to LED lighting, conversion of street and coastal path lights to LED, and upgrading the HVAC system at City Hall to high efficiency units. Another alternative would be to explore solar renewable energy sources by contacting a local contractor to provide no-cost solar assessment at City Hall or Public Works facility. AMBAG Energy Watch will continue to provide staff support in identifying, implementing, and acquiring funding for viable projects. P.G. & E's 0% on Bill Financing Program can assist Sand City on the majority of LED lighting projects. A California Energy Commission 1% loan is available to finance potential solar projects. In conclusion, Mr. Button commented on the LED lighting project's scope of work for City Hall, public works, and the coastal trail, as well as the financial cost to the City including the AMBAG rebate and expected annual energy savings.

5:50 P.M. The Mayor opened and closed the floor for public comment. There was no comment from the Public.

Motion to approve the Municipal Resource Conservation Management Plan 2016-2020 with modifications and the AMBAG Energy Watch Lighting Proposal for LED Lighting Projects at City Hall, Public Works, and the Coastal Trail was made by Council Member Kruper, seconded by Council Member Hubler. AYES: Council Members Blackwelder, Hubler, Kruper, Pendergrass. NOES: None. ABSENT: Council Member Carbone. ABSTAIN: None. Motion carried.

### **AGENDA ITEM 8, OLD BUSINESS**

- A. Progress report on Public Works projects, Successor Agency Oversight Board, South of Tioga project, Coastal projects, and other Sand City community programs by City Engineer/Community**



## **Lighting Proposal for LED Lighting Projects at City Hall, Public Works, and the Coastal Trail**

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Motion to approve the Municipal Resource Conservation Management Plan 2016-2020 with modifications and the AMBAG Energy Watch Lighting Proposal for LED Lighting Projects at City Hall, Public Works, and the Coastal Trail was made by Council Member Kruper, seconded by Council Member Hubler. AYES: Council Members Blackwelder, Hubler, Kruper, Pendergrass. NOES: None. ABSENT: Council Member Carbone. ABSTAIN: None. Motion carried.

### **AGENDA ITEM 8, OLD BUSINESS**

- A. Progress report on Public Works projects, Successor Agency Oversight Board, South of Tioga project, Coastal projects, and other Sand City community programs by City Engineer/Community**

## **Development Director/City Administrator**

City Engineer Leon Gomez reported that the desalination plant produced 83 acre feet of water as of June 20, 2016. This time last year the plant produced 177 acre feet. The low production report was due to high salinity at the intake wells and the months when it was inoperable. EMC has performed the first round of biological surveys within the area of the proposed feed wells and will be preparing a report with mitigation measures to protect any species found. The Monterey Regional Stormwater Management Program (MRSWMP) is sponsoring an Integrated Pest Management workshop on Thursday, June 23, 2016 at the City of Monterey and will be geared to parks and landscape maintenance procedures to protect water quality. The MRSWMP is also considering entering into an agreement with the Monterey Regional Water Pollution Control Agency to perform regional inspection services for member entities in order to meet permit requirements.

City Staff is drafting a follow up letter to the property owner at 601 Redwood Avenue regarding the wall relocation in relation to the Hickory Street Improvement Project. The owner has not responded to date. The City Engineer plans to meet with City Staff this week to review project plans for the 700 Dias Street improvements. A letter was received from the California Coastal Commission regarding the need for a conditional use permit for replacement of the Bike Trail street light pole. A response is being reviewed as well as a planned course of action. Staff is currently working to develop conditions of approval for the mixed use commercial projects at 414 Orange and 756 California Avenues.

The Bungalows project will be moving forward, and the developer plans to pull permits for lots 2 and 3. There was Council discussion regarding the progress of the development, concerns regarding undergrounding of power for the homes that will be built along Oceanview Avenue, and whether the City would be able to complete the remainder of the street. In response to Council Member Kruper's inquiry whether the City would be able to complete the street should undergrounding occur, the City Engineer clarified that the cost for undergrounding was a condition of the development permit for Phase II of the project, and street completion would be determined when the project has reached that phase.

## **AGENDA ITEM 9, NEW BUSINESS**

### **A. Comments by Council Members on Meeting and Items of Interest to Sand City**

Council Member Blackwelder addressed several issues contained in the City Administrator's report relating to a drive-by to be performed by Robert Cushing, the issue regarding the City of San Gabriel's cash payout

of benefits, discussion of the TAMC right-of-way parking (TAMC is supportive of public parking, but not necessarily for private use), update on the City's website, a progress report on its development, and how it can reflect Sand City's diverse population of artists and businesses. Council Member Hubler added that the Arts Committee website should also be visible on Sand City's page.

Council Member Kruper reported on the Monterey County Convention and Visitors Bureau (MCCVB) May tourism report that included a 54% increase of rooms booked this time last year, a 3% increase in leads, and website visits of 1,567,809 resulting in a 6% increase from the same time last year. He will also be attending the Executive Forum beginning on Wednesday and plans to attend the New Trends for Cities, the Power of Leadership, and Strengthening the Council and Manager Team sessions.

Council Member Hubler will be meeting with the West End Celebration coordinator Steve Vagnini on Friday at the Carroll Building. There are plans to have an 'improv' stage within the building to allow artists to conduct performances. The Arts Committee is continuing to work on the Juried Art Show as well.

#### **B. Upcoming Meetings/Events**

There were no RSVP's from the Council.

#### **AGENDA ITEM 10, CLOSED SESSION**

The City Attorney deemed that there was no need for closed session.

#### **AGENDA ITEM 11, ADJOURNMENT**

Motion to adjourn the meeting was made by Council Member Blackwelder, seconded by Council Member Hubler to the next regularly scheduled Council meeting on July 5, 2016 at 5:30 p.m. There was consensus of the Council to adjourn the meeting at 6:20 p.m.

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Connie Horca, Deputy City Clerk

**AGENDA ITEM**

**5B**

**INTER**

# MEMORANDUM


**OFFICE**

**To:** City Council/Agency Board Members

**From:** Director of Administrative Services

**Subject:** Financial Reports

**Date:** June 27, 2016



Attached are the financial reports for both the City of Sand City and the Sand City Successor Agency for the former Redevelopment Agency for the month of May 2016.

**A. City of Sand City Reports**

1. Balance Sheet Report for May 2016.
2. Revenue received in the month of May 2016-Total \$ 1,006,072.27  
(This total includes transfers).  
Month End Cash Register Activity Report for May 2016.
3. Expenditures paid for in the month of May 2016-Total \$ 238,912.78  
Month End May 2016 Accounts Payable Report  
This shows all City Expenditures (excluding employee payroll)  
The Payroll figure listed below includes the Councils stipends.  
Payroll \$ 127,512.54  
Payroll taxes \$ 40,567.20
4. Current City Balances as of May 31, 2016  
Total \$ 5,423,197.20 - restricted & unrestricted  
(Includes, Rabobank Bank and Local Agency Investment Fund, (LAIF).
5. The City also has \$992,000 in CD's ranging from 6 months to 3 years.

**B. Sand City Successor Agency for the former Redevelopment Agency Reports**

1. Balance Sheet Report for May 2016
2. Revenue received in the month of May-Total \$ 115.95  
Month End Cash Register Activity Report for May 2016
3. Expenditures paid for in the month of May - \$ 40,923.83  
Month End Accounts Payable Activity Report for May 2016.

4. Current Successor Agency Balances May 31, 2016  
 Total \$ 1,443,852.23- restricted and unrestricted (Includes Rabobank and Bond CD's).  
 ● In addition to the City and Successor Agency balances, there is a total of  
 ● \$ 818,834.00 being held in CD's and reserve accounts for the 2008 Tax and Tax Exempt bonds.

**NOTES TO THE FINANCIAL REPORT**

**Special City Notes for May 2016**

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month of May 2016 are listed below.

<u>Date</u>	<u>Receipt #</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
5/18/16	19419	Successor Agency	\$ 40,811.38	3 <sup>rd</sup> Quarter Admin Exp.
5/24/16	19431	State of California	\$214,200.00	Sales tax received
5/24/16	19432	State of California	\$205,200.00	Transaction tax received

**Transfers**

**(Transfers are shown on the cash register activity report; they are transfers from one bank account to another and should not be considered as a revenue or expenditure)**

<u>Date</u>	<u>Receipt #</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
5/31/16	19434	City checking	\$ 500,000.00	Transfer to LAIF

Month End Cash Disbursement Report - Special or Major Expenses for the Month of May 2016 are explained below.

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
29388	Best, Best & Krieger	\$ 6,620.00	Jan-March 2016 Potential Litigation
29398	Marks Barn	\$ 3,316.60	PW Truck Repair
29411	Steve Vagnini	\$ 5,000.00	West End Coordinator
29431	Cal-Am Water	\$ 6,701.00	Tioga Well # 3 Destruction Costs
29439	Dougherty Pump & Drilling	\$ 4,316.23	Replace well pump, tank, fixtures
29447	Mont. County	\$ 3,243.73	Criminal Justice Info-3 rd Quarter
29448	MRWMD	\$ 5,000.00	Recycle Grant
29462	Balesteri Unlimited	\$ 5,200.00	Catering City BBQ
29466	Creegan & D'Angelo	\$30,086.00	April Engineering Services
29501	EMC Planning	\$ 8,043.28	Vibrancy plan and planning services
29502	John Ley's Tree Service	\$ 3,500.00	Tree Pruning- 40 trees
29510	Watch Guard	\$ 5,480.13	Camera System-Police Interview room

**Successor Agency Notes for May 2016**

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month of May 2016 are listed below. There were no special receipts this month.

<u>Date</u>	<u>Receipt #</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
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**Transfers**

There were no transfers this month.

**Date**      **Receipt #**    **Source**                      **Amount**                      **Description**  
Month End Cash Disbursement Report-Special or Major Expense for the Month of May 2016 is explained below.

<b><u>Date</u></b>	<b><u>Paid To</u></b>	<b><u>Amount</u></b>	<b><u>Description</u></b>
5/17/16	City of Sand City	\$ 40,811.38	3 <sup>rd</sup> Quarter Admin Expenses

If you have any questions or concerns regarding the above reports, please let me know before the Council meeting.

Word/td/financials/2016May

# City of Sand City



REPORT.: 06/22/16  
 RUN....: 06/22/16  
 Run By.: LINDA

City of Sand City  
 Balance Sheet Report  
 ALL FUND(S)

PAGE: 001  
 ID #: GLBS  
 CTL.: SAN

Ending Calendar Date.: May 31, 2016 Fiscal (11-16)

Assets			Acct ID
-----			
Cash Clearing Checking Account	443,778.65	99	1001
General Fund CITY- OPEB POTENTIAL FUNDING	1,141,799.86	10	1004
General Fund Tioga Beach Clean Up Fund	120,000.00	10	1007
General Fund LAIF	3,553,019.96	10	1008
General Fund Fair market value adjustments	1,012.00	10	1009
General Fund Investment CD	164,598.73	10	1020
General Fund Sallie Mae Bank CD 6 months	249,000.00	10	1080
General Fund Apple Bank CD 1 Year	248,000.00	10	1081
General Fund Compass Bank Cd -2 Year	248,000.00	10	1082
General Fund Capital One Bank CD 3 Year	247,000.00	10	1083
General Fund Cash Balance	410,890.05	10	1099
Gas Tax - 2105 Cash Balance	28,985.16	31	1099
Traffic Safety Cash Balance	3,903.32	35	1099
Cash Clearing Cash Balance	-443,778.65	99	1099
Gas Tax - 2105 Accounts Receivable	432.38	31	1101
General Fund PROPERTY TAX RECEIVABLE	3,468.69	10	1103
General Fund SERAF RECEIVABLE	685,052.00	10	1112
General Fund Sales Tax Receivable	131,267.79	10	1115
General Fund TRANSACTION TAX RECEIVABLE	16,660.12	10	1116
General Fund Due From RA/Operating Expenses	3,626,057.91	10	1130
General Fund Due From AGENCY/Costco/Seaside	4,649,999.99	10	1140
General Fund Due RA/COP reimbursement	1,454,766.42	10	1145
Gen. Fixed Asst BIKE TRAIL INTERCONNECT-TIOGA	53,556.91	60	1273
General LTD Act AMOUNT PROVIDED FOR LTD	2,508,849.07	70	1280
Gen. Fixed Asst Land	1,005,871.95	60	1290
Gen. Fixed Asst Land Improvements	441,562.65	60	1291
Gen. Fixed Asst VEHICLE FIXED ASSET	598,292.39	60	1292
Gen. Fixed Asst Furniture and Fixtures	114,513.83	60	1293
Gen. Fixed Asst Buildings	8,477,897.16	60	1295
Gen. Fixed Asst FIXED ASSETS EQUIPMENT	2,365,509.31	60	1297
Gen. Fixed Asst CITY HALL	229,874.24	60	1298
Gen. Fixed Asst INFRASTRUCTURE- streets	4,521,879.95	60	1299
Gen. Fixed Asst ACCUMULATED DEPRECIATION	-5,985,075.06	60	1300
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Total of Assets ---->	31,316,646.78		31,316,646.78
=====			

Liabilities			Acct ID
-----			
General LTD Act Compensated Absences	522,086.55	70	2020
General LTD Act NET OPEB OBLIGATION	2,934,044.00	70	2025
General Fund DEFERRED REVENUE	46,929.39	10	2050
General Fund DEFERRED REVENUE RDA COP REIMB	774,766.42	10	2056

REPORT.: 06/22/16  
 RUN....: 06/22/16  
 Run By.: LINDA

City of Sand City  
 Balance Sheet Report  
 ALL FUND(S)

PAGE: 002  
 ID #: GLBS  
 CTL.: SAN

Ending Calendar Date.: May 31, 2016      Fiscal (11-16)

Liabilities			Acct ID
-----			
General Fund BUNGALOW'S DEPOSIT EAST DUNES	15,700.00	10	2058
General LTD Act capital lease-2 fords f350's	19,732.10	70	2070
General LTD Act STREET SWEEPER-CAPTIAL LEASE	88,216.96	70	2071
General Fund State Mandated CASP Fee	8.10	10	2115
General Fund Health Insurance	18,448.65	10	2150
General Fund Dental/Vision	482.75	10	2160
General Fund POLICE ASSOC. DUES	315.00	10	2180
General Fund PEPRA RETIREMENT %	2,083.76	10	2191
General Fund AFLAC PRE TAX	269.04	10	2195
General Fund AFLAX-AFTER TAX	-160.90	10	2196
General Fund PERS SURVIVOR BENEFIT	38.00	10	2197
	-----		
Total of Liabilities ---->	4,422,959.82		

FUND Balances			Acct ID
-----			
General Fund Unappropriated Fund Balance	16,308,589.51	10	3400
Gas Tax - 2105 Unappropriated Fund Balance	18,259.53	31	3400
Traffic Safety Unappropriated Fund Balance	2,757.97	35	3400
Gen. Fixed Asst Unappropriated Fund Balance	-1,292,921.97	60	3400
General LTD Act Unappropriated Fund Balance	-1,055,230.54	70	3400
Gen. Fixed Asst Investment in Fixed Assets	13,002,955.30	60	3600
Gen. Fixed Asst CAPITAL LEASE	189,797.41	60	3601
Gen. Fixed Asst Donated Assets	430,000.00	60	3602
CURRENT EARNINGS	-710,520.25		
	-----		
Total of FUND Balances ---->	26,893,686.96		31,316,646.78
			=====

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	05-16	05/03/16	19365	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6887 Receipt Date: 05/03/16 TAMARA MITCHELL Issued..: T0 (DEVON ) May 03 2016 10:46 am Devon	Db: 99 1001 Cr: 10 4221 08	40.00
			19366	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6677 Receipt Date: 05/03/16 Paid by: KATHRYN HOWELL Issued..: T0 (DEVON ) May 03 2016 10:46 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	50.00
			19367	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6767 Receipt Date: 05/03/16 Paid by: AMERICAN TRAFFIC PROCESSING Issued..: T0 (DEVON ) May 03 2016 10:46 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	100.00
			19368	C	Mis	REIMB	REIMBURSEMENTS REITMURSE MOSQUITO ABATEMENT CONFERENCE EXPENSES Receipt Date: 05/03/16 Paid by: MARY ANN CARBONE Issued..: T0 (DEVON ) May 03 2016 10:46 am Devon	Lazzarino Db: 99 1001 Cr: 10 4732 00	118.62
			19369	C	Mis	TAX10	FRNCHISE TX RF. 4040 3RD QUARTER 15-16 FRANCHISE FEES Receipt Date: 05/03/16 Paid by: GREENWASTE RECOVERY Issued..: T0 (DEVON ) May 03 2016 10:46 am Devon	Lazzarino Db: 99 1001 Cr: 10 4040 00	14171.97
			19370	C	Mis	UUT	UTILITY USERS TAX MARCH 2016 UUT Receipt Date: 05/03/16 Paid by: P.G. & E. Issued..: T0 (DEVON ) May 03 2016 10:47 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	9555.14
			19371	C	Mis	REN01	RENTAL INCOME MAY 2016 CELL TOWER RENT Receipt Date: 05/03/16 Paid by: CROWN CASTLE Issued..: T0 (DEVON ) May 03 2016 10:48 am Devon	Lazzarino Db: 99 1001 Cr: 10 4740 00	1246.35
							Issued..: T0 (DEVON ) May 03 2016 10:48 am Devon	Lazzarino Day 05/03/16 Total ---->	25282.08
	05/12/16		19377	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6615 Receipt Date: 05/12/16 Paid by: CAROLINA RODRIGUEZ Issued..: T0 (DEVON ) May 12 2016 11:38 am Devon	Db: 99 1001 Cr: 10 4221 08	40.00
			19378	C	Mis	LIC01	DOG LICENSE 4105 DOG LICENSES #893, 894 & 895 Receipt Date: 05/12/16 Paid by: THOMAS BATCHA Issued..: T0 (DEVON ) May 12 2016 11:39 am Devon	Lazzarino Db: 99 1001 Cr: 10 4515 08	15.00
			19379	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6776 Receipt Date: 05/12/16 Paid by: SCOTT VIOLINI Issued..: T0 (DEVON ) May 12 2016 11:39 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			19380	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6803 Receipt Date: 05/12/16 Paid by: HILLARY JONES Issued..: T0 (DEVON ) May 12 2016 11:39 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	50.00
			19381	C	Mis	LIC01	DOG LICENSE 4105 DOG LICENSE #892 Receipt Date: 05/12/16 Paid by: DAVID FENDERGRASS Issued..: T0 (DEVON ) May 12 2016 11:40 am Devon	Lazzarino Db: 99 1001 Cr: 10 4515 08	10.00
			19382	C	Mis	WT01	BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - 740 TIOGA Receipt Date: 05/12/16	Lazzarino Db: 99 1001 Cr: 10 4055 00	50.00
				Mis	CAS70	BUSINESS LICENSE CASP FEE 70% ONE TIME ONLY BUSINESS LICENSE - 740 TIOGA Receipt Date: 05/12/16	Db: 99 1001 Cr: 10 4033 00	.70	
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% ONE TIME ONLY BUSINESS LICENSE - 740 TIOGA Receipt Date: 05/12/16	Db: 99 1001 Cr: 10 2115	.30	
			19383	C	Mis	WT01	BUSINESS LICENSE ONE DAY ONLY BUSINESS LICENSE - CITY BBQ Receipt Date: 05/12/16	Lazzarino Db: 99 1001 Cr: 10 4055 00	25.00
				Mis	CAS70	BUSINESS LICENSE CASP FEE 70% ONE DAY ONLY BUSINESS LICENSE - CITY BBQ Receipt Date: 05/12/16	Db: 99 1001 Cr: 10 4033 00	.70	
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% ONE DAY ONLY BUSINESS LICENSE - CITY BBQ Receipt Date: 05/12/16	Db: 99 1001 Cr: 10 2115	.30	
			19384	C	Mis	TAX05	PAID BY: SOLAR COAST CONSTRUCTION Issued..: T0 (DEVON ) May 12 2016 11:40 am Devon GAS TAX 2103 APRIL 2016 HIGHWAY USERS TAX Receipt Date: 05/12/16	Lazzarino Db: 99 1001 Cr: 31 4305 11 Db: 99 1001	128.81
				Mis	TAX01	GAS TAX - 2105 31 APRIL 2016 HIGHWAY USERS TAX Receipt Date: 05/12/16	Cr: 31 4305 11 Db: 99 1001	170.95	
				Mis	TAX02	GAS TAX - 2106 32 APRIL 2016 HIGHWAY USERS TAX Receipt Date: 05/12/16	Cr: 31 4305 11 Db: 99 1001	472.41	
				Mis	TAX03	GAS TAX - 2107 33 APRIL 2016 HIGHWAY USERS TAX Receipt Date: 05/12/16	Cr: 31 4305 11 Db: 99 1001	175.64	

Reg	Period	Date	Receipt	T Opr	ID No	Description	G/L Posting	Amt Paid
000	05-16	05/12/16	19385	C Mis	WT01	BUSINESS LICENSE NEW BUSINESS LICENSE Receipt Date: 05/12/16	Db: 99 1001	25.00
				Mis	CAS70	BUSINESS LICENSE CASP FEE 70% NEW BUSINESS LICENSE Receipt Date: 05/12/16	Cr: 10 4055 00 Db: 99 1001	.70
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% NEW BUSINESS LICENSE Receipt Date: 05/12/16	Cr: 10 4033 00 Db: 99 1001	.30
			19386	C Mis	WT01	PAID BY: THE READE COMPANY Issued..: T0 (DEVON ) May 12 2016 11:42 am Devon Lazzarino BUSINESS LICENSE NEW BUSINESS LICENSE Receipt Date: 05/12/16	Db: 99 1001	150.00
				Mis	CAS70	BUSINESS LICENSE CASP FEE 70% NEW BUSINESS LICENSE Receipt Date: 05/12/16	Cr: 10 4055 00 Db: 99 1001	.70
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% NEW BUSINESS LICENSE Receipt Date: 05/12/16	Cr: 10 4033 00 Db: 99 1001	.30
			19387	C Mis	CLEEP	PAID BY: COUNTY OF MONTEREY Issued..: T0 (DEVON ) May 12 2016 11:42 am Devon Lazzarino CLEEP GRANT MARCH 2016 COPS GRANT Receipt Date: 05/12/16	Db: 99 1001	8333.33
				Mis	CAB01	3RD QUARTER 15-16 FRANCHISE FEES Receipt Date: 05/12/16	Cr: 10 4069 08 Db: 99 1001	1426.82
			19389	C Mis	CAB01	PAID BY: COMCAST Issued..: T0 (DEVON ) May 12 2016 11:43 am Devon Lazzarino CABLE FRANCHISE 3RD QUARTER 15-16 FRANCHISE FEES Receipt Date: 05/12/16	Db: 99 1001	292.74
				Mis	MS	PAID BY: COMCAST Issued..: T0 (DEVON ) May 12 2016 11:43 am Devon Lazzarino J STEPANEK CONSTRUCTION REIMBURSEMENT AGREEMENT - DEPOSIT Receipt Date: 05/12/16	Cr: 10 4035 00 Db: 99 1001	100.00
			19391	C Mis	WT01	PAID BY: J STEPANEK CONSTRUCTION Issued..: T0 (DEVON ) May 12 2016 11:43 am Devon Lazzarino BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/12/16	Db: 99 1001	50.00
				Mis	CAS70	BUSINESS LICENSE CASP FEE 70% ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/12/16	Cr: 10 4055 00 Db: 99 1001	.70
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/12/16	Cr: 10 4033 00 Db: 99 1001	.30
			19392	C Mis	WT01	PAID BY: BERG DRYWALL Issued..: T0 (DEVON ) May 12 2016 11:44 am Devon Lazzarino BUSINESS LICENSE NEW BUSINESS LICENSE Receipt Date: 05/12/16	Db: 99 1001	178.50
			19393	C Mis	MS	PAID BY: DEACON CORP Issued..: T0 (DEVON ) May 12 2016 11:45 am Devon Lazzarino MICHAEL MOUNT PURCHASE POLICE VEHICLE #90 - VIN# 101468 Receipt Date: 05/12/16	Db: 99 1001	100.00
						PAID BY: MICHAEL MOUNT Issued..: T0 (DEVON ) May 12 2016 11:45 am Devon Lazzarino Day 05/12/16 Total ---->		11899.25
	05/18/16		19394	C Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #7001 Receipt Date: 05/18/16	Db: 99 1001	40.00
			19395	C Mis	CAS70	PAID BY: ABEL HERNANDEZ Issued..: T0 (DEVON ) May 18 2016 11:00 am Devon Lazzarino BUSINESS LICENSE CASP FEE 70% BUSINESS LICENSE CASP FEE Receipt Date: 05/18/16	Db: 99 1001	.70
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% BUSINESS LICENSE CASP FEE Receipt Date: 05/18/16	Cr: 10 4033 00 Db: 99 1001	.30
			19396	C Mis	PAR02	PAID BY: STOWE CONTRACTING Issued..: T0 (DEVON ) May 18 2016 11:01 am Devon Lazzarino SAND CITY PARKING PARKING VIOLATION #6683 Receipt Date: 05/18/16	Db: 99 1001	40.00
			19397	C Mis	PAR02	PAID BY: LORETTA DONGILLI Issued..: T0 (DEVON ) May 18 2016 11:01 am Devon Lazzarino SAND CITY PARKING PARKING VIOLATION #7004 Receipt Date: 05/18/16	Db: 99 1001	75.00
			19398	C Mis	PAR02	PAID BY: PETER ALIOTTI Issued..: T0 (DEVON ) May 18 2016 11:01 am Devon Lazzarino SAND CITY PARKING PARKING VIOLATION #6879 Receipt Date: 05/18/16	Db: 99 1001	40.00
			19399	C Mis	PAR02	PAID BY: ESTHER THRONEBERRY Issued..: T0 (DEVON ) May 18 2016 11:02 am Devon Lazzarino SAND CITY PARKING PARKING VIOLATION #6899 Receipt Date: 05/18/16	Db: 99 1001	40.00
						PAID BY: DENNIS BOHL	Cr: 10 4221 08	

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L	Posting	Amt Paid
000	05-16	05/18/16	19400	C	Mis	POL01	POLICE REPORT 4560 POLICE REPORT #16-163 Receipt Date: 05/18/16 Paid by: LAW OFFICE OF PAYAM POURSAALIMI Issued..: TO (DEVON ) May 18 2016 11:02 am Devon	Db: 99	1001	10.00
							SAND CITY PARKING PARKING VIOLATION #6801 Receipt Date: 05/18/16 Paid by: CARLOS CHAVEZ Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Cr: 10	4560 08	
			19401	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6239 Receipt Date: 05/18/16 Paid by: SERENA BOLDUC Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Db: 99	1001	50.00
							SAND CITY PARKING PARKING VIOLATION #6897 Receipt Date: 05/18/16 Paid by: ALEX HERNANDEZ Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Cr: 10	4221 08	
			19402	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6681 Receipt Date: 05/18/16 Paid by: JEFFREY LEE Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Db: 99	1001	40.00
							SAND CITY PARKING PARKING VIOLATION #6775 Receipt Date: 05/18/16 Paid by: SABINE ERLLENWEIN Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Cr: 10	4221 08	
			19403	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6897 Receipt Date: 05/18/16 Paid by: ALEX HERNANDEZ Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Db: 99	1001	40.00
							SAND CITY PARKING PARKING VIOLATION #6681 Receipt Date: 05/18/16 Paid by: JEFFREY LEE Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Cr: 10	4221 08	
			19404	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6775 Receipt Date: 05/18/16 Paid by: SABINE ERLLENWEIN Issued..: TO (DEVON ) May 18 2016 11:03 am Devon	Db: 99	1001	40.00
							SAND CITY PARKING PARKING VIOLATION #7026 Receipt Date: 05/18/16 Paid by: MARIA CEJA Issued..: TO (DEVON ) May 18 2016 11:04 am Devon	Cr: 10	4221 08	
			19405	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #7026 Receipt Date: 05/18/16 Paid by: MARIA CEJA Issued..: TO (DEVON ) May 18 2016 11:04 am Devon	Db: 99	1001	40.00
							SAND CITY PARKING PARKING VIOLATION #7026 Receipt Date: 05/18/16 Paid by: MARIA CEJA Issued..: TO (DEVON ) May 18 2016 11:04 am Devon	Cr: 10	4221 08	
			19406	C	Mis	POL01	POLICE REPORT 4560 POLICE REPORT #SA1600163 Receipt Date: 05/18/16 Paid by: LEXIS NEXIS Issued..: TO (DEVON ) May 18 2016 11:04 am Devon	Db: 99	1001	10.00
							SAND CITY PARKING PARKING VIOLATION #7026 Receipt Date: 05/18/16 Paid by: MARIA CEJA Issued..: TO (DEVON ) May 18 2016 11:04 am Devon	Cr: 10	4221 08	
			19407	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #7026 Receipt Date: 05/18/16 Paid by: MARIA CEJA Issued..: TO (DEVON ) May 18 2016 11:04 am Devon	Db: 99	1001	40.00
							SCHAPER CONSTRUCTION ELECTRICAL PERMIT 801 TIOGA Receipt Date: 05/18/16	Cr: 10	4160 05	
			19408	C	Mis	MS	SCHAPER CONSTRUCTION ELECTRICAL PERMIT 801 TIOGA Receipt Date: 05/18/16	Db: 99	1001	67.00
							BUSINESS LICENSE ELECTRICAL PERMIT/BUSINESS LICENSE 801 TIOGA Receipt Date: 05/18/16	Cr: 10	4055 00	
							BUSINESS LICENSE CASP FEE 70% ELECTRICAL PERMIT/BUSINESS LICENSE 801 TIOGA Receipt Date: 05/18/16	Db: 99	1001	.70
							BUSINESS LICENSE CASP FEE 30% ELECTRICAL PERMIT/BUSINESS LICENSE 801 TIOGA Receipt Date: 05/18/16	Cr: 10	4033 00	
							ELECTRICAL PERMIT/BUSINESS LICENSE 801 TIOGA Receipt Date: 05/18/16 Paid by: SCHAPER CONSTRUCTION Issued..: TO (DEVON ) May 18 2016 11:05 am Devon	Db: 99	1001	.30
			19409	C	Mis	WT01	BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - 801 TIOGA Receipt Date: 05/18/16	Cr: 10	4055 00	50.00
							BUSINESS LICENSE CASP FEE 70% ONE TIME ONLY BUSINESS LICENSE - 801 TIOGA Receipt Date: 05/18/16	Db: 99	1001	.70
							BUSINESS LICENSE CASP FEE 30% ONE TIME ONLY BUSINESS LICENSE - 801 TIOGA Receipt Date: 05/18/16	Cr: 10	4033 00	
							ONE TIME ONLY BUSINESS LICENSE - 801 TIOGA Receipt Date: 05/18/16 Paid by: GURRIES ELECTRIC Issued..: TO (DEVON ) May 18 2016 11:06 am Devon	Db: 99	1001	.30
			19410	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT - ELECTRIC Receipt Date: 05/18/16 Paid by: DIRECT ENERGY Issued..: TO (DEVON ) May 18 2016 11:06 am Devon	Cr: 10	4025 00	575.54
							COUNTY/TRAFFIC MARCH 2016 TRAFFIC Receipt Date: 05/18/16	Cr: 35	4205 11	
			19411	C	Mis	TRA01	COUNTY/TRAFFIC MARCH 2016 TRAFFIC Receipt Date: 05/18/16	Db: 99	1001	108.32
							COUNTY/VC MARCH 2016 TRAFFIC Receipt Date: 05/18/16	Cr: 35	4205 11	82.19
							COUNTY/VC/CR MARCH 2016 TRAFFIC Receipt Date: 05/18/16	Db: 99	1001	17.09
							COUNTY/PROOF OF CORR MARCH 2016 TRAFFIC Receipt Date: 05/18/16	Cr: 35	4205 11	10.90
							1/2 TAX POLICE/PROP 172 MARCH 2016 TRAFFIC Receipt Date: 05/18/16	Db: 99	1001	22.18
							COUNTY/REV & RECOVERY MARCH 2016 TRAFFIC Receipt Date: 05/18/16 Paid by: COUNTY OF MONTEREY Issued..: TO (DEVON ) May 18 2016 11:07 am Devon	Cr: 10	4330 08	242.04
			19412	C	Mis	REIMB	REIMBURSEMENTS REIMBURSE 4/23/16 ACTIVE SHOOTER TRAINING Receipt Date: 05/18/16 Paid by: COUNTY OF MONTEREY Issued..: TO (DEVON ) May 18 2016 11:07 am Devon	Db: 99	1001	1594.92
							REIMBURSEMENTS REIMBURSE INTERNATIONAL ROAMING - CELL PHONE	Cr: 10	4732 00	
			19413	C	Mis	REIMB	REIMBURSEMENTS REIMBURSE INTERNATIONAL ROAMING - CELL PHONE	Db: 99	1001	20.97

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L	Posting	Amt Paid
000	05-16	05/18/16	19414	C	Mis	MS	VERONICA HARLAN JUNE 2016 DENTAL COBRA Receipt Date: 05/18/16 Paid by: VERONICA HARLAN Issued..: T0 (DEVON ) May 18 2016 11:08 am Devon	Db: 99	1001	133.75
			19415	C	Mis	CUP01	CONDITIONAL USE PERM CUP APPLICATION Receipt Date: 05/18/16 Paid by: OUT OF THE WOODS Issued..: T0 (DEVON ) May 18 2016 11:08 am Devon	Lazzarino Db: 99	1001	500.00
			19416	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT - GAS Receipt Date: 05/18/16 Paid by: TIGR NATURAL GAS Issued..: T0 (DEVON ) May 18 2016 11:09 am Devon	Lazzarino Db: 99	1001	35.46
			19417	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT - GAS Receipt Date: 05/18/16 Paid by: SPARK ENERGY Issued..: T0 (DEVON ) May 18 2016 11:09 am Devon	Lazzarino Db: 99	1001	.91
			19418	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT Receipt Date: 05/18/16 Paid by: PILOT POWER GROUP Issued..: T0 (DEVON ) May 18 2016 11:09 am Devon	Lazzarino Db: 99	1001	366.66
			19419	C	Mis	MS	SUCCESSOR AGENCY 3RD QUARTER 15-16 ADMIN EXPENSE REIMBURSEMENT Receipt Date: 05/18/16 Paid by: SUCCESSOR AGENCY Issued..: T0 (DEVON ) May 18 2016 11:10 am Devon	Lazzarino Db: 99	1001	40811.38
			19457	E	Mis	MS	DEPARTMENT OF JUSTICE BULLETPROOF VEST GRANT - SEGOVIA Receipt Date: 05/18/16 Paid by: DEPARTMENT OF JUSTICE Issued..: T0 (DEVON ) May 18 2016 09:11 am Devon	Lazzarino Day 05/18/16 Total ---->		45610.95
	05/24/16		19420	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6805 Receipt Date: 05/24/16 Paid by: LESILI KEPU Issued..: T0 (DEVON ) May 24 2016 02:33 pm Devon	Db: 99	1001	50.00
			19421	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #7007 Receipt Date: 05/24/16 Paid by: ALEJANDRO OLIVERA Issued..: T0 (DEVON ) May 24 2016 02:33 pm Devon	Lazzarino Db: 99	1001	40.00
			19422	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6835 Receipt Date: 05/24/16 Paid by: CARLOS PROANO Issued..: T0 (DEVON ) May 24 2016 02:33 pm Devon	Lazzarino Db: 99	1001	40.00
			19423	C	Mis	LIC01	DOG LICENSE 4105 DOG LICENSE #0891 Receipt Date: 05/24/16 Paid by: DOTTIE DIFEDE Issued..: T0 (DEVON ) May 24 2016 02:34 pm Devon	Lazzarino Db: 99	1001	5.00
			19424	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6894 Receipt Date: 05/24/16 Paid by: DONNA BOTTOMLEY Issued..: T0 (DEVON ) May 24 2016 02:34 pm Devon	Lazzarino Db: 99	1001	50.00
			19425	C	Mis	POL01	POLICE REPORT 4560 POLICE REPORT #16-227 Receipt Date: 05/24/16 Paid by: METROPOLITAN REPORTING BUREAU Issued..: T0 (DEVON ) May 24 2016 02:34 pm Devon	Lazzarino Db: 99	1001	10.00
			19426	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6891 Receipt Date: 05/24/16 Paid by: LYDIA OCHOA Issued..: T0 (DEVON ) May 24 2016 02:34 pm Devon	Lazzarino Db: 99	1001	50.00
			19427	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT - GAS Receipt Date: 05/24/16 Paid by: BLUE SPRUCE ENERGY Issued..: T0 (DEVON ) May 24 2016 02:35 pm Devon	Lazzarino Db: 99	1001	2.31
			19428	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT - GAS Receipt Date: 05/24/16 Paid by: VISTA ENERGY Issued..: T0 (DEVON ) May 24 2016 02:35 pm Devon	Lazzarino Db: 99	1001	5.60
			19429	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT - ELECTRIC Receipt Date: 05/24/16 Paid by: NOBLE AMERICAS ENERGY Issued..: T0 (DEVON ) May 24 2016 02:35 pm Devon	Lazzarino Db: 99	1001	111.13
			19430	C	Mis	UUT	UTILITY USERS TAX APRIL 2016 UUT - GAS Receipt Date: 05/24/16 Paid by: NOBLE AMERICAS ENERGY Issued..: T0 (DEVON ) May 24 2016 02:35 pm Devon	Lazzarino Db: 99	1001	92.99
			19431	C	Mis	STAX	SALES TAX RECEIVED MARCH 2016 IN LIEU SALES TAX Receipt Date: 05/24/16 Paid by: STATE OF CALIFORNIA Issued..: T0 (DEVON ) May 24 2016 02:36 pm Devon	Lazzarino		214200.00

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Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L	Posting	Amt Paid
000	05-16	05/24/16	19432	C	Mis	TUT01	TRANSACTION/USE TAX MARCH 2016 T/U TAX Receipt Date: 05/24/16 Paid by: STATE OF CALIFORNIA Issued..: T0 (DEVON ) May 24 2016 02:36 pm Devon Lazzarino	Db: 99	1001	205200.00
			19433	C	Mis	WEST	WEST END REVENUE 2016 WEST END DONATION Receipt Date: 05/24/16 Paid by: BATH FITTER Issued..: T0 (DEVON ) May 24 2016 02:36 pm Devon Lazzarino	Db: 99	1001	1500.00
							Day 05/24/16 Total ---->			421357.03
	05/31/16		19434	E	Mis	EFT10	TRANSFER TO LAIF TRANSFER FROM CITY CHECKING TO LAIF Receipt Date: 05/31/16 Paid by: TRANSFER FROM CITY CHECKING TO LAIF Issued..: T0 (DEVON ) May 31 2016 10:50 am Devon Lazzarino	Db: 10	1008	500000.00
			19435	C	Mis	POL01	POLICE REPORT 4560 POLICE REPORT #15-09 Receipt Date: 05/31/16 Paid by: JINESHWAR DESAI Issued..: T0 (DEVON ) May 31 2016 11:22 am Devon Lazzarino	Db: 99	1001	10.00
			19436	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6850 Receipt Date: 05/31/16 Paid by: CYNTHIA ESPINOZA Issued..: T0 (DEVON ) May 31 2016 11:23 am Devon Lazzarino	Db: 99	1001	40.00
			19437	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #7002 Receipt Date: 05/31/16 Paid by: VICTOR RAMIREZ Issued..: T0 (DEVON ) May 31 2016 11:23 am Devon Lazzarino	Db: 99	1001	40.00
			19438	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6889 Receipt Date: 05/31/16 Paid by: ABEL SANTOS Issued..: T0 (DEVON ) May 31 2016 11:23 am Devon Lazzarino	Db: 99	1001	40.00
			19439	C	Mis	WT01	BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/31/16	Db: 99	1001	50.00
				Mis	CAS70	BUSINESS LICENSE CASP FEE 70% ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/31/16	Db: 99	1001	.70	
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/31/16	Db: 99	1001	.30	
			19440	C	Mis	WT01	BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/31/16	Db: 99	1001	50.00
				Mis	CAS70	BUSINESS LICENSE CASP FEE 70% ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/31/16	Db: 99	1001	.70	
				Mis	CAS30	BUSINESS LICENSE CASP FEE 30% ONE TIME ONLY BUSINESS LICENSE - 2040 CALIFORNIA Receipt Date: 05/31/16	Db: 99	1001	.30	
			19441	C	Mis	MS	PAID BY: BERG PAINTING Issued..: T0 (DEVON ) May 31 2016 11:27 am Devon Lazzarino	Db: 99	1001	207.72
			19442	C	Mis	REIMB	NANCY FLETCHER JUNE, JULY, AUGUST 2016 DENTAL COBRA Receipt Date: 05/31/16 Paid by: NANCY FLETCHER Issued..: T0 (DEVON ) May 31 2016 11:28 am Devon Lazzarino	Db: 99	1001	1413.02
			19458	C	Mis	INT01	REIMBURSEMENTS REIMBURSE 394-3054 CREDIT/TRANSITION FROM C2 TO C3 Receipt Date: 05/31/16 Paid by: A.T. & T. Issued..: T0 (DEVON ) May 31 2016 11:28 am Devon Lazzarino	Db: 99	1001	15.34
			19459	C	Mis	OPEB	INTEREST IN CHECKING MAY 2016 INTEREST Receipt Date: 05/31/16 Paid by: RABOBANK Issued..: T0 (DEVON ) May 31 2016 10:32 am Devon Lazzarino	Db: 10	1004	47.57
			19460	C	Mis	CDINT	MAY 2016 INTEREST Receipt Date: 05/31/16 Paid by: RABOBANK Issued..: T0 (DEVON ) May 31 2016 11:14 am Devon Lazzarino	Db: 10	1020	7.31
							Day 05/31/16 Total ---->			501922.96
							Period 05-16 Total ---->			1006072.27
							Register 000 Total ---->			1006072.27

Check Number	Vendor Name	Invoice Description	Check Date	Gross Check Amount
029388	A&R PLUMBING, INC	NEW WATER HEATER FOR POLICE RESTROOM	05/02/16	721.92
029389	AMERICAN LOCK & KEY	REMOVE KEY FROM POLICE DEPARTMENT DOOR	05/02/16	65.00
029390	BARTEL ASSOCIATES, LLC	MARCH 2016 OPEB ACTUARIAL CONSULTING SERVICES	05/02/16	750.00
029391	BEST BEST & KRIEGER	1/8/16 TO 3/31/16 POTENTIAL LITIGATION - SEASIDE	05/02/16	6620.60
029392	CALIFORNIA LAW	MAY 2016 POLICE LTD PREMIUMS	05/02/16	196.00
029393	CLEARVUE, INC	3RD QUARTER 15-16 INVESTMENT REPORTS PREPARATION	05/02/16	875.00
029394	CORBIN WILLITS SYSTEMS	MAY 2016 TECH SUPPORT - MOM	05/02/16	219.35
029395	DONANGELO BROTHERS ELECTRIC, I	REPAIR BIKE TRAIL LIGHTS/MONUMENT LIGHTS REPAIR	05/02/16	2107.00
029396	DEARBORN NATIONAL LIFE INSURAN	MAY 2016 LIFE INSURANCE PREMIUMS	05/02/16	344.00
029397	GUARDIAN	MAY 2016 DENTAL PREMIUMS	05/02/16	4988.01
029398	CRAIG HUBLER	REIMBURSE PROTECTIVE CASE FOR CELL PHONE	05/02/16	48.87
029399	MARY ANN CARBONE	REIMBURSE PROTECTIVE CASE FOR CELL PHONE	05/02/16	54.30
029400	LIEBERT CASSIDY WHITMORE	2016 ERC MEMBERSHIP W/PREMIUM LIBRARY SUBSCRIPTION	05/02/16	895.50
029401	GARY HAEDRICH MARKS BARN AUTO	REPAIR TO P/W TRUCK FROM 3/1/16 ACCIDENT	05/02/16	3316.60
029402	OHIO NATIONAL LIFE	MAY 2016 LIFE INSURANCE PREMIUMS	05/02/16	69.55
029403	PERCY PETERSON	AUTO DETAILING - 13 CITY VEHICLES	05/02/16	820.00
029404	DAVID PENDERGRASS	MAY 2016 PAYROLL	05/02/16	1513.79
029405	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	05/02/16	106.02
029406	PACIFIC GROVE CHAMBER OF COMME	5/21/16 CITIZEN OF THE YEAR PRESENTATION	05/02/16	55.00
029407	PITNEY BOWES	REPLENISH POSTAGE MACHINE	05/02/16	500.00
029408	PRINT PLUS	2016 WEST END TICKETS/POSTCARDS/CALL FOR ARTISTS	05/02/16	410.43
029409	CRAIG RIDDELL	2016 WEST END ADVERTISING - MAY INSTALLMENT	05/02/16	1000.00
029410	RETIRED PUBLIC EMPLOYEES ASSOC	MEMBERSHIP RENEWAL - LINDA	05/02/16	27.00
029411	DAVID W. JANSEN	BROTHER PRINTER/EXTRA DRAWER FOR LINDA BACK OFFICE	05/02/16	1571.80
029412	DAVID W. JANSEN	MAINTENANCE/UPDATES FOR CITY HALL SYSTEMS	05/02/16	1113.00
029413	DAVID W. JANSEN	POLICE - COMPUTER CABLE FOR EVIDENCE ROOM	05/02/16	55.45
029414	DAVID W. JANSEN	POLICE - LAPTOP FOR EVIDENCE ROOM	05/02/16	363.74
029415	SAND CITY POLICE OFFICERS	MAY 2016 POA DUES	05/02/16	245.00
029416	ID CONCEPTS, LLC	POLICE RETIREMENT AND NEW ID CARDS	05/02/16	30.53
029417	STEPHEN L. VAGNINI	2016 WEST END COORDINATOR FINAL INSTALLMENT	05/02/16	5000.00
029418	STEPHEN L. VAGNINI	2016 WEST END SUPPLY REIMBURSEMENT	05/02/16	86.99
029419	KATY BAZURTO	2016 WEST END STAGES - 50% DEPOSIT	05/02/16	1044.06
029420	STURDY OIL COMPANY	4/1/16 TO 4/15/16 FUEL COSTS	05/02/16	598.81
029421	SALINAS VALLEY PRO SQUAD	UNIFORM/VEST/EQUIPMENT FOR NEW OFFICER DANNY MARTN	05/02/16	1756.37
029422	ELENA SALSEDO STEELE	SUPPLIES FOR 4/29/16 RETIREMENT - NANCY	05/02/16	84.75
029423	TAMC	APRIL 2016 RDIF FEE - 22 SCOTT STREET	05/02/16	1803.18
029424	MARY ANN WEEMS	FOR MAY 2016	05/02/16	204.02
029425	GREGORY WILSON CAREY	SOUND SYSTEM SERVICE FOR ART COMMITTEE EVENT	05/06/16	300.00
029426	MONTEREY SIGNS, INC.	BANNER FOR ART COMMITTEE EVENT	05/06/16	81.47
029427	ROBERTO SALAZAR	JUMP HOUSE FOR ART COMMITTEE EVENT	05/06/16	100.00
029428	ADP, INC	P/R PROCESSING CHARGES FOR PERIOD ENDING 4/30/16	05/06/16	244.03
029429	RABOBANK VISA CARD	ROUTER LINE FOR POLICE CLETS T-LINE	05/10/16	2296.06
029430	RABOBANK VISA CARD	PING PONG BALLS/HUMIDIFIER	05/10/16	213.57
029431	RABOBANK VISA CARD	MICROWAVE & MOUNT FOR CITY HALL - REMODEL	05/10/16	307.55
029432	AFLAC	APRIL 2016 AFLAC PREMIUMS	05/10/16	1053.13
029433	APPLIED CONCEPTS, INC.	REPAIR AND RECERTIFY 2 RADAR GUNS FOR POLICE	05/10/16	457.18
029434	ASSURANT EMPLOYEE BENEFIT	MAY 2016 LONG TERM DISABILITY PREMIUMS	05/10/16	623.92
029435	A.T. & T.	MARCH 2016 POLICE CLETS PHONE LINE	05/10/16	66.38
029436	A.T. & T.	MARCH/APRIL 2016 POLICE OUTSIDE PHONE	05/10/16	253.56
029437	AVAYA, INC	APRIL 2016 TELEPHONE LEASE	05/10/16	245.86
029438	TOM AYRES	BAND FOR ART COMMITTEE EVENT	05/10/16	600.00
029439	CAL-AM WATER	APRIL 2016 WATER BILL - 1 SYLVAN	05/10/16	108.14
029440	CAL-AM WATER	APRIL 2016 WATER BILL - 320 ELDER	05/10/16	94.05
029441	CALIFORNIA AMERICAN WATER	TIOGA WELL #3 DESTRUCTION COSTS	05/10/16	6701.00
029442	CANON SOLUTIONS AMERICA, INC.	MARCH 2016 COPY MACHINE USAGE	05/10/16	290.54
029443	MONTEREY COUNTY WEEKLY	APRIL 2016 CO-OP ADVERTISING	05/10/16	1076.00
029444	COMCAST	MAY 2016 POLICE INTERNET	05/10/16	151.14
029445	HSBC BUSINESS SOLUTIONS	APRIL 2016 SUPPLIES	05/10/16	494.03
029446	CSMFO	6/2/16 CHAPTER MEETING - LINDA	05/10/16	40.00
029447	DEL REY OAKS CAR WASH	BOOK OF 30 CAR WASH TICKETS FOR POLICE	05/10/16	210.00
029448	DE LAGE LANDEN FINANCIAL SERVI	MAY 2016 STREET SWEEPER PAYMENT #7	05/10/16	1522.18
029449	DOUGHERTY PUMP & DRILLING, INC	REPLACE WELL PUMP, FIXTURES & TANK	05/10/16	4316.23
029450	BRIAN FERRANTE	REIMBURSE EXPENSES FOR POST EXECUTIVE COURSE	05/10/16	1580.68
029451	HDL COREN & CONE	4TH QUARTER 15-16 PROPERTY TAX CONTRACT SERVICES	05/10/16	1260.00
029452	THE HERALD	DAILY NEWSPAPER SUBSCRIPTION RENEWAL - 12 WEEKS	05/10/16	64.87
029453	HOME DEPOT CREDIT SERVICE	APRIL 2016 SUPPLIES	05/10/16	961.43
029454	KELLY SERVICES, INC.	TEMP SERVICES 4/18/16 TO 4/21/16	05/10/16	252.00
029455	MONTEREY BAY URGENT	MEDICAL EXAMS FOR NEW POLICE OFFICER	05/10/16	25.00
029456	MONTEREY TIRE SERVICE, INC	4 NEW TIRES FOR POLICE UNIT 91	05/10/16	678.68
029457	MONTEREY COUNTY	3RD QUARTER 15-16 CRIMINAL JUSTICE INFO SYSTEM	05/10/16	3243.73
029458	MRWMD	FY 15-16 RECYCLE GRANT	05/10/16	5000.00
029459	PUBLIC EMPLOYEES RET. SYS	FEES FOR GASB-68 REPORTS & SCHEDULES	05/10/16	1950.00
029460	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	05/10/16	89.41
029461	RED SHIFT INTERNET SRVCS	MAY 2016 CITY/POLICE DSL, WEB & INTERNET	05/10/16	93.89
029462	DAVID W. JANSEN	FINANCE SERVER ISSUE/CITY ADMIN & MAYOR MAINTENANC	05/10/16	483.00
029463	DAVID W. JANSEN	LINDA PRINTER INSTALL/CITY ADMIN SHARED CALENDAR	05/10/16	504.00
029464	SEASIDE FLORIST	CONDOLENCE FLOWERS FOR MICHAEL MOUNT	05/10/16	73.27
029465	SEASIDE FLORIST	GET WELL FLOWERS FOR RICHARD GARZA	05/10/16	79.68
029466	STURDY OIL COMPANY	4/15/16 TO 4/30/16 FUEL COSTS	05/10/16	820.97
029467	RABOBANK VISA CARD	BBQ GIFT BAGS/BABY MONITORS	05/10/16	810.79
029468	WORKIN.COM, INC.	JOB POSTING - POLICE RECORDS COORDINATOR	05/10/16	319.00
029469	PERS - MEDICAL	MAY 2016 PERS HEALTH PREMIUMS	05/10/16	23173.90
029470	LEON GOMEZ	REIMBURSE FILING FEES/MILEAGE FOR INDEPENDENT	05/12/16	376.75
029471	PUBLIC EMPLOYEES RET. SYS	APRIL 2016 PERS RETIREMENT CONTRIBUTIONS	05/13/16	35833.33
029472	A&R PLUMBING, INC	MAIN RESTROOM SEWER LINE CLOGGED/OVERFLOWING	05/17/16	125.00
029473	AMERIPRIDE SERVICES	APRIL 2016 LAUNDRY SERVICE	05/17/16	447.45
029474	AT & T	APRIL 2016 POLICE TRACNET PHONE LINE	05/17/16	119.22
029475	A.T. & T.	MARCH 2016 POLICE MAIN LINE	05/17/16	55.03
029476	BALESTERI UNLIMITED CATERING,	2016 CITY BBQ - CATERING	05/17/16	5200.00
029477	BALBOA CAPITAL	JUNE 2016 WATER DISPENSER FOR OFFICE	05/17/16	65.12



Date...: Jun 24, 2016  
 Time...: 11:52 am  
 Run by.: Linda Scholink

City of Sand City  
 MAY 2016 ACCOUNTS PAYABLE

Page: 2  
 List: 0000  
 ID #: PYCPDP

Check Number	Vendor Name	Invoice Description	Check Date	Gross Check Amount
029464	CALIFORNIA HIGHWAY	APRIL 2016 HIGHWAY CLEAN UP	05/17/16	295.00
029465	COMCAST	MAY 2016 POLICE PHONE/PW PHONE & INTERNET	05/17/16	209.20
029466	CREEGAN & D'ANGELO	APRIL 2016 ENGINEER SERVICES	05/17/16	30086.00
029467	CYPRESS COAST FORD	OIL/FILTER CHANGE - TIRE ROTATION	05/17/16	56.98
029468	DEL REY OAKS CAR WASH	APRIL 2016 CAR WASHES FOR POLICE	05/17/16	80.00
029469	HARVEY DRONE	REIMBURSE EXPENSES FOR 5/11/16 SUPERVISOR SEMINAR	05/17/16	31.45
029470	DYNA CLEAN SERVICES	MAY 8, 2016 OFFICE CLEANING	05/17/16	300.00
029471	BRIAN FERRANTE	REIMBURSE EXPENSES FOR MCCLEOA RETREAT	05/17/16	705.66
029472	HOPE SERVICES	APRIL 2016 CLEAN UP CREW	05/17/16	4647.83
029473	THE HERALD	APRIL 2016 LEGAL ADVERTISING/CLASSIFIED AD	05/17/16	910.41
029474	JIM HEISINGER	REIMBURSE EXPENSES FOR SPRING CITY ATTORNEY CONF	05/17/16	1899.19
029475	VINCENT GARCIA	5/21/16 CITY BBQ - JUMPHOUSES/CHAIRS/TABLES	05/17/16	1199.00
029476	KELLY SERVICES, INC.	TEMP SERVICE FOR 4/25/16	05/17/16	144.00
029477	LAW ENFORCEMENT	PSYCHOLOGICAL ASSESSMENT FOR NEW POLICE OFFICER	05/17/16	375.00
029478	LEAGUE OF CALIF. CITIES	2016 MAYORS/COUNCIL EXECUTIVE FORUM REGISTRATION	05/17/16	375.00
029479	MICHAEL MASTROIANNI	2016 CITY BBQ - PONIES	05/17/16	450.00
029480	FREDERICK MENEZES III	MAY 2016 ACCRUAL CASH OUT	05/17/16	3291.61
029481	MCGRATH RENTCORP	MAY 2016 POLICE LOCKER ROOM RENTAL	05/17/16	184.99
029482	MONTEREY COUNTY	POLICE NETWORK ACCESS FOR PERIOD ENDING 3/31/16	05/17/16	258.75
029483	MRWMD	APRIL 2016 REFUSE CHARGES	05/17/16	810.93
029484	OFFICE DEPOT , INC.	APRIL 2016 SUPPLIES	05/17/16	750.96
029485	PITNEY BOWES	JAN-APRIL 2016 POSTAGE MACHINE LEASE	05/17/16	521.86
029486	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	05/17/16	71.97
029487	PACIFIC GAS & ELECTRIC	APRIL 2016 UTILITY BILLS	05/17/16	2413.05
029488	DAVID W. JANSEN	TONER/SPARE PARTS FOR LINDA BACK OFFICE PRINTER	05/17/16	899.42
029489	SHRED IT- SAN JOSE	APRIL 29, 2016 SHREDDING SERVICES	05/17/16	64.73
029490	STEPHEN L. VAGNINI	2016 CITY BBQ - BAND	05/17/16	500.00
029491	TROIA FOODS	2016 CITY BBQ - ICE CREAM & FREEZER	05/17/16	208.80
029492	VERIZON WIRELESS	APRIL 2016 CELL PHONE BILLS	05/17/16	3614.50
029493	COMMUNITY PARTNERSHIP FOR	2016 CITY BBQ - FACE PAINTING	05/19/16	250.00
029494	MICHAEL MASTROIANNI	2016 CITY BBQ - PETTING ZOO	05/19/16	350.00
029495	A.T. & T.	MARCH 2016 POLICE CLETS PHONE LINE	05/24/16	43.16
029496	BEST BEST & KRIEGER	APRIL 2016 ROPS SUBMISSION FY 16-17	05/24/16	816.40
029497	TODD BODEM	REIMBURSE EXPENSES FROM MBASIA SUPERVISOR SEMINAR	05/24/16	17.27
029498	CHIEF SUPPLY	AMMO POUCHES/FINGERPRINT KIT/LATEX GLOVES	05/24/16	173.36
029499	COMCAST	MAY 2016 CITY INTERNET/COUNTIL TV	05/24/16	87.18
029500	MONTEREY ELKS LODGE #1285	MCPQA PUBLIC SAFETY APPRECIATION NIGHT	05/24/16	75.00
029501	EMC PLANNING GROUP, INC.	APRIL 2016 PLANNING STAFF SUPPORT	05/24/16	1922.59
029501	EMC PLANNING GROUP, INC.	MARCH/APRIL 2016 VIBRANCY PLAN SERVICES	05/24/16	6120.69
029502	JOHN LEY'S TREE SERVICE	TREE PRUNING SERVICES - 40 TREES	05/24/16	3500.00
029503	GARY HAEDRICH MARKS BARN AUTO	BUMPER/QUARTER PANEL REPAIR FOR POLICE UNIT 91	05/24/16	983.65
029504	MONTEREY COUNTY BUSINESS	MCBC ANNUAL MEMBERSHIP DUES	05/24/16	500.00
029505	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	05/24/16	63.74
029506	DAVID W. JANSEN	MAINTENANCE/UPDATES FOR CITY HALL SYSTEMS	05/24/16	819.00
029507	STAR SANITATION, LLC	RESTROOM RENTAL FOR 5/7/16 ART COMMITTEE SHOW	05/24/16	276.99
029508	A. STROUSE & SON GLASS, INC.	2 SCREEN DOORS FOR CITY HALL/POLICE DEPT.	05/24/16	984.34
029509	STURDY OIL COMPANY	5/1/16 TO 5/15/16 FUEL COSTS	05/24/16	622.96
029510	WATCH GUARD	CAMERA SYSTEM FOR POLICE INTERVIEW ROOM	05/24/16	5480.13
029511	CALPERS 457 PLAN	MAY 2016 PERS 457 CONTRIBUTIONS	05/31/16	11500.00
029512	FASHION STREAKS	2016 CITY BBQ - TSHIRTS	05/31/16	1096.03
029513	KELLY SERVICES, INC.	TEMP SERVICES - 5/11/16	05/31/16	126.00
029514	PAPE MATERIAL HANDLING, INC.	BACKHOE MAINTENANCE	05/31/16	1494.89
029515	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	05/31/16	71.21
029516	PM LANDSCAPING SERVICE, LLC	SHRUBBERY PLANTING FOR CITY HALL	05/31/16	915.00
029517	LINDA SCHOLINK	REIMBURSE FOR CELL PHONE CASE	05/31/16	43.04
29385D	RABOBANK	MAY 2016 TRANSFER OUT FEE	05/31/16	30.00

Grn-Total:  
 Ttl-Count: 146

238912.78

# Successor Agency

REPORT.: 06/21/16  
 RUN....: 06/21/16  
 Run By.: LINDA

SUCCESSOR AGENCY  
 Balance Sheet Report  
 ALL FUND(S)

PAGE: 001  
 ID #: GLBS  
 CTL.: SUC

Ending Calendar Date.: May 31, 2016      Fiscal (11-16)

Assets			Acct ID
-----			
Debt Service Tax Increment Account	387,278.37	40	1005
Debt Service 2008 TAX EXEMPT CD #6998114883	525,624.11	40	1025
Debt Service 2008 TAX EXEMPT CD # 535671579	530,949.75	40	1026
Debt Service 2008A RESERVE ACCOUNT	4,365.32	40	1060
Debt Service Bank of Baroda- CD	200,000.00	40	1065
Debt Service Comenity Capital Bank- CD	245,000.00	40	1066
Debt Service Goldman Sachs-USA New York- CD	245,000.00	40	1067
Debt Service 2008B RESERVE ACCOUNT	4,468.93	40	1070
Debt Service GE-Capital Retail Bank-CD	120,000.00	40	1075
Debt Service Land	2,525,709.76	40	1291
Debt Service FURNITURE AND FIXTURES	40,218.25	40	1293
Debt Service SIGNS AND LANDSCAPING	182,630.99	40	1297
Debt Service ACCUMULATED DEPRECIATION	-211,635.32	40	1300
-----			
Total of Assets ---->	4,799,610.16		4,799,610.16
=====			

Liabilities			Acct ID
-----			
Debt Service REFUNDABLE FEES	1,455,000.00	40	2045
Debt Service GENERAL LT- ADVANCE COSTCO/SEA	4,650,000.00	40	2330
Debt Service LOAN PAYABLE-HOUSING	685,052.00	40	2452
Debt Service LT ADVANCES FOR OPERAT EXPENSE	3,626,057.91	40	2455
Debt Service ADVANCES COP REIMBURSEMENTS	1,454,766.42	40	2460
Debt Service SERIES A BONDS	5,540,000.00	40	2480
Debt Service SERIES B BONDS	1,405,000.00	40	2485
Debt Service ORIGINAL ISSUE DATE SERIES B	215,641.00	40	2487
-----			
Total of Liabilities ---->	19,031,517.33		

FUND Balances			Acct ID
-----			
Debt Service Unappropriated Fund Balance	-14,720,168.19	40	3400
CURRENT EARNINGS	488,261.02		
-----			
Total of FUND Balances ---->	-14,231,907.17		4,799,610.16
=====			

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	05-16	05/31/16	00235	C	Mis	BND04	3 MONTH TAX EXEMPT BOND INTEREST MAY 2016 INTEREST Receipt Date: 05/31/16 RABOBANK	Db: 40 1025 Cr: 40 4435 00	21.90
			00236	C	Mis	BND05	Issued...: T0 (DEVON ) May 31 2016 11:21 am Devon 6 MONTH TAX EXEMPT BOND INTEREST MAY 2016 INTEREST Receipt Date: 05/31/16 Paid by: RABOBANK	Lazzarino Db: 40 1026 Cr: 40 4435 00	22.12
			00237	C	Mis	PRP01	Issued...: T0 (DEVON ) May 31 2016 11:23 am Devon PROPERTY TAX INCREMENT MAY 2016 INTEREST Receipt Date: 05/31/16 Paid by: RABOBANK	Lazzarino Db: 40 1005 Cr: 40 4450 00	71.93
							Issued...: T0 (DEVON ) May 31 2016 11:27 am Devon	Lazzarino	
							Day 05/31/16 Total ---->		115.95
							Period 05-16 Total ---->		115.95
							Register 000 Total ---->		115.95
							Total of All Registers ---->		115.95

REPORT.: Jun 21 16 Tuesday  
 RUN....: Jun 21 16 Time: 12:27  
 Run By.: Linda Scholink

SUCCESSOR AGENCY  
 Month End Cash Disbursements Report  
 Report for 05-16 BANK ACCOUNT 1005

PAGE: 001  
 ID #: PY-CD  
 CTL.: SUC

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
05-16	002087	05/09/16	CAL01 (CAL AM WATER)		112.45	.00	112.45	APRIL 2016 WATER BILLS -
	002088	05/17/16	CIT01 (CITY OF SAND CITY)		40,811.38	.00	40,811.38	3RD QUARTER 15-16 ADMIN E
Total for Bank Account 1005 ----->					40,923.83	.00	40,923.83	
Grand Total of all Bank Accounts ----->					40,923.83	.00	40,923.83	

**AGENDA ITEM**

**5C**

**CITY OF SAND CITY  
RESOLUTION SC \_\_\_, 2016**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY RECOGNIZING  
ITN *Monterey County*™ AND EXECUTIVE DIRECTOR AIMEE CUDA FOR PROVIDING  
QUALITY SERVICES FOR SENIOR CITIZENS THROUGHOUT THE COMMUNITY**

**WHEREAS**, in 15 years, more than 70 million Americans (about 1 in 5) will be over the age of 65, and may start to experience diminished capacity in driving safely, and whose primary need will be the need for adequate transportation within Monterey County; and

**WHEREAS**, ITN *Monterey County*™, is a local non-profit organization for Seniors, and is the only agency in Monterey County providing arm-in-arm; door-to-door 24-7-365 day services, and offers rides for any purpose within their service area; and

**WHEREAS**, ITN *Monterey County*™ currently serves 325 members and has delivered over 25,000 rides in 12 local communities within the greater Monterey and Salinas areas resulting in a higher quality of life for the communities serving the Senior population; and

**WHEREAS**, ITN *Monterey County*™ provides trained and background checked drivers who at their convenience utilize their own insured and inspected cars to offer rides that are typically less than 20 minutes; and

**WHEREAS**, ITN *Monterey County*™ volunteer drivers find their services rewarding while helping others and meeting new interesting people while earning credits for themselves, a loved one, and also receive mileage reimbursement; and

**WHEREAS**, ITN *Monterey County*™ transportation services are often used to transport individuals to and from medical and personal care appointments, recreational activities, and social occasions; and

**WHEREAS**, ITN *Monterey County*™ also allows seniors to trade in their automobile for ITN transportation credits and does not receive any public funding.

**NOW, THEREFORE BE IS RESOLVED**, by the City Council of the City of Sand City declaring August 5, 2016 as ITN *Monterey County* Day and encourages all of our citizens to recognize ITN *Monterey County*™ and Executive Director Aimee Cuda for their commitment and dedication in providing an important and vital service for Seniors throughout the community.

**PASSED AND ADOPTED** by the City Council of the City of Sand City this \_\_\_ day of July, 2016 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

APPROVED:

\_\_\_\_\_  
David K. Pendergrass, Mayor

ATTEST:

\_\_\_\_\_  
Linda K. Scholink, City Clerk

**AGENDA ITEM**

**5D**



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# MEMO

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**TO:** City Council  
**FROM:** Todd Bodem, City Administrator  
**DATE:** June 28, 2016  
**SUBJECT:** Designation of Voting Delegate and Alternate for the  
2016 League of California Cities Conference

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The upcoming 2016 Annual League of California Cities Conference will be held on October 5 through October 7, 2016 in Long Beach, California. Each year, all California cities being represented at the conference are required to appoint a voting delegate and alternate to represent their local jurisdictions. The voting delegate and alternate must be approved by Council action at its regular meeting.

It is recommended that Vice-Mayor Mary Ann Carbone serve as voting delegate, and Council Member Jerry Blackwelder serve as the alternate to represent the City of Sand City.



1400 K Street, Suite 400 • Sacramento, California 95814  
Phone: 916.658.8200 Fax: 916.658.8240  
[www.cacities.org](http://www.cacities.org)

Council Action Advised by July 31, 2016

RECEIVED

JUN 13 2016

June 10, 2016

TO: Mayors, City Managers and City Clerks

CITY OF SAND CITY

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference – October 5 – 7, Long Beach

The League's 2016 Annual Conference is scheduled for October 5 – 7 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for noon on Friday, October 7, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

**Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 23, 2016. This will allow us time to establish voting delegate/alternate records prior to the conference.**

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: [www.cacities.org](http://www.cacities.org). In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 5, 8:00 a.m. – 6:00 p.m.; Thursday, October 6, 7:00 a.m. – 4:00 p.m.; and Friday, October 7, 7:30–10:00 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League office by Friday, September 23. If you have questions, please call Kayla Gibson at (916) 658-8247.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

## Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: SAND CITY

2016 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, September 23, 2016. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: MARY ANN CARBONE

Title: VICE MAYOR

2. VOTING DELEGATE - ALTERNATE

Name: JERRY BLACKWELDER

Title: COUNCIL MEMBER

3. VOTING DELEGATE - ALTERNATE

Name:

Title:

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: E-mail

Mayor or City Clerk (circle one) (signature) Phone:

Date:

Please complete and return by Friday, September 23, 2016

League of California Cities
ATTN: Kayla Gibson
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: kgibson@cacities.org
(916) 658-8247

**AGENDA ITEM**

**5E**

# CITY OF SAND CITY

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## STAFF REPORT

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**JUNE 21, 2016**  
**(For City Council Review on July 5, 2016)**

**TO: Mayor and City Council**

**FROM: Charles Pooler, Associate Planner**

**SUBJECT: 90-Day Time Extensions for Use Permits within the South of Tioga Planning District Area**

### **BACKGROUND**

The South of Tioga development project was anticipated to have moved forward by the mid 2000s; and interim uses with temporary use permits were to be for a short period of time. Development of this area continues to be indefinite. Uses with temporary approvals have come and gone, but there remain operations with active use permits still subject to ongoing 90-day time extensions. These businesses are Glass Mosaic Tile & Marble, Gachina Landscaping, U-Haul Rentals, John Ley Tree Service, DBO Development's fenced yards along Fir Avenue and East Avenue, Jump-N-Around, and Red Door Art, Garden Gallery, Advantage Towing, Mike Donnelly, Structural Services, and Max Kammerer. The use permits for these operations are nearing their next scheduled termination on July 31, 2016. Continuation of these uses are dependant upon the City Council granting another 90-day time extension, in accordance with the terms of those permits.

### **DISCUSSION**

The following are brief summaries and discussion of those permits and businesses within the South of Tioga Planning Area that remain subject to 90-day time extensions:

#### **CUP 450 - Glass Mosaic Tile & Marble - 1855 East Avenue**

The City Council issued a conditional use permit (CUP 450) on March 16, 2004 to Fred Cimoli of Glass Mosaic Tile & Marble, to use an approximate 5,300 square foot portion of an existing 10,000 sq.ft. commercial building located at 1855 East Avenue in Sand City (APN 011-135-014). This is a cabinet and counter manufacturer who specializes in cutting marble/granite slabs for counter-tops, and performing woodworking to build cabinets. Stone cutting is also performed for other construction purposes. All items manufactured are for off-site contract job locations. Equipment used on-site includes a marble saw, a polisher, cutting tables, small hand equipment, a forklift, and other miscellaneous fabrication equipment (blades, sandpaper, polishes, etc.).

**CUP 503 - U-Haul Rentals - 840 Tioga Avenue**

Conditional Use Permit (CUP) 503 was approved on February 19, 2010 for Jennifer Lenz to use the former Waste Management transfer facility at 840 Tioga Avenue in Sand City for the storage and rental of U-Haul moving trucks, trailers and hitches. Ms. Lenz vacated the property in March due to an eviction served by the property owner (DBO Development). The Permit was transferred to Jeff Cecilio in late 2012, with no association to Ms. Lenz. Under Mr. Cecilio's ownership, the site had been cleaned up and trucks parked in an orderly fashion on the site. The Permit was transferred again to Stacy Spung; who worked with Mr. Cecilio, but has now taken over the operation. Occurrences of street parking of U-Haul vehicles continues sporadically. Customer drop-offs of vehicles, when the office is closed, tends to perpetuate this situation. Staff continues to notify the operation to stay on top of the parking.

**CUP 508 - John Ley Tree Service - Fir Avenue (No address)**

Conditional Use Permit (CUP) 508 was issued by the City Council in August of 2010 to John Ley authorizing the storage of vehicles, equipment, and green waste related to his tree service. This was the former location of Harbor Concrete Services. Items stored include trucks, chippers, stump grinders, and a wood splitter. Miscellaneous equipment is stored within an 8'x8' steel portable shed. A 4'x3' shed is used to store fuel and oil for equipment. Employees meet at the site around 7:30 a.m., Monday through Friday, and occasionally on Saturdays, to pick up vehicles and/or equipment before heading to job sites. No complaints have been submitted on this use.

**CUP 527 - Gachina Landscaping - East Avenue (No address)**

Conditional Use Permit (CUP) 527 was issued by the City Council in August of 2011 to Gachina Landscaping to utilize an existing fenced property fronting Scott Street and Fir Avenue. The permit authorizes the parking of vehicles and equipment within the yard. Upon initiation of use, there was an issue of employees parking throughout the neighborhood and the nearby dunes; however, this was rectified upon notice by the City. There have been no further complaints filed with the City regarding this use.

**CUP 532 - Storage Yard - Fir Avenue (No address)**

Conditional Use Permit (CUP) 532 was issued by the City Council in November of 2011 (along with Site Plan Permit 11-03) to PM Landscaping for the establishment and use of a fenced yard at the north end of Fir Avenue for the storage of company vehicles and equipment. In addition to creating the 10,000 square foot fenced yard, the permit authorizes the parking of vehicles and equipment within a 5,000 square foot segment of that yard. In November of 2014, PM Landscaping, along with Kelcon Construction vacated the site. Staff recommends allowing this permit to continue, and be granted a 90-day time extension so that the yard itself can remain. A future use of the 5,000 square foot segment of that yard could then operate under CUP 532 provided that the scope and scale of that operation is the same or less than PM Landscaping.

**CUP 540 - DBO Development - Fir Avenue (No address)**

Conditional Use Permit (CUP) 540 was issued by the City Council in April of 2012 to DBO Development to establish a perimeter fence with several gate entrances on this



property fronting Fir Avenue, California Avenue, and Beach Avenue with the former Fish Company cannery abutting to the northwest. Establishment of this fencing has relocated substantial parking activity to within the railroad right-of-way along California Avenue. There is only one occupant of one yard in this area; Frank Lloyd Jenkins, a general contractor (see discussion of CUP 562 below). The other yards remain vacant.

**CUP 541 - DBO Development - East Avenue (No address)**

Conditional Use Permit (CUP) 541 was issued by the City Council in April of 2012 to DBO Development to establish a perimeter fence with gate access on its property fronting East Avenue, between Scott Street and California Avenue. Uses of this site are required to obtain their own use permit approval. CL Frost is currently using most of this fenced property under the purview of Conditional Use Permit 599.

**CUP 576 / CDP 14-01 - Jump-N-Around (recreation) - 880 Tioga Avenue.**

Conditional Use Permit (CUP) 576 and Coastal Development Permit 14-01 were issued by the City Council in January of 2014 to allow a family oriented recreational center targeting young children within an existing 9,600 square foot commercial building at 880 Tioga Avenue (portion of APN 011-122-041). As a condition of approval, the use was evaluated after a 90-day initial trial period to observe whether potential concerns of delinquency would occur; of which there were no problems. This operation continues to operate within the conditions of their permit, and no complaints have been submitted to City Hall regarding this operation.

**CUP 578 - Red Door Arts & Garden Gallery (art-garden gallery) 860 Tioga Avenue.**

Conditional Use Permit (CUP 578) was issued by the City Council in January of 2014 to allow an art and garden gallery for the display and sale of paintings, jewelry, sculptures, and wood works of local artists. The gallery space is used for studio production of paintings, photography, digital printing, and wood work. The outside yard area is to sell outdoor garden art, furniture, sculptures, and plants (primarily succulents). The applicant has vastly improved the aesthetics of the property. No parking issues have been observed. Operation has not posed any negative impacts, nor have any complaints been filed with the City regarding this use.

**CUP 588 - Advantage Towing (vehicle storage) at 865 Fir Avenue.**

Conditional Use Permit (CUP 588) was issued by the City Council on April 7, 2015 for the storage of towed vehicles within a 2,680 square foot commercial unit at 865 Fir Avenue (adjacent to Fashion Streaks). Advanced Towing tows on behalf of the Seaside and Monterey Police Departments, and are required to have a storage facility within a 5-mile radius; therefore taking vehicles to the Castroville facility is not an option. Office hours are from 8:00 a.m. to 5:00 p.m. daily; with vehicle drop-offs on a 24-hour 7-day per week on-call rotational schedule. Operation has not posed any negative impacts, nor have any complaints been filed with the City regarding this use.

**CUP 589 - Mike Donnelly of 'Lil Abode at 825 California Avenue.**

Conditional Use Permit (CUP 589) was issued by the City Council on May 5, 2015 to utilize an existing 850 square foot vacant residential dwelling as a commercial office to

conduct in-house and internet sales of multi-purpose sheds. The applicant located one 240 square foot "demonstration model" shed in the rear yard for photography and exhibiting purposes. Mike Donnelly did obtain a building permit over the 2015 summer and completed construction on his demonstration model shed on the site. Operation has not posed any negative impacts, nor have any complaints been filed with the City regarding this use.

**CUP 590 - Structural Services at 856 Tioga Avenue.**

Conditional Use Permit (CUP 590) was issued by the City Council on May 5, 2015 for the storage of equipment, materials, and vehicles on property at 856 Tioga Avenue. Structural Services, Inc. specializes in structural repairs to buildings. There are no sales or office activity at this location. The applicant has one 1-ton flat-bed truck and one Bobcat skid steer that are stored inside the building and two flatbed trailers stored behind the side yard fence and gate. Most materials are shipped directly to contracted job sites; however, there will be storage of materials such as doors, windows, and hardware until needed at a project site. Operation has not posed any negative impacts, nor have any complaints been filed with the City regarding this use.

**CUP 594 - Max Kammerer at 836 Afton Avenue**

Conditional Use Permit (CUP 594) was issued by the City Council on July 21, 2015 authorizing the establishment of an ornamental metal workshop within existing 2,000 square foot commercial building at 836 Afton Avenue. Manufactured products include gates, hand railings, balcony rails, and other functional and decorative metal items. Activities on-site will include welding, grinding, sanding, cutting, hole punching, drilling, hammering, and rolling steel. Equipment used on-site includes welders, a drill press, hammer machine, metal roller, band saw, steel table, oxyacetylene torch, and a variety of hand tools. This site is one of the few remaining parcels in the South of Tioga area that has not been acquired by the Orosco Group (developer for the South of Tioga area). Operation has not posed any negative impacts, nor have any complaints been filed with the City regarding this use.

The Monterey Sculpture Center's permit is good until May 31, 2017. The use permit for Karl Schaeffer (art studio) at 1830 California Avenue, approved in August of 2015, will not expire until the end of October of 2016; which would then need time extensions to continue thereafter. CL Frost was issued Conditional Use Permit 599 this year and that permit is scheduled to expire on July 31, 2017.

**STAFF RECOMMENDATION**

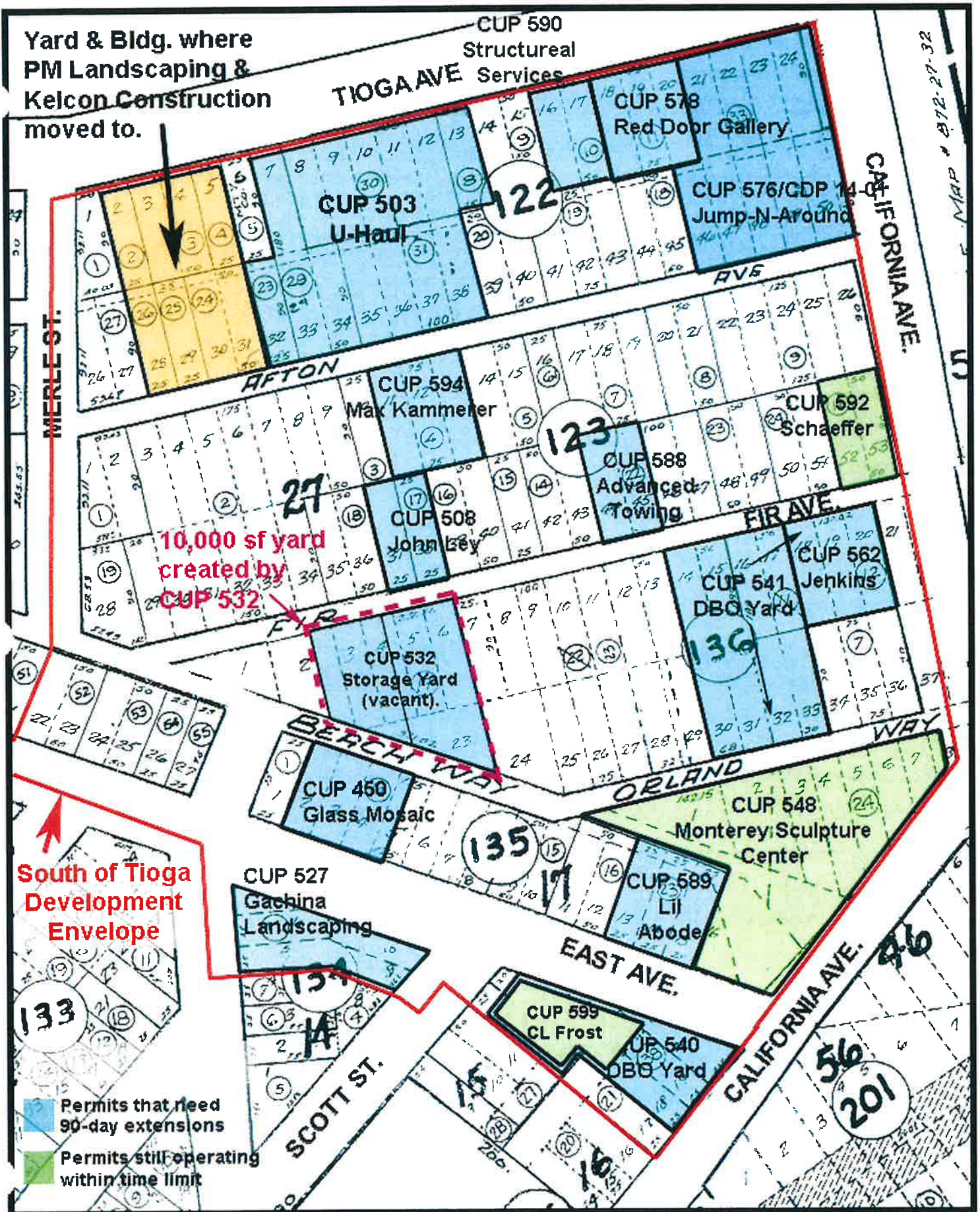
Planning staff recommends **APPROVAL** of the attached resolution, granting a ninety (90) day time extension of Conditional Use Permits 450, 503, 508, 527, 532, 540, 541, 576, 578, 588, 589, 590, and 594 and Coastal Development Permit 14-01 to October 31, 2016.

**Exhibits:**

A. Location Map of Subject Permits

**Attachment:**

Draft Resolution to approve time extensions to October 31, 2016.



# Temporary Permit Locations

CITY OF SAND CITY

RESOLUTION SC \_\_\_\_\_, 2016

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING TIME EXTENSIONS TO OCTOBER 31, 2016 OF MULTIPLE CONDITIONAL USE PERMITS (CUPs 450, 503, 508, 527, 532, 540, 541, 576, 578, 588, 589, 590, & 594) AND COASTAL DEVELOPMENT PERMIT 14-01 TO CONTINUE AS INTERIM USES AT THEIR RESPECTIVE LOCATIONS WITHIN THE SOUTH OF TIOGA AREA**

**WHEREAS**, various conditional use permits and coastal development permits have been issued by the City Council over the years as temporary interim uses within the South of Tioga Project area until such time as revitalizing development of the area is ready to proceed; and

**WHEREAS**, Conditional Use Permit 450 is for Glass Mosaic & Tile on East Avenue, Conditional Use Permit 503 for U-Haul Rentals on Tioga Avenue, Conditional Use Permit 508 is for John Ley's Tree Service on Fir Avenue, Conditional Use Permit 527 is for Gachina Landscaping on East Avenue, Conditional Use Permit 532 is for the establishment of a 10,000 square foot storage yard at the northwest end of Fir Avenue, Conditional Use Permit 540 is for DBO Development's fenced yard on the southeast end of Fir Avenue, Conditional Use Permit 541 is for DBO Development's fenced yard on East Avenue, Conditional Use Permit 576/Coastal Development Permit 14-01 are for Jump-N-Around at the corner of Tioga and California Avenues, Conditional Use Permit 578 is for Red Door Art and Garden Gallery on Tioga Avenue, Conditional Use Permit 588 is for Advantage Towing at 856 Fir Avenue, Conditional Use Permit 589 for Lil-Abode at 825 California Avenue, Conditional Use Permit 590 for Structural Services at 856 Tioga Avenue, and Conditional Use Permit 594 for Max Kammerer metal-shop at 836 Afton Avenue; and

**WHEREAS**, the aforementioned land use permits are subject to 90-day time extensions at the discretion of the City Council, with CUP 450, CUP 503, CUP 508, CUP 527, CUP 532, CUP 540, CUP 541, CUP 576, CUP 578, CUP 588, CUP 589, CUP 590, CUP 594, and CDP 14-01 scheduled to terminate on July 31, 2016; and

**WHEREAS**, those businesses noted above desire to continue their operations at their current locations within Sand City, and in accordance with the terms of their respective use permits, time extensions of those permits are now necessary for their continued operation; and

**WHEREAS**, granting temporary continuation of these uses is not foreseen to impede efforts of revitalizing and developing the South of Tioga Planning District, and continuation of these activities as interim uses qualifies as a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

**WHEREAS**, the City Council of Sand City has accepted the findings for approving time extensions to October 31, 2016 for CUP 450, CUP 503, CUP 508, CUP 527, CUP 532,

CUP 540, CUP 541, CUP 576, CUP 578, CUP 588, CUP 589, CUP 590, CUP 594, and CDP 14-01 as outlined in the City staff report, dated June 21, 2016.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Sand City does hereby grant time extensions for CUP 450, CUP 503, CUP 508, CUP 527, CUP 532, CUP 540, CUP 541, CUP 576, CUP 578, CUP 588, CUP 589, CUP 590, CUP 594, and CDP 14-01 to October 31, 2016, subject to the terms and conditions within each of those aforementioned Permits.

**PASSED AND ADOPTED**, time extensions to October 31, 2016 for CUP 450, CUP 503, CUP 508, CUP 527, CUP 532, CUP 540, CUP 541, CUP 576, CUP 578, CUP 588, CUP 589, CUP 590, CUP 594, and CDP 14-01 by the City Council of Sand City this \_\_\_ day of July, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED

ATTEST

\_\_\_\_\_  
David K. Pendergrass, Mayor

\_\_\_\_\_  
Linda K. Scholink, City Clerk

**AGENDA ITEM**

**5F**

# Memo

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**To:** City Council  
**From:** Todd Bodem, City Administrator  
**Date:** June 29, 2016  
**Subject:** Review of City Contributions/Donations

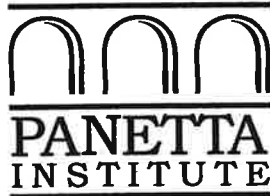
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Attached is a request from one organization for support and contribution for Fiscal Year 2016-17. After reviewing this request, the following donation is recommended:

- The Panetta Institute for Public Policy - \$500

If any Council member wants to discuss this request or to propose a different contribution, then this item should be pulled from the consent calendar for discussion with the full Council.

The following finding is specified in the annual City/Successor Agency Budget: *"The Sand City Council finds that it is a valid public purpose and in the best interest of this small city to support and participate in various community programs and activities of the larger Monterey Peninsula area. This support includes not only the City's financial contributions outlined in the attached pages but also the active involvement/participation by council members, city staff, Sand City businesses and citizens. This is Sand City's pledge and commitment of support for the larger regional community in which it is an active and dedicated member".*



The Panetta Institute for Public Policy

June 21, 2016

RECEIVED

JUN 27 2016

The Hon. David Pendergrass  
City of Sand City  
City Hall  
One Sylvan Park  
Sand City, California 93955

CITY OF SAND CITY

Dear Dave:

Will our country's next generation of leaders rise to the challenge of self-government, reach out to those with whom they disagree and find ways to work together to solve our nation's problems?

In our most recent survey of U.S. college students, the Panetta Institute for Public Policy finds students increasingly pessimistic about the direction of the country, unhappy with the tone and apparent outcome of the presidential nominating contest, and doubtful about the ability of their generation to achieve the American dream.

And yet we also find a continuing high level of student interest in the political process and in the idea of public service.

A strong majority of students in our April survey express interest in a program that would offer them help with the cost of college in exchange for two years of national service. A similar percentage continue to see politics as relevant to their lives, and a remarkable one-third of students say that, if given the chance, they'd be interested in running someday for elective office.

Here at the Panetta Institute, where we encourage young people to consider lives of public service, we take heart in these findings. And we're working every day to help bright, idealistic students achieve their dream of participating constructively in the public sphere.

For nearly two decades, thanks to the support of friends like you, we've offered high-quality, nonpartisan, nationally recognized programs that help future leaders acquire the understanding and the skills they'll need to become effective public servants, while also helping our entire community become more civically engaged and better informed.

And now we ask your help again to ensure that these important efforts can continue.

High on the list is our Leadership in Public Service course. Each year we bring student government officers from twenty-six California universities here to the Institute, where they meet with elected officials and other leaders and engage in exercises that improve their leadership skills and their ability to build consensus on contentious issues. Many have gone on to public service careers and have described this course as a turning point in their lives.

Another life-changer is our Congressional Intern Program. It brings students from those same campuses here to the Institute for an intensive orientation course and then sends them on to Washington to work for members of the California congressional delegation. In addition to learning



the legislative process, they meet, both here and in the capital, with a bipartisan array of political leaders and policy experts to discuss current issues. And the Institute covers all costs of travel to Washington, along with lodging and a stipend for living expenses, to ensure that students of all backgrounds can participate.

Our Policy Research Fellows program allows upper-division law students from several California schools the opportunity to come here for a semester of research on a range of issues in support of our work. In recent months they've been developing various proposals for creating a program of voluntary national service.

Our outreach to the broader community includes our annual Leon Panetta Lecture Series. Each spring it brings distinguished national leaders, journalists and policy thinkers to the Monterey Peninsula to address important issues, both for series subscribers and in special sessions with students from area high schools, colleges and military installations.

And the Monterey County Reads Program, which the Panetta Institute has coordinated since 1997, continues to recruit and train volunteers from the area's schools, businesses, military bases and community organizations and to place them in participating elementary schools to work with children who are having trouble with their reading. Testing has shown these students making dramatic gains in reading ability, greatly improving their chances for participation as adults in the civic life of our country.

All of these efforts help strengthen our democracy and help prepare future leaders for the challenges that lie ahead. And all of these programs depend on your financial support.

So once again we're asking you to please give generously to the Panetta Institute for Public Policy. Your tax-deductible donation will be put to immediate and effective use.

We thank you for any amount you may be able to give, and for all you do to help make this a better country.

Sincerely,



Leon E. Panetta  
Chairman



Sylvia M. Panetta  
Co-Chair and CEO

LEP/SMP:jf/c  
ENClosures

**AGENDA ITEM**

**7A**

**CITY OF SAND CITY**

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**STAFF REPORT**

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**MAY 31, 2016 (Updated June 20, 2016)  
(For City Council consideration on July 5, 2016)**

**TO: Mayor & City Council**

**FROM: Charles Pooler, Associate Planner**

**SUBJECT: Conditional Use Permit (including site plan and architectural reviews) for Jerry Stepanek and David Martin for a Mixed-Use Project at 414 Orange Avenue**

**BACKGROUND**

Applications for site plan and architectural review were submitted by Jerry Stepanek (the "Applicant") and David Martin (the "Architect") for authorization to develop an approximate 8,000 square foot 2-story mixed-use (residential & commercial) development on a 5,625 square foot parcel (the "Project") at 414 Orange Avenue (APN 011-271-023) in Sand City (the "Subject Property"). The Project proposes one residential unit and one commercial unit. The Applicant intends to continue his carpentry operation in the commercial space upon completion of the Project. In accordance with Zoning Code Section 18.72.030, the Project's site plan, architecture, and land uses are being combined into a single conditional use permit for City Council consideration.

The Project is within a non-coastal Planned Mixed-Use (MU-P) zoning district with a General Plan land use designation of MU-D. The proposed mixed-use Project is subject to the issuance of a conditional use permit by the City Council, inclusive of site plan and architectural review approval. The Project's architectural design is subject to Design Review Committee (DRC) recommendation, but final permit approval and conditions therein are subject to City Council action. Construction is subject to Building Department plan check review and building permit issuance. The project qualifies for a Categorical Exemption under Sections 15303(c) and 15332 of CEQA (California Environmental Quality Act) Guidelines.

**Site Description:**

The Subject Property is 75-feet wide and deep for an area of 5,625 square feet with an existing 1-story 3,000 square foot commercial building and paved parking area covering 100% of the site that will be demolished to accommodate the Project. The Subject Property fronts both Catalina Street and Orange Avenue. There are existing curb, gutter, and sidewalk in fair condition along these frontages, and street pavement is also in fair condition. The Project proposes a continuous driveway apron along the entire Catalina

Street frontage, which will require the removal of two short segments of curb. There is also an approximate 5 to 8 foot wide section of public right-of-way with asphalt pavement between the existing sidewalk and the property line along Ortiz Avenue that is not included in the Project's design (see Exhibit C). Utilities (gas, elect., water, sewer, etc.) are available to serve the Subject Property.

## **DISCUSSION**

### **Project Description:**

The Applicant proposes to develop an approximate 8,000 square foot 2-story mixed-use (residential & commercial) building on an existing commercially developed property. The existing building and site pavement will be demolished to make way for the new development. The Applicant intends to continue his carpentry operation within the commercial space upon completion of the Project. The Project is for one residential unit and one commercial unit. The single residential unit on the upper level, of approximately 2,230 square feet, will provide 3 bedrooms, 3.5 baths, a 374 square foot open deck, and a combined 515 square foot living room and kitchen. Below the residential unit will be a 648 square foot garage for residential tandem parking and storage. The ground floor commercial space will be approximately 3,050 square feet intended for manufacturing activities. The upper level will provide a 458 square foot 'break room', a 1,130 square foot storage area, a 544 square foot 'finish' area, and a restroom. The design incorporates a light-well from the roof into the ground floor to provide natural lighting. There will be an elevator between the two commercial levels. To address storm water runoff control, the project proposes an underground infiltration chamber beneath the parking area, subject to City Engineer evaluation and approval. Exterior architecture proposes cement board siding on the lower level and a plain stucco finish on the upper level. Roof design is a raised parapet and flat roof. Elevations of the building that are not exposed will be plain CMU (concrete masonry block).

### **Land Uses & Zoning:**

The conditional use permit for the Project will also authorize the habitation of one (1) residential unit on the Subject Property. The only identified occupant of the commercial space will be the Applicant's carpentry operation that will resume operation within the building upon its completion under the purview of Conditional Use Permit 476 issued in 2006. Any other commercial occupants would be subject to separate conditional use permit approval at a future time.

Residential - Section 18.13.040.O of the Zoning Code specifies that residential "*development at a density no greater than 1 unit / 1,875 square feet of lot area*" is allowed, pending City Council's discretionary issuance of a conditional use permit. The Subject Property is 5,625 square feet (75' x 75'), which allows a maximum of three (3) dwelling units. There is not sufficient land area on the Subject Property to provide parking for more than one residential unit. A garage for residential parking will be located on the ground floor.

In order to inform potential future property owners and prevent future subdividing of the residential unit into multiple units, for which the property cannot provide ample zoning

code compliant parking, the recording of a deed restriction should be required to reflect the Project, stating that the one residential unit cannot be subdivided or subleased as multiple dwelling units therein.

Commercial - The Applicant intends to continue his carpentry operation within the commercial space upon completion of the Project. The Applicant's carpentry use currently operates on the Subject Property per Conditional Use Permit 476 issued in 2006. All but one of the conditions of CUP 476 can remain in effect and unchanged for the Applicant's continued operation within the new building; with exception to condition No. 4 regarding parking as the parking layout changes with the Project. Staff recommends Condition No. 4 of CUP 476 be amended to read as follows, with deletions signified by strike through and additions in bold text:

"4. Parking: The property shall maintain ~~the existing eight (8)~~ **seven (7)** on-site parking spaces in the paved area on the property **fronting Catalina Street for the commercial unit's use**. Parking shall not double park on the property or encroach into any public right-of-way at any time. **At no time shall commercial parking and/or commercial activities interfere with the residential designated parking spaces or access thereto on the Subject Property.**"

This amendment will allow the Applicant to continue operation in the new building upon its completion, and remain in compliance with CUP 476; post the aforementioned amendment.

**Site Plan:**

The design maximizes site coverage with the building and parking, provides no landscaping, and only the minimum zoning required off-street parking. According to the submitted plans, the building will be setback eight inches (8") from the easterly (rear) property line, approximately one foot (1'-0") from the north (side) property line along Orange Avenue, and seven inches (7") from the south (side) elevation. The building will be set back 20-feet from the west (front) property line for parking. This results in an approximate 66% building footprint coverage of the site, and the remaining area is paved for parking. All on-site parking is perpendicular to the building, backing out into Catalina Street. The residential unit on the upper level projects out toward Catalina Street up to the westerly property line, providing additional upper level floor area and coverage of the parking below.

Parking: The project provides a total of nine (9) parking spaces (including one (1) handicapped space). All of the parking is perpendicular to the building, accessed from Catalina Street. The site design preserves existing curbside street parking along Orange Avenue.

a) *Number of Parking Spaces* - The project must provide adequate on-site parking to accommodate both the proposed residential and commercial uses. According to the submitted plans, 5,181 square feet of the building's floor area will be for commercial use, while 2,880 square feet (including garage space) will be

designated for residential use. For the purposes of analyzing this Project, the Zoning Code's definition of "single-family" (Section 18.04.220.A) best describes the residential component of the Project, and will be used for determining parking requirements.

- **Residential Parking:** Section 18.64.050.F of the zoning code requires two (2) parking spaces per "single-family" dwelling unit, of which one of those spaces is to be covered. The project provides two tandem covered parking spaces, one within the enclosed garage and one outside the garage covered by the residential unit above. It should be noted that the garage is of sufficient depth, that it could provide an additional parking space inside; however, staff is dedicating the space outside the garage as residential parking to avoid parking conflict between the residential unit and the commercial unit. The Project site design satisfies the parking requirement for the residential unit.
  - **Commercial Parking:** The Applicant's carpentry workshop will take occupancy of the commercial space upon Project completion. The cumulative commercial floor area is 5,181 square feet, which requires a minimum of seven (7) off-street parking spaces (rounded down from 7.4 spaces) based on a 1/700 parking ratio for a manufacturing use. This parking requirement would also apply to service commercial uses (i.e. showrooms, contractors). Therefore, the Project site design satisfies the minimum parking requirements for the commercial space.
- b) *Covered Parking* - Section 18.64.050.F of the Zoning Code specifies that parking for residential units of single-family dwelling projects are to be covered. The applicant's design provides cover for two tandem residential parking spaces, one within the garage and one in front of the garage beneath the residential unit. The project is therefore in compliance with this requirement.
- c) *Parking Assignment & Deed Restriction* - A comprehensive parking assignment program is necessary to implement the required allocation of parking between the commercial and residential units. This will mitigate potential tenant parking conflicts, and ensure access. Exhibit H of this report illustrates the parking assignment layout in satisfying zoning code requirements and providing efficient access. A deed restriction should be recorded with the Monterey County Recorder's Office identifying the assigned parking so future property owners are made aware of the parking arrangement necessary to accommodate both this Applicant's development permit conditions and the parking requirements of the Zoning Ordinance (see Permit Condition No. B-3).

**Loading/Unloading Areas:** On-site loading/unloading activities for the commercial units can be accommodated for small trucks from those parking spaces in front of the commercial unit. However, larger truck deliveries cannot access the parking courtyard. The site design preserves curbside parking along the Orange Avenue frontage, which could accommodate a box truck for loading/unloading. Existing loading/unloading conditions for the property will not foreseeable change with the proposed Project design.

Trash Enclosure: The Project proposes a 4-ft deep and 13-ft wide trash enclosure along the west building elevation facing Catalina Street, situated between the commercial unit's two roll-up doors. This enclosure is of sufficient size to accommodate one dumpster and several bins. The enclosure and gates will consist of cement board siding, the same material used upon the lower level of the building, which integrates the enclosure into the building's design. Construction drawings must contain proper details to ensure the enclosure incorporates this design element.

Landscaping: The Project does not provide landscaping on the Subject Property; however, the site plan (see Exhibit D) does illustrate one ambiguous tree within the abutting asphalt paved public right-of-way along Orange Avenue. The Project design maximizes site coverage with the building and parking, leaving no room for landscaping. To avoid a dominating hardscape of pavement and structure, the project should be required to provide landscaping. One option would be to reduce and set-back the building footprint along the north property line by about 3 or 4 feet for a landscape planter/strip on the Subject Property. A second option would be to require the Project to remove the existing asphalt pavement within the abutting public right-of-way between the existing sidewalk and the northern property line (see Exhibit K) and install landscaping to include no less than three (3) trees. The second option has been incorporated as a condition of permit approval (see draft Permit Condition No. C-1). Furthermore, irrigation and maintenance for this landscaping should be required of the Applicant. It should be noted that landscaping to the north will be at greater exposure to coastal wind, which can often be detrimental to successful landscaping if not appropriately designed. Landscaping should consist of drought tolerant species suitable for coastal climate and sandy soil. Trees should consist of *Arbutus unedo* (strawberry tree), *Metrosideros excelsus* (New Zealand Christmas tree), or other species deemed appropriate by the Planning Department. Landscaping should be subject to Planning Department review and approval of a landscape plan as part of the construction documents prior to issuance of a building permit for the Project. The land use entitlement permit for the Project should include the following conditions/requirements (see Permit Conditions No. C-2 through C-6):

- a) *Landscape Plan* - A complete landscape plan for the Project shall be submitted to the City's Planning Department for review and approval prior to issuance of a building permit for the Project. This landscape plan shall provide complete information regarding ground covers, plants, shrubs, and trees in regards to species, sizes, placement, and numbers. The landscape design must include an irrigation plan with details. Tree planting and staking details must also be included. All landscaping and irrigation shall be installed in conformance with the City approved landscape plan, and prior to final issuance of a certificate of occupancy for the Project.
- b) *Trees* - Trees required of the Project shall consist of *Arbutus unedo* (strawberry tree), *Metrosideros excelsus* (New Zealand Christmas tree), or other species deemed appropriate by the Planning Department in the review of the Project's Landscape Plan. All tree species shall be 24-inch box size specimens unless

otherwise approved by the Planning Department. Trees shall be drought resistant and tolerant of coastal sea winds and sandy soil. All trees shall be no less than double staked with 2-inch or greater diameter wood poles.

- c) *Irrigation* - An irrigation system for all required landscaping shall be installed and connected to the Subject Property's water system. This irrigation shall be verified as operational prior to City issuance of a certificate of occupancy. Irrigation shall be installed per the approved landscape plan. Any on-site changes varying from the approved plans, shall be approved by the Planning Department prior to implementation.
- d) *Planters* - All ground level planting areas shall NOT include raised curbs; rather, they are to be flush with adjacent pavement. Raised planter boxes may be used; however, they shall incorporate those materials and colors approved by the City for the Project's site and structure.
- e) *Landscape Maintenance* - All landscaping required of the Project, both on and off the Subject Property, shall be installed and maintained in accordance with the City approved landscape plan for this Project. The Subject Property's owner shall be responsible for irrigation and maintenance of this landscaping, including watering, pruning, and replacement of dead vegetation to the satisfaction of the City. Any alteration or modification of the approved landscape plan shall be subject to subsequent approval by the City's Planning Department. If at some future date, the City removes that required landscaping installed by the Project/Applicant within the Orange Avenue public right-of-way abutting the site, then the Applicant shall no longer, thereafter said removal, be responsible for irrigation and maintenance of that landscaping off-site.

**Architectural Design:**

The building's exterior elevations will consist of 2'x4' cement board panels on the lower level and stucco on the upper level. The unexposed wall areas to the rear and south side will consist of CMU (cement block). Section drawings illustrate glass roll-up doors for the commercial unit; but this is not identified on the elevation sheets. The upper level projection of the residential unit will be supported by a wall along the south property line and a 6-inch diameter steel post in the parking area. The roofline is a flat parapet. The residential unit will have an open deck with a steel guard railing within an alcove facing north.

Facade Design: The cement boards along the lower level adds visual interest to the building, and is consistent with the "industrial chic" character encouraged for the West End District. However, staff feels the larger and dominating expanse of plain stucco finish on the upper level is bland and could be enhanced with detail such as horizontal score lines in the stucco, horizontal or angled wood style siding, or a recessed 2-foot plus indented strip with contrasting color. However, at the June 17<sup>th</sup> Design Review Committee (DRC) meeting, the DRC concurred with the Project's Architect that the building's use of facade materials was acceptable. The use permit for Council's consideration reflects the DRC's decision.



**Colors:** The upper level stucco walls will be white, while the lower level concrete panel walls will be a medium grey “Stone Harbor” color (see Exhibit H). Window inset areas will be a very dark brown “mink”. Accent colors will be red for the window trim, “evening” blue for exterior doors, and bright yellow for the bollards.

**Bollards & Support Column:** Two 6-inch diameter bollards will be installed to protect a 6-inch diameter steel post supporting a segment of the upper level residential unit over the parking. Staff recommended to the Design Review Committee that the support pole and bollards be given architectural treatment to visually enhance and/or screen these items; using either a faux wall to encase the posts and bollards (see Exhibit L), or to use decorative bollards instead of steel poles. At the June 17<sup>th</sup> DRC meeting, the DRC concurred with the Project’s Architect that the support poles and steel pipe bollards were acceptable without modification (see discussion below under “Design Review Committee”).

**Windows/Doors:** The Project’s north elevation proposes a series of 3'x3' box windows inset from the wall surface along the upper level facing Orange Avenue, and sliding glass doors for the upper level residential unit within the deck alcove. Seven 3'x4.5' window panels are provided for the upper level commercial space, surrounded by a single box frame, vertically and horizontally centered on that segment of the west elevation, with the areas between the windows dark colored to contrast the white stucco. Four 3'x5.5' window panels are provided for the upper level residential space, surrounded by a single box frame, with the wall areas in between the windows dark colored to contrast the white stucco. These residential windows are not centered and the top-line is lower than that of the commercial space’s windows. The Design Review Committee concurred that this non-alignment was acceptable due to the difference in plane between these wall surfaces.

**Exterior Lighting:** The submitted plans did not provide information as to the specific exterior light fixtures that will be used. All exterior fixtures must direct light only onto the building and property, and must avoid projecting light into the street or onto neighboring properties. Fixtures should not create excessive ambient light or glare. As a condition of Permit approval, all exterior light fixtures should be reviewed and approved by the City’s Planning Department prior to issuance of a building permit. Fixture specifications and photometric information should be included on the construction drawings.

**Utilities:** Utility meters (i.e. gas, electricity) should be screened from public view, while maintaining service/maintenance accessibility. Screening should utilize architectural elements/materials consistent with the approved building design. Utilities should also be discouraged from occupying landscape areas. The site plan indicates the electric and gas meters will be located along the north elevation facing Orange Avenue; however, the elevations and floor plan do not indicate these meters or how they will be integrated into the building design. The permit should contain the standard language specifying that all utility meters and equipment be either incorporated into the structure or screened using elements of the building’s architecture. Landscaping is not considered an effective screening method. Construction drawings will need to include details on this. The roof line will be flat with parapets that can screen rooftop equipment from street level view. Furthermore, the Project should install underground

lateral utility lines for future connection for when currently overhead utilities (i.e. electricity, phone, cable, etc.) are placed underground. The stand pipe for the fire suppression system should be integrated into the site design to screen its visibility. Too often, this is a design "after thought" that places this equipment unscreened within the landscaping.

**Signs:**

The Applicant indicated that no commercial signs will be installed on the building. If, at some future date a commercial sign is proposed, then Design Review Committee review and approval is required in the issuance of a sign permit prior to the establishment of any commercial sign on the property. This should be a condition of Project approval (see draft permit Condition No. F-1). As the Project proposes only a single commercial unit, a uniform sign program is not warranted.

**Street Improvements:**

The Subject Property fronts both Catalina Street and Orange Avenue. There are existing curb, gutter, sidewalk, and street pavement are in fair condition along these frontages. The Project proposes a continuous driveway apron along the entire Catalina Street frontage, which will require the removal of two short segments of curb. There is also an approximate 5 to 8 foot width of public right-of-way with asphalt pavement between the sidewalk and the Subject Property along Ortiz Avenue (see Exhibits B, C, & D). The Project does not propose improvements in this area; however staff recommends the Applicant be required to remove the asphalt and provides landscaping this area as part of the Project. This will require a landscape plan submitted for Planning Department review and approval prior to issuance of construction permits for the Project. This area could also serve as a future stormwater bio-retention drainage area for the City. Any street improvement work requires City Engineer approval of civil improvement plans prior to issuance of a building permit and an encroachment permit, and all such work must be completed before issuance of a certificate of occupancy. This should be a condition of permit approval (see permit Conditions G-1 to G-5).

Street Pole Lights: For the West End District, the City typically has not required a project to install light poles, with exception for the Ortiz frontage of The Independent. Currently, the cobra-head lights on poles and power poles are maintained and paid for by PG&E. When any other light pole/fixture is installed on public streets, then PG&E will not maintain or cover power costs; thus becoming a financial burden upon the City. If the City Council wishes to pursue more decorative pole lights in the West End District, staff recommends using a concrete poles and LED fixtures consistent with that used for the Bungalows project in the East Dunes, though the poles might have to be higher to minimize the number of poles along streets. Additionally, a master plan should be prepared that pre-determines where pole lights should be placed. The City Council and Design Review Committee should contemplate whether this, or future West End District projects, be required to install street pole lights and how to best implement that program. The current draft of the land use entitlement permit (CUP) for consideration on this Project does NOT include any such requirement.

**Stormwater Control:**

The Project will remove and replace more than 2,500 impervious surface material greater which invokes the new stormwater control regulations upon the Project. Therefore, a stormwater control plan is required, that will be subject to the City Engineer's review and approval. The Applicant proposes an underground infiltrator unit to be installed below the parking area to collect, filter, and percolate stormwater runoff into the ground. This system includes connection to the stormwater system for overflow. Though this design maximizes usage of the property's surface area and meets general Low Impact Development standards, it does present potential long-term inspection difficulties and increased maintenance expense to the property owner.

**Parcel/Lot Merger:**

The Subject Property consists of three (3) lots (Lots 1, 3, & 5 of Block 24) within one (1) assessor's parcel (APN 011-271-023) (see Exhibit A). To reflect the Project, all existing lots of the Subject Property should be merged into a single lot/parcel as a condition of permit approval (see draft permit Condition No. K-1). The methodology (i.e., lot line adjustment, parcel map, etc.) by which these lots/parcels are merged and then recorded should be subject to the City Engineer. The lot/parcel merger documents, prior to final recording with the Monterey County Recorder, shall be subject to the City's Planning and Engineering Departments' review and approval. The Applicant would be responsible for paying all expenses and fees associated with the recording of the merger documents. If, at a later date, the Applicant chooses to subdivide the site to reflect ownership of individual units (i.e. condominiums), then a subdivision map and CC&R (Covenant-Conditions-Restrictions) would be necessary for review and approval by the City.

**Expiration/Termination:** Land Use Entitlement permits "run with the land" unless they include a termination clause (otherwise known as a "sunset clause"). Staff recommends the permit for the Project include a termination clause in the event that a building permit is not issued for the Project within two (2) years, or if construction does not commence thereafter, and the building permit expires. (see draft permit Condition No. A-1). One year should be sufficient time to prepare construction plans for review of the Project prior to issuance of a building permit. Therefore, staff recommends the permit include the following language:

"Failure of the Applicant to return the two (2) original signatory copies of the Resolution/Permit, with the Applicant's and Property Owner's signatures of acceptance, within thirty (30) days from the date of City Council approval shall be sufficient cause for the City Council to revoke CUP 601 unless good cause to grant an extension is found acceptable by the City's Planning Department. In addition, if the Applicant fails to obtain and maintain an active building permit from the City for the Project within two (2) years following the date of City Council approval of CUP 601, and/or construction of the Project does not proceed thereafter issuance of a building permit where that building permit expires, then CUP 601 shall be subject to City Council action to terminate CUP 601 thereafter at their discretion. The Permit should remain in effect until acted upon by the City Council."

**Water:**

On-site water credit for the Subject Property is based upon a commercial Group I Category in accordance with Monterey Peninsula Water Management District (MPWMD) regulations. City staff calculates that the existing 2,575 square feet of commercial floor area equates to an existing water credit of 0.180 acre-feet. The proposed new commercial floor area of 5,549 square feet (also a Group I Occupancy) will need 0.389 acre-feet. The residential unit of 3.5 baths will require an allocation of 0.182 acre-feet of water. That is a combined amount of 0.571 acre-feet for the Project. Deduct the on-site credit of 0.180 acre-feet, and an allocation of 0.391 acre-feet from the City's Water Entitlement is necessary to facilitate the Project. Project calculations and estimates of City staff and the Project's Architect are subject to MPWMD staff's final determination prior to issuance of a water permit and a building permit for the Project. There is also a question as to whether 3.5 bath for this one residential dwelling unit is excessive and if the Council should only consider 2.5 baths for the residential portion of this Project. A draft resolution to approve a water allocation, pending land entitlement permit approval, will be presented to the City Council at a future date after the MPWMD staff reviews construction plans and verifies the exact amount of water necessary for the Project.

The permit for the Project should contain that standard language stating that approval of the Project does not grant the Applicant and/or property owner to any right or privilege to any allocation of water from the City or other agency/entity. Furthermore, if the City takes action to deny an allocation of water from the City's water entitlement (desalination) for this Project, in that amount of water allocation determined necessary by the MPWMD for the Project, then the land use entitlement permit/CUP for the Project should automatically terminate upon that water allocation denial action (see draft Permit Condition No. K-4).

**Address Assignment:**

The property currently has an assigned address of 414 Orange Avenue, despite that the building's frontage faces Catalina Street. In previous dealings with the Post Master in assigning addresses, the street upon which the building faces is the street upon which the address is assigned. In keeping with this methodology, the property address should be reassigned to "1662 Catalina Street" (or similar) and not remain 414 Orange Avenue. The City's Planning Department is responsible for assigning street addresses. The new address should be assigned and reported to the County Clerk/Recorder prior to recording any water allocations or deed restrictions, and/or the Applicant's submission of a building permit application.

**Design Review Committee:**

The Design Review Committee (DRC) held a public hearing on Friday June 17, 2016 at 12:00 noon, to consider the Project's architectural design elements; including materials, colors, pavement elements, and landscaping. Staff presented the Project and staff recommendations for site and building modifications. There was substantial discussion over several items. The Applicant was accepting of staff's recommended landscape requirements and conditions. The Committee concurred with the Applicant to maintain the window alignments and the exterior materials and colors as originally designed.

A neighboring property owner and his legal representative made comments regarding the Applicant's proposed 8-inch setback and how the existing building is actually 3-feet from property line. Their concern had to do with 1) long term maintenance of the stucco surface of the neighbor's building, 2) the potential for rodent habitation in the narrow 8-inch gap, and 3) the neighbor's current use of the side setback for his entry garden. Discussion elaborated on the 8-inch setback being intended to improve seismic protection versus having the new building on property line. The Applicant offered to apply a protective finish to his neighbor's wall and to cover up the gap between buildings to mitigate the infestation issue. This appeared to appease those public concerns. The Applicant did not agree with the neighbor's position that there was prescriptive right by the neighbor to continue using the existing building's 3-foot setback of the existing building in perpetuity.

There was additional conversation in regard to staff's recommendation visually enhance the support pole and bollards. The Project's Architect described the plain poles and bollard pipes as consistent with the "industrial chic" theme promoted for the West End. The Committee agreed with the Applicant on this issue. In those circumstances where the DRC supported the Applicant's design over staff's recommended modifications (as discussed in this report), the DRC comments are reflected in the draft permit for Council consideration and action. Under the new zoning regulations intended to streamline the permitting process, the Design Permit and site plan requirements, based on recommendations of the Design Review Committee, are incorporated into a single conditional use permit (see Attachment 1) for City Council action regarding the Project.

#### **Advisory Agency Comments:**

Information on the proposed Project was circulated to the City's advisory agencies. Responses received from the Monterey County Health Department expressed no concern with the Project. The Seaside County Sanitation District commented that the Applicant needs to apply to the Monterey Regional Water Pollution Control Agency (MRWPCA) regarding sewer capacity and to pay the associated fee. The Building and Fire Departments will further review the project during the construction plan check review process. No other comments were received at the time of preparing this report.

#### **CEQA Review:**

The project qualifies for a Categorical Exemption under Sections 15303(c) and 15332 of CEQA (California Environmental Quality Act) Guidelines. Section 15303(c) exempts new construction not exceeding 10,000 square feet in urbanized areas of no environmental sensitivity, and Section 15332 exempts "in-fill" development provided a project is consistent with the applicable General Plan designation. Sand City and the Subject Property can best be described as "urban in-fill" and the Project is consistent with the General Plan. Therefore, the Project qualifies under both these definitions.

### **CONCLUSION**

The overall design maximizes site coverage, provides no landscaping, and only meets minimum off-street parking requirements. Due to the limitations of parking, the Project appropriately proposes only a single residential unit while maximizing the commercial floor area. The Design Review Committee held a public hearing for the Project, supporting the

Applicant's design and staff's recommended option 2 landscaping. The permit for Council's consideration includes all of the DRC's recommendations/comments.

### **STAFF RECOMMENDATION**

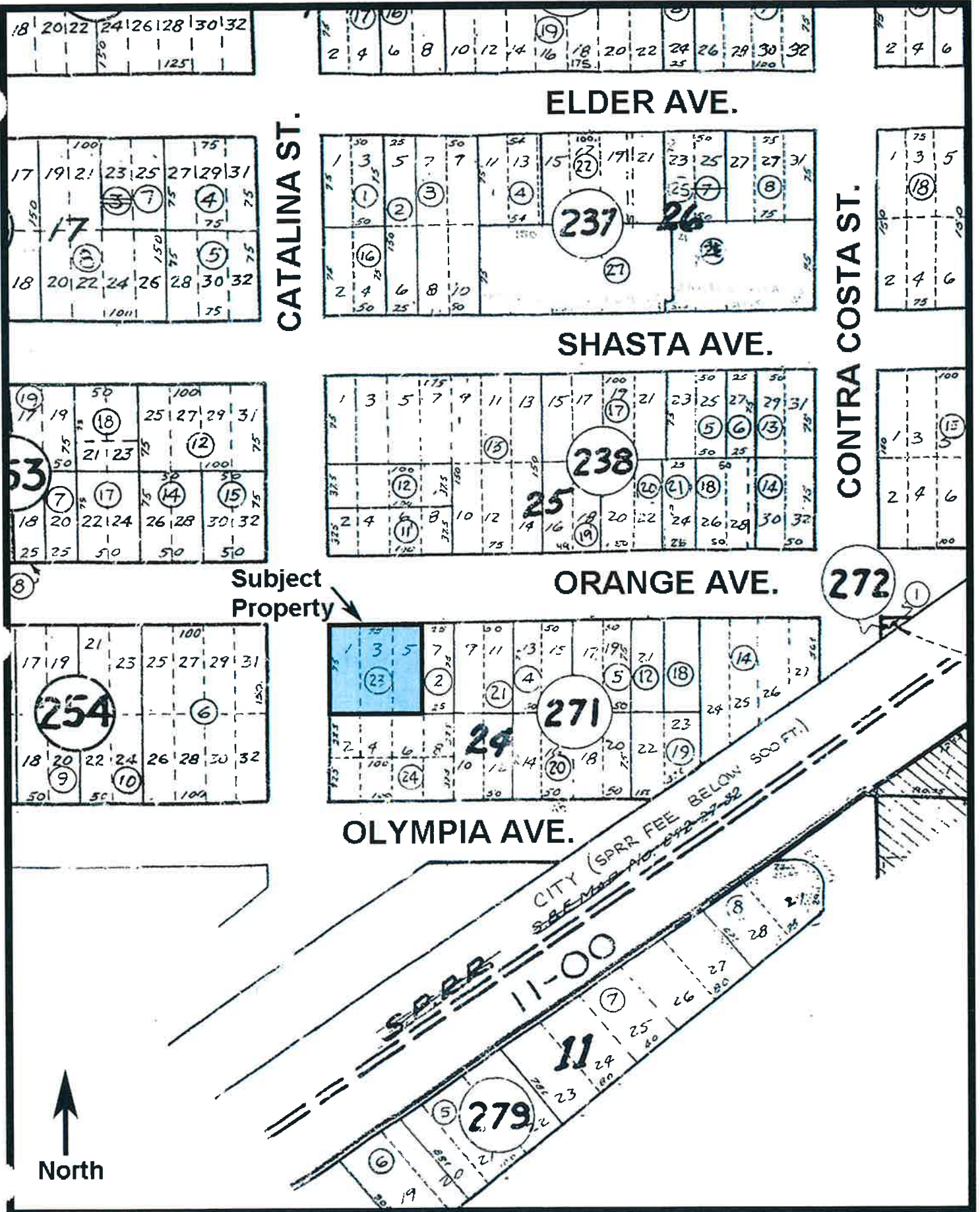
Staff recommends **APPROVAL** of a conditional use permit for the use, site design, and architecture of the Project, authorizing the development of a new mixed-use building on the Subject Property, in accordance with the DRC's and staff's recommended terms/conditions.

#### **Exhibits:**

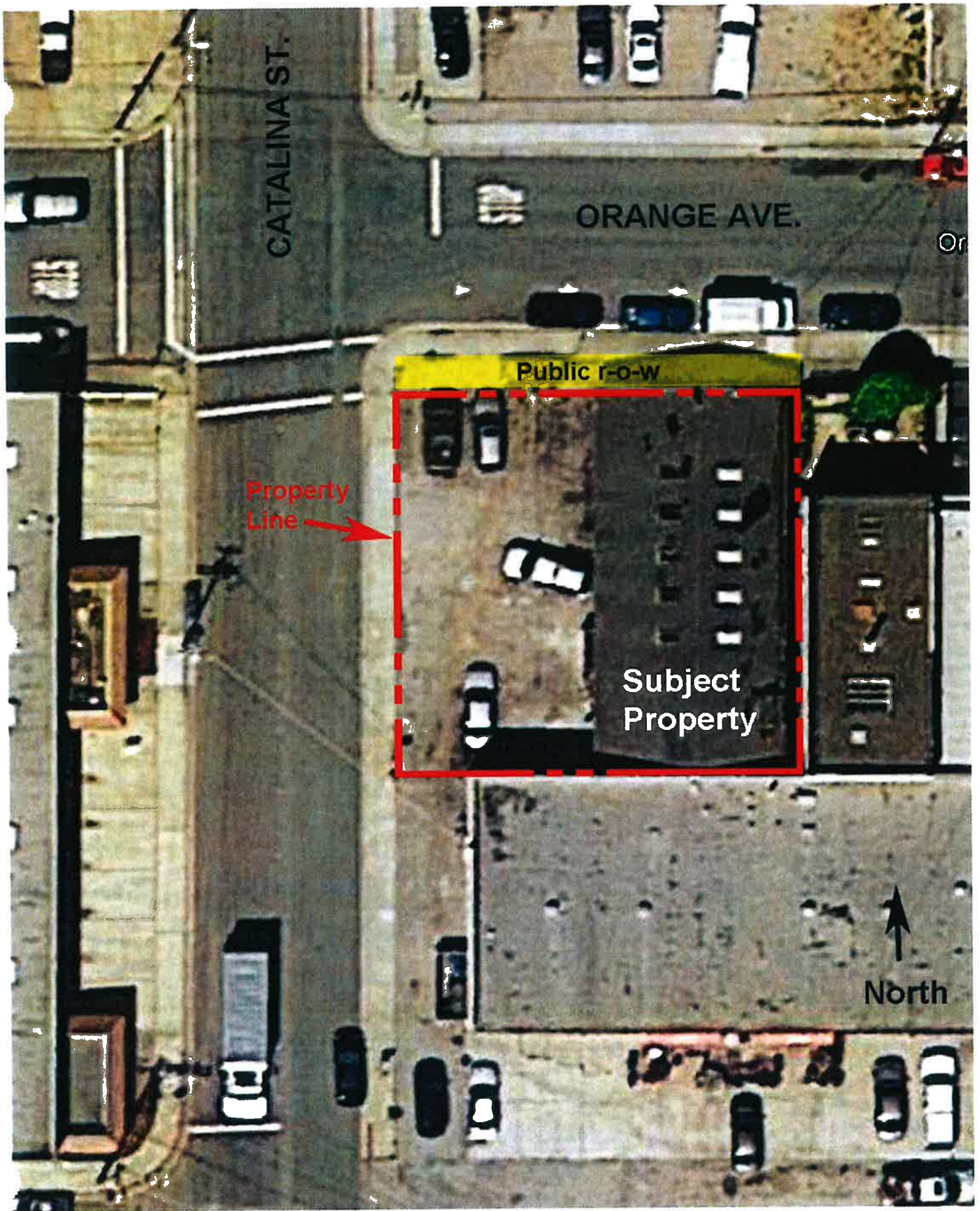
- A. Location Map
- B. Aerial Map
- C. Site Photograph (via Google Earth)
- D. Site Plan
- E. Floor Plans
- F. Elevations
- G. Sections
- H. Parking Assignments
- I. Colors
- J. Applicant's Letter of Intent
- K. Staff Recommended Landscape Options
- L. Staff Recommended Modification for post and bollards
- M. CUP 476 (issued in 2006)

#### **Attachments:**

- 1. Draft Resolution to approve a Conditional Use Permit (CUP) for the Project

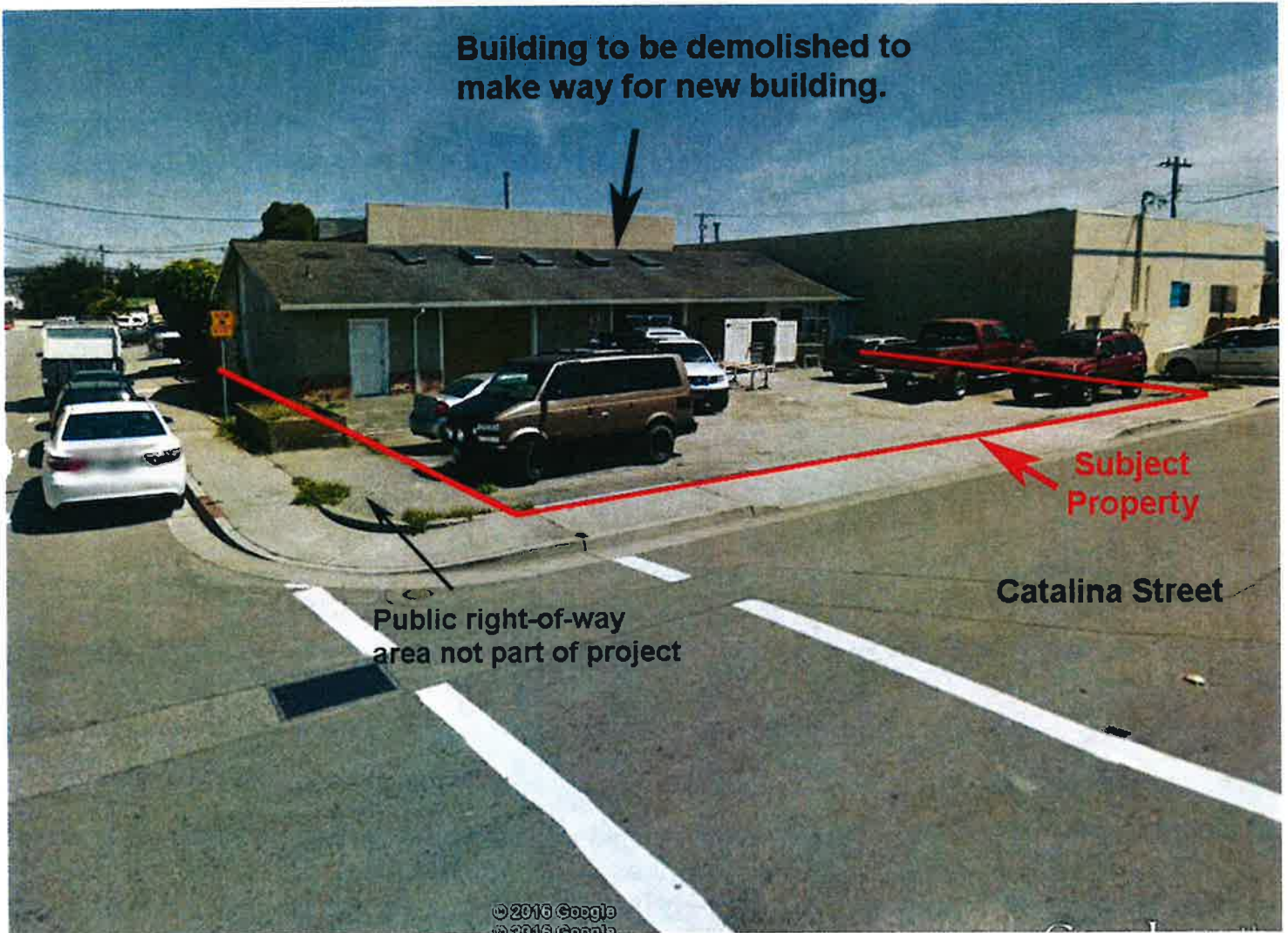


Location map



**Aerial Map**





Existing site condition

NOTE: DUE TO MINIMAL ELEVATION DIFFERENCES AVAILABLE FOR THIS SITE, THE CONTRACTOR IS TO EXERCISE CARE TO OBTAIN A MINIMUM 1% SLOPE FOR THE OVERFLOW DRAINAGE PIPES TO THE CURB FACE.

OVERFLOW DISCHARGE AT CURB FACE (APPROXIMATE LOCATION) USE CITY OF SEASIDE STD PLAN DS-02 FOR CURB DRAIN UNDER SIDEWALK (LATEST REVISION)

ORANGE AVE.

(E) CONCRETE CURB & CUTTER

98.2

(E) CONCRETE SIDEWALK Public Sidewalk

Existing asphalt pavement

WATER METER

ELEC. METER GAS METER

Property Line

4" PVC SCH40 STRIP DRAIN PIPE (SLOPE = 1% MIN) 0 CONNECT TO NYOPLAST BASIN

SEE CONSTRUCTION DRAWINGS FOR STRIP DRAIN LAYOUT SPECIFICATIONS

CATALINA STREET

REPAIR CONCRETE CURBS & CUTTERS AS REQD.

REPAIR CONCRETE SIDEWALKS AS REQD.

(75.00)

TRENCH DRAIN

SLOPE

SLOPE

SLOPE

30'

SULFURATED HOPE DRAINAGE PIPE

TRASH & RECYCLING

NEW ROOF OVERHANG

4" PVC SCH40 DOWNPOUT CONNECT TO NYOPLAST BASIN

D.S.

NEW DOWNSPOUT LOCATION

NEW ROOF OVERHANG

FIN. FLR. ELEV. = 100.00'

EXISTING BUILDING TO BE DEMOLISHED

EXISTING BUILDING

(75.00)

EXISTING BUILDING

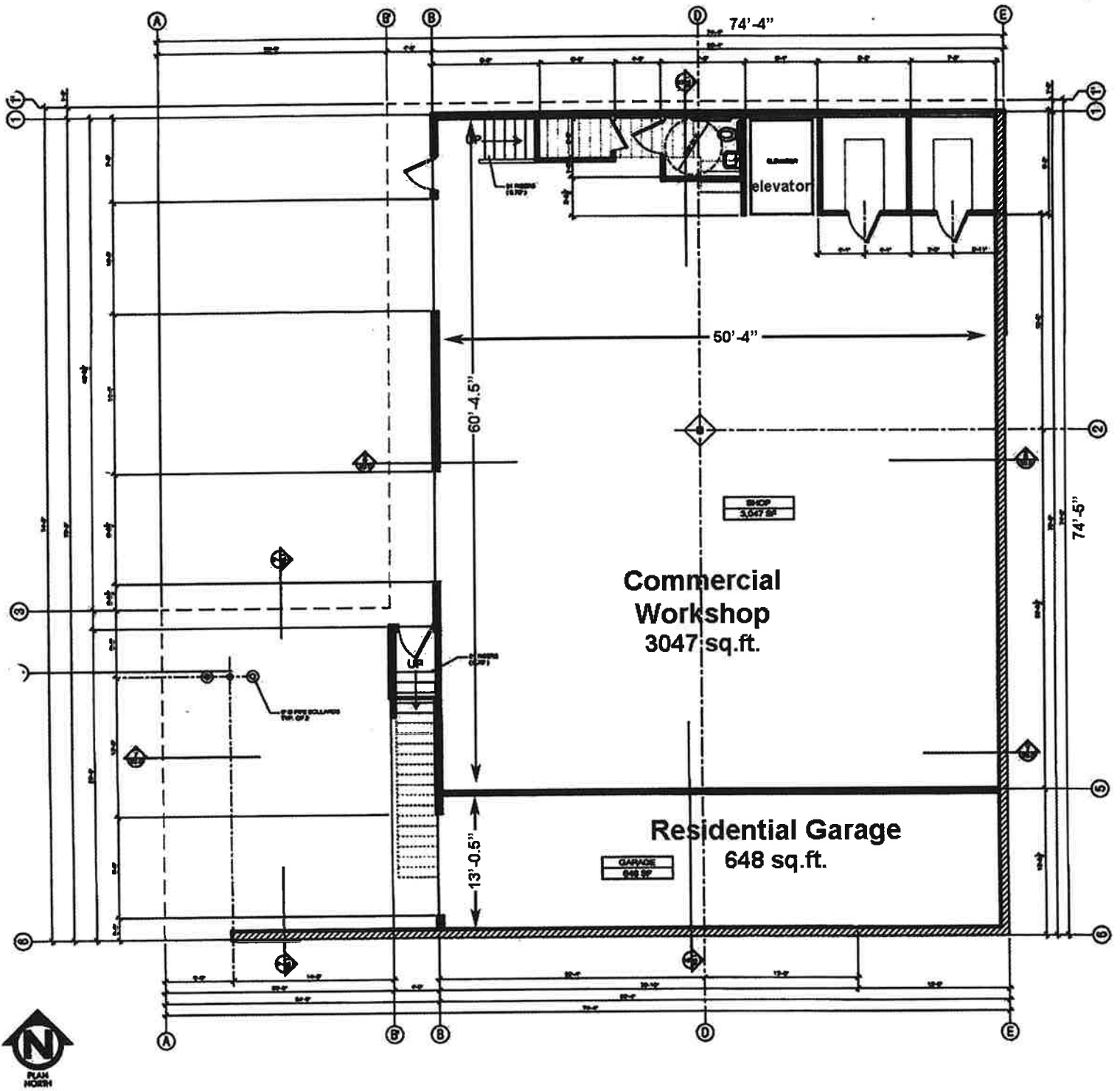


SITE PLAN  
SCALE: 1/8" = 1'-0"

Site Plan

EXHIBIT D

066

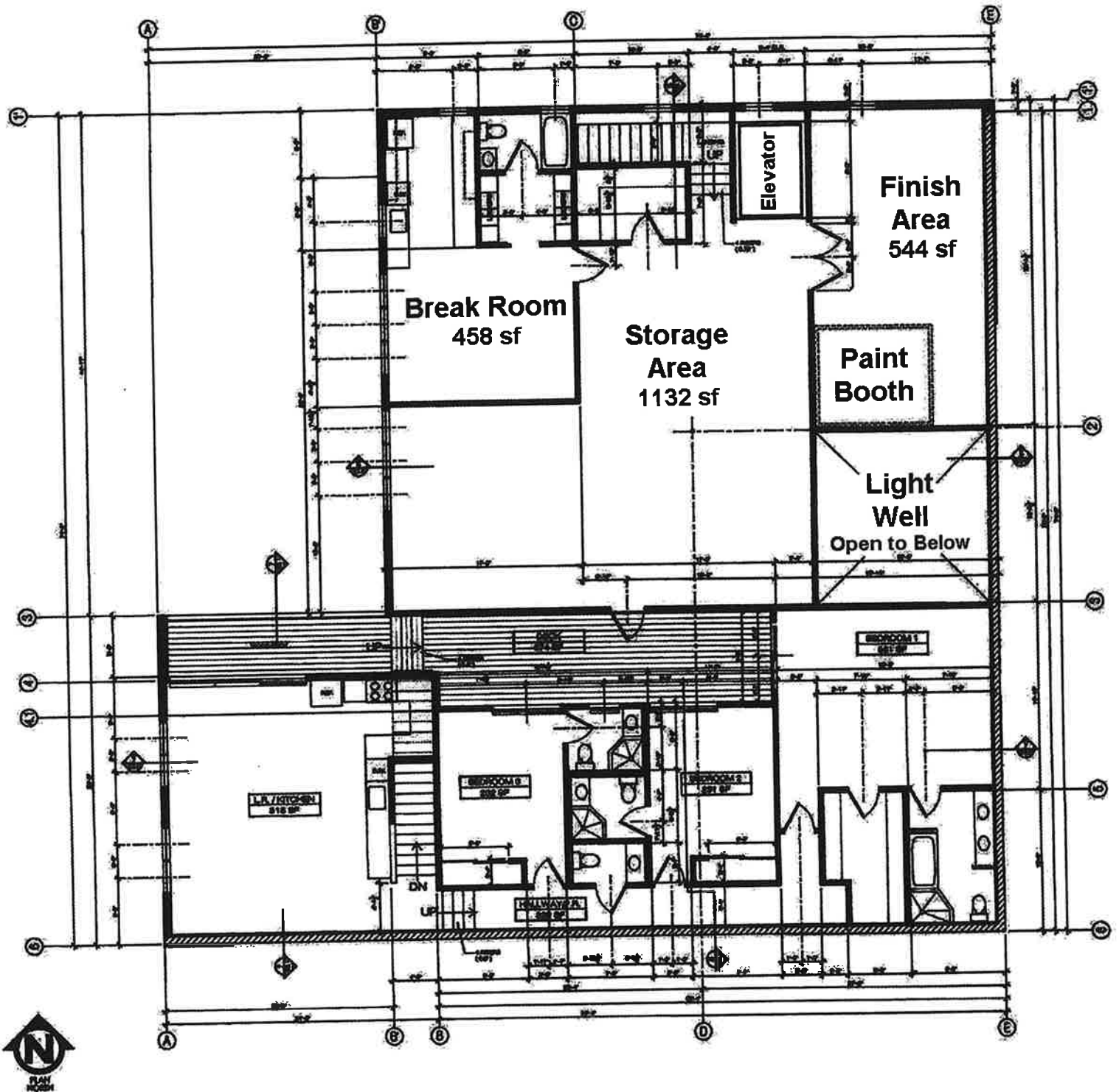


LOWER FLOOR PLAN

SCALE: 1/4" = 1'-0"

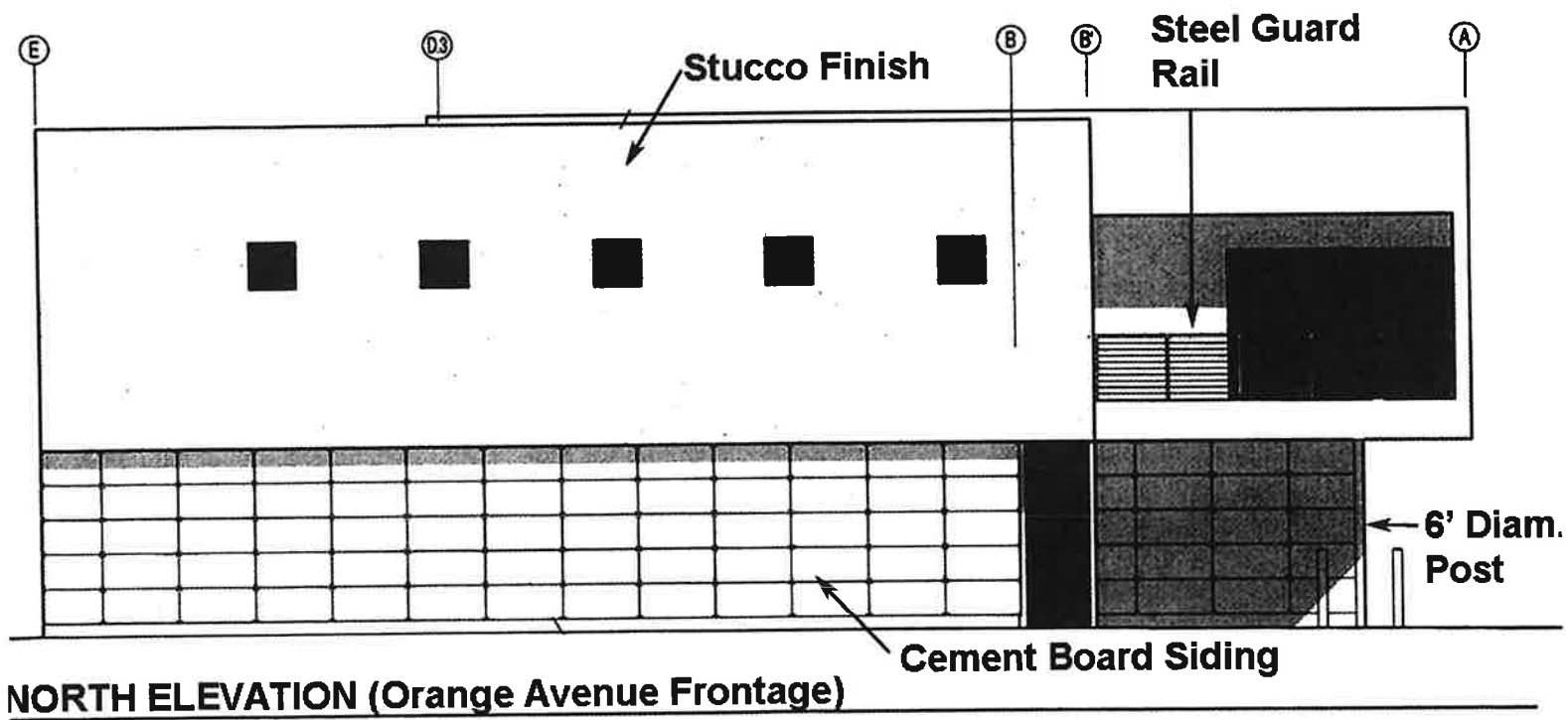
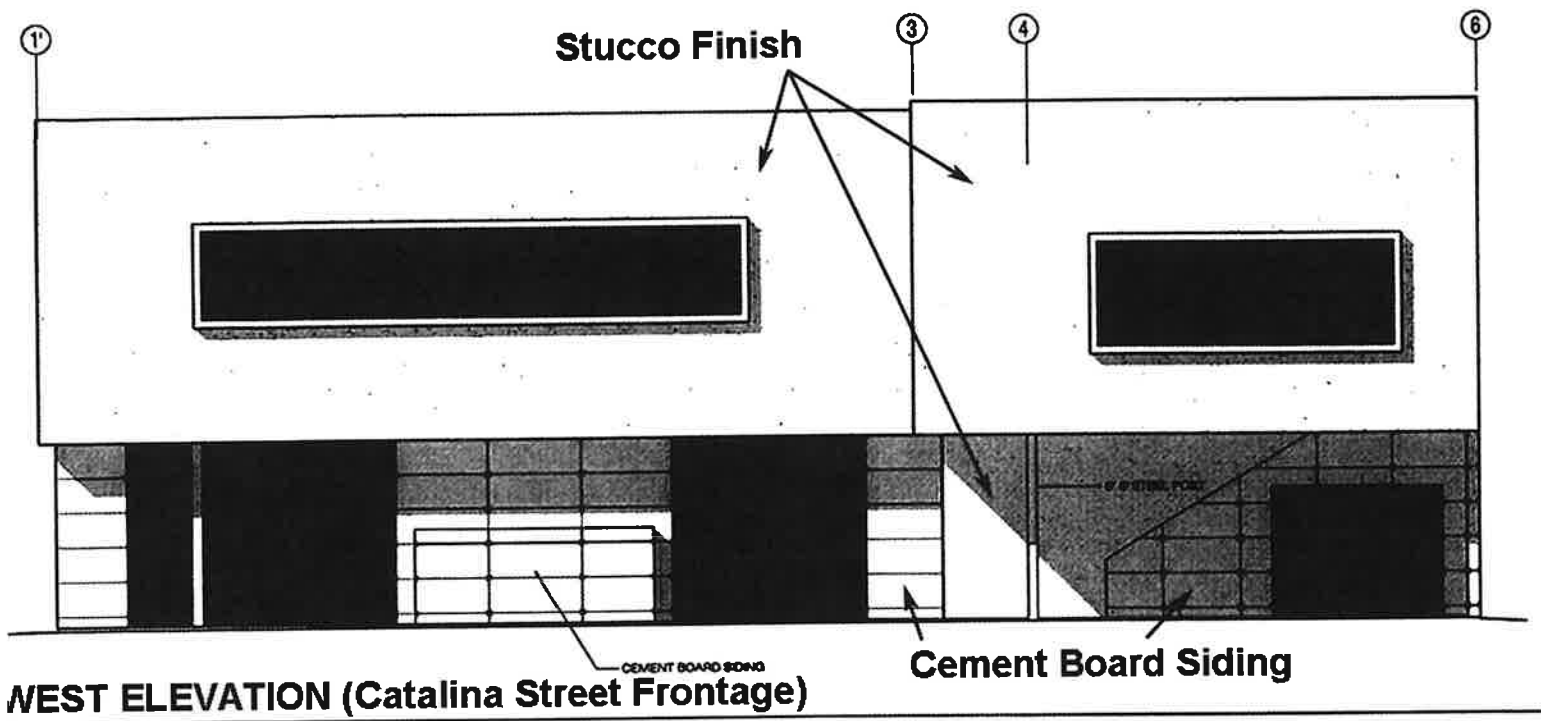
# Floor Plan - Lower Level

EXHIBIT E.1  
067

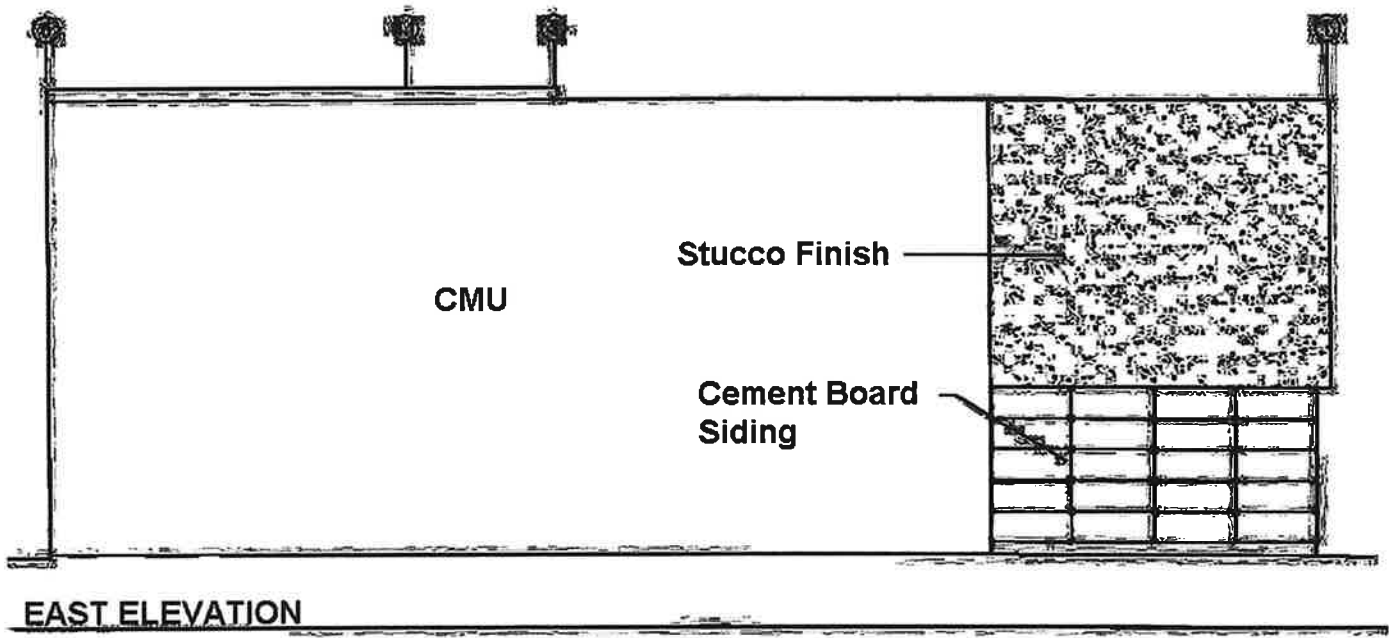
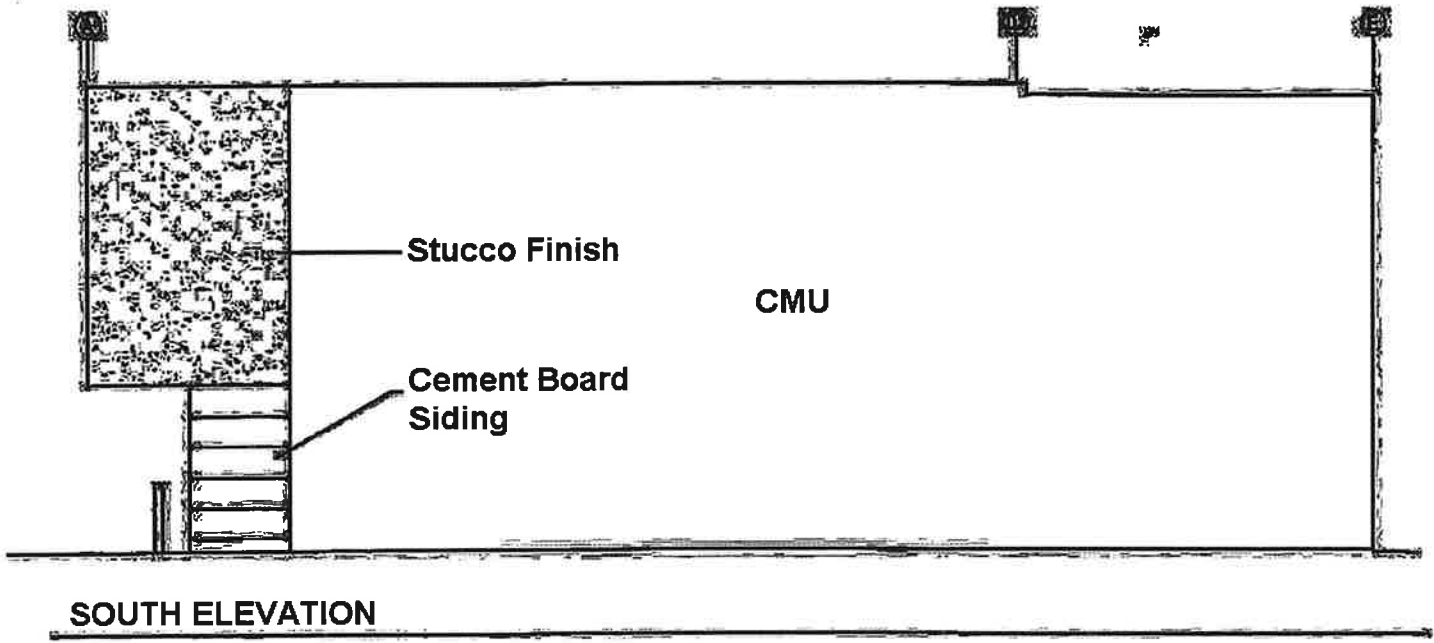


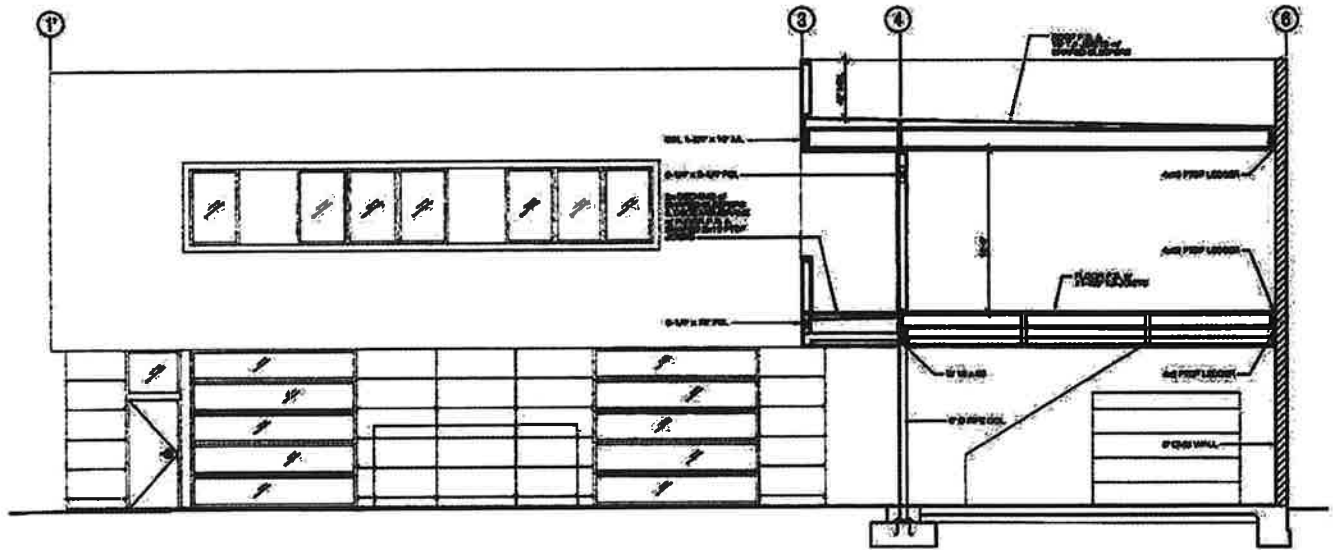
**SECOND FLOOR PLAN**  
SCALE 1/8" = 1'-0"

**Floor Plan - Upper Level**

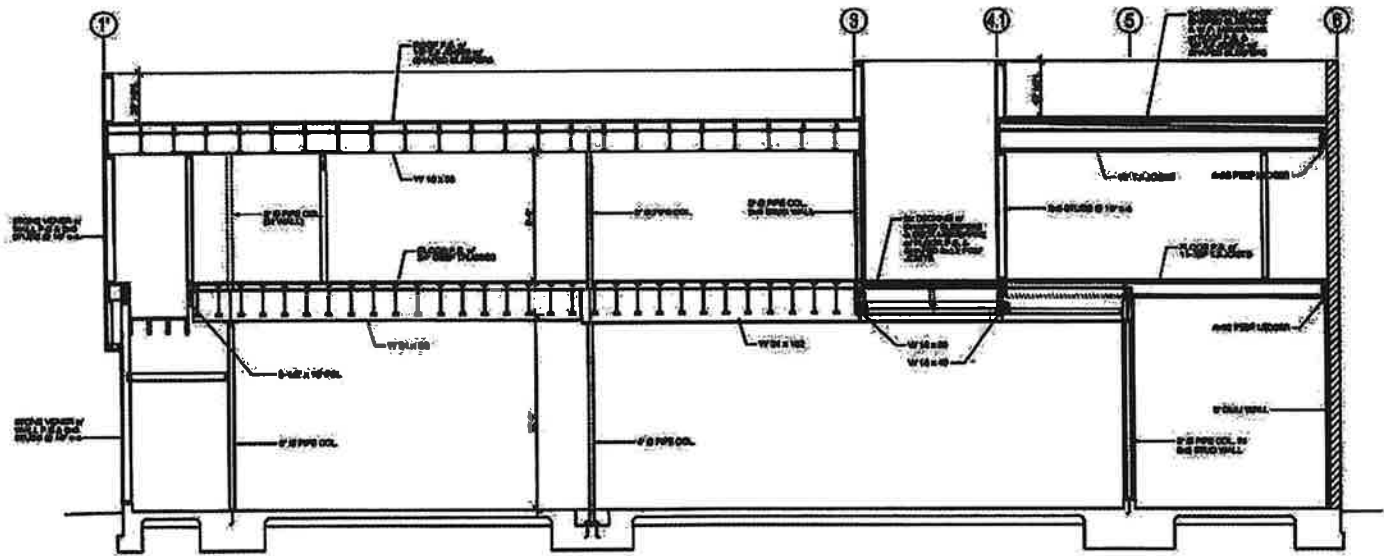


**Elevations (West & North)**





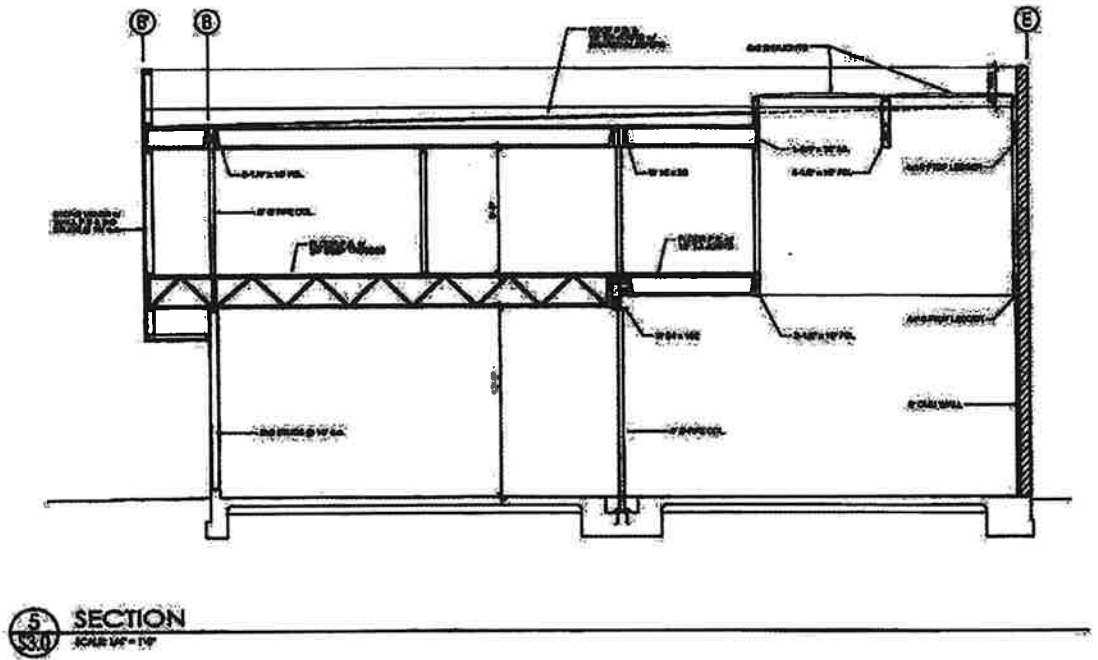
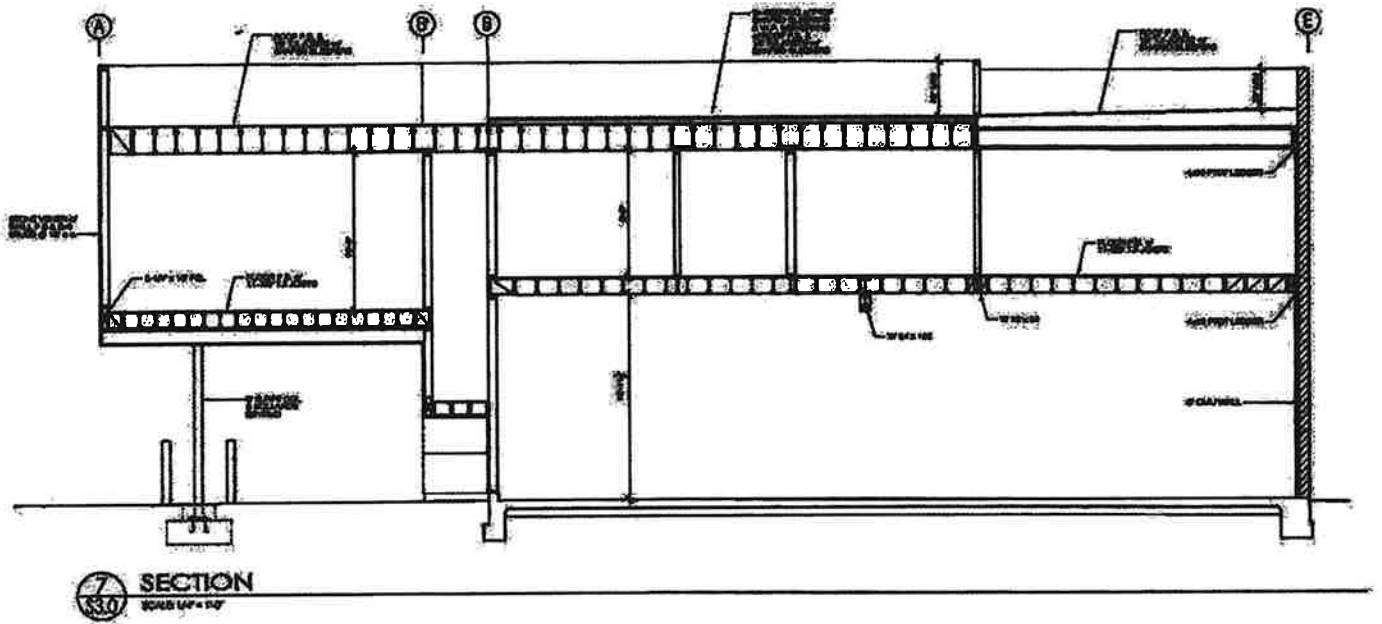
7 SECTION  
SCALE 1/4" = 1'-0"



5 SECTION  
SCALE 1/4" = 1'-0"

# Sections

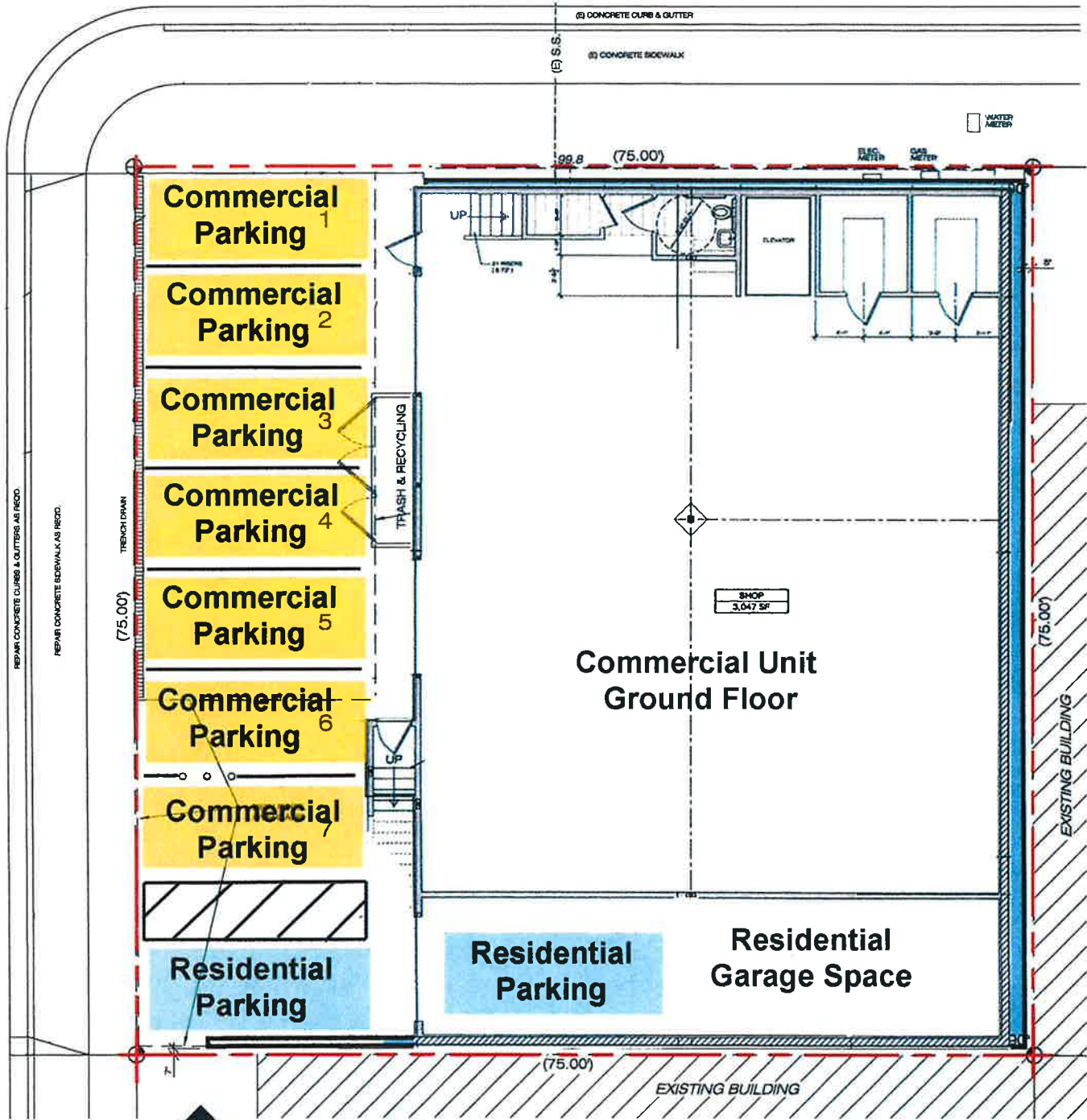
# EXHIBIT G.1





ORANGE AVE.

CATALINA STREET



SITE PLAN  
SCALE: 1/4" = 1'-0"



# Parking Assignments

# EXHIBIT H 073

# EXTERIOR COLORS

UPPER FLOOR WALLS

white dove

LOWER FLOOR WALLS



WINDOWS



ACCENTS

WINDOW TRIM



EXTERIOR DOORS



BOLLARDS



STEPANEK SHOP AND APARTMENT  
414 ORANGE AVE, SAND CITY, CA

**Colors**

**EXHIBIT J 074**

# J. Stepanek Construction

4633

Jaroslav Jerry Stepanek  
State Lic. # 721190  
3063 Larkin Road  
Pebble Beach, CA 93953



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EMAIL [stepanekj@comcast.net](mailto:stepanekj@comcast.net)

## LETTER OF INTENT

**RE: 414 ORANGE AVENUE, SAND CITY PROJECT**

**New building will serve the same purpose with the same number of employees, vehicles, deliveries, stored items, etc.**

### **1. HOURS AND DAYS OF PROPOSED OPERATION**

8 A.M. to 5 P.M. Monday - Friday, 8 A.M. to 12 A.M. Saturday (sometimes)

### **2. NUMBER OF EMPLOYEES**

Two to four employees at one time

### **3. NUMBER OF COMPANY VEHICLES**

Two to three overnight, none to two during the day.

### **4. SCHEDULE, FREQUENCY, AND METHOD OF SHIPMENTS AND DELIVERIES**

Infrequent deliveries of plywood and other wood products, on the average three to four deliveries per week.

### **5. LIST OF MATERIALS, EQUIPMENT, VEHICLES USED**

Cabinet making machines (formatting saw, table saw, bent saw, planer, etc.), forty sheets of miscellaneous plywood, storage of electric hand tools.

J. Stepanek Construction is general contracting business, it uses three trucks - Ford 350, Toyota Tundra, Toyota T100. These vehicles will be used and from time to time parked on the property.

### **6. ANY OTHER RELEVANT INFORMATION**

Proposed use for new building is the same as existing.

**A second floor apartment with two car garage is provided for the family of the shop foreman.**

A handwritten signature in black ink, appearing to read 'Jerry Stepanek', with a long horizontal line extending to the right.

Jerry Stepanek, owner

**EXHIBIT J**  
075

**Option 2: Remove asphalt pavement and add landscaping and irrigation connected to property water. The DRC supported this option.**

ORANGE AVE.

(E) CONCRETE CURB & GUTTER

(E) CONCRETE SIDEWALK

Public Sidewalk

98.2

NOTE:  
DUE TO MINIMAL ELEVATION DIFFERENCES AVAILABLE FOR THIS SITE, THE CONTRACTOR IS TO EXERCISE CARE TO OBTAIN A MINIMUM 1% SLOPE FOR THE OVERFLOW DRAINAGE PIPES TO THE CURB FACE.

99.8

99.8

2-3" PVC SCH 40 OVERFLOW DRAIN (SLOPE=1% MIN.)

Existing asphalt pavement

WATER METER

Property Line

4" PVC SCH 40 STRIP DRAIN PIPE (SLOPE = 1% MIN @ CONNECT TO NYOPLAST BASIN)

SEE CONSTRUCTION DRAWINGS FOR STRIP DRAIN LAYOUT SPECIFICATIONS

REPAIR CONCRETE CURBS & GUTTERS AS REQD.

REPAIR CONCRETE SIDEWALK AS REQD.

CATALINA STREET

(75.00)

TRENCH DRAIN

SLOPE

SLOPE

SLOPE

SLOPE

SLOPE

SLOPE

SLOPE

TRASH & RECYCLING

D.S.

D.S.

D.S.

**Option 1: Set back the building 3-feet and add landscaping against building. This was not supported by the DRC.**

FIN. FLR. ELEV. = 100.00

4" PVC SCH 40 DOWNROUT CONNECT TO NYOPLAST BASIN

NEW DOWNSPOUT LOCATION

EXISTING BUILDING TO BE DEMOLISHED

EXISTING BUILDING

(75.00)

EXISTING BUILDING

90°

99.8

(75.00)

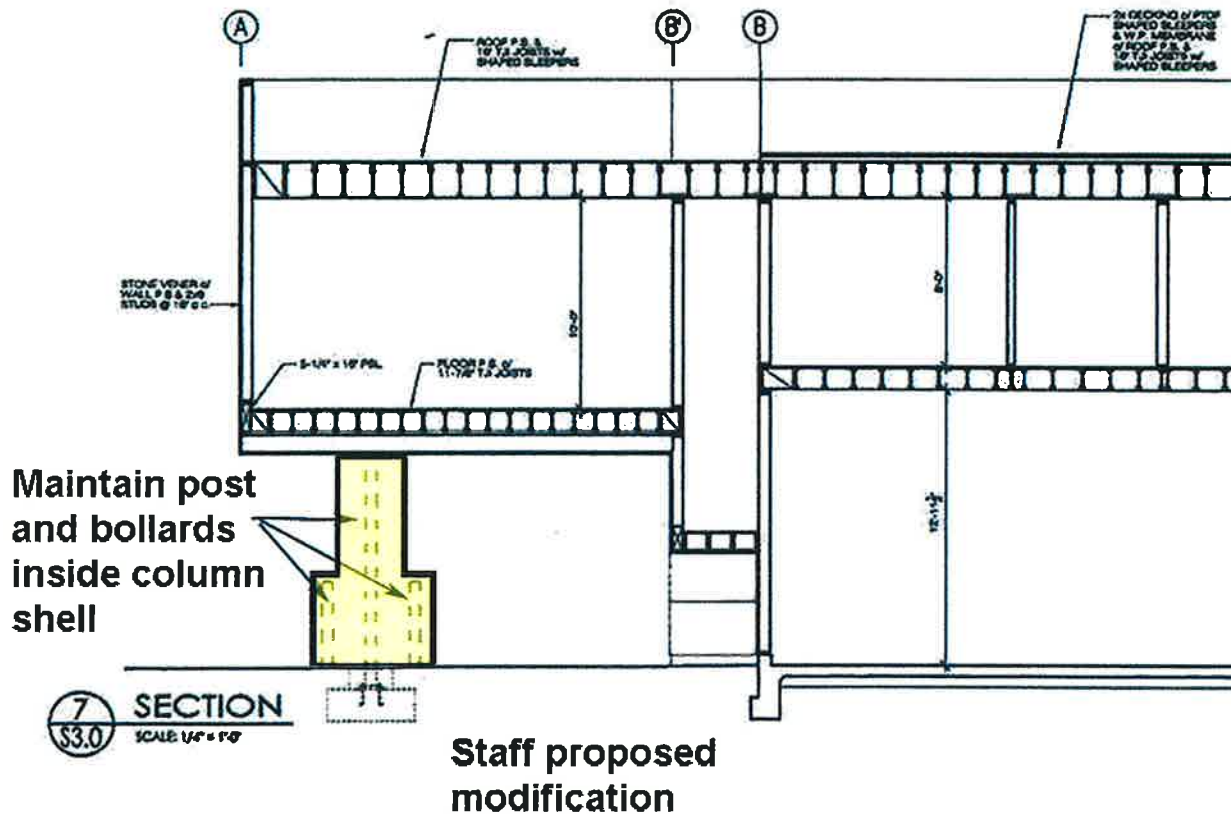
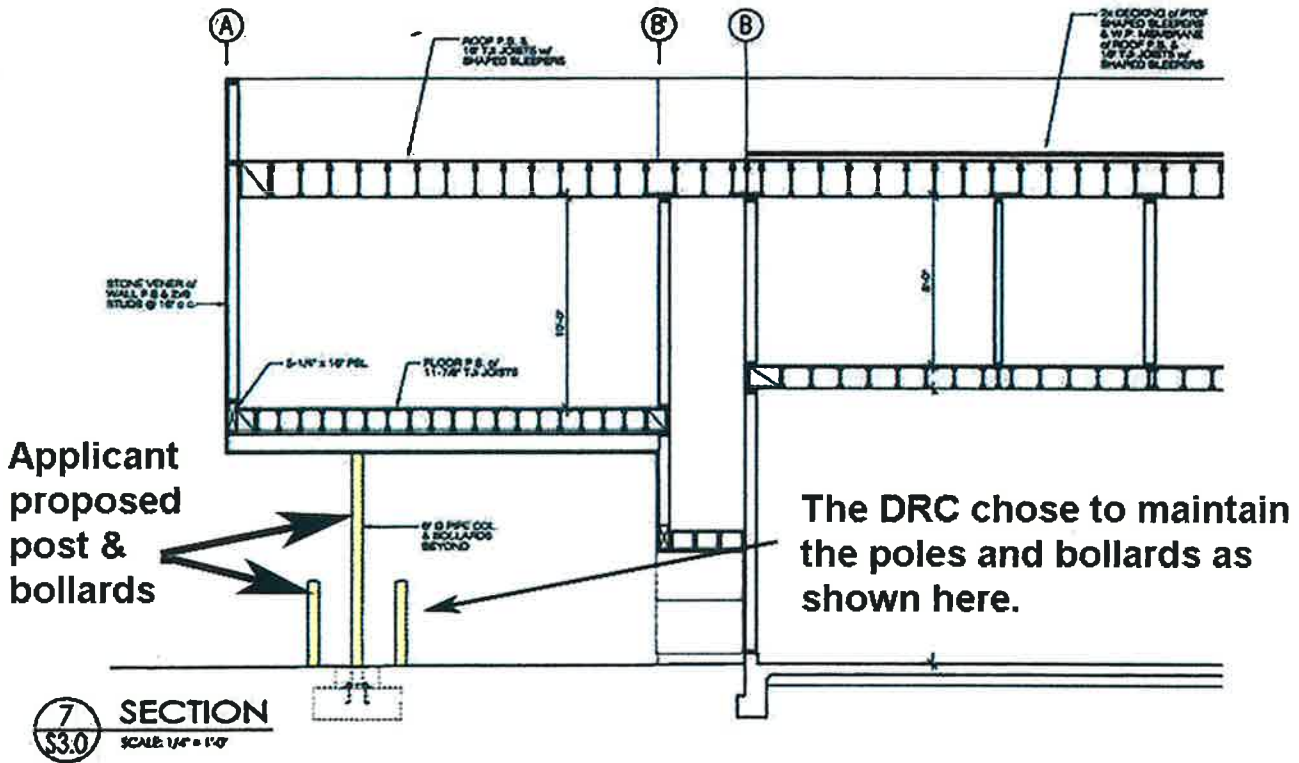
99.5

90°



PLAN NORTH

SITE PLAN  
SCALE: 1/4" = 1'-0"



**CITY OF SAND CITY**

**RESOLUTION SC 06-54, 2006**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING  
CONDITIONAL USE PERMIT 476 ALLOWING A CABINET MANUFACTURING  
CONTRACTOR WORKSHOP AT 414 ORANGE AVENUE**

**WHEREAS**, Jaroslave Stepanek, owner of J. Stepanek Construction, submitted an application to the City of Sand City for conditional use permit approval to operate a cabinet manufacturing shop within an existing 2,600 square foot commercial building located at 414 Orange Avenue (APN 011-271-023); and

**WHEREAS**, the proposed manufacturing use, based on the analysis and discussion of the staff report and as conditioned, is marginally consistent with the non-coastal Planned Mixed-Use (MU-P) zoning district and the Planned Mixed-Use land use designation of the City's General Plan; and

**WHEREAS**, the proposed use qualifies as a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

**WHEREAS**, the proposed use, within the subject commercial building, will not require any further allocation of water credit under the current regulations of the Monterey Peninsula Water Management District (M.P.W.M.D.); and

**WHEREAS**, the City Council of the City of Sand City, on May 16, 2006, has found and determined that the proposed use, as conditioned, will not adversely affect the character of the surrounding neighborhood, nor be injurious or detrimental to adjoining properties or the rights of the owners therein, and Conditional Use Permit 476 shall be granted upon the conditions hereinafter set forth; and

**WHEREAS**, the City Council of the City of Sand City has accepted the findings for approving Conditional Use Permit 476 as outlined in the City Staff Report, dated May 5, 2006.

**NOW THEREFORE**, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit 476 upon the following terms and conditions:

1. Conditional Use Permit 476 is not valid, and the use of the property shall not commence unless and until two copies of the Resolution/Permit, signed by the permittee and the landowner, acknowledging receipt of the Permit and acceptance of the terms and conditions, is returned to the City's Planning Department.
2. Conditional Use Permit 476 is for the express purpose of authorizing a cabinet manufacturing workshop, inclusive of woodworking, limited tile and granite cutting,

limited metal working, and storage of materials, equipment, and tools, with accessory office and showroom. There shall be no expansion to the scope or intensity of this operation beyond that use authorized by Conditional Use Permit 476 without an amendment of said permit or the issuance of a new conditional use permit. All storage, manufacturing, and other activities associated with this operation shall be maintained within the building at all times. The paved area of the site shall be for parking and loading/unloading only.

3. Termination: If the operation approved by Conditional Use Permit 476 violates any term, condition, or requirement of said Permit, a public hearing may be scheduled by the City to consider revoking said Permit. The business and property owner shall be notified of the public hearing, and provided an opportunity to address the City Council prior to any action by the City Council to terminate said Permit.
4. Parking: The property shall maintain the existing eight (8) on-site parking spaces in the paved area on the property. Parking shall not double park on the property or encroach into any public right-of-way at any time.
5. Hours: Hours of manufacturing activity for this use at this location shall be limited to occur only between the hours of 8:00 a.m. to 6:00 p.m., Monday through Friday, and 10:00 a.m. to 5:00 p.m. on weekends. The applicant may operate beyond these hours for office activity, so long as this does not pose a nuisance to the surrounding neighborhood or the City as a whole.
6. Manufacturing: All on-site manufacturing activities shall be maintained within the building; and is hereby prohibited from occurring outside the building anywhere on the subject property. Roll-up doors shall remain closed during times of manufacturing activity. This operation shall install and properly utilize dust collection equipment to the satisfaction of the City's Fire Department, the County Health Department, and/or the Monterey Unified Air Pollution Control Agency.
7. Waste Water: Any grey water generated by this manufacturing use shall not be allowed to enter any publicly owned storm drain or sewer systems, nor shall there be any runoff of grey water from this property. The applicant shall abide by the requirements of the City Engineer regarding on-site containment of effluent resulting from this use. Violation of this shall cause immediate termination of the use upon notification by the City of Sand City.
8. Inventory: The property owner shall submit a specific inventory of equipment to be used for the manufacturing activity, a description of how grey water generated by manufacturing activities (if any) will be handled and prevented from running off of the property, and a detailed interior plan of how this manufacturing operation will be arranged.

9. **Noise Control:** All tile-cutting, wood working, metal working, and other significant noise generating activities shall be contained within a sound insulated building. Noise levels at the property perimeter shall meet standards for residential surrounding use at the property line; a 45dbA (day/night average).
10. **Loading/Unloading:** All loading/unloading of materials and/or any other item associated with business shall be restricted to occur during authorized business hours (see Condition No. 5). There shall be no loading/unloading occurring within any street right-of-way, or on neighboring property. Delivery trucks shall not impede traffic flow within any public right-of-way.
11. Approval of Conditional Use Permit 476 hereby prohibits the establishment of any fenced area on the property for the purpose of outside storage, without the issuance of a separate conditional use permit. This restriction does not apply to creating a City authorized trash enclosure on the property. All storage shall be within the building.
12. **Storage:** There shall be no storage of any material, equipment, packaging, crates, or other item outside the building at any time. Storage shall be maintained within the building at all times.
13. **Aesthetics:** The site shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris on-site, except as allowed in Condition No. 14 of Conditional Use Permit 476. The applicant shall be responsible for the maintenance and upkeep for the duration of the allowed use.
14. **Waste:** Trash, litter, boxes, crates, debris, or other used and/or discarded materials generated by this operation shall be stored in an appropriate waste collection bin or dumpster. Said bin or dumpster shall be maintained either within the building, a trash enclosure, or screened area on the property, except on a designated trash collection day. If a trash enclosure does not exist on the property, an enclosure may be established only after approval by the City's Planning Department. The applicant shall implement recycling as part of this operation's regular routine.
15. **Signs:** Any sign on the exterior of the building, identifying the approved use at this location, shall be reviewed and approved by the Sand City Design Review Committee (DRC) prior to the establishment of any sign at this site. The applicant shall not place any free-standing sign anywhere within City limits without Community Development Director approval.
16. **Water:** Approval of Conditional Use Permit 475 does not grant the applicant and/or property owner any right and/or privilege to any allocation of water credit by the City of Sand City or the Sand City Redevelopment Agency. This operation shall be limited to those water credits currently available to the property, in accordance with the regulations of the Monterey Peninsula Water Management District.



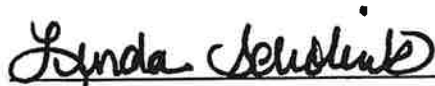
17. **Nuisance**: This operation shall implement all necessary mitigation necessary to inhibit any of the noise, vibration, dust, odors, and/or other negative impacts that this manufacturing shop may or will generate. Failure to effectively implement necessary mitigation may be adequate grounds for the City to terminate Conditional Use Permit 476. Use of the property shall be conducted in such a way that it does not constitute a nuisance to the surrounding neighborhood. If the City Council finds at any time that any use of the property constitutes a nuisance, or is otherwise detrimental to the neighborhood or to the community, such use shall be discontinued or modified as may be required by the City. Failure to comply with such direction of the City may result in the revocation of Conditional Use Permit 476.
18. All requirements of the City's contracted Building and Fire Departments, the Seaside County Sanitation District, the Monterey Regional Water Pollution Control Agency, and Monterey County Health Department, shall be implemented to the satisfaction of each department. Police Department requirements pertaining to security and law enforcement shall be implemented to the satisfaction of the City's Police Chief. The applicant shall implement requirements of the City Engineer.
19. **Air Quality**: The applicant shall contact the Monterey Bay Unified Air Pollution Control District (MBUAPCD) regarding this operation, and shall comply with all MBUAPCD regulations, especially in regards to dust generation and air quality. Failure to abide by the regulations of the MBUAPCD or penalties issued by that Agency to the applicant shall be adequate grounds for the authorized use to cease upon direction of the City of Sand City.
20. **West End Parking Design**: The property owner's signature for the acceptance of the conditional use permit's (CUP 476) conditions shall signify the owner's understanding and acknowledgment that the City of Sand City may implement future street improvements per the design concept of the West End Urban Design and Parking Study that may require the property owner's cooperation in negotiated mutual easements between the City of Sand City and the property owner.
21. Conditional Use Permit 476 shall be reviewed by the Planning Department and City Council annually, beginning May 2007, to determine the applicant's compliance with the conditions of approval of Conditional Use Permit 476. Failure to comply with the conditions of Conditional Use Permit 476 may result in the scheduling of a public hearing to consider the revocation of said Permit and the cessation of use at this location.
18. If the City determines that any term or condition of Conditional Use Permit 476 has been violated, written notice shall be issued, that if such violation is not corrected or removed within a specified time, a public hearing may then be scheduled where the City Council may consider revoking Conditional Use Permit 476, and may then order said Permit revoked.

19. Any questions of intent or interpretation regarding any condition within Conditional Use Permit 476 shall be resolved by the Community Development Director.
20. The issuance of Conditional Use Permit 476 shall not supersede or override any requirements of any other City, County, State, or Federal agency.
21. The applicant shall acquire, maintain, and annually renew a Sand City business licence for the duration of the approved use within Sand City.

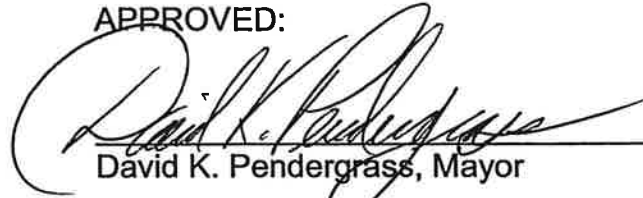
**PASSED AND ADOPTED** by the City Council of Sand City this 16<sup>th</sup> day of May, 2006, by the following vote:

AYES: Council Member Blackwelder, Carbone, Hubler, Morris, Pendergrass  
 NOES: None  
 ABSENT: None  
 ABSTAIN: None

ATTEST:

  
 Linda Scholink, City Clerk

APPROVED:

  
 David K. Pendergrass, Mayor

This is to certify that the Conditional Use Permit (CUP) 476 contains the conditions specified by the City Council in approving the Permit.

  
 Charles Pooler, Associate Planner

**APPLICANT ACCEPTANCE (CUP 476)**

The Conditional Use Permit is hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions.


DATED: 6-10-2006

BY: 

**CONSENT OF OWNER (CUP 476)**

Consent is hereby granted to the permittee to carry out the terms and conditions of this Conditional Use Permit.

DATED: 6-10-2006

BY:   
 Property Owner

CITY OF SAND CITY

RESOLUTION SC \_\_\_\_\_, 2016

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY TO APPROVE  
CONDITIONAL USE PERMIT 601 (INCLUSIVE OF SITE PLAN AND DESIGN  
REVIEW) FOR THE DEVELOPMENT OF A MIXED-USE PROJECT AT  
414 ORANGE AVENUE**

**WHEREAS**, Jerry Stepanek (Applicant) and David Martin (Designer) submitted applications to the City of Sand City (the "City") for site plan and architectural review for approval of a conditional use permit to develop an approximate 8,000 square foot 2-story mixed-use (residential & commercial) development on a 5,625 square foot parcel (the "Project") at 414 Orange Avenue (APN 011-271-023) in Sand City (the "Subject Property"); and

**WHEREAS**, the Project, as conditioned, is consistent with the Planned Mixed-Use (MU-P) zoning (Municipal Code Chapter 18.13) and land use designation of the City's General Plan; and

**WHEREAS**, the Project design satisfies the minimum parking requirements specified by Sand City Municipal Code Chapter 18.13; however, a comprehensive parking assignment program is necessary to implement the proper allocation of parking between the commercial and residential units, and mitigate potential tenant parking conflicts, as illustrated on "Resolution Exhibit A", attached hereto and incorporated herein by this reference; and

**WHEREAS**, the creation of one (1) residential dwelling unit on the 5,625 square foot Subject Property is compliant with residential density limits established by Zoning Code Section 18.13.040.O; and

**WHEREAS**, the project qualifies for a Categorical Exemption under Sections 15303(c) and 15332 of CEQA (California Environmental Quality Act) Guidelines; and

**WHEREAS**, an estimated 0.391 acre-foot allocation is necessary to supplement existing on-site water credit to accommodate the Project, the amount of which is subject to Monterey Peninsula Water Management District verification; is available from the Sand City's Water Entitlement supplied by the City's water desalination facility, subject to discretionary allocation by the City Council that will be considered under separate action at a future date; and

**WHEREAS**, a lot/parcel merger to create one (1) lot and parcel from the existing three (3) lots (Lots 1, 3, & 5 of Block 24) within one (1) parcel (APN 011-271-023) of the Subject Project is necessary to properly reflect the proposed Project, bring the Subject Property into greater consistency with contemporary site design standards, and ensure that the authorized Project design remain compliant with this Conditional Use Permit's terms and conditions; and

**WHEREAS**, in accordance with Municipal Code Section 18.72.030, the Site Plan and Architectural/Design review approvals are combined into this single Conditional Use Permit for the Project; and

**WHEREAS**, the City Council of the City of Sand City, on \_\_\_\_\_, 2016, has found and determined that the proposed Project with one (1) residential unit and one (1) commercial unit, as conditioned, will not adversely impact the character of the surrounding neighborhood, nor be injurious or detrimental to adjoining properties or the rights of the owners therein, and Conditional Use Permit (CUP) 601, shall be granted upon the conditions hereinafter set forth; and

**WHEREAS**, the City Council of the City of Sand City has accepted the findings for approving Conditional Use Permit (CUP) 601, as outlined in the City staff report, dated May 31, 2016.

**NOW THEREFORE**, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit (CUP) 601 upon the following terms and conditions:

**A. Permit Effectiveness/Time Limits:**

1. Conditional Use Permit (CUP) 601, is not valid, and Project construction on the Subject Property shall not commence, until two (2) copies of this Resolution/Permit, signed by the permittee and landowner, acknowledging receipt of the Resolution/Permit and acceptance of the terms and conditions, are returned to the City's Planning Department. The City shall not issue a building permit for the Project unless and until CUP 601 has been signed by all parties in acceptance of the terms and conditions of CUP 601. Failure of the Applicant to return the two (2) original signatory copies of the Resolution/Permit, with the Applicant's and Property Owner's signatures of acceptance, within thirty (30) days from the date of City Council approval shall be sufficient cause for the City Council to revoke CUP 601 unless good cause to grant an extension is found acceptable by the City's Planning Department. In addition, if the Applicant fails to obtain and maintain an active building permit from the City for the Project within two (2) years following the date of City Council approval of CUP 601, and/or construction of the Project does not proceed thereafter issuance of a building permit where that building permit expires, then CUP 601 shall be subject to City Council action to terminate CUP 601 thereafter at their discretion. The Permit shall remain in effect until acted upon by the City Council.
2. Purpose: Conditional Use Permit (CUP) 601 is for the express purpose of authorizing the Project to construct no more than one (1) residential dwelling unit and one (1) commercial unit within a single new mixed-use building on the Subject Property in accordance with the terms and conditions specified by CUP 601. All Project development and land use(s) shall be in accordance with the terms and conditions of CUP 601. Occupancy of the Project shall not commence until authorized construction is complete and a certificate of occupancy is issued by the City for the Project.

## B. Site Plan:

1. Footprint, Setbacks, Coverage: The building's footprint shall have a zero foot (0') setback from the north property line fronting Orange Avenue, no more than an eight inch (8") setback from the eastern and southern property lines abutting adjacent properties, and a minimum twenty foot (20') front setback from the west property line fronting Catalina Street. The residential unit on the second level may cantilever out no further than the west property line fronting Catalina Street. Lot coverage by the building's footprint shall be approximately sixty-six percent (66%).
2. Parking: The Project shall establish and maintain a minimum of nine (9) parking spaces on the Subject Property. Parking stall dimensions shall be in accordance with Section 18.64.040 of the City's Zoning Code. Of these nine spaces, seven (7) spaces shall be located perpendicular to the building along the Subject Property's Catalina Street frontage, assigned for use by the commercial unit's occupant. The remaining two (2) spaces shall be located below the residential unit, in tandem, with a minimum of one (1) space within the designated "residential garage" and one (1) space in front of said garage for the exclusive use by the residential unit's occupant. A comprehensive parking assignment program shall be created for the assignment of the parking spaces as illustrated on Resolution/Permit Exhibit A, attached hereto and incorporated herein by this reference. During non-business hours, when the commercial unit is not conducting business, the residential occupant, and guests thereof, may utilize the commercial parking spaces. At no time shall commercial parking impede or interfere with the residential parking or access thereto. It shall be the responsibility of Subject Property's owner to assign and manage the on-site parking as to prevent conflict of access and use of that parking between the residential and commercial uses.
3. Parking Deed Restriction: A deed restriction, subject to City review and approval, shall be recorded with the Monterey County Recorder's Office identifying the residential garage space of the building, and limiting its use for parking and storage by only the residential unit's occupant. Furthermore, this deed restriction shall mandate that storage within the garage shall not impede the parking of at least one (1) standard sized motor vehicle (i.e. automobile, pick-up truck, or the like) within that space. The recording of this deed restriction shall be completed prior to City issuance of a certificate of occupancy for the Project.
4. Trash Enclosure: The Project shall provide a trash enclosure along the west side of the building between the commercial unit's two roll-up doors. This enclosure shall be no less than twelve feet (12') wide and four feet (4') deep (as measured from the interior) and shall utilize those same building facade materials as approved for the building's west elevation. Sufficient access to the enclosure and waste/recycling bins/dumpsters stored within shall be maintained to enable refuse collection service(s). Any special accommodations necessary to facilitate waste collection service shall be the responsibility and expense of the Subject Property's owner.

5. **Retaining Walls:** In any circumstance where the finished grade of the Subject Property is in excess of six inches (6") higher or lower than abutting property or adjacent lots, a retaining wall or other suitable solution acceptable to the City Engineer, shall be required. Retaining walls shall be structurally engineered if over four feet (4') in height from bottom of footing to top of wall, and shall require a building permit. Any retaining walls necessary for the Project shall be shown on the Project's final Grading and Drainage Plan, Stormwater Control Plan, and site plan.

**C. Landscaping:**

1. **Landscaping:** The Project shall remove the existing asphalt pavement in that section of the abutting Orange Avenue public right-of-way between the existing sidewalk and the northern property line to install landscaping that includes no less than three (3) trees. All Project required landscaping shall be subject to City Planning Department review and approval of a landscape plan prior to issuance of a building permit for the Project. This landscaping shall be maintained and irrigated by the Subject Property's owner until such time, if ever, this landscaping is removed by the City (see draft Permit Condition No. C-6).
2. **Landscape Plan:** A complete landscape plan for the Project shall be submitted to the City's Planning Department for review and approval prior to issuance of a building permit for the Project. This landscape plan shall provide complete information regarding ground covers, plants, shrubs, and trees in regards to species, sizes, placement, and numbers. The landscape design must include an irrigation plan with details. Tree planting and staking details must also be included. All landscaping and irrigation shall be installed in conformance with the City approved landscape plan, and prior to final issuance of a certificate of occupancy for the Project.
3. **Trees:** Trees installed as part of the Project, in accordance with the Project approved landscape plan, shall consist of *Arbutus unedo* (strawberry tree), *Metrosideros excelsus* (New Zealand Christmas tree), or other species deemed appropriate by the Planning Department in the review of the Project's Landscape Plan. Tree species shall be 24-inch box size specimens unless otherwise approved by the Planning Department. Trees shall be drought resistant and tolerant of coastal sea winds and sandy soil. All trees shall be no less than double staked with 2-inch or greater diameter wood poles.
4. **Planters:** All ground level planting areas shall NOT include raised curbs; rather, they are to be flush with adjacent pavement. Raised planter boxes may be used; however, they shall incorporate those materials and colors approved by the City for the Project's site and structure.
5. **Irrigation:** An irrigation system for all required landscaping shall be installed and connected to the Subject Property's water system. This irrigation shall be verified as operational prior to City issuance of a certificate of occupancy. Irrigation shall be installed per the approved landscape plan. Any on-site changes varying from the

approved plans shall be approved by the Planning Department prior to implementation.

6. **Landscape Maintenance:** All landscaping required of the Project, both on and off the Subject Property, shall be installed and maintained in accordance with the City approved landscape plan for this Project. The Subject Property's owner shall be responsible for irrigation and maintenance of this landscaping, including watering, pruning, and replacement of dead vegetation to the satisfaction of the City. Any alteration or modification of the approved landscape plan shall be subject to subsequent approval by the City's Planning Department. If at some future date, the City removes that required landscaping installed by the Project/Applicant within the Orange Avenue public right-of-way abutting the site, then the Applicant shall no longer, thereafter said removal, be responsible for irrigation and maintenance of that landscaping off-site.

**D. Building Architecture:**

1. **Exterior Facades:** The building's exterior elevations shall consist of 2'x4' cement board panels on the lower level and stucco treatment on the upper level. Unexposed wall areas to the rear and south side shall consist of CMU (cement block) but the cement board panels and stucco treatments may also be applied. Roll-up doors for the commercial unit shall be either a decorative metal door or glass door, subject to Planning Department review and approval of construction plans. The roof-line shall consist of a flat parapet. The residential unit shall have an open deck with steel guard railing within an alcove facing north.
2. **Doors & Windows:** The north elevation shall consist of a series of small 3'x3' box windows, centered on the same horizontal axis with one another for the upper level commercial space. The residential unit shall provide sliding glass doors for the upper level residential unit within the deck alcove. Seven 3'x4.5' window panels shall be provided for the upper level commercial space, surrounded by a single box frame, vertically and horizontally centered on that segment of the west elevation, with the wall areas in between the windows dark colored to contrast the white stucco. Four 3-ft wide window panels shall be provided for the upper level residential space, surrounded by a single box frame, with the wall areas in between the windows dark colored to contrast the white stucco.
3. **Colors:** Stucco wall areas of the exterior elevations shall utilize a "white" color. The concrete wall panels on exterior elevations shall be of a medium grey "Stone Harbor" or similar color. Window areas on the upper level shall be of a dark brown, dark grey or similar color. Accent colors for the window trim shall be a basic red and for the exterior doors a dark blue or similar.
4. **Utility Meters/Equipment:** Utility equipment and meters, fire suppression equipment, and the like are to either be contained within the building or otherwise screened or incorporated into the Project's architecture using those physical architectural elements consistent with the approved building facade treatments to effectively

obstruct the view of these items from off-property. All rooftop equipment shall be screened or otherwise integrated into the building architecture to preclude visibility from street level. Accessibility to utility and fire suppression equipment shall be maintained in accordance with utility company and Fire Department requirements. At no time shall utility meters and equipment occupy landscaping or required drainage areas. The location of all utility meters shall be identified on the construction drawings and civil improvement plans, subject to Planning, Engineering, and Fire Department review and approval. The Project developer and general contractor shall be responsible for coordinating the placement and installation of all utility meters (gas, electric, phone, cable, etc.) in accordance with the City approved construction plans and the requirements of CUP 601. Non-compliant installations may impede issuance of a certificate of occupancy until corrected to the satisfaction of the City.

5. Lighting Plan: Prior to issuance of a building permit, the Applicant shall submit a detailed lighting plan to the Planning Department for review and approval. The lighting plan shall identify all exterior light fixtures, their watt capacity, filament housing, and illumination dispersal (photometric) for the Project. All exterior lighting shall be shielded and designed to prevent excessive glare and light from intruding onto adjacent properties and/or street rights-of-way.
6. Quality Control: The City shall retain the right to evaluate materials used in this Project for their perseverance and resistance to Sand City's coastal climate conditions; and if those materials are deemed inadequate through signs of rust, rot, or other deteriorating condition, the City may then require higher quality materials during construction as an enforcement of the Project's architectural approval.

#### **E. Land Use Terms and Conditions:**

1. Residential Unit: The one (1) designated residential dwelling and residential garage and parking shall only be for residential occupancy and use. Residential occupancy shall not occur until construction is completed and the City issues a certificate of occupancy for the Project.
2. Commercial Unit: Future tenants/occupants on the Subject Property within the one (1) commercial unit of the Project shall obtain their own individual conditional use permits prior to taking occupancy of that unit. Conditional Use Permit 476 for the Applicant's current commercial operation on the Subject Property shall be amended to reflect the Project's alterations in the Subject Property, and then CUP 476 shall remain active with those amendments in effect whereby that commercial operation may continue use of the Subject Property thereafter completion of the Project and City issuance of a certificate of occupancy for the Project. Future commercial uses may be restricted by the City, in the issuance of land use entitlement permits, to mitigate potential negative impacts upon this mixed-use (residential and commercial) Project and surrounding neighborhood.



3. Storage: The owner of the Subject Property shall ensure that all tenants of the residential unit maintain their personal storage within the dwelling unit/garage; and not within the outside parking area, balcony, or other unscreened area(s) of the Subject Property. Residential tenant storage shall not clutter, obstruct use, or overhang any of the open decks nor obstruct the residential occupants ability to park one (1) standard sized automobile inside the garage.
4. Property Maintenance: The Subject Property shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris on-site, except as allowed in Conditional Use Permit (CUP) 601. The owner of the Subject Property shall be responsible for maintenance and upkeep of the entire Subject Property.
5. Refuse storage & pickup: Trash, litter, boxes, crates, debris, or other used and/or discarded materials generated by the occupants of this mixed-use building (residential and commercial areas) shall be stored within the appropriate waste collection receptacle(s). Except on a designated trash collection day, said waste receptacle(s) shall be maintained within the Project's approved trash enclosure, and screened from public view. The Subject Property's owner shall be responsible for arranging and providing waste hauler access for standard pick-up services for the Subject Property.

**F. Signs:**

1. All commercial signs installed on the Subject Property shall be subject to a sign permit approved by the Sand City Design Review Committee (DRC). Construction signs may be placed on the Subject Property without DRC approval, but are subject to the terms/conditions of CUP 601, erected only during Project construction, and shall be removed upon Project completion.

**G. Street & Public Improvements:**

1. Street / Public Improvements: The Applicant shall be responsible for providing street and public improvements; including, but not limited to, curb, gutter, sidewalk, driveway apron, street pavement, ADA ramps/access, and repair or patch with appropriate subsurface and surface material along the Subject Property's Orange Avenue and Catalina Street frontages to the centerline and intersection of those streets per City standards and specifications as required by the City Engineer. All street, utility, and public improvements required of the Project, according to the City Engineer approved Public Improvement Plan, shall be completed to the satisfaction of the City Engineer prior to issuance of a certificate of occupancy for the Project.
2. Public Improvement Plan: The Applicant shall submit to the City a final Public Improvement Plan for the Project, prepared by a California Registered Civil Engineer, subject to the City Engineer's review and approval prior to issuance of grading, encroachment(s), and/or building permits for the Project. This Public Improvement Plan, designed per City standards and specifications as required by the City Engineer, shall include all required public improvements for the Project;

including, but not limited to curb, gutter, sidewalk, driveway apron, street pavement, ADA ramps/access, street lights, landscaping, utilities and utility meters, grading, and drainage improvements. Project required public improvements shall be in compliance with the American's with Disabilities Act (ADA) standards to the satisfaction of the City Engineer. This Public Improvement Plan shall be consistent with the Project's Infrastructure Plan. This Public Improvement Plan shall be submitted to all utility providers specified by the City Engineer; including, but not limited to, sewer, water, natural gas, electricity, telephone, television cable, and internet providers in Sand City.

3. Utility Infrastructure Plan & Utility Relocation(s): The Applicant shall submit to the City a final Utility Infrastructure Plan, subject to City Engineer review and approval prior to issuance of grading or building permits for the Project. This Utility Infrastructure Plan shall identify all utilities and utility connections required for the Project; including, but not limited to, storm drainage, sanitary sewer, water, electric, gas, telephone, cable, all onsite utilities and all required infrastructure. This Infrastructure Plan shall be consistent with the Project's Public Improvement Plan. Any trenching of street asphalt and/or concrete for utility connections shall be replaced per City requirements and City standards and specifications. Any utility relocation and the associated costs required as part of this Project shall be the responsibility of the Applicant and/or Subject Property's owner. The placement of utility connections and meters shall be to the satisfaction of the City Engineer and in accordance with the terms and conditions of CUP 601.
4. Encroachment Permits: Encroachment permits shall be required for, and issued prior to the commencement of, any construction performed within any public right of way and/or easement. The Applicant shall complete and submit an encroachment permit application to the City to include relevant improvement plans identifying the Project's intended public improvements. The Applicant shall pay all fees associated with the processing and review of the encroachment permit, to be determined per the City's fee schedule in effect at the time of application.
5. Street / Public Improvement Contractor & Schedule: The Applicant shall provide the City with the contact information and active State contractor's licence number for all contractors and sub-contractors performing City approved street and public improvements for the Project. Additionally, a construction schedule for Project required street and public improvements, consistent with the City approved Public Improvement Plan, shall be provided to the City Engineer

#### **H. Stormwater Management and Control:**

1. Stormwater Control Measures and Low Impact Development: The Project shall be designed to provide Stormwater Control Measures (SCMs) and Low Impact Development (LID) strategies consistent with the City Engineer's interpretation of applicable requirements of the State Water Resources Control Board (SWRCP) Order No. 2013-0001-DWQ National Pollutant Discharge Elimination System Phase II General Permit for Stormwater Discharges from Small Municipal Separate Storm

Sewer Systems (the 'General Permit'), the Central Coast Regional Water Quality Control Board (RWQCB) Resolution No. R3-2013-0032 Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region (the 'PCRs'), and Sand City Municipal Code (SCMC) Chapter 13.05 regarding Stormwater Management. All of the Project's SCMs and LID features, including water quality measures, shall comply with the requirements of the General Permit, the PCRs, and SCMC Chapter 13.05 to the satisfaction of the City Engineer.

2. Stormwater Control Plan (SCP): The Applicant shall submit a final Stormwater Control Plan (SCP) that verifies how the Project will achieve compliance with the applicable PCRs. The SCP shall clearly determine the amount of impervious surface created and/or replaced by the Project and the corresponding Performance Requirements required by the PCRs. The SCP shall clearly indicate the location and size of all of the proposed SCMs to ensure that they may be accommodated within the Project site. The SCP shall include a grading and drainage plan that clearly indicates how stormwater runoff from the Project's Drainage Management Areas (DMAs), including pervious and impervious surfaces, is directed and/or routed to the Project SCMs; which may include; bioretention facilities, rain gardens, pervious pavements, pervious landscape areas, roof down spout controls, subsurface collection and infiltration systems, etc. The SCP shall be prepared in accordance with the latest edition of the Stormwater Technical Guide (STG) and templates, adopted by the Monterey Regional Stormwater Management Program (MRSWMP). The SCP shall be fully coordinated with the Project's improvement plans and landscape plans, so that no conflict occurs between the proposed SCMs and any other proposed improvements. The SCP shall be submitted to the City Engineer and Planning Department for review and approval prior to issuance of grading and/or building permit(s), or the commencement of any construction activities on the Subject Property.
  
3. Agreement Regarding Maintenance and Right of Entry for Stormwater Control Measures: Prior to the issuance of any building permit(s), the Subject Property's owner shall enter into a written agreement with the City to provide for the protection and long-term maintenance of all Project related Stormwater Control Measures (SCMs). The agreement shall contain a deed restriction for the protection of all SCMs, specifying that all SCMs within the Subject Property shall not be removed, relocated, covered, or hampered in any way as to prevent their intended function. This agreement shall provide for ongoing maintenance and verification of maintenance by the Owner and the Owner's successors in interest, and provide for the right of entry by designated City staff for the purposes of inspection of the installed SCMs. This agreement shall further identify that all costs associated with the long-term operation and maintenance of the installed SCMs shall be the responsibility of the Subject Property's owner at the time when maintenance is performed. The agreement shall contain exhibits; including, but not limited to, a legal description of the property where the SCM will be installed, an Operation and Maintenance Plan, and a Stormwater Management Facilities Annual Maintenance Certificate. The provisions of this legal agreement shall run with the land, and the

document shall be recorded with the Monterey County Recorder. A draft agreement is available from the City upon request. The final agreement shall be subject to review and approval by the City Engineer and City Attorney prior to recording with Monterey County. Failure of the property owner to provide the City with a copy of the aforementioned Agreement will be considered a violation of Conditional Use Permit 601, and be sufficient cause for termination of said Permit.

4. Operation and Maintenance Plan (O&M Plan): The Applicant shall submit an Operation and Maintenance Plan (O&M Plan) that establishes, identifies, directs, and records the operation and maintenance of all Project SCMs. The O&M Plan shall clearly identify all parties responsible for the long term operation and maintenance of the installed SCMs and their obligations, a description of the SCMs to be maintained, and a description of the maintenance schedule and maintenance activities. The O&M Plan shall require the Subject Property's owner to provide annual certification to the City that the facilities have been recently inspected and are functioning as intended. At a minimum, the O&M Plan shall be prepared in accordance with the latest edition of the Stormwater Technical Guide (STG) adopted by the Monterey Regional Storm Water Management Program (MRSWMP). The O&M Plan shall be a separate and standalone document from the Stormwater Control Plan. A sample O&M Plan and a sample Stormwater Management Facilities Annual Maintenance Certificate are available from the City upon request. The O&M Plan shall be submitted to the City Engineer, City Attorney, and Planning Department for review and approval, prior to issuance of any certificates of occupancy for the Project or portion thereof. The O&M Plan shall be referenced in, and become an exhibit of, the Agreement Regarding Maintenance and Right of Entry for Stormwater Control Measures.
5. Stormwater Management Non-Compliance: If for any reason the Project cannot demonstrate compliance with the State Water Resources Control Board's General Permit applicable to Sand City, the Central Coast Regional Water Quality Control Board's PCRs, or Title 13.05 of the City's Municipal Code, or the Applicant fails to obtain approval of a final O&M Plan or fails to execute and/or record a final Agreement regarding maintenance and right of City entry for stormwater control measures, then a building/grading permit(s) for the Project will not be issued and CUP 601 shall then be subject to termination.
6. Best Management Practices (BMPs): During all phases of construction and/or land disturbance activities related to the Project, the Project's construction contractor and sub-contractors shall implement site-specific temporary Best Management Practices (BMPs) to protect water quality and prevent storm water pollution, as required by City's municipal Storm Water Permit, Municipal Code Title 13.05 Storm Water Management, and the California Construction General Permit, as applicable. BMPs shall include, but are not limited to, erosion and sediment control, prevention of non-storm water discharges, good housekeeping and waste management practices. The Applicant shall submit an Erosion and Sediment Control Plan (ESCP) or Storm Water Pollution Prevention Plan (SWPPP), as applicable, for review and approval

by the City' Engineer and Planning and Building Departments prior to the issuance of any grading and/or building permit(s) or the commencement of any construction activities on the subject property. The ESCP or SWPPP shall indicate the appropriate site-specific BMPs to be implemented during all phases of construction. The Applicant shall complete a Stormwater Compliance Tracking Form for the Project, prior to preparation of an ESCP.

**I. Plans and Agency Compliance:**

1. Plans Examination: Construction plans/documents for the Project shall be reviewed and approved by the relevant City Departments of the City of Sand City prior to City issuance of a building permits for the Project and prior to commencement of any grading or construction on the Subject Property. Any and all requirements specified by Sand City during plan review phase prior to issuance of a building permit, or during construction inspections, shall be implemented to the satisfaction of the inspectors/representatives of each City Department. Construction plans/documents shall include all necessary mitigation to implement the City approved Stormwater Control Plan for the Project.
2. Agency/Department Compliance: All requirements of the City's Building and Fire Departments, as well as the Seaside County Sanitation District, and Monterey County Health Department, shall be implemented to the satisfaction of the inspectors of each department/agency. All necessary permits from the Monterey Regional Water Pollution Control Agency and/or the Seaside County Sanitation District shall be acquired by the Applicant prior to City issuance of building permits for the Project, with exception to a demolition permit for the Subject Property. All requirements of each aforementioned Department/Agency shall be met to the satisfaction of the City Engineer prior to issuing a certificate of occupancy for the Project.
3. Soil / Geotechnical Report: The Applicant shall submit a final soil engineering and/or geotechnical evaluation report (the "Soil Report") prepared by a California certified geologist or geotechnical engineer with all Project improvement plan submissions. The Soil Report shall ensure the Project is designed in accordance with the most current and applicable standards of the City's Building Code. The Soil Report shall include 1) standard penetration tests and bore holes to evaluate potential of seismic hazards, 2) a soils percolation test and report on percolation rates of the Subject Property to confirm that the proposed stormwater infrastructure and water quality control measures will function as designed, and 3) geotechnical evaluation for all necessary aspects of the Project. Recommendations of said report shall be integrated into the Project's design at the discretion of the City Engineer.
4. Grading and Drainage Plan: The Applicant shall submit to the City a final Grading and Drainage Plan for the Project, prepared by a California Registered Civil Engineer, subject to City Engineer review and approval prior to issuance of grading and/or building permits for the Project. All grading and drainage designs for the Project shall meet City Engineer specifications, and shall be consistent with the City

approved Public Improvement Plan, all City approved post-construction stormwater management features, and the City approved Stormwater Control Plan for the Project.

5. Sewer and Water: The Project shall connect to existing water and sewer systems. The Project is subject to the regulations and requirements of the Monterey Peninsula Water Management District (MPWMD), California American Water (Cal-Am), the Monterey Regional Water Pollution Control Agency (MRWPCA), and the Seaside County Sanitation District (SCSD). All sewer and water utilities required for the Project shall be designed and constructed in accordance with the standards and specifications of the SCSD and Cal-Am to the satisfaction of the City Engineer. The Applicant shall provide approvals from both SCSD and Cal-Am for all sewer and water utilities, including the adjustment or relocation of any existing sewer clean-outs, manholes, or services and existing water valves, covers, fire hydrants, or services. The Applicant shall include a signature block for approval by SCSD and Cal-Am on the improvement plans where proposed sewer and water utilities are identified
6. Air District: Requirements of the Monterey Bay Unified Air Pollution Control Agency, that are applicable to the construction of the proposed Project, shall be implemented to that Agency's satisfaction.
7. Fire Sprinklers: Installation of fire sprinklers shall be at the discretion of, and in accordance with, the requirements of the City's Fire Department and City Municipal Code. If a fire suppression system is required, then a fire sprinkler/suppression plan shall be submitted to the City's Fire Department for review and approval, and installed prior to City issuance of a certificate of occupancy for the Project. Exterior equipment related to said suppression system shall abide by the screening requirements of Condition D-4 of CUP 601 to the satisfaction of the Planning Department prior to issuance of a certificate of occupancy.
8. Cultural Resources: Construction, civil improvement, and grading plans shall include the following language:

"If archeological and/or paleontological resources (i.e. fossils) are discovered during construction, work shall be halted within fifty (50) feet of the find until a qualified professional archeologist/paleontologist can evaluate said find. The Sand City Planning Department shall be notified. If the find is determined to be significant, then appropriate mitigation measures shall be formulated and implemented."
9. Environmental Assessment Report: The Applicant shall provide the City Engineer a Phase I Environmental Assessment report with an assessment of potential hazardous materials that may be within the Subject Property. If the Phase I report identifies the presence of hazardous materials, then the Applicant shall then provide a Phase II Environmental Assessment Report to the City Engineer for review and

approval; whereby the mitigation specified in the City Engineer approved Phase II Environmental Assessment shall be implemented by the Applicant prior to issuance of a certificate of occupancy for the Project.

**J. Construction:**

1. Street Access: Construction activities shall not impede vehicular traffic on public streets. Any temporary closures of streets or sidewalks to accommodate construction shall be coordinated with, and subject to, the direction of the Sand City Chief of Police prior to implementing any temporary street closures. Adjacent properties impacted by said closures shall be given notice no less than one (1) week prior of such closure.
2. Material/Equipment: Materials and/or equipment necessary to construct the approved Project shall not be stored and/or parked within any public right-of-way or on private property beyond the limits of Subject Property within the City unless otherwise authorized by the City's Planning Department and Chief of Police. All construction equipment shall be properly maintained and equipped with noise-reduction intake and exhaust mufflers and engine shrouds, in accordance with manufacturer's recommendations. Equipment engine shrouds shall be closed during equipment operation. Security/construction fencing shall be implemented if deemed necessary by the Building Inspector and/or other City Department inspector. In no instance shall material and equipment that may cause pollution to stormwater be permitted to enter or discharge to the City storm drain system. Best Management Practice (BMPs) for proper control of materials and equipment and to prevent stormwater pollution, are required in accordance with the City's NPDES (National Pollutant Discharge Elimination System) stormwater permit and City Code Section 13.05 regarding Stormwater Management to the satisfaction of the City Engineer.
3. Construction Hours: Construction activities performed by all contractors and sub-contractors on the property shall only occur between the hours of 7:00 a.m. and 6:00 p.m. Monday through Friday, and 10:00 a.m. to 5:00 p.m. on Saturdays. No construction on Sundays or City recognized Holidays.
4. Construction/Demolition Debris: Debris from construction/demolition activities shall be stored and contained away from general public access, and hauled away and disposed of in a timely and legal manner. The contractor shall implement material recovery and recycling when feasible. Hauling of Construction/Demolition debris shall either be by the general contractor to the Monterey Regional Waste Management District facility in the City of Marina or the Project shall contract with the City's franchised waste hauler Greenwaste Recovery Inc. for hauling services. No other outside hauler is permitted. In no instance shall debris from construction activities be permitted to enter or discharge to the City's storm drain system. Best Management Practices (BMPs) for proper control of debris and to prevent stormwater pollution are required by the City's NPDES (National Pollutant Discharge

Elimination System) stormwater permit and City Code Section 13.05 regarding Stormwater Management to the satisfaction of the City Engineer.

5. **Construction Signs**: Construction signs may be placed on the Subject Property only during project construction, and shall removed upon Project completion. Such signs may be placed on perimeter construction fencing or on posts, but shall not be elevated whereby the top of sign exceeds eight (8) feet in height.
6. **Contractor(s) Business License**: All Project contractors and sub-contractors shall obtain a City business license for the duration of Project construction. Failure of said parties to obtain a business license may impede City issuance of a certificate of occupancy for the Project.
7. **Stormwater Management Control and Pollution Prevention**: During all phases of Project construction, the developer and/or contractor shall employ temporary construction best management practices (BMPs) for erosion and sediment control, prevention of non-stormwater discharges, and implement good housekeeping and waste management practices to protect the storm drain system and water quality as required by the City's NPDES stormwater permit and City Code Section 13.05 Stormwater Management, and the State of California Construction General Permit, as applicable. Plans indicating proper stormwater management, control, and BMP implementation during construction shall be submitted to the City with construction plans and shall be subject to review and approval of the City's Building Official and City Engineer prior to issuance of any grading and/or building permit for the Project.

**K. General Requirements:**

1. **Lot & Parcel Merger**: The Subject Property's owner shall merge individual lots 1, 3, and 5 of Block 24 of Assessor Parcel Number 011-271-023 into one (1) lot and parcel prior to City issuance of a building permit for the Project. The methodology (i.e., lot line adjustment, parcel map, etc.) by which these lots/parcels are merged and then recorded, shall be subject to the City Engineer. The lot/parcel merger documents, prior to final recording with the Monterey County Recorder, shall be subject to the City's Planning and Engineering Departments review and approval. The Applicant shall be responsible for paying all expenses and fees associated with the recording of the merger documents.
2. **Abutting Property Mitigation**: The Applicant shall, as offered by the Applicant at the Design Review Committee of July 17, 2016, apply an elastomeric paint coating to the west facing elevation of the building on the abutting property at 418 Orange Avenue (APN 011-271-002) of sufficient application to provide long term protection of that building's existing plaster surface. The Applicant shall also seal the resulting gap between buildings, due to the Project's setback, to inhibit access and habitation by wildlife.
3. **Water Runoff**: Construction activity and final use of the property shall not create or allow water run-off in excess of existing conditions in accordance with Chapter



13.05 of the Sand City Municipal Code regarding Storm Water Management. The method of on-site drainage control, for both construction work and the final development project, shall be in accordance with City Code Chapter 13.05 and the approved Stormwater Control Plan as approved by the City Engineer.

4. Water Allocation: Prior to City issuance of a building permit for the Project, the property owner and/or Applicant shall obtain the necessary water permit(s) from the Monterey Peninsula Water Management District (MPWMD) for the Project as authorized by CUP 601. Approval of CUP 601 does not grant the Applicant and/or property owner any right and/or privilege to any allocation of water by the City of Sand City or other agency/entity. Any allocation of water to the Subject Property and Project from the City's Water Entitlement (desalination facility) shall be at the discretion of the Sand City City Council. If the City takes action to deny an allocation of water necessary for the Project to proceed, in accordance with the determination and regulations of the MPWMD, then Conditional Use Permit 601 shall automatically terminate at the time that the City Council water allocation denial action occurs.
5. Violation: If the City determines any term or condition of CUP 601 has been violated, written notice shall be issued to the developer and/or property owner, that if such violation is not corrected and/or removed within a specified time, a 'cease and desist' or 'stop order' may be issued, followed by a potential public hearing, where the City Council may consider amending or revoking CUP 601 and may then order said Permits amended or revoked.
6. Interpretation: Any questions of intent or interpretation regarding any condition of CUP 601 shall be resolved by the Sand City Planning Department.
7. Indemnity: To the extent permitted by law, the Applicant shall indemnify and hold harmless the City, its City Council, its officers, employees, and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the Applicant to attack, set aside, or void, any permit or approval authorized hereby for the Project, including (without limitation) reimbursing the City for its actual attorney's fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.
8. The issuance of CUP 601 shall not supersede or override any applicable requirements of any other City, County, State, or Federal agency.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, by the City Council of Sand City that Condition No. 4 of Conditional Use Permit 476 is hereby amended to read as follows, with deletions signified by strike through and additions in bold text:

4. Parking: The property shall maintain ~~the existing eight (8)~~ **seven (7)** on-site parking spaces in the paved area on the property **fronting Catalina Street for the**

**commercial unit's use. Parking shall not double park on the property or encroach into any public right-of-way at any time. At no time shall commercial parking and/or commercial activities interfere with the residential designated parking spaces or access thereto on the Subject Property."**

**PASSED AND ADOPTED,** Conditional Use Permit 601, inclusive of all conditions/requirements for the Project's site plan and architecture, is hereby approved by the City Council of Sand City, this \_\_\_ day of July, 2016, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

APPROVED:

ATTEST:

\_\_\_\_\_  
Linda K. Scholink, City Clerk

\_\_\_\_\_  
David K. Pendergrass, Mayor

\_\_\_\_\_  
This is to certify that Conditional Use Permit 601 contains the conditions specified by the City Council in approving said Permit.

\_\_\_\_\_  
Charles Pooler, Associate Planner

**APPLICANT ACCEPTANCE (CUP 601)**

Conditional Use Permit 601 are hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions.

DATED: \_\_\_\_\_

BY: \_\_\_\_\_  
**Applicant**

**CONSENT OF OWNER (CUP 601)**

Consent is hereby granted to the permittee to proceed with the City approved project, in accordance with the terms and conditions of Conditional Use Permit 601.

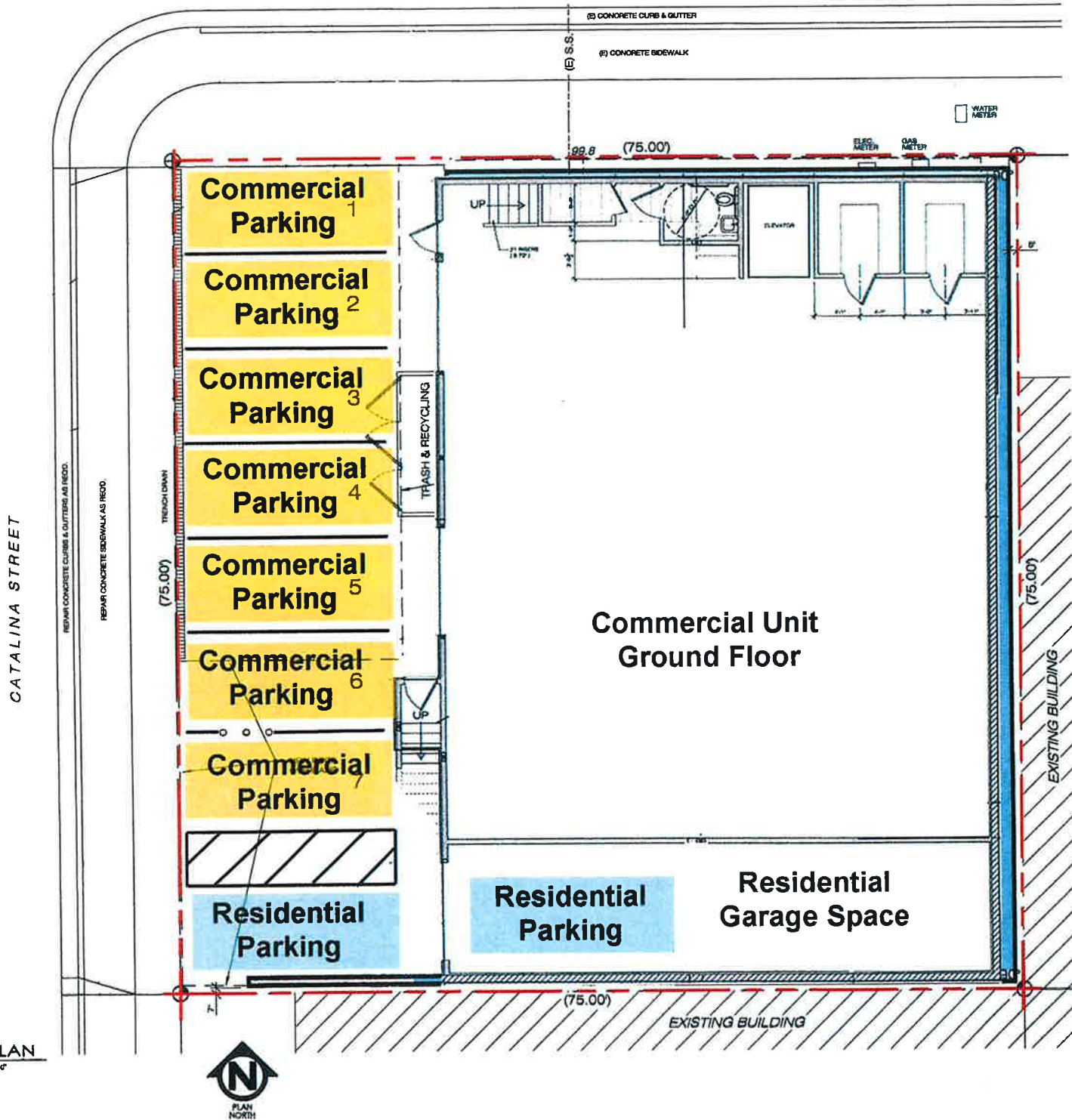
DATED: \_\_\_\_\_

BY: \_\_\_\_\_  
**Property Owner**

# RESOLUTION EXHIBIT A

## Parking Assignments

ORANGE AVE.



SITE PLAN  
SCALE: 1/4" = 1'-0"

**AGENDA ITEM**

**7B**

**CITY OF SAND CITY**

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**STAFF REPORT**

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**JUNE 3, 2016 (& Updated June 17th)  
(For City Council consideration on July 5, 2016)**

**TO: Mayor & City Council**

**FROM: Charles Pooler, Associate Planner**

**SUBJECT: Conditional Use Permit (including site plan and architectural reviews) for Pier Garneri regarding the development of a Commercial Project at 756 California Avenue**

**BACKGROUND**

Applications for site plan and architectural review were submitted by Pier Garneri (the "Applicant") for authorization to develop an approximate 7,000 square foot 1-story 2-unit, metal frame commercial warehouse on an approximate on a 10,864 square foot parcel (the "Project") 756 California Avenue (APN 011-192-005 & 012) in Sand City (the "Subject Property"). The Project proposes one commercial building with two equally sized commercial units within. No specific future use of this Project was identified in the application. In accordance with Zoning Code Section 18.72.030, the Project's site plan, architecture, and land uses are being combined into a single conditional use permit for City Council consideration.

**Site Description:**

The Project area is trapezoidal in shape, 100-feet deep along the westerly property line, 107-feet along the easterly property line, and 100-feet wide. The site is currently utilized by San Juan Pools, a swimming pool installation/maintenance contractor, as a fenced storage yard with an office trailer for the storage of swimming pools, contractor vehicles, and associated items. The site will be cleared away to make way for the Project. The Subject Property consists of two parcels (APN 011-192-005 & 012), each parcel with two lots. The street frontage currently consists mostly of continuous driveway apron with only a few linear feet of raised curb. There is no sidewalk. Street improvements (i.e. sidewalk, raised curbs, and gutters will need to be installed as part of this Project. Utilities (gas, elect., water, sewer, etc.) are available to serve the Subject Property. Electrical power is brought to the site via overhead lines.

**DISCUSSION**

**Project Description:**

The Applicant proposes to develop an approximate 7,060 square foot 1-story, 2-unit, metal frame commercial warehouse on an approximate 10,864 square foot property. The Project proposes two side-by-side 2,675 square foot units, each with 856 square foot mezzanines.

Each commercial unit will have a single 10-foot wide 14-foot tall roll-up door and one 6-foot wide pedestrian door. No windows or other exits are identified on the plans. The Applicant identified that new building will be used as a construction office; however, no other specifics regarding use of the site was identified in the application. Future use(s) of the Subject Property, post Project, will be subject to future and separate use permit/land entitlement approval(s). To address stormwater runoff control, the project proposes an underground infiltration chamber below the paved parking area, which will be subject to City Engineer evaluation and approval.

**Land Uses & Zoning:**

The conditional use permit for this application is only to authorize the development of one (1) commercial building with two identical units on the Subject Property. The submitted application did not identify any specific use of the site beyond the statement that the "Building will be used as construction office". Future occupants of the site upon completion of the Project will be subject to a separate conditional use permit issuance prior to occupancy of the Subject Property. Until the site is demolished and cleared for the Project, San Juan Pools can continue their occupancy/use of the site under their current conditional use permit (CUP 223). Once the Project is completed, San Juan Pools would need either an amendment of CUP 223 or a new conditional use permit to use the new development.

**Site Plan:**

The design maximizes site coverage with the building and parking, and provides minimal frontage landscaping and minimal zoning required off-street parking for a manufacturing/service commercial building. The building proposes a three foot (3') setback from the east property line abutting the Granite Rock facility, a three foot (3') setback from the south property line, and forty-four foot (44') setback from the west property for parking and drive access. The north setback at the building's closest proximity to the north property line is shown to be approximately one foot (1') with an increasing setback to approximately thirteen feet (13') as the building approaches the easterly property line. The proposed trash enclosure will be abutting the building within that northerly setback. According to the submitted site plan, the lot coverage by the building's footprint will be approximately 49.2%.

The site plan identifies the Subject Property as 97-feet wide total; however, each of the lots within the project area is 25-feet wide for a total site width of 100-feet wide. This additional space is needed to adjust the parking design and widen the 2-way drive aisle (see discussion below). The site plan, nor the assessor parcel maps, identify any easements that would otherwise impact the Subject Property's development envelope. The Applicant needs to address and confirm this prior to submitting construction plans.

Parking: The Project provides ten (10) on-site parking spaces perpendicular to the westerly property line, one of which is designated as handicapped. Drive access is from California Avenue via one driveway apron and on-site drive aisle. Staff supports this site design for parking and access which minimizes vehicle "backing out" into California Avenue, a main collector street. This design also appears to create two curbside parking spaces as a result, which is also encouraged.

- a) *Number of Parking Spaces* - The project must provide adequate on-site parking to accommodate the intended use(s). As illustrated on the submitted site plan, the building will be 7,062 square feet of floor area (includes mezzanines), which requires ten (10) off-street regulation sized parking stalls (rounded down from 10.1), based on a 1/700 parking ratio for manufacturing, industrial, or service commercial (contractor) uses. Future use of the site for retail, service, or professional uses, preferred for the West End District, would not be allowable with only ten parking spaces under the current regulations of the Zoning Code.
- b) *Parking Dimensions* - The ten parking spaces provided are 19.5-feet long and 9-feet wide (two are 6-inches wider), which is compliant with Zoning Code Regulations (Section 18.64.040). The zoning code also allows that up to half of these spaces may be compact (16-feet long). Staff recommends that some of these spaces be reduced to compact spaces to provide additional on-site landscaping (see discussion under "Landscaping").
- c) *Access & Circulation* - The Project's site plan indicates a 16-foot wide driveway fronting California Avenue, and a 24.5-foot clearance between the parking and the building; however, of this 24.5-foot clearance several feet is needed to clear the building's doors away from traffic flow that is not provided. A 2-way drive aisle for vehicular traffic should be no less than twenty-four feet (24') wide unobstructed and clear to provide clearance for twelve foot (12') wide lanes for each direction. Therefore, the Applicant's site plan needs to be modified so that the parking stalls are no less than 19-feet long (which is provided), the drive aisle is 24-feet or more, and a 4-foot clearance between the drive aisle and the building (see Exhibit H). This is a minimum setback requirement of 47-feet, 3-feet more than proposed by the Applicant. The site plan also indicates that the property width is only 97-feet, where it should be 100-feet according to the assessor's parcel map. This additional 3-feet can accommodate staff's recommended site design change. Otherwise, the building would have to move to a zero-foot setback on the east elevation or reduce the depth of the building by 3-feet. Staff recommends these modifications and/or alternatives be included as conditions of permit approval (see permit Condition B-3).

Loading/Unloading Areas: The site plan does not identify dedicated loading/unloading areas; however, the site design does provide ample space in the parking area and drive aisle for loading/unloading activities to occur on-site and not within the California Avenue street right-of-way. Box trucks, flat bed trucks can be accommodated on-site. Only trailer trucks (semi-trucks) would be unable to enter and exit the site. This Project's site design better accommodates on-site loading/unloading over other properties in Sand City where truck parking for loading/unloading is street side along the frontage.

Trash Enclosure: The Project proposes a thirteen foot (13') wide and seven foot (7') deep (as measured from the enclosure interior) trash enclosure abutting the building's north elevation with gate access facing California Avenue. The enclosure has an additional side access area of approximately 25 square feet. This is of sufficient size to accommodate two side-by-side dumpsters. The enclosure will consist of the same

decorative masonry as proposed for the base of the main building with a wood trellis overhead; which integrates the enclosure into the building. Construction drawings must contain proper details to ensure the enclosure incorporates this design element.

**Landscaping:** The Project proposes minimal landscaping along the site's California Avenue street frontage (see Exhibit F). Staff recommends modification of the site design to incorporate additional landscaping. Up to half of the on-site parking may be compact spaces (16-foot length) that could provide about five 3'x8' planters along the west property line or fewer larger planters (see Exhibit H). Additionally, the 4-foot space along the building between the pedestrian doors should also include landscaping, possibly with raised planters. As a condition of Project approval, staff recommends that Project landscaping should be subject to Planning Department review and approval of a landscape plan as part of the construction documents prior to issuance of a building permit for the Project. The land use entitlement permit for the Project should include the following conditions/requirements (see Permit Conditions No. C-2 through C-6):

- a) *Landscape Plan* - A complete landscape plan for the Project shall be submitted to the City's Planning Department for review and approval prior to issuance of a building permit for the Project. This landscape plan shall provide complete information regarding ground covers, plants, shrubs, and trees in regards to species, sizes, placement, and numbers. The landscape design must include an irrigation plan with details. Tree planting and staking details must also be included. All landscaping and irrigation shall be installed in conformance with the City approved landscape plan, and prior to final issuance of a certificate of occupancy for the Project.
- b) *Trees* - Trees required of the Project shall consist of *Arbutus unedo* (strawberry tree), *Metrosideros excelsus* (New Zealand Christmas tree), or other species deemed appropriate by the Planning Department in the review of the Project's Landscape Plan. All tree species shall be 24-inch box size specimens unless otherwise approved by the Planning Department. Trees shall be drought resistant and tolerant of coastal sea winds and sandy soil. All trees shall be no less than double staked with 2-inch or greater diameter wood poles.
- c) *Irrigation* - An irrigation system for all required landscaping shall be installed and connected to the Subject Property's water system. This irrigation shall be verified as operational prior to City issuance of a certificate of occupancy. Irrigation shall be installed per the approved landscape plan. Any on-site changes varying from the approved plans shall be approved by the Planning Department prior to implementation.
- d) *Planters* - All ground level planting areas shall NOT include raised curbs; rather, they are to be flush with adjacent pavement. Raised planter boxes may be used; however, they shall incorporate those materials and colors approved by the City for the Project's site and structure.



- e) *Landscape Maintenance* - All landscaping required of the Project shall be installed and maintained in accordance with the City approved landscape plan for this Project. The Subject Property's owner shall be responsible for irrigation and maintenance of this landscaping, including watering, pruning, and replacement of dead vegetation to the satisfaction of the City. Any alteration or modification of the approved landscape plan shall be subject to subsequent approval by the City's Planning Department.

**Architectural Design:**

The building is identified on the plans as a "pre-manufactured" metal building. The exterior elevations will consist of vertical metal panels with a stone veneer along the base and around the roll-up doors. There are two metal awnings supported by cables placed over each of the pedestrian doors of each unit. No windows are provided on any elevation. The parapet roof line has a 20-foot wide 3-foot drop mid section on the west elevation facing the parking area.

Facade Design: The building's architecture is a basic metal "box" with minimal visual enhancements. The greatest architectural interest of the entire Project is the trash enclosure along the north elevation with the stone material and wood trellis. Though staff supports the use of the stone veneer and the metal awnings, additional treatment is needed to enhance the overall design. The stone veneer should project out from the wall no less than six inches (6") and no more than nine inches (9"). Staff recommends adding treatment to the 20-foot wide segment of the west elevation to break up the long flat wall surface. One option would be to recess that segment of the wall in by a couple of feet and incorporate a landscape planter. A second option would be to expand the building out by a couple of feet (no more than 4-feet - see discussion above, under "Site Plan -Parking, access & circulation") and incorporate landscaping (see Exhibit H & I). The trash enclosure's design, with the trellis and utilizing the stone materials that ties it into the building's architecture, provides sufficient architectural enhancement to the north elevation facing California Avenue; and therefore, no modifications are recommended by staff. Though staff encourages the application of front elevation architectural treatments along all building elevations, the east and south elevations are sufficiently obscured from public view that no additional architectural treatment on those elevations is proposed by staff for this Project.

Colors: The vertical metal panels will be a light tan "lightstone" color. The cornice, corner trims, awnings, and the trash enclosure trellis will be a dark red/burgundy "rustic red" color. The stone veneer will be its natural light tan stone color (see Exhibit G). The consistent use of the "rustic red" is supported by staff. No color for the roll-up doors or the trash enclosure gate was identified on the plans or submitted materials. Staff recommends the permit require Planning Department review and approval of final colors, consistent with the Applicant's proposal, be required prior to issuance of a building permit.

Windows/Doors: The Project only provides doors along the west elevation facing the parking area. No doors or windows are provided on the side or rear elevations. Roll-up doors will be 14-feet tall and 10-feet wide.

**Exterior Lighting:** The submitted plans did not provide information as to the specific exterior light fixtures that will be used. All exterior fixtures must direct light only onto the building and property, and must avoid projecting light into the street or onto neighboring properties. Fixtures should not create excessive ambient light or glare. As a condition of Permit approval, all exterior light fixtures should be reviewed and approved by the City's Planning Department prior to issuance of a building permit. Fixture specifications and photometric information should be included on the construction drawings.

**Bollards:** The Project plans did not identify whether bollards would be incorporated at the roll-up doors or elsewhere on the Subject Property. If so, the Project should utilize decorative bollards and not plain exposed steel poles. There are a variety of options available on the market. The final decorative bollard should also be identified and incorporated into the construction plans/documents. This should be a condition of permit approval for the Project.

**Utilities:** The Applicant's submitted plans and elevations do not indicate the location of utility meters and/or equipment, or how such items will be incorporated into the building's architecture and/or be screened from public view. Utility meters (i.e. gas, electricity) should be screened, while maintaining service/maintenance accessibility. Screening should utilize architectural elements/materials consistent with the approved building design and not rely on landscaping as screening. Landscaping is not considered an effective screening method. Utilities should also not occupy the limited on-site landscape areas. Land use entitlement permits for this Project should contain language specifying that all utility meters and equipment be either incorporated into the structure or screened using elements of the building's architecture. Construction drawings will need to include details on this. The roof line will be flat with parapets that can screen rooftop equipment from street level view. Furthermore, the Project should install underground lateral utility lines for future connection for when currently overhead utilities (i.e. electricity, phone, cable, etc.) are placed underground. The stand pipe for the fire suppression system should be integrated into the site design to screen its visibility. Too often, this is a design "after thought" that places this equipment unscreened within the landscaping.

**Signs:**

The building elevations illustrate the locations of future signs over the doors and awnings on the west side elevation. The proposed size and locations are consistent with the zoning code. Since the Project proposes two units, future signs should be guided by a Uniform Sign Program. This was not part of the application submission; therefore, at the time when an application is submitted for a sign on the building, it should be for the Uniform Sign Program. This will be subject to Design Review Committee (DRC) review and approval and should be a condition of Project approval (see permit Condition No. F-1).

**Street Improvements:**

The Subject Property fronts California Avenue, consisting mostly of continuous driveway apron with only a few linear feet of raised curb. There is no sidewalk. The Applicant shall be responsible for providing street improvements, including, but not limited to, curb, gutter, sidewalk, driveway apron, street pavement, and repair or patch with appropriate subsurface

and surface material as necessitated along the Subject Property's California Avenue frontage to the centerline of California Avenue according to the specifications and satisfaction of the City Engineer prior to issuance of a certificate of occupancy for the Project. All Project required public right-of-way street improvements and Project drainage improvements will need to be identified on all civil construction improvement plans, designed by a Civil or Professional Engineer licensed in the State of California, and will be subject to review and approval by the City Engineer prior to commencement of any street and/or drainage improvement work for the Project. An encroachment permit for this work will also be required. All required street improvement work must be completed before issuance of a certificate of occupancy for the Project. This should be a condition of permit approval (see permit Condition Nos. G-1 to G-5).

**Street Pole Lights:** For the West End District, the City typically has not required a project to install light poles, with exception for the Ortiz frontage of The Independent. Currently, the cobra-head lights on poles and power poles are maintained and paid for by PG&E. When any other light pole/fixture is installed on public streets, then PG&E will not maintain or cover power costs; thus becoming a financial burden upon the City. If the City Council wishes to pursue more decorative pole lights in the West End District, staff recommends using a concrete poles and LED fixtures consistent with that used for the Bungalows project in the East Dunes, though the poles might have to be higher to minimize the number of poles along streets. Additionally, a master plan should be prepared that pre-determines where pole lights should be placed. The City Council and Design Review Committee should contemplate whether this, or future West End District projects, be required to install street pole lights and how to best implement that program. Additionally, a master plan should be prepared that pre-determines where pole lights should be placed. The DRC is scheduled to discuss this issue at their July 8, 2016 meeting. The current draft of the land use entitlement permit (CUP) for consideration on this Project does NOT include any such requirement.

**Stormwater Control:**

The Project will remove and replace more than 2,500 impervious surface material greater which invokes the new stormwater control regulations upon the Project. Therefore, a stormwater control plan is required and subject to the City Engineer's review and approval (see Permit Conditions H-1 to H-5). The Applicant proposes an underground infiltrator unit to be installed below the parking area to collect, filter, and percolate stormwater runoff into the ground. This system includes connection to the stormwater system for overflow. Though this design maximizes usage of the property's surface area for parking and development, and meets general Low Impact Development standards, it does present potential long-term inspection difficulties and potential increased maintenance expense to the property owner.

**Parcel/Lot Merger:**

The Subject Property consists of four (4) lots (Lots 13, 15, 17, & 19 of Block 42) within assessor's parcels 011-192-005 & 011-192-012) (see Exhibit A). To reflect the Project, all existing lots and parcels of the Subject Property should be merged into a single lot/parcel as a condition of permit approval (see permit Condition No. K-1). The methodology (i.e., lot line adjustment, parcel map, etc.) by which these lots/parcels are merged and then recorded should be subject to the City Engineer. The lot/parcel merger documents, prior to final

recording with the Monterey County Recorder, shall be subject to the City's Planning and Engineering Departments' review and approval. The Applicant would be responsible for paying all expenses and fees associated with the recording of the merger documents. If, at a later date, the Applicant chooses to subdivide the site to reflect ownership of individual units (i.e. condominiums), then a subdivision map and CC&R (Covenant-Conditions-Restrictions) would be necessary for review and approval by the City.

**Expiration/Termination:** Land Use Entitlement permits "run with the land" unless they include a termination clause (otherwise known as a "sunset clause"). Staff recommends the permit for the Project include a termination clause in the event that a building permit is not issued for the Project within two (2) years, or if construction does not commence thereafter, and the building permit expires. (see permit Condition No. A-1). One year should be sufficient time to prepare construction plans for review of the Project prior to issuance of a building permit. Therefore, staff recommends the permit include the following language:

"Failure of the Applicant to return the two (2) original signatory copies of the Resolution/Permit, with the Applicant's and Property Owner's signatures of acceptance, within thirty (30) days from the date of City Council approval shall be sufficient cause for the City Council to revoke CUP 602 unless good cause to grant an extension is found acceptable by the City's Planning Department. In addition, if the Applicant fails to obtain and maintain an active building permit from the City for the Project within two (2) years following the date of City Council approval of CUP 602, and/or construction of the Project does not proceed thereafter issuance of a building permit where that building permit expires, then CUP 602 shall be subject to City Council action to terminate CUP 602 thereafter at their discretion. The Permit shall remain in effect until acted upon by the City Council."

**Water:**

Determination of whether the site has any existing on-site water credit is at the discretion of the Monterey Peninsula Water Management District (MPWMD), and without further verification from the MPWMD, staff must presume the site does NOT have any existing credit. The proposed new commercial floor area of 7,062 square feet (a Group I Occupancy) will need an estimated 0.494 acre-feet from the City's Water Entitlement facilitate the Project. Project calculations and estimates of City staff and the Project's Architect are subject to MPWMD staff's final determination prior to issuance of a water permit and a building permit for the Project. A draft resolution to approve a water allocation, pending land entitlement permit approval, will be presented to the City Council at a future date after the MPWMD staff reviews construction plans and verifies the exact amount of water the site currently has (if any) and the amount necessary for the Project.

The permit for the Project should contain the standard language stating that approval of the Project does not grant the Applicant and/or property owner to any right or privilege to any allocation of water from the City or other agency/entity. Furthermore, if the City takes action to deny an allocation of water from the City's water entitlement (desalination) for this Project, in that amount of water allocation determined necessary by the MPWMD for the Project, then the land use entitlement permit/CUP for the Project should automatically terminate upon that water allocation denial action (see permit Condition No. K-3).

### **Design Review Committee:**

The Design Review Committee (DRC) held a public hearing on Friday June 17, 2016 at 12:00 noon, to consider the Project's architectural design elements; including materials, colors, pavement elements, and landscaping. Staff presented the Project and staff's recommendations for site and building modifications. There was minor discussion and the Applicant was receptive to staff's recommendations. The Committee's consensus was to support staff's recommended site and building modifications, which are reflected in the draft permit for Council consideration. Under the new zoning regulations to streamline the permitting process, the Design Permit and site plan requirements, based on recommendations of the Design Review Committee, are incorporated into a single conditional use permit (see Attachment 1) for City Council action regarding the Project.

### **Advisory Agency Comments:**

Information on the proposed Project was circulated to the City's advisory agencies. Responses received from the Monterey County Health Department expressed no concern with the Project. The Seaside County Sanitation District commented that the Applicant needs to apply to the Monterey Regional Water Pollution Control Agency (MRWPCA) regarding sewer capacity and to pay the associated fee. The Building and Fire Departments will further review the project during the construction plan check review process. No other comments were received at the time of preparing this report.

### **CEQA Review:**

The Project qualifies for a Categorical Exemption under Sections 15303(c) and 15332 of CEQA (California Environmental Quality Act) Guidelines. Section 15303(c) exempts new construction not exceeding 10,000 square feet in urbanized areas of no environmental sensitivity, and Section 15332 exempts "in-fill" development provided a project is consistent with the applicable General Plan designation. Sand City and the Subject Property can best be described as "urban in-fill" and the Project is consistent with the General Plan. Therefore, the Project qualifies under both these definitions.

### **CONCLUSION**

The Project proposes a simple steel frame and metal clad warehouse structure with minor facade enhancements. Staff would normally not support this style of construction for the West End District that promotes compatible mixed-use and creative "industrial chic" architecture; however, considering that the site abuts the Granite Rock industrial facility, the Project and its site design does provide an acceptable "buffer" development between the West End District and the Granite facility. The Project is also consistent in the use of materials and architecture of the Public Storage facility across the street. The Applicant's facade enhancements with the use of stone is supported by staff, but additional treatment is recommended, as discussed in this report and illustrated on Exhibits H & I. Future uses and occupants of the Project upon completion will be required to obtain their own individual conditional use permits.

### **STAFF RECOMMENDATION**

Staff recommends **APPROVAL** of a conditional use permit for the site design and architecture of the Project, authorizing the development of a commercial building on the

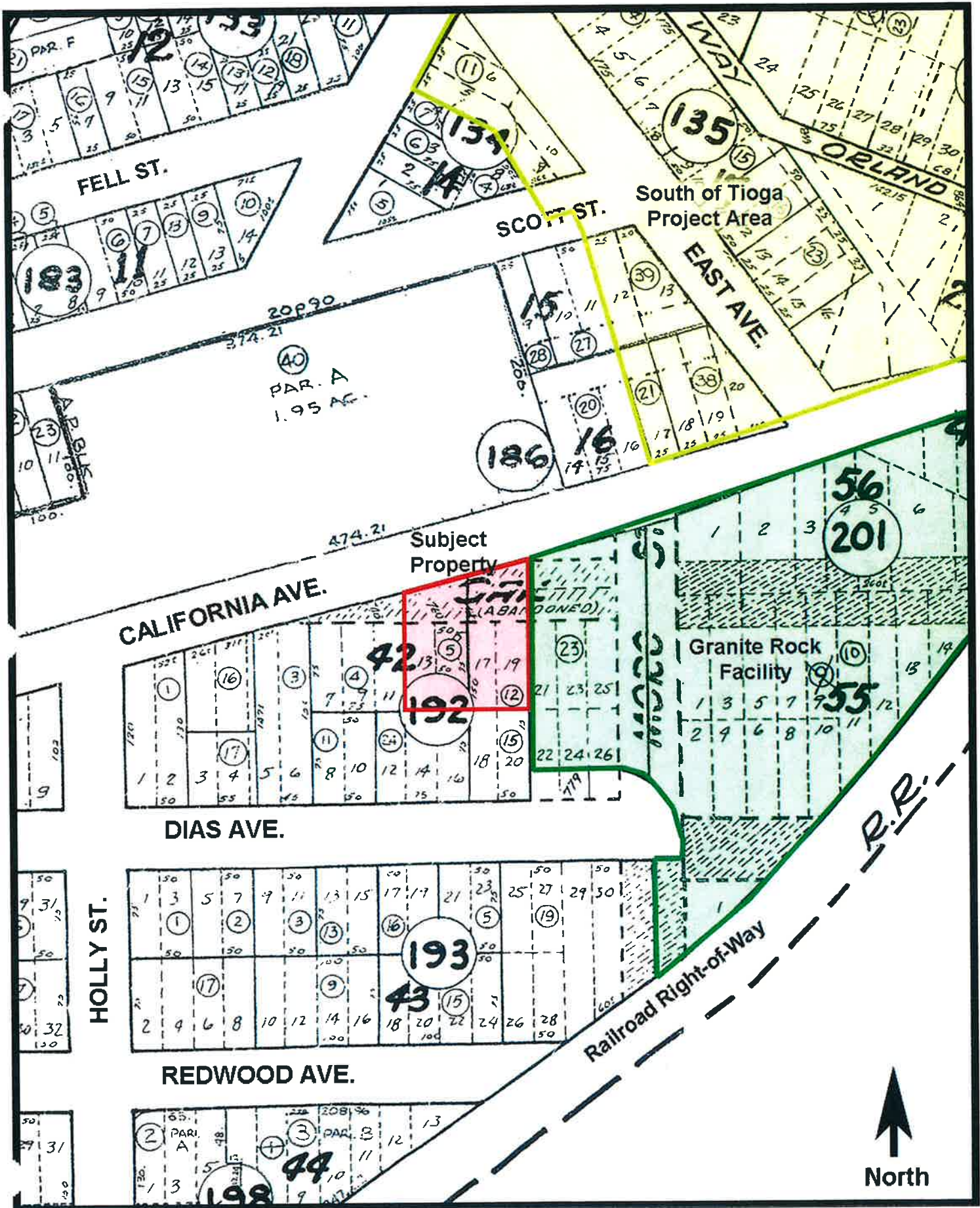
Subject Property, in accordance with the DRC's and staff's recommended terms/conditions.

Exhibits:

- A. Location Map
- B. Aerial Map (via Google Earth)
- C. Site Plan & Floor Plan
- D. Elevations
- E. Colored Perspectives (provided by Applicant)
- F. Landscape Plan (taken from submitted plans)
- G. Applicant's Proposed Colors
- H. Staff's Recommended Building Facade Modifications
- I. Staff's Recommended Site Plan Modifications

Attachment:

- 1. Draft Resolution to approve a Conditional Use Permit (CUP) for the Project



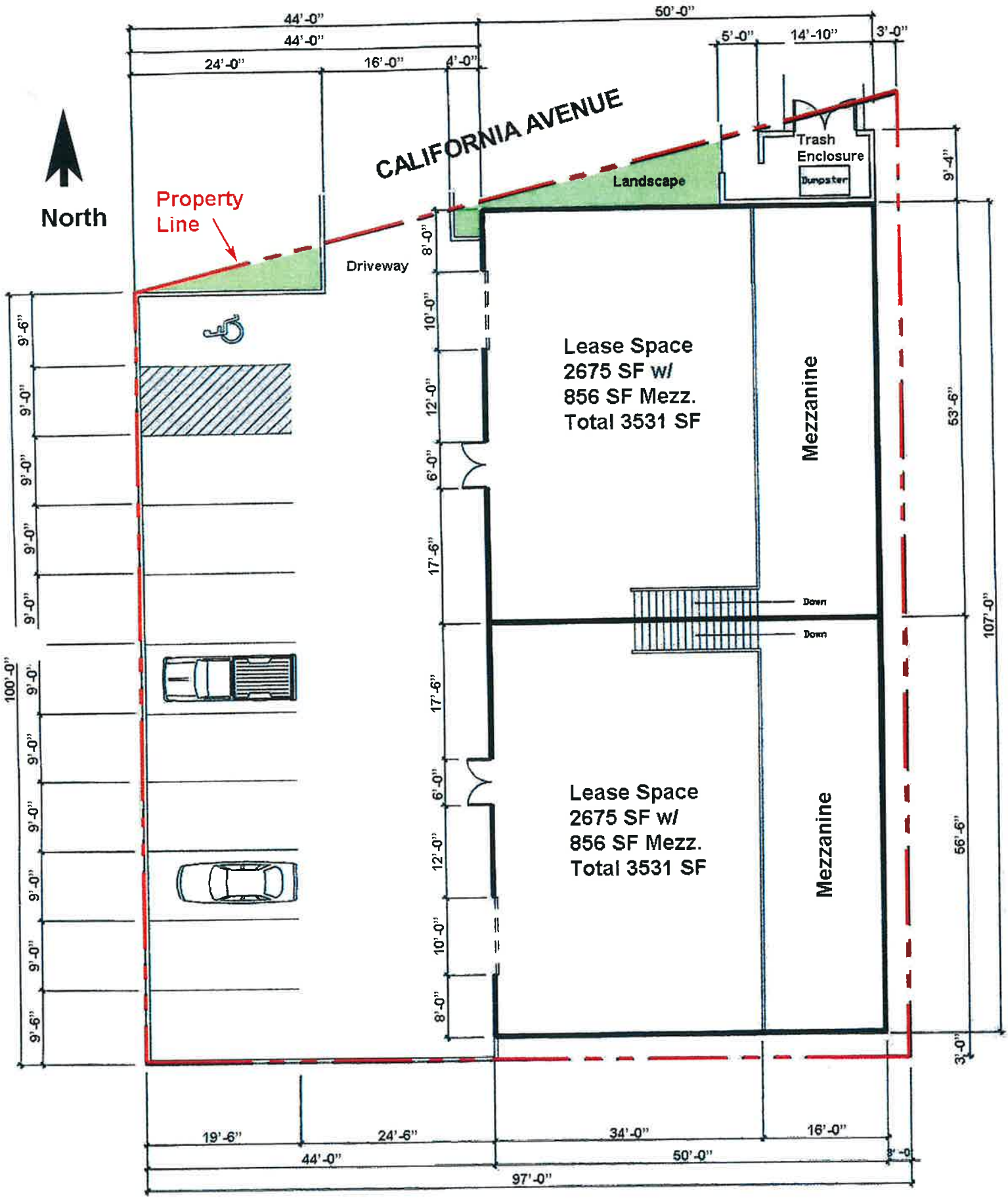
Location Map

EXHIBIT A

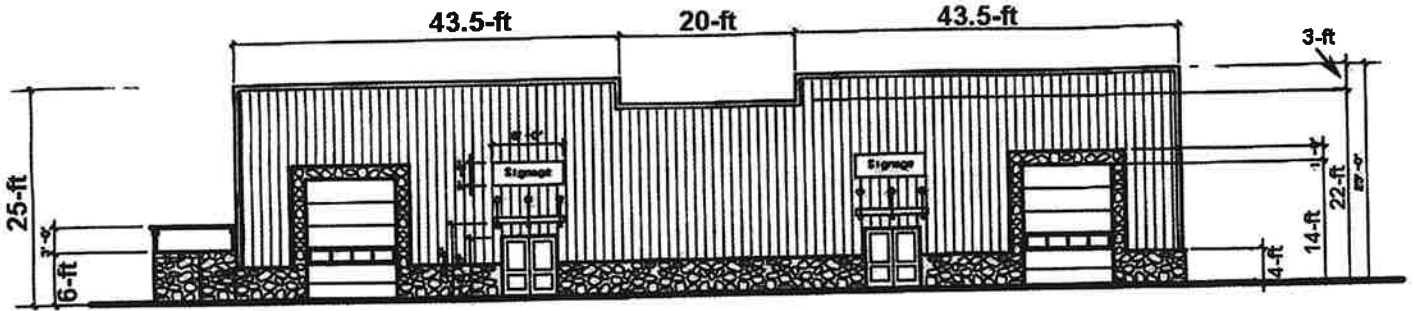


**Aerial Map**

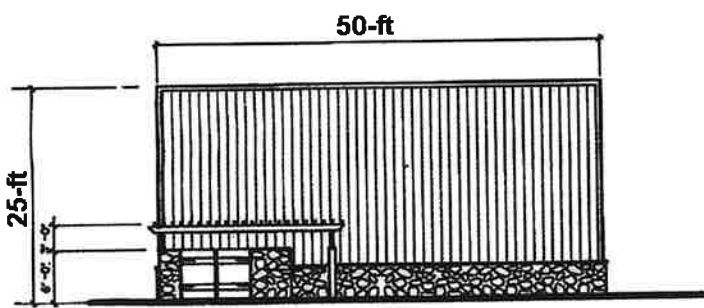




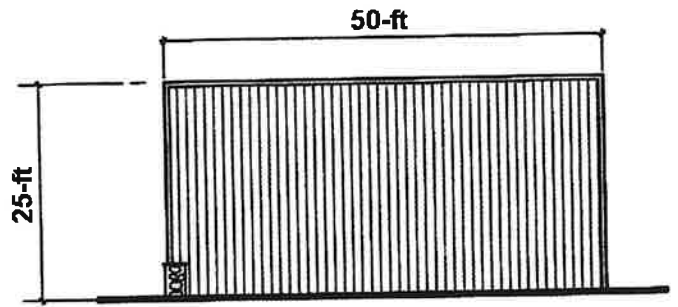
**Site Plan**



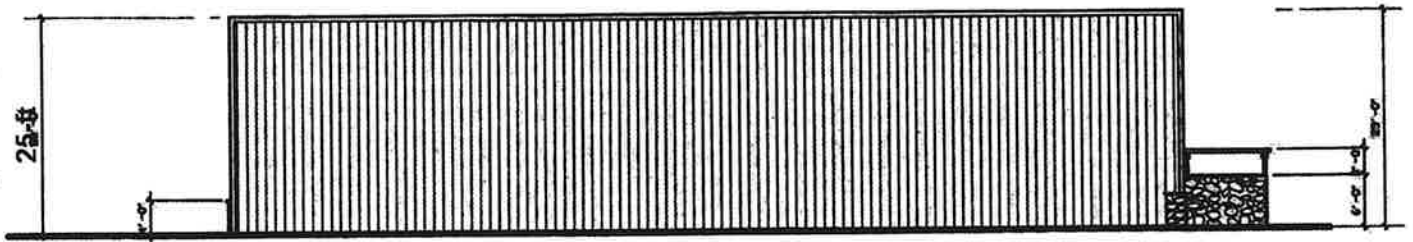
**West Elevation**



**North Elevation  
Facing California Avenue**



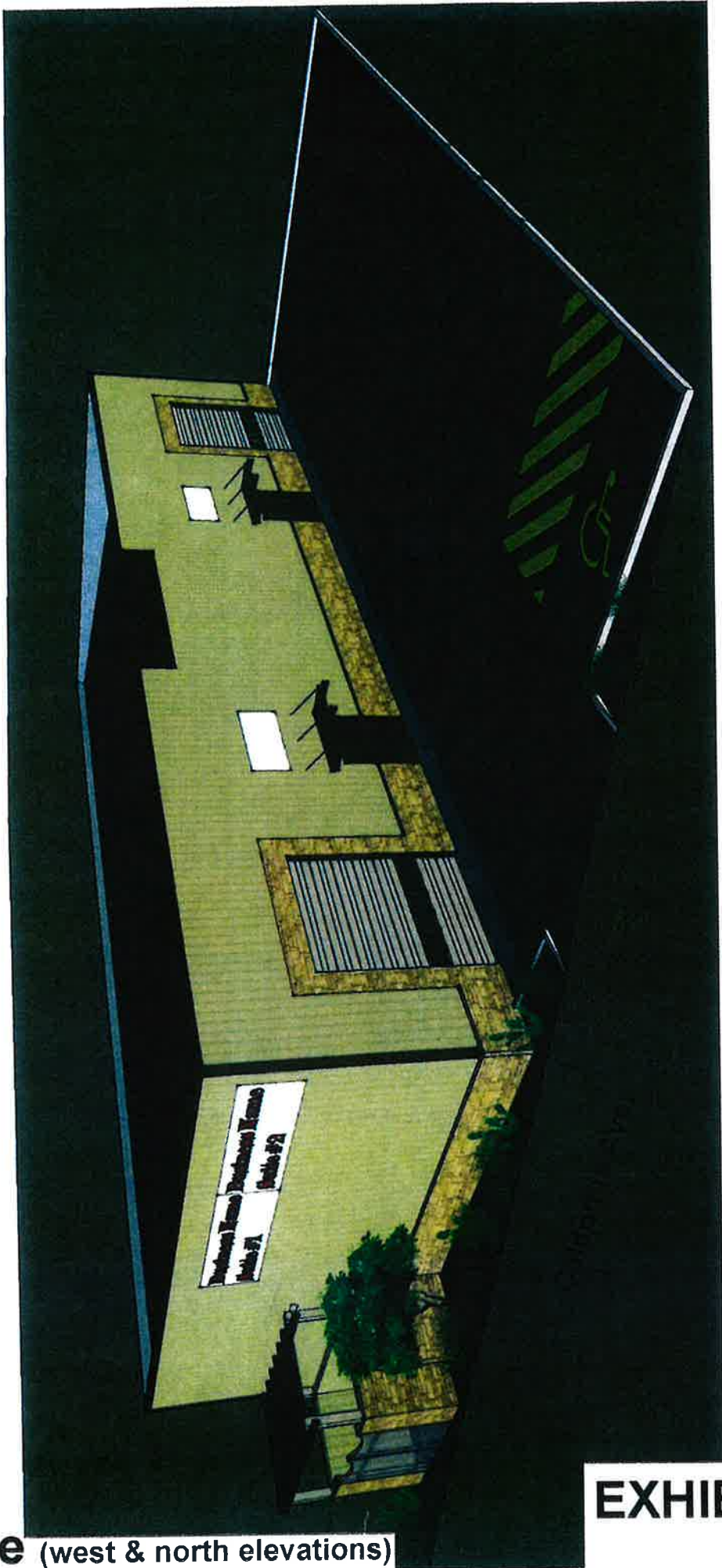
**South Elevation**



**East Elevation  
Facing Granite Rock**

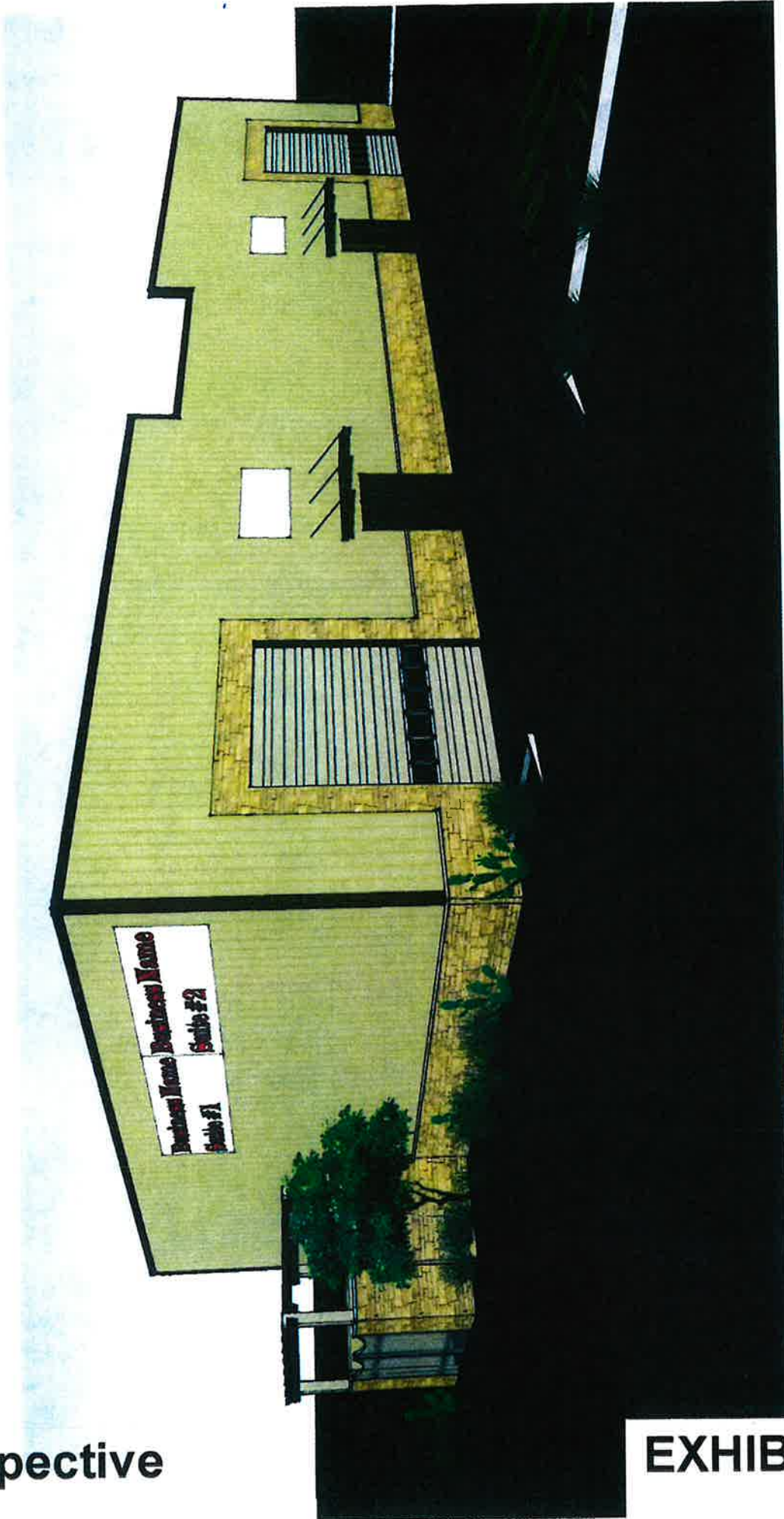
**Elevations**

**EXHIBIT D**

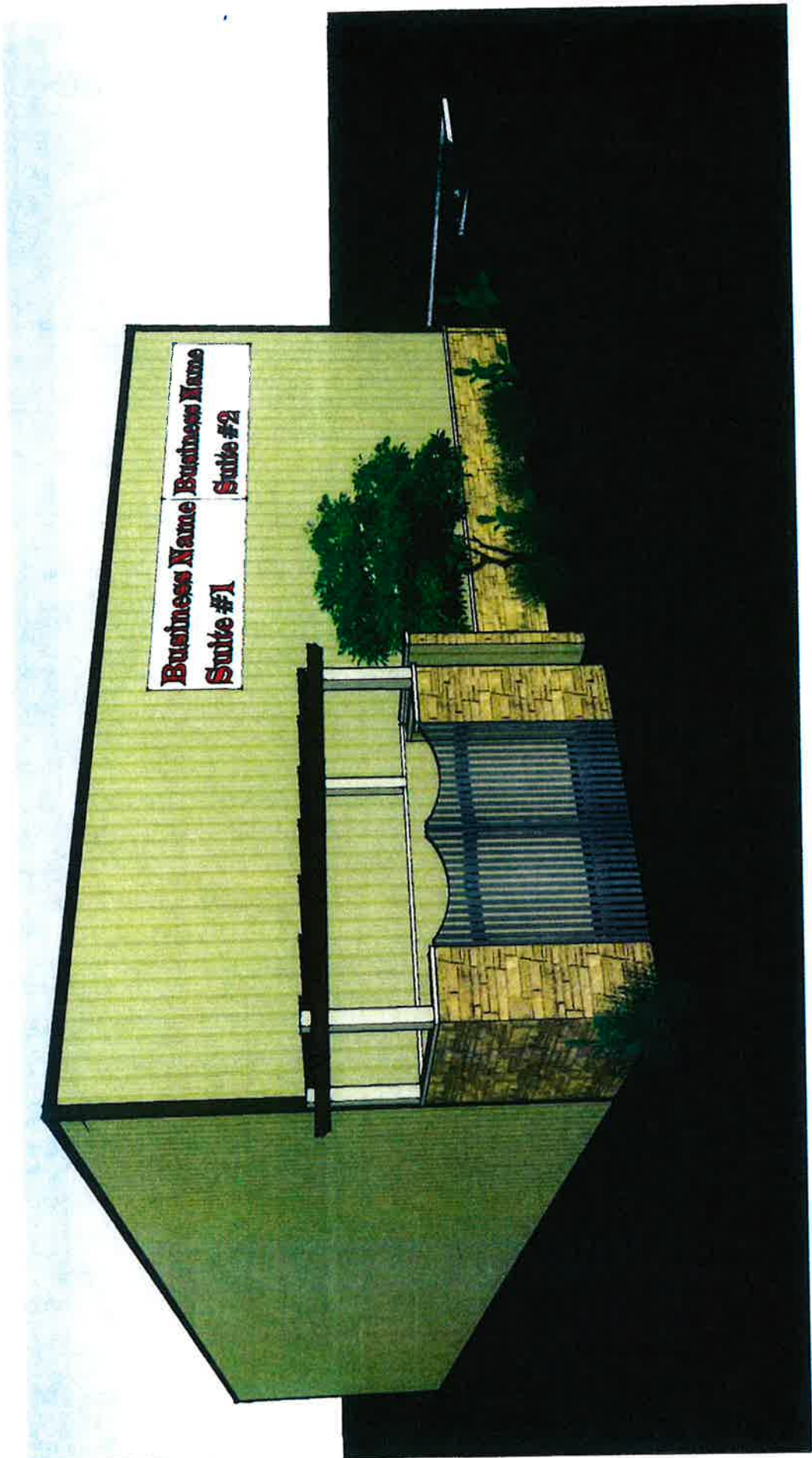


**Perspective** (west & north elevations)

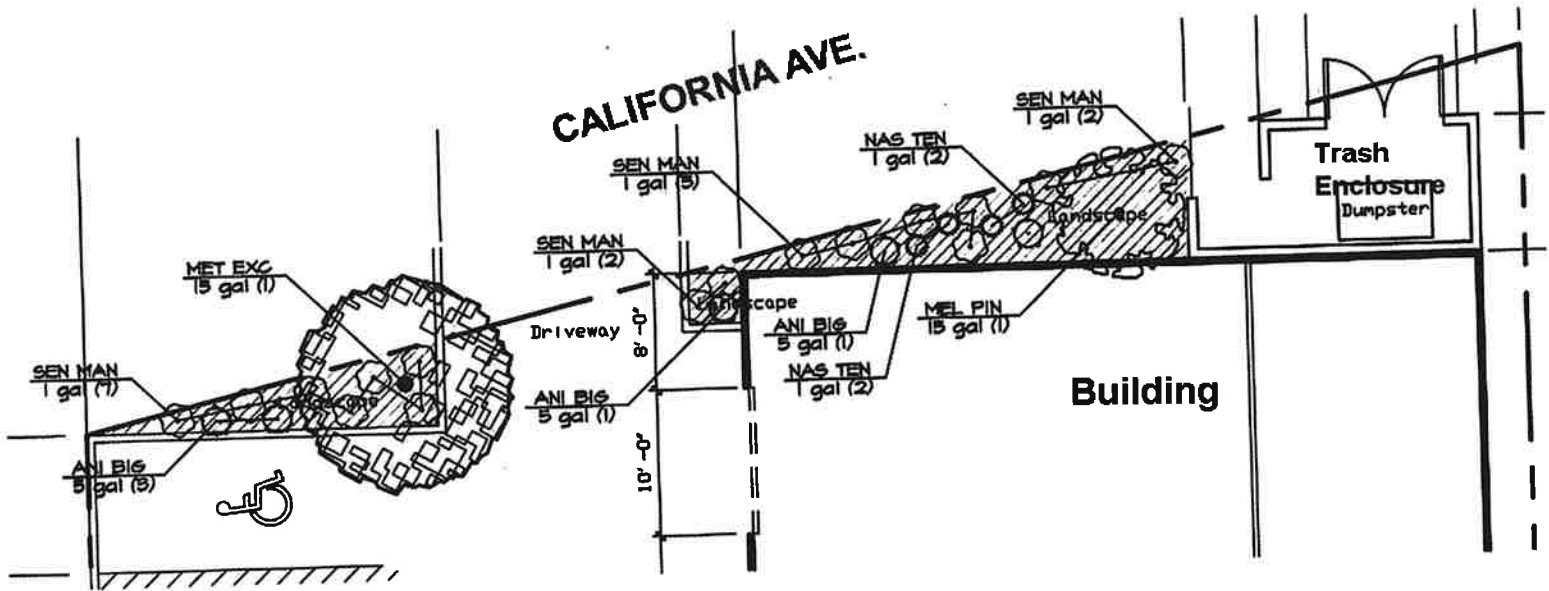
**EXHIBIT E.1**








**Perspective**



**Perspective** (East & North Elevations)



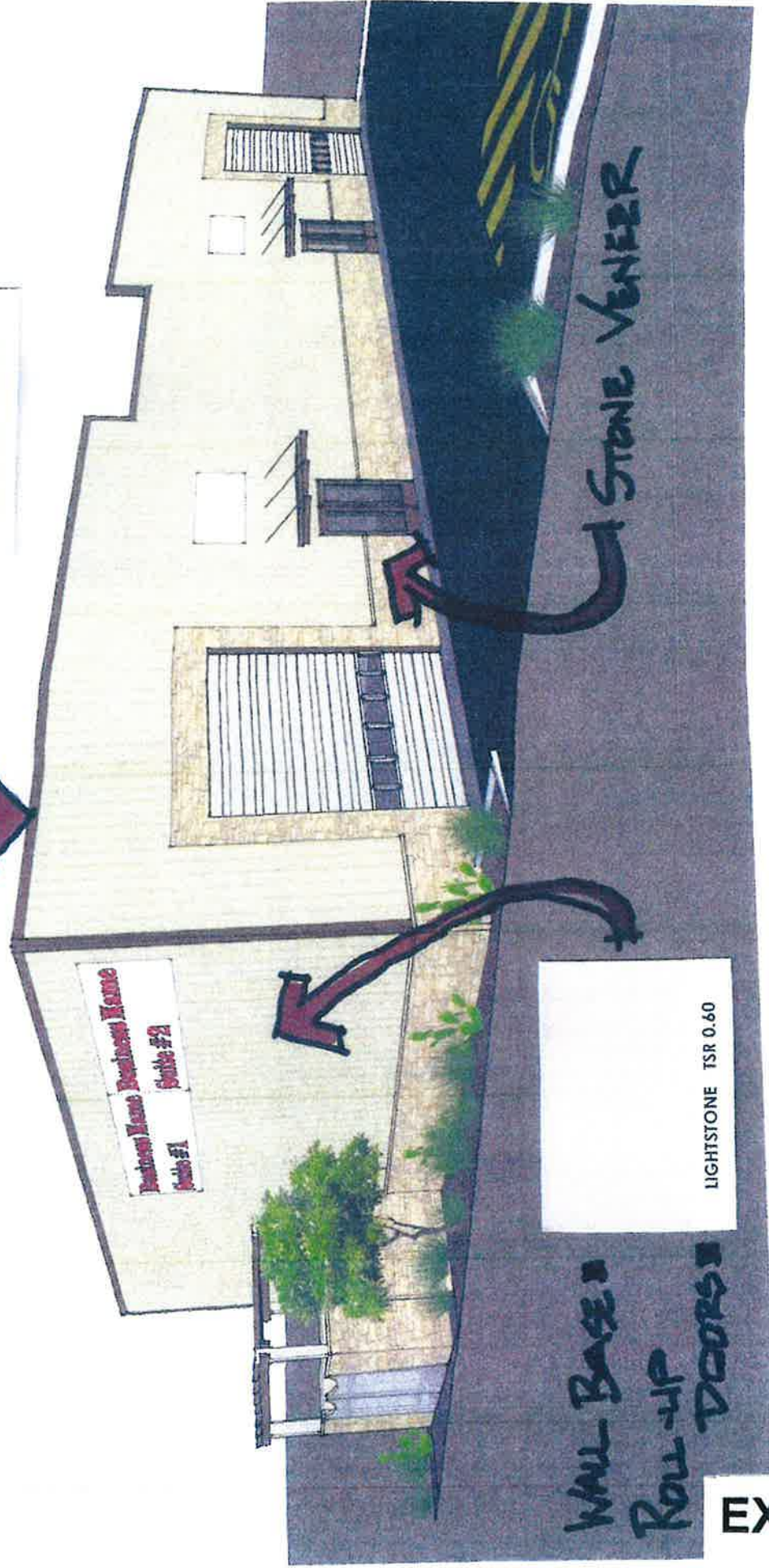
**PLANT SCHEDULE**

TREES	CODE	QTY	BOTANICAL NAME / COMMON NAME	CONT
	MET EXC	1	Metrosideros excelsa / New Zealand Christmas Tree	15 gal
SHRUBS	CODE	QTY	BOTANICAL NAME / COMMON NAME	CONT
	ANI BIG	5	Anigozanthos flavidus 'Big Red' / Red Kangaroo Paw	5 gal
	MEL PIN	1	Melaleuca nesophila / Pink Melaleuca Multi-Trunk	15 gal
	NAS TEN	4	Nassella tenuissima / Texas Needle Grass	1 gal
	SEN MAN	16	Senecio mandraliscae / Blue Finger	1 gal

TRIM  
AWNING  
TRASH ENCL.



RUSTIC RED TSR 0.27

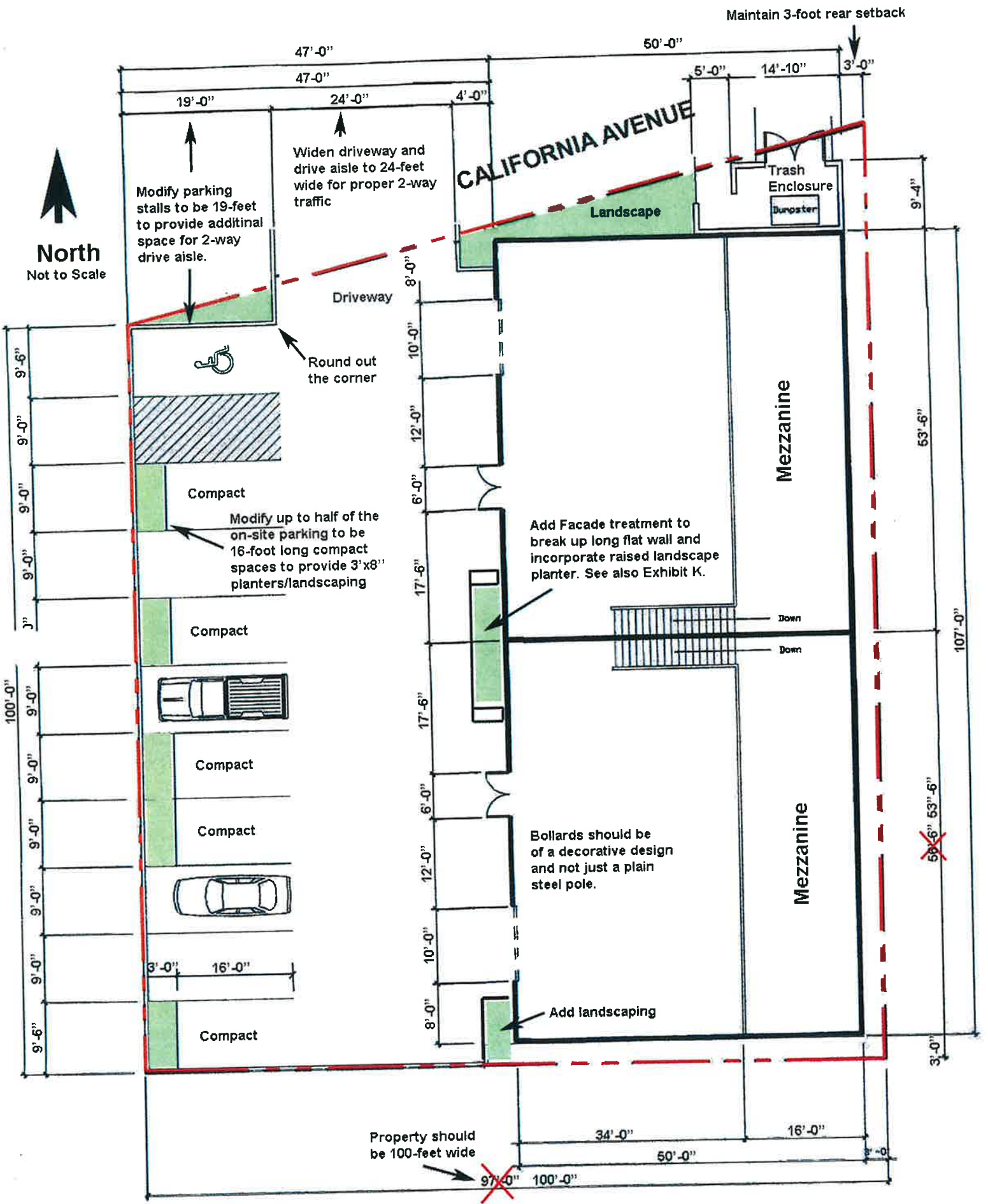


WALL-BASE  
ROLL-UP  
DOORS

STONE VENEER

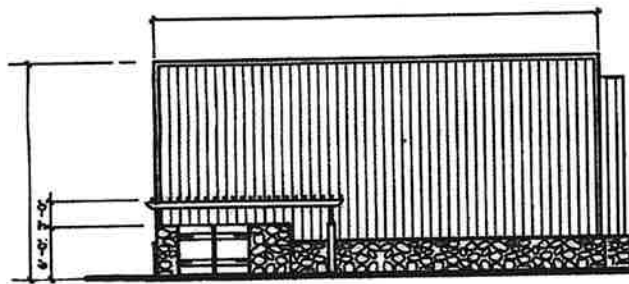


LIGHTSTONE TSR 0.60



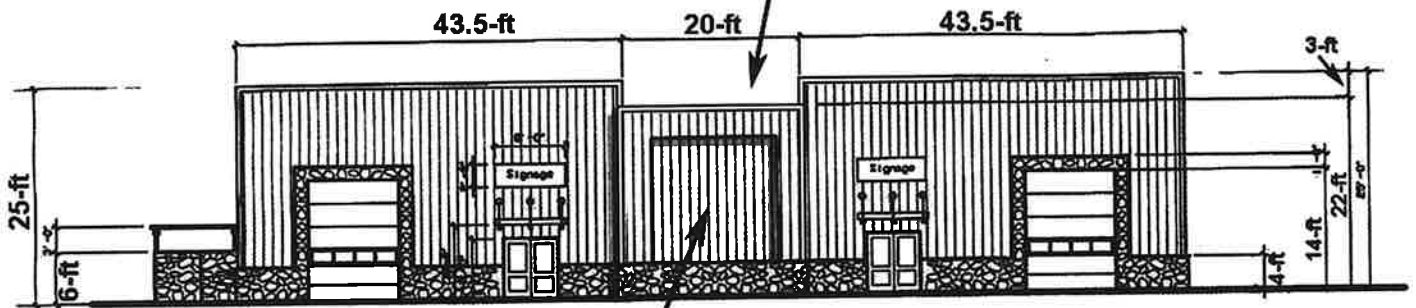
**Staff's Recommended Site Plan Modifications**





**North Elevation**  
Facing California Avenue

Add treatment to the middle 20-foot segment of the building, such as projecting or regressing the wall and provide landscaping



**West Elevation**

This illustration shows a projection with an alcove recess. The stone could serve as a raised planter box for landscaping within the alcove.

CITY OF SAND CITY

RESOLUTION SC \_\_\_\_\_, 2016

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY TO APPROVE  
CONDITIONAL USE PERMIT 602 (INCLUSIVE OF SITE PLAN AND DESIGN  
REVIEW) FOR THE DEVELOPMENT OF A COMMERCIAL PROJECT AT  
756 CALIFORNIA AVENUE**

**WHEREAS**, Pier Garneri (the "Applicant") submitted applications to the City of Sand City (the "City") for site plan and architectural reviews for approval of a conditional use permit to develop an approximate 7,060 square foot 1-story, 2-unit, metal frame commercial warehouse on an approximate 10,864 square foot property (the "Project") at 756 California Avenue (APN 011-192-005 & 012) in Sand City (the "Subject Property"); and

**WHEREAS**, the Project is consistent with the Subject Property's Planned Mixed-Use (MU-P) zoning (Municipal Code Chapter 18.13) and land use designation of the City's General Plan; and

**WHEREAS**, the Project satisfies the minimum parking requirements required by Sand City Municipal Code Chapter 18.13; and

**WHEREAS**, the project qualifies for a Categorical Exemption under Sections 15303(c) and 15332 of CEQA (California Environmental Quality Act) Guidelines; and

**WHEREAS**, an estimated 0.494 Acre-Feet allocation is necessary to accommodate the Project, the amount of which is subject to Monterey Peninsula Water Management District verification; is available from the Sand City's Water Entitlement supplied by the City's water desalination facility, subject to discretionary allocation by the City Council that will be considered under separate action at a future date; and

**WHEREAS**, a lot/parcel merger to create one (1) lot and parcel from the existing four (4) lots (Lots 13, 15, 17, 19 of Block 42) within two parcels (APN 011-192-005 & 012) of the Project area is necessary to properly reflect the proposed Project, bring the Subject Property into greater consistency with contemporary site design standards, and ensure that the authorized Project design remain compliant with this Conditional Use Permit's terms and conditions; and

**WHEREAS**, in accordance with Municipal Code Section 18.72.030, the Site Plan and Architectural/Design review approvals are combined into this single Conditional Use Permit for the Project; and

**WHEREAS**, the City Council of the City of Sand City, on \_\_\_\_\_, 2016, has found and determined that the proposed Project of one (1) commercial building with two (2) units, as conditioned, considering its abutting proximity to the Granite Rock facility, will not adversely impact the character of the surrounding neighborhood, nor be injurious or

detrimental to adjoining properties or the rights of the owners therein, and Conditional Use Permit (CUP) 602, shall be granted upon the conditions hereinafter set forth; and

**WHEREAS**, the City Council of the City of Sand City has accepted the findings for approving Conditional Use Permit (CUP) 602, as outlined in the City staff report, dated June 3, 2016 and updated on June 17, 2016.

**NOW THEREFORE**, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit (CUP) 602 upon the following terms and conditions:

**A. Permit Effectiveness/Time Limits:**

1. Conditional Use Permit (CUP) 602, is not valid, and Project construction on the Subject Property shall not commence, until two (2) copies of this Resolution/Permit, signed by the permittee and landowner, acknowledging receipt of the Resolution/Permit and acceptance of the terms and conditions, are returned to the City's Planning Department. The City shall not issue a building permit for the Project unless and until CUP 602 has been signed by all parties in acceptance of the terms and conditions of CUP 602. Failure of the Applicant to return the two (2) original signatory copies of the Resolution/Permit, with the Applicant's and Property Owner's signatures of acceptance, within thirty (30) days from the date of City Council approval shall be sufficient cause for the City Council to revoke CUP 602 unless good cause to grant an extension is found acceptable by the City's Planning Department. In addition, if the Applicant fails to obtain and maintain an active building permit from the City for the Project within two (2) years following the date of City Council approval of CUP 602, and/or construction of the Project does not proceed thereafter issuance of a building permit where that building permit expires, then CUP 602 shall be subject to City Council action to terminate CUP 602 thereafter at their discretion. The Permit shall remain in effect until acted upon by the City Council.
2. Purpose: CUP 602 is for the express purpose of authorizing the Project to construct a single commercial building with no more than two (2) commercial units on the Subject Property in accordance with the terms and conditions specified by CUP 602. All Project development and land use(s) shall be in accordance with the terms and conditions of CUP 602 or land use entitlement permits issued for the Subject Property thereafter. Occupancy of the Project shall not occur until authorized construction is complete and a certificate of occupancy is issued by the City for the Project.

**B. Site Plan:**

1. Footprint, Setbacks, Coverage: The building's ground level shall have a three foot (3') setback from the east property line abutting the Granite Rock facility, a three foot (3') setback from the south property line, and a minimum forty-seven foot (47') setback from the west property for parking and drive access. The north setback at the building's closest proximity to the north property line shall no less than one foot (1') with an increasing setback of approximately thirteen feet (13') as the building

approaches the easterly property line, not including the trash enclosure. Lot coverage by the building's footprint shall be approximately 49.2% or less.

2. Parking: The Project shall establish and maintain a minimum of ten (10) parking spaces on the Subject Property. Parking stall dimensions shall be in accordance with Section 18.64.040 of the City's Zoning Code. These parking spaces shall be perpendicular to the Subject Property's west property line, with sufficiently wide vehicular access provided by an on-site drive aisle and drive apron on the Subject Property's California Avenue frontage.
3. Site Plan Modifications: The site plan design, as provided by the Applicant as part of the application submission, shall be corrected to reflect the Subject Property's 100-foot width, and not the identified 97-foot width. This site plan shall also be modified to increase the driveway width and on-site drive aisle width to twenty-four feet (24'-0"), identify the parking stall lengths to be nineteen feet (19'-0"), and identify a four foot (4'-0") space between the building and the 24-foot wide drive aisle for door clearance and landscaping. The site plan shall be modified to also add landscaping by converting five of the full sized parking stalls into compact parking stalls, as defined by Zoning Code Section 18.64.040, to provide approximate 3-foot by 8-foot plus planters at the end of these compact spaces abutting the westerly property line. The site plan shall also add landscaping along the west elevation of the building without interfering with building access or encroaching into the 24-foot wide on-site drive aisle.
4. Trash Enclosure: The Project shall provide a trash enclosure along the north side of the building. This enclosure shall be no less than thirteen feet (13') wide and seven feet (7') deep (as measured from the enclosure interior), and shall utilize the stone paver facade materials as approved for the main building and a wood trellis shall be installed above the enclosure. Sufficient access to the enclosure and waste/recycling bins/dumpsters stored within shall be maintained to enable refuse collection service(s). Any special accommodations necessary to facilitate waste collection service shall be the responsibility and expense of the Subject Property's owner.
5. Retaining Walls: In any circumstance where the finished grade of the Subject Property is in excess of six inches (6") higher or lower than abutting property or adjacent lots, a retaining wall or other suitable solution acceptable to the City Engineer, shall be required. Retaining walls shall be structurally engineered if over four feet (4') in height from bottom of footing to top of wall, and shall require a building permit. Any retaining walls necessary for the Project shall be shown on the Project's final Grading and Drainage Plan, Stormwater Control Plan, and site plan.

#### **C. Landscaping:**

1. Landscaping: Landscaping shall be provided along the Subject Property's northern property line abutting California Avenue. This landscaping shall provide a minimum of two (2) trees. The site plan shall be modified to add landscaping by converting five of the full sized parking stalls into compact parking stalls, as defined by Zoning

Code Section 18.64.040, to provide approximate 3-foot by 8-foot planters at the end of these compact spaces abutting the westerly property line. The site plan shall also add landscaping along the west elevation of the building without interfering with building access or encroaching into the 24-foot wide on-site drive aisle. All Project required landscaping shall be subject to City Planning Department review and approval of a landscape plan prior to issuance of a building permit for the Project. This landscaping shall be maintained and irrigated by the Subject Property's owner

2. Landscape Plan: A complete landscape plan for the Project shall be submitted to the City's Planning Department for review and approval prior to issuance of a building permit for the Project. This landscape plan shall provide complete information regarding ground covers, plants, shrubs, and trees in regards to species, sizes, placement, and numbers. The landscape design must include an irrigation plan with details. Tree planting and staking details must also be included. All landscaping and irrigation shall be installed in conformance with the City approved landscape plan, and prior to final issuance of a certificate of occupancy for the Project.
3. Trees: Trees installed as part of the Project, in accordance with the Project approved landscape plan, shall consist of *Arbutus unedo* (strawberry tree), *Metrosideros excelsus* (New Zealand Christmas tree), or other species deemed appropriate by the Planning Department in the review of the Project's Landscape Plan. All tree species shall be 24-inch box size specimens unless otherwise approved by the Planning Department. Trees shall be drought resistant and tolerant of coastal sea winds and sandy soil. All trees shall be no less than double staked with 2-inch or greater diameter wood poles.
4. Planters: All ground level planting areas shall NOT include raised curbs; rather, they are to be flush with adjacent pavement, unless otherwise allowed by the Planning Department. Raised planter boxes may be used; however, they shall incorporate those materials and colors approved by the City for the Project's site and structure.
5. Irrigation: An irrigation system for all required landscaping shall be installed and connected to the Subject Property's water system. This irrigation shall be verified as operational prior to City issuance of a certificate of occupancy. Irrigation shall be installed per the approved landscape plan. Any on-site changes varying from the approved plans shall be approved by the Planning Department prior to implementation.
6. Landscape Maintenance: All landscaping required of the Project shall be installed and maintained in accordance with the City approved landscape plan for this Project. The Subject Property's owner shall be responsible for irrigation and maintenance of this landscaping, including watering, pruning, and replacement of dead vegetation to the satisfaction of the City. Any alteration or modification of the approved landscape plan shall be subject to subsequent approval by the City's Planning Department.

#### **D. Building Architecture:**

1. Exterior Facades: The exterior building elevations shall consist of vertical metal panels with a stone veneer along the base and circumventing the roll-up doors. There shall be two (2) metal awnings supported by cables placed over each of the pedestrian doors for each building unit. The stone veneer shall project out from the building wall no less than six inches (6") and not more than nine inches (9"). The parapet roof line has a 20-foot wide 3-foot drop mid section on the west elevation facing the parking area. The parapet roof line mid section on the west elevation shall provide a twenty foot (20') wide three foot (3') drop facing the parking area. The west building elevation, at the 20-foot wide mid-section, shall provide either a two foot (2') recess alcove or up to a four foot (4') projection, using the decorative stone veneer material to break up the long flat wall surface of this elevation. This treatment shall be incorporated in with the aforementioned parapet treatment on this elevation. This treatment shall also provide landscaping in the form of a raised planter box using the stone veneer material.
2. Doors & Windows: All windows installed on the building shall be vertically and horizontally aligned on all elevations. All roll-up doors on the building shall be of the same size, measuring approximately 10-feet wide and 14-feet tall.
3. Colors: The building's exterior vertical metal wall panels shall be a light tan "lightstone" color. The roof line cornice, corner trims, awnings, and the trash enclosure trellis shall be a dark red/burgundy "rustic red" color. The stone veneer will be it's natural light tan stone color. Prior to issuance of a building permit for the Project, the Planning Department shall review and approve all exterior building and material colors as part of the construction plan review process.
4. Utility Meters/Equipment: Utility equipment and meters, fire suppression equipment, and the like are to be either contained within the building or otherwise screened or incorporated into the Project's architecture using those physical architectural elements consistent with the approved building facade treatments to effectively obstruct the view of these items from off-property. All rooftop equipment shall be screened or otherwise integrated into the building architecture to preclude visibility from street level. Accessibility to utility and fire suppression equipment shall be maintained in accordance with utility company and Fire Department requirements. At no time shall utility meters and equipment occupy landscaping or required drainage areas. The location of all utility meters shall be identified on the construction drawings and civil improvement plans, subject to Planning, Engineering, and Fire Department review and approval. The project developer and general contractor shall be responsible for coordinating the placement and installation of all utility meters (gas, electric, phone, cable, etc.) in accordance with the City approved construction plans and the requirements of this Permit. Non-compliant installations may impede issuance of a certificate of occupancy until corrected to the satisfaction of the City.
5. Lighting Plan: Prior to issuance of a building permit, the Applicant shall submit a detailed lighting plan to the Planning Department for review and approval. The

lighting plan shall identify all exterior light fixtures, their watt capacity, filament housing, and illumination dispersal (photometric) for the Project. All exterior lighting shall be shielded and designed to prevent excessive glare and light from intruding onto adjacent properties or street rights-of-way.

6. Bollards: Any bollards installed on the Subject Property shall utilize a decorative designed/style bollards and shall not install plain exposed steel poles.
7. Quality Control: The City shall retain the right to evaluate materials used in this Project for their perseverance and resistance to Sand City's coastal climate conditions; and if those materials are deemed inadequate through signs of rust, rot, or other deteriorating condition, the City may then require higher quality materials during construction as an enforcement of the Project's architectural approval.

#### **E. Land Use Terms and Conditions:**

1. Commercial Units: Future commercial tenants/occupants on the Subject Property shall obtain their own individual land use entitlement permits prior to taking occupancy of the building or any portion thereof. Future occupants and commercial uses of the building may be restricted by the City in the issuance of land use entitlement permits to mitigate potential blighting influences and negative impacts upon the surrounding area.
2. Storage: The Subject Property's owner shall ensure that all tenants of the Subject Property maintain all on-site storage within the confines of the building; and not within the parking area or other unscreened areas of the Subject Property.
3. Property Maintenance: The Subject Property shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris on-site, except as allowed in CUP 602. The owner of the Subject Property shall be responsible for maintenance and upkeep of the entire Subject Property.
4. Refuse storage & pickup: Trash, litter, boxes, crates, debris, or other used and/or discarded materials generated by the occupants of the commercial building shall be stored within the appropriate waste collection receptacle(s). Except on a designated trash collection day, said waste receptacle(s) shall be maintained within the Project's approved trash enclosure, and screened from public view. The Subject Property's owner shall be responsible for arranging and providing waste hauler access for standard pick-up services for the Subject Property.

#### **F. Signs:**

1. All commercial signs installed on the Subject Property shall be subject to a sign permit and/or Uniform Sign Program approved by the Sand City Design Review Committee (DRC). Construction signs may be placed on the Subject Property without DRC approval, but are subject to the terms/conditions of CUP 602, erected only during Project construction, and shall be removed upon Project completion.

## **G. Street & Public Improvements:**

1. **Street / Public Improvements:** The Applicant shall be responsible for providing street and public improvements; including, but not limited to, curb, gutter, sidewalk, driveway apron, street pavement, ADA ramps/access, and repair or patch with appropriate subsurface and surface material along the Subject Property's California Avenue street frontage to the centerline of that street per City standards and specifications as required by the City Engineer. All street, utility, and public improvements required of the Project, according to the City Engineer approved Public Improvement Plan, shall be completed to the satisfaction of the City Engineer prior to issuance of a certificate of occupancy for the Project.
2. **Public Improvement Plan:** The Applicant shall submit to the City a final Public Improvement Plan for the Project, prepared by a California Registered Civil Engineer, subject to the City Engineer's review and approval prior to issuance of grading, encroachment(s), and/or building permits for the Project. This Public Improvement Plan, designed per City standards and specifications as required by the City Engineer, shall include all required public improvements for the Project; including, but not limited to curb, gutter, sidewalk, driveway apron, street pavement, ADA ramps/access, street lights, landscaping, utilities and utility meters, grading, and drainage improvements. Project required public improvements shall be in compliance with the American's with Disabilities Act (ADA) standards to the satisfaction of the City Engineer. This Public Improvement Plan shall be consistent with the Project's Infrastructure Plan. This Public Improvement Plan shall be submitted to all utility providers specified by the City Engineer; including, but not limited to, sewer, water, natural gas, electricity, telephone, television cable, and internet providers in Sand City.
3. **Utility Infrastructure Plan & Utility Relocation(s):** The Applicant shall submit to the City a final Utility Infrastructure Plan, subject to City Engineer review and approval prior to issuance of grading or building permits for the Project. This Utility Infrastructure Plan shall identify all utilities and utility connections required for the Project; including, but not limited to, storm drainage, sanitary sewer, water, electric, gas, telephone, cable, all onsite utilities and all required infrastructure. This Infrastructure Plan shall be consistent with the Project's Public Improvement Plan. Any trenching of street asphalt and/or concrete for utility connections shall be replaced per City requirements and City standards and specifications. Any utility relocation and the associated costs required as part of this Project shall be the responsibility of the Applicant and/or Subject Property's owner. The placement of utility connections and meters shall be to the satisfaction of the City Engineer and in accordance with the terms and conditions of CUP 602.
4. **Encroachment Permits:** Encroachment permits shall be required for, and issued prior to the commencement of, any construction performed within any public right of way and/or easement. The Applicant shall complete and submit an encroachment permit application to the City to include relevant improvement plans identifying the Project's intended public improvements. The Applicant shall pay all fees associated with the processing and review of the encroachment permit, to be



determined per the City's fee schedule in effect at the time of application.

5. Street / Public Improvement Contractor & Schedule: The Applicant shall provide the City with the contact information and active State contractor's licence number for all contractors and sub-contractors performing City approved street and public improvements for the Project. Additionally, a construction schedule for Project required street and public improvements, consistent with the City approved Public Improvement Plan, shall be provided to the City Engineer

#### H. Stormwater Management and Control:

1. Stormwater Control Measures and Low Impact Development: The Project shall be designed to provide Stormwater Control Measures (SCMs) and Low Impact Development (LID) strategies consistent with the City Engineer's interpretation of applicable requirements of the State Water Resources Control Board (SWRCP) Order No. 2013-0001-DWQ National Pollutant Discharge Elimination System Phase II General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (the 'General Permit'), the Central Coast Regional Water Quality Control Board (RWQCB) Resolution No. R3-2013-0032 Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region (the 'PCRs'), and Sand City Municipal Code (SCMC) Chapter 13.05 regarding Stormwater Management. All of the Project's SCMs and LID features, including water quality measures, shall comply with the requirements of the General Permit, the PCRs, and SCMC Chapter 13.05 to the satisfaction of the City Engineer.
2. Stormwater Control Plan (SCP): The Applicant shall submit a final Stormwater Control Plan (SCP) that verifies how the Project will achieve compliance with the applicable PCRs. The SCP shall clearly determine the amount of impervious surface created and/or replaced by the Project and the corresponding Performance Requirements required by the PCRs. The SCP shall clearly indicate the location and size of all of the proposed SCMs to ensure that they may be accommodated within the Project site. The SCP shall include a grading and drainage plan that clearly indicates how stormwater runoff from the Project's Drainage Management Areas (DMAs), including pervious and impervious surfaces, is directed and/or routed to the Project SCMs; which may include; bioretention facilities, rain gardens, pervious pavements, pervious landscape areas, roof down spout controls, subsurface collection and infiltration systems, etc. The SCP shall be prepared in accordance with the latest edition of the Stormwater Technical Guide (STG) and templates, adopted by the Monterey Regional Stormwater Management Program (MRSWMP). The SCP shall be fully coordinated with the Project's improvement plans and landscape plans, so that no conflict occurs between the proposed SCMs and any other proposed improvements. The SCP shall be submitted to the City Engineer and Planning Department for review and approval prior to issuance of grading and/or building permit(s), or the commencement of any construction activities on the Subject Property.
3. Agreement Regarding Maintenance and Right of Entry for Stormwater Control Measures: Prior to the issuance of any building permit(s), the Subject Property's

owner shall enter into a written agreement with the City to provide for the protection and long-term maintenance of all Project related Stormwater Control Measures (SCMs). The agreement shall contain a deed restriction for the protection of all SCMs, specifying that all SCMs within the Subject Property shall not be removed, relocated, covered, or hampered in any way as to prevent their intended function. This agreement shall provide for ongoing maintenance and verification of maintenance by the Owner and the Owner's successors in interest, and provide for the right of entry by designated City staff for the purposes of inspection of the installed SCMs. This agreement shall further identify that all costs associated with the long-term operation and maintenance of the installed SCMs shall be the responsibility of the Subject Property's owner at the time when maintenance is performed. The agreement shall contain exhibits; including, but not limited to, a legal description of the property where the SCM will be installed, an Operation and Maintenance Plan, and a Stormwater Management Facilities Annual Maintenance Certificate. The provisions of this legal agreement shall run with the land, and the document shall be recorded with the Monterey County Recorder. A draft agreement is available from the City upon request. The final agreement shall be subject to review and approval by the City Engineer and City Attorney prior to recording with Monterey County. Failure of the property owner to provide the City with a copy of the aforementioned Agreement will be considered a violation of CUP 602, and be sufficient cause for termination of said Permit.

4. Operation and Maintenance Plan (O&M Plan): The Applicant shall submit an Operation and Maintenance Plan (O&M Plan) that establishes, identifies, directs, and records the operation and maintenance of all Project SCMs. The O&M Plan shall clearly identify all parties responsible for the long term operation and maintenance of the installed SCMs and their obligations, a description of the SCMs to be maintained, and a description of the maintenance schedule and maintenance activities. The O&M Plan shall require the Subject Property's owner to provide annual certification to the City that the facilities have been recently inspected and are functioning as intended. At a minimum, the O&M Plan shall be prepared in accordance with the latest edition of the Stormwater Technical Guide (STG) adopted by the Monterey Regional Storm Water Management Program (MRSWMP). The O&M Plan shall be a separate and standalone document from the Stormwater Control Plan. A sample O&M Plan and a sample Stormwater Management Facilities Annual Maintenance Certificate are available from the City upon request. The O&M Plan shall be submitted to the City Engineer, City Attorney, and Planning Department for review and approval, prior to issuance of any certificates of occupancy for the Project or portion thereof. The O&M Plan shall be referenced in, and become an exhibit of, the Agreement Regarding Maintenance and Right of Entry for Stormwater Control Measures.
5. Stormwater Management Non-Compliance: If for any reason the Project cannot demonstrate compliance with the State Water Resources Control Board's General Permit applicable to Sand City, the Central Coast Regional Water Quality Control Board's PCRs, or Title 13.05 of the City's Municipal Code, or the Applicant fails to obtain approval of a final O&M Plan or fails to execute and/or record a final

Agreement regarding maintenance and right of City entry for stormwater control measures, then a building/grading permit(s) for the Project will not be issued and CUP 602 shall then be subject to termination.

6. **Best Management Practices (BMPs)**: During all phases of construction and/or land disturbance activities related to the Project, the Project's construction contractor and sub-contractors shall implement site-specific temporary Best Management Practices (BMPs) to protect water quality and prevent storm water pollution, as required by City's municipal Storm Water Permit, Municipal Code Title 13.05 Storm Water Management, and the California Construction General Permit, as applicable. BMPs shall include, but are not limited to, erosion and sediment control, prevention of non-storm water discharges, good housekeeping and waste management practices. The Applicant shall submit an Erosion and Sediment Control Plan (ESCP) or Storm Water Pollution Prevention Plan (SWPPP), as applicable, for review and approval by the City' Engineer and Planning and Building Departments prior to the issuance of any grading and/or building permit(s) or the commencement of any construction activities on the subject property. The ESCP or SWPPP shall indicate the appropriate site-specific BMPs to be implemented during all phases of construction. The Applicant shall complete a Stormwater Compliance Tracking Form for the Project, prior to preparation of an ESCP.

**I. Plans and Agency Compliance:**

1. **Plans Examination**: Construction plans/documents for the Project shall be reviewed and approved by the relevant City Departments of the City of Sand City prior to City issuance of a building permits for the Project and prior to commencement of any grading or construction on the Subject Property. Any and all requirements specified by Sand City during plan review phase prior to issuance of a building permit, or during construction inspections, shall be implemented to the satisfaction of the inspectors/representatives of each City Department. Construction plans/documents shall include all necessary mitigation to implement the City approved Stormwater Control Plan for the Project.
2. **Agency/Department Compliance**: All requirements of the City's Building and Fire Departments, as well as the Seaside County Sanitation District, and Monterey County Health Department, shall be implemented to the satisfaction of the inspectors of each department/agency. All necessary permits from the Monterey Regional Water Pollution Control Agency and/or the Seaside County Sanitation District shall be acquired by the Applicant prior to City issuance of building permits for the Project, with exception to a demolition permit for the Subject Property. All requirements of each aforementioned Department/Agency shall be met to the satisfaction of the City Engineer prior to issuing a certificate of occupancy for the Project.
3. **Soil / Geotechnical Report**: The Applicant shall submit a final soil engineering and/or geotechnical evaluation report (the "Soil Report") prepared by a California certified geologist or geotechnical engineer with all Project improvement plan submissions. The Soil Report shall ensure the Project is designed in accordance with the most

current and applicable standards of the City's Building Code. The Soil Report shall include 1) standard penetration tests and bore holes to evaluate potential of seismic hazards, 2) a soils percolation test and report on percolation rates of the Subject Property to confirm that the proposed stormwater infrastructure and water quality control measures will function as designed, and 3) geotechnical evaluation for all necessary aspects of the Project. Recommendations of said report shall be integrated into the Project's design at the discretion of the City Engineer.

4. Grading and Drainage Plan: The Applicant shall submit to the City a final Grading and Drainage Plan for the Project, prepared by a California Registered Civil Engineer, subject to City Engineer review and approval prior to issuance of grading and/or building permits for the Project. All grading and drainage designs for the Project shall meet City Engineer specifications, and shall be consistent with the City approved Public Improvement Plan, all City approved post-construction stormwater management features, and the City approved Stormwater Control Plan for the Project.
5. Sewer and Water: The Project shall connect to existing water and sewer systems. The Project is subject to the regulations and requirements of the Monterey Peninsula Water Management District (MPWMD), California American Water (Cal-Am), the Monterey Regional Water Pollution Control Agency (MRWPCA), and the Seaside County Sanitation District (SCSD). All sewer and water utilities required for the Project shall be designed and constructed in accordance with the standards and specifications of the SCSD and Cal-Am to the satisfaction of the City Engineer. The Applicant shall provide approvals from both SCSD and Cal-Am for all sewer and water utilities, including the adjustment or relocation of any existing sewer clean-outs, manholes, or services and existing water valves, covers, fire hydrants, or services. The Applicant shall include a signature block for approval by SCSD and Cal-Am on the improvement plans where proposed sewer and water utilities are identified
6. Air District: Requirements of the Monterey Bay Unified Air Pollution Control Agency, that are applicable to the construction of the proposed Project, shall be implemented to that Agency's satisfaction.
7. Fire Sprinklers: Installation of fire sprinklers shall be at the discretion of, and in accordance with, the requirements of the City's Fire Department and City Municipal Code. If a fire suppression system is required, then a fire sprinkler/suppression plan shall be submitted to the City's Fire Department for review and approval, and installed prior to City issuance of a certificate of occupancy for the Project. Exterior equipment related to said suppression system shall abide by the screening requirements of Condition D-4 of CUP 602 to the satisfaction of the Planning Department prior to issuance of a certificate of occupancy.
8. Cultural Resources: Construction, civil improvement, and grading plans shall include the following language:

“If archeological and/or paleontological resources (i.e. fossils) are discovered during construction, work shall be halted within fifty (50) feet of the find until a qualified professional archeologist/paleontologist can evaluate said find. The Sand City Planning Department shall be notified. If the find is determined to be significant, then appropriate mitigation measures shall be formulated and implemented.”

9. Environmental Assessment Report: The Applicant shall provide the City Engineer a Phase I Environmental Assessment report with an assessment of potential hazardous materials that may be within the Subject Property. If the Phase I report identifies the presence of hazardous materials, then the Applicant shall then provide a Phase II Environmental Assessment Report to the City Engineer for review and approval; whereby the mitigation specified in the City Engineer approved Phase II Environmental Assessment shall be implemented by the Applicant prior to issuance of a certificate of occupancy for the Project.

**J. Construction:**

1. Street Access: Construction activities shall not impede vehicular traffic on public streets. Any temporary closures of streets or sidewalks to accommodate construction shall be coordinated with, and subject to, the direction of the Sand City Chief of Police prior to implementing any temporary street closures. Adjacent properties impacted by said closures shall be given notice no less than one (1) week prior of such closure.
2. Material/Equipment: Materials and/or equipment necessary to construct the approved Project shall not be stored and/or parked within any public right-of-way or on private property beyond the limits of Subject Property within the City unless otherwise authorized by the City’s Planning Department and Chief of Police. All construction equipment shall be properly maintained and equipped with noise-reduction intake and exhaust mufflers and engine shrouds, in accordance with manufacturer’s recommendations. Equipment engine shrouds shall be closed during equipment operation. Security/construction fencing shall be implemented if deemed necessary by the Building Inspector and/or other City Department inspector. In no instance shall material and equipment that may cause pollution to stormwater be permitted to enter or discharge to the City storm drain system. Best Management Practice (BMPs) for proper control of materials and equipment and to prevent stormwater pollution, are required in accordance with the City’s NPDES (National Pollutant Discharge Elimination System) stormwater permit and City Code Section 13.05 regarding Stormwater Management to the satisfaction of the City Engineer.
3. Construction Hours: Construction activities performed by all contractors and sub-contractors on the property shall only occur between the hours of 7:00 a.m. and 6:00 p.m. Monday through Friday, and 10:00 a.m. to 5:00 p.m. on Saturdays. No construction on Sundays or City recognized Holidays.

4. Construction/Demolition Debris: Debris from construction/demolition activities shall be stored and contained away from general public access, and hauled away and disposed of in a timely and legal manner. The contractor shall implement material recovery and recycling when feasible. Hauling of Construction/Demolition debris shall either be by the general contractor to the Monterey Regional Waste Management District facility in the City of Marina or the Project shall contract with the City's franchised waste hauler Greenwaste Recovery Inc. for hauling services. No other outside hauler is permitted. In no instance shall debris from construction activities be permitted to enter or discharge to the City's storm drain system. Best Management Practices (BMPs) for proper control of debris and to prevent stormwater pollution are required by the City's NPDES (National Pollutant Discharge Elimination System) stormwater permit and City Code Section 13.05 regarding Stormwater Management to the satisfaction of the City Engineer.
5. Construction Signs: Construction signs may be placed on the Subject Property only during project construction, and shall removed upon Project completion. Such signs may be placed on perimeter construction fencing or on posts, but shall not be elevated whereby the top of sign exceeds eight (8) feet in height.
6. Contractor(s) Business License: All Project contractors and sub-contractors shall obtain a City business license for the duration of Project construction. Failure of said parties to obtain a business license may impede City issuance of a certificate of occupancy for the Project.
7. Stormwater Management Control and Pollution Prevention: During all phases of Project construction, the developer and/or contractor shall employ temporary construction best management practices (BMPs) for erosion and sediment control, prevention of non-stormwater discharges, and implement good housekeeping and waste management practices to protect the storm drain system and water quality as required by the City's NPDES stormwater permit and City Code Section 13.05 Stormwater Management, and the State of California Construction General Permit, as applicable. Plans indicating proper stormwater management, control, and BMP implementation during construction shall be submitted to the City with construction plans and shall be subject to review and approval of the City's Building Official and City Engineer prior to issuance of any grading and/or building permit for the Project.

**K. General Requirements:**

1. Lot & Parcel Merger: The Subject Property's owner shall merge individual lots 13, 15, 17, 19 of Block 42 of the Assessor Parcel Numbers 011-192-005 & 011-192-012) into one (1) lot and parcel prior to City issuance of a building permit for the Project. The methodology (i.e., lot line adjustment, parcel map, etc.) by which these lots/parcels are merged and then recorded, shall be subject to the City Engineer. The lot/parcel merger documents, prior to final recording with the Monterey County Recorder, shall be subject to the City's Planning and Engineering Departments review and approval. The Applicant shall be responsible for paying all expenses and fees associated with the recording of the merger documents.

2. Water Runoff: Construction activity and final use of the property shall not create or allow water run-off in excess of existing conditions in accordance with Chapter 13.05 of the Sand City Municipal Code regarding Storm Water Management. The method of on-site drainage control, for both construction work and the final development project, shall be in accordance with City Code Chapter 13.05 and the approved Stormwater Control Plan as approved by the City Engineer.
3. Water Allocation: Prior to City issuance of a building permit for the Project, the property owner and/or Applicant shall obtain the necessary water permit(s) from the Monterey Peninsula Water Management District (MPWMD) for the Project as authorized by CUP 602. Approval of CUP 602 does not grant the Applicant and/or property owner any right and/or privilege to any allocation of water by the City of Sand City or other agency/entity. Any allocation of water to the Subject Property and Project from the City's Water Entitlement (desalination facility) shall be at the discretion of the Sand City City Council. If the City takes action to deny an allocation of water necessary for the Project, in accordance with the determination and regulations of the MPWMD, then Conditional Use Permit 602 shall automatically terminate at the time that the City Council water allocation denial action occurs.
4. Violation: If the City determines any term or condition of CUP 602 has been violated, written notice shall be issued to the developer and/or property owner, that if such violation is not corrected and/or removed within a specified time, a 'cease and desist' or 'stop order' may be issued, followed by a potential public hearing, where the City Council may consider amending or revoking CUP 602 and may then order said Permits amended or revoked.
5. Interpretation: Any questions of intent or interpretation regarding any condition of CUP 602 shall be resolved by the Sand City Planning Department.
6. Indemnity: To the extent permitted by law, the Applicant shall indemnify and hold harmless the City, its City Council, its officers, employees, and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the Applicant to attack, set aside, or void, any permit or approval authorized hereby for the Project, including (without limitation) reimbursing the City for its actual attorney's fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.
7. The issuance of CUP 602 shall not supersede or override any applicable requirements of any other City, County, State, or Federal agency.

**PASSED AND ADOPTED**, Conditional Use Permit 602, inclusive of all conditions/requirements for the Project's site plan and architecture, is hereby approved by the City Council of Sand City, this \_\_\_ day of July, 2016, by the following vote:

AYES:

NOES:  
ABSENT:  
ABSTAIN:

APPROVED:

ATTEST:

\_\_\_\_\_  
Linda K. Scholink, City Clerk

\_\_\_\_\_  
David K. Pendergrass, Mayor

\_\_\_\_\_  
This is to certify that Conditional Use Permit 602 contains the conditions specified by the City Council in approving said Permit.

\_\_\_\_\_  
Charles Pooler, Associate Planner

**APPLICANT ACCEPTANCE (CUP 602)**

Conditional Use Permit 602 are hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions.

DATED: \_\_\_\_\_

BY: \_\_\_\_\_  
**Applicant**

**CONSENT OF OWNER (CUP 602)**

Consent is hereby granted to the permittee to proceed with the City approved project, in accordance with the terms and conditions of Conditional Use Permit 602.

DATED: \_\_\_\_\_

BY: \_\_\_\_\_  
**Property Owner**



**AGENDA ITEM**

**7C**

CITY OF SAND CITY

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STAFF REPORT

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JUNE 10, 2016  
(For City Council Review on July 5, 2016)

**TO: Mayor and City Council**

**FROM: Charles Pooler, Associate Planner**

**SUBJECT: Conditional Use Permit Application for Taylor Young of “Out of the Woods” window/door showroom & sales**

**BACKGROUND**

An application was submitted by Taylor Young (the “Applicant”) for permit approval to operate a high-end window and door showroom within a 3,000 square foot commercial unit at 801-A California Avenue (APN 011-186-020) (the “Subject Property”) in Sand City (see Exhibit A - Location Map). The Applicant intends to use the site as a showroom to display and sell products with accessory office and inventory storage (the “Project”). The Subject Property has a General Plan designation of “East Dunes Specific Plan” and a non-coastal zoning designation of “Manufacturing” (M). The intended use qualifies for a categorical exemption, under State CEQA (California Environmental Quality Act) Guidelines, Section 15301.

**Site Description:**

The approximate 12,000 square-foot (75'X160') building is bounded by California Avenue to the south, Scott Street to the north, and abutting private property to the west and east. The building is divided into four 3,000 square-foot units, with two units fronting California Avenue and two units fronting Scott Street. The property width is 75-feet, which is sufficient for eight (8) perpendicular on-site parking spaces along the building’s California Avenue frontage and another eight (8) spaces along the Scott Street frontage; shared among tenants. Additional street parking is available along California Avenue. Existing on-site water credit is adequate to accommodate the proposed Group I use in accordance with Monterey Peninsula Water Management District regulations. Existing utilities (i.e. gas, electric, water, sewer, etc.) are available.

**ANALYSIS**

**Project Description:**

The Applicant proposes to operate a residential window and door showroom, with accessory office and product storage. According to the Applicant, there will be no on-site manufacturing, and all product inventory will be shipped in. There will be four employees at the site. Items and vehicles to be stored at the Subject Property will include an electric

forklift, a flatbed truck for shipments, and their product inventory of windows and doors. The Applicant proposes minor remodeling to decorate floors and walls, and to replace the existing swinging and sliding doors and windows with high quality products sold by the Applicant's business. No major construction involving load-bearing walls, electrical, or plumbing were identified in the application, and are not anticipated.

Land Use/Zoning: The Subject Property has a General Plan designation of "East Dunes Specific Plan" and a non-coastal zoning designation of "Manufacturing" (M). To date, an East Dunes Specific Plan has not been adopted or implemented. This inconsistency between the General Plan land use map (which takes precedent) and the Zoning Ordinance Map, and the lack of a specific plan, requires the Applicant to obtain a conditional use permit. A limited scale office/display operation, as the one proposed, is compatible with the aforementioned land use designations and the surrounding neighborhood.

Operational Hours: The Applicant's intended hours of operation will be 8:00 a.m. to 5:00 p.m. Monday through Friday. No weekend hours were identified in the application, however, weekend hours for such a use would be acceptable between the hours of 10:00 a.m. to 5:00 p.m. Office activity for only employees beyond these hours is also acceptable provided the site is closed to the public, and shipments and loading/unloading activities do not occur.

Parking: The Subject Property's 75-foot wide California Avenue frontage can provide up to eight on-site regulation sized parking spaces. The applicant's unit is 3,000 square feet to be used for showroom, sales, office, and storage. For the purposes of parking, staff would not classify the intended use as "retail", but rather as "service commercial" as this type of operation will not have the same patron attraction as a typical retail store or other high volume service use. Therefore, applying the 1/700 parking ratio for service commercial uses (which has been previously applied to showroom uses) will require four (4) on-site parking spaces (rounded down from 4.2 spaces) for the Applicant's unit and use. There are also curbside street parking spaces available in the immediate vicinity. This is anticipated to be sufficient for the Applicant's use.

Loading/Unloading: Inventory deliveries to the site will be made once per week, on either a Wednesday or Thursday, via a trailer truck (i.e. 18-wheelers, semi-trucks). The Applicant claims that there will be no truck delivery/shipments or loading/unloading that will double park or block streets. After discussions with staff about semi-truck loading/unloading activities not being desirable on California Avenue, the Applicant offered to load products into their business' Box Truck, either on another open street in Sand City or at their Salinas business location for transfer to the Sand City location. Staff recommends the permit prohibit truck-trailer (18-wheel semi truck) deliveries to the site and parking within the California Avenue right-of-way to prevent impediment of general public traffic flow and driver visibility along California Avenue, which is a primary collector street through Sand City. The Applicant should be required to implement his option of loading inventory at their Salinas location into a smaller box truck for delivery to the Sand City location for loading/unloading within the Subject

Property's parking area. It is conceivable that there will also be occasional package deliveries via Federal Express, UPS, or the US Postal Service via box trucks or smaller vehicles. Such deliveries are quick drop offs that are not anticipated drastically to impose upon traffic circulation and should be allowed on California Avenue.

**Trash:** Based on the description of the proposed use by the Applicant, the generation of discarded packaging materials from inventory products is anticipated. The Subject Property does not provide an on-site trash enclosure to accommodate dumpsters or other waste collection bins/carts. Staff recommends the permit require the Applicant to maintain refuse and trash receptacles within the building, except on trash collection days, unless a City approved trash enclosure is established on the Subject Property, thereafter dumpsters may be kept in said enclosure(s). The permit should also prohibit the storage of refuse bins/dumpsters on the street except on scheduled trash collection days.

**Impacts:** Staff does not anticipate negative impact(s) from this showroom sales operation such as the one proposed. Noise, dust, fumes, and the like are not anticipated from the proposed use. The only item of concern is large truck loading/unloading impeding traffic on California Avenue; particularly in close proximity to the Granite Rock facility that has an ongoing traffic flow of large trucks. As discussed earlier, the prohibition of trailer trucks (a.k.a. semi-trucks) deliveries to the site will mitigate this concern.

**Signs:** The Applicant indicated that he intends to establish a commercial sign for his business at this site; however, no information on a sign design was provided at this time. The permit should specify that the Applicant is required to obtain a sign permit approved by the City's Design Review Committee (DRC) prior to the establishment of any commercial sign at this location.

**Water:**

The proposed showroom, office, and storage operation qualifies as a Group I use in accordance with the Monterey Peninsula Water Management District (MPWMD) regulations, which is the existing classification for the Subject Property. Therefore, on-site water credit is adequate to facilitate the proposed use, and no water allocation from the City is necessary. The permit should contain the standard language stating that approval of the permit does not grant any privilege or right to the Applicant and/or property owner for any allocation of water from the City or other entity.

**Stormwater Control:**

The applicant will utilize a 3,000 square foot portion of an existing commercial building for showroom, sales, office, and storage. There will be no new or replaced impervious material on the subject property. Therefore, stormwater control regulations do not apply to this application.

**Agency Comments:**

Information on the proposed Project was circulated to the City's advisory agencies. The

Seaside County Sanitation District commented that the Monterey Regional Water Pollution Control Agency needs to be contacted by the Applicant to confirm appropriate sewer fees have been assessed for the property. No other comments were received at the time of preparing this report.

### **CONCLUSION**

The proposed showroom and sales use, with accessory office and storage, is encouraged for the West End District; for which the Subject Property borders. With exception to unregulated large truck loading/unloading within California that could impede traffic flow, staff finds the proposed use acceptable. To address the large truck loading/unloading issue, staff recommends the prohibition of semi-truck parking and loading/unloading activities within the California Avenue street right-of-way, and that the Applicant be required to utilize his smaller flat bed and/or box truck for bringing inventory to/from the Sand City location.

### **STAFF RECOMMENDATION**

Staff recommends **APPROVAL** of the Conditional Use Permit, authorizing the door and window showroom, per staff's recommended permit conditions.

#### **Findings:**

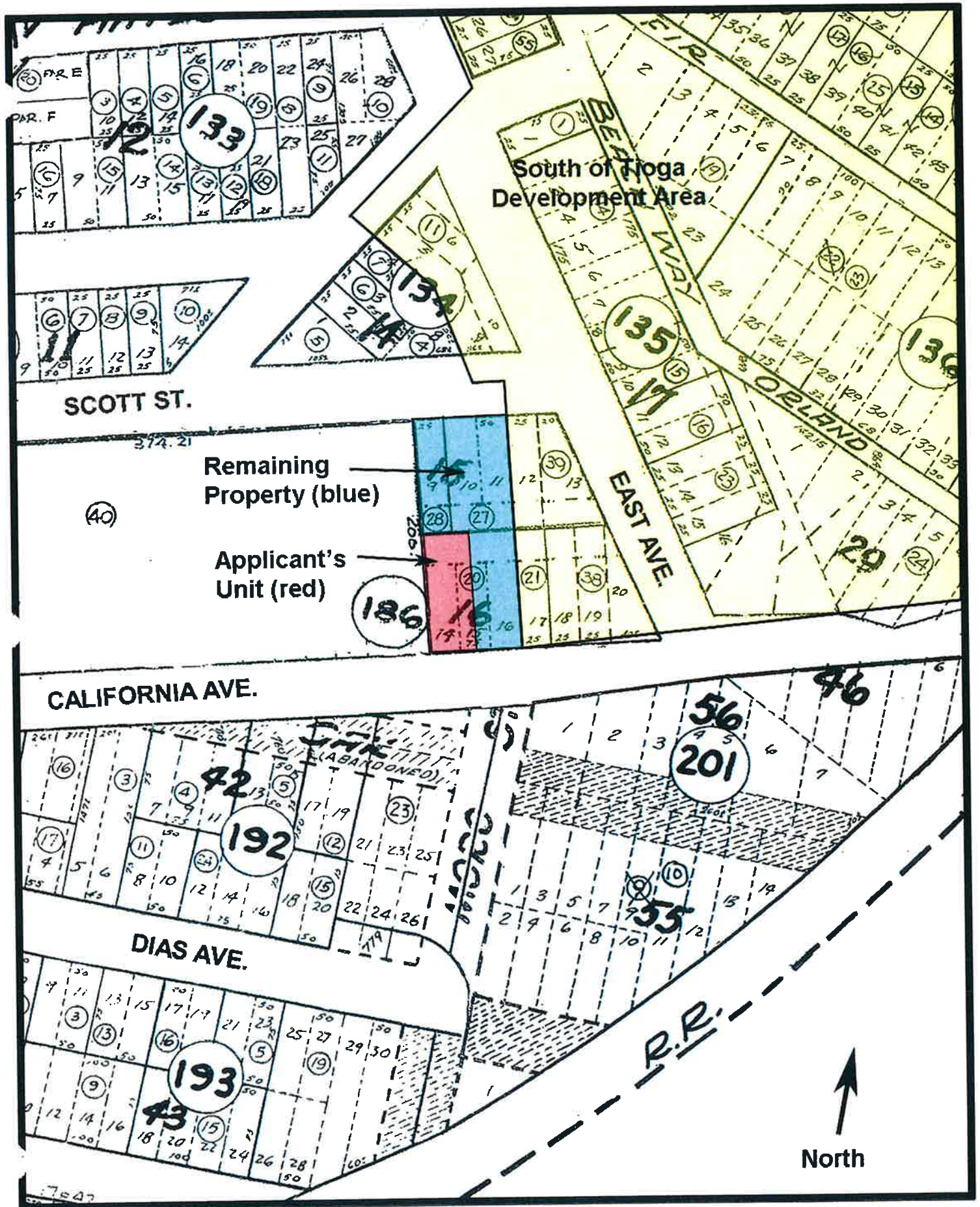
1. The Applicant's use, at the intended scope and scale, is compatible with the surrounding land uses and the General Plan and Zoning regulations applicable to the Subject Property, provided that the proper permit terms and conditions are applied.
2. No allocation of water is required for the proposed use at the Subject Property.
3. Utilities (electricity, gas, water, sewer, etc.) are sufficiently available to facilitate the proposed use at the Subject Property.
4. Loading/unloading activities are appropriately mitigated with staff's recommended prohibition of truck-trailer (18-wheel semi truck) deliveries to the site as to prevent impediment of traffic flow and protect driver visibility along California Avenue, a primary collector street.
5. The Project qualifies for a categorical exemption, under State CEQA Guidelines, Section 15301.

#### **Exhibits:**

- A. Location Map
- B. Aerial Map
- C. Site Plan / Floor Plan
- D. "About Us" excerpt from Applicant's website

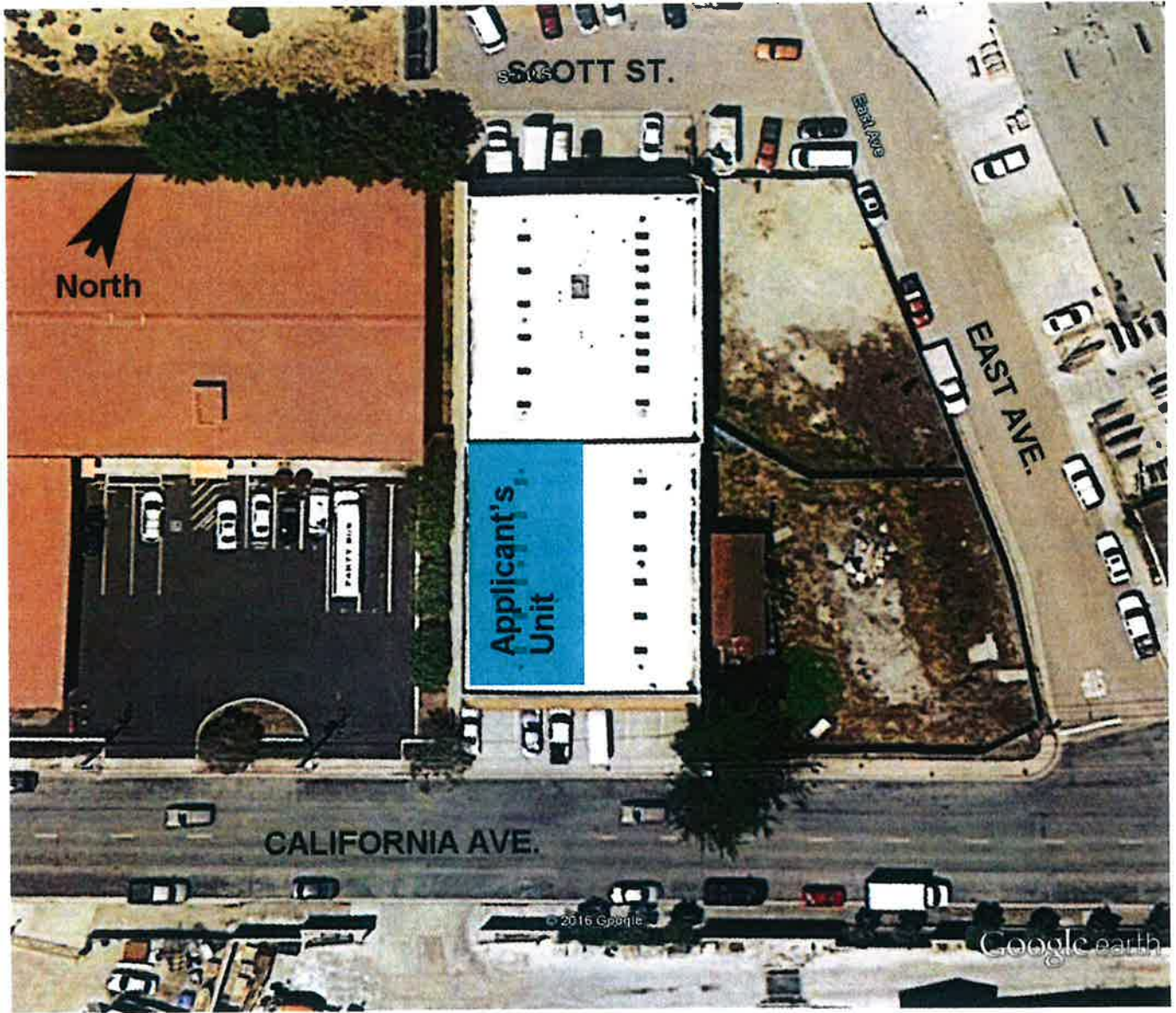
#### **Attachment:**

- Draft Resolution to approve a Conditional Use Permit (CUP)



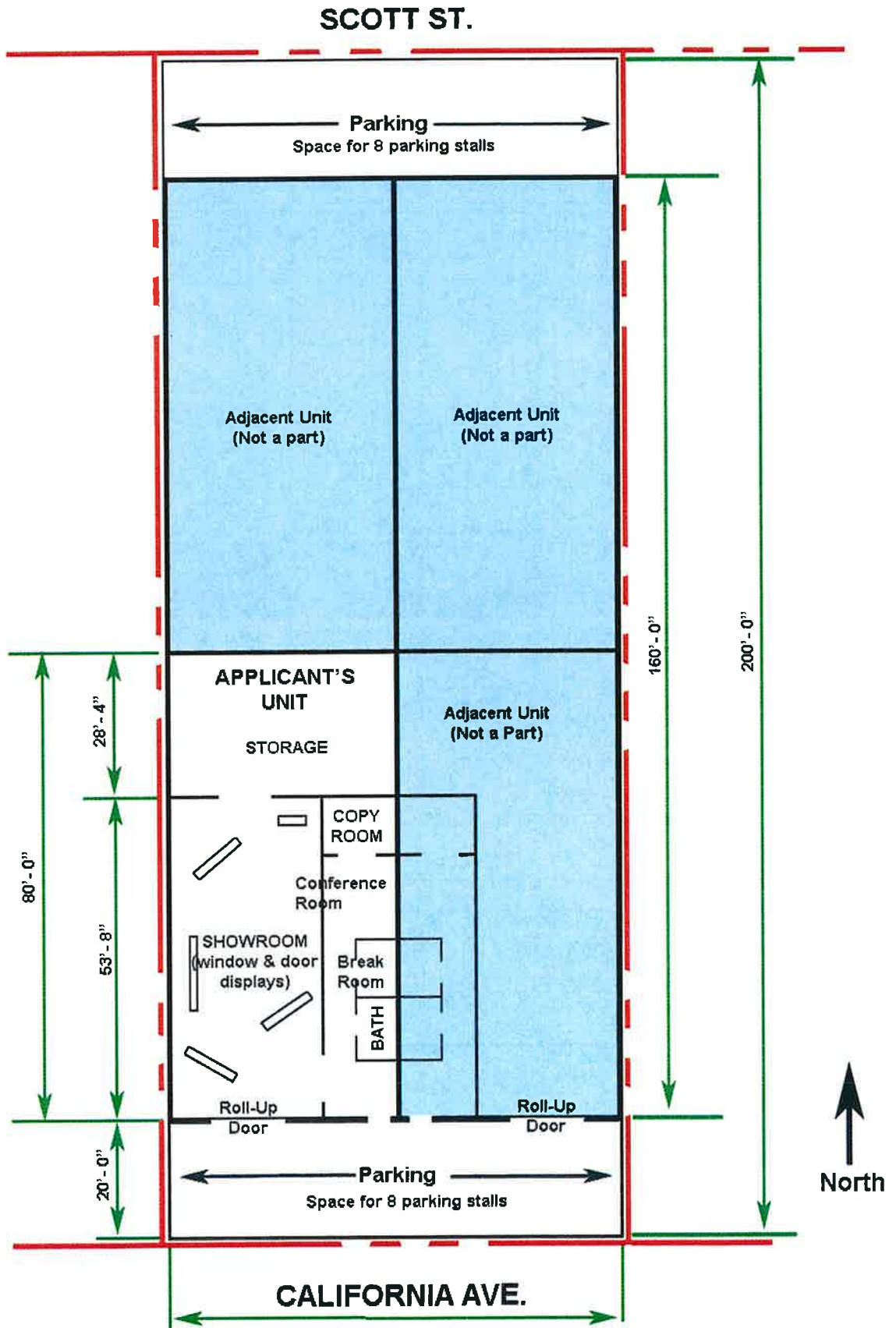
Location Map

EXHIBIT A



**Aerial Map**

**EXHIBIT B**



**Site Plan / Floor Plan**



## About Us

Out of the Woods Inc. has been family owned and operated since 1986. With our background in custom wood window and door manufacturing, we bring decades of experience and expertise to Monterey, San Benito, Santa Cruz, Santa Clara, and San Mateo Counties. Customer service and satisfaction are our top priority for every job, however big or small.

We've been selling and servicing Kolbe windows and doors since 1991. As a factory direct distributor we offer customers competitive pricing and unparalleled service. We offer many other products and services as well to ensure you have the best possible window or door for your needs.

Homeowners, architects, and builders are all welcome. We specialize in plan checking, job site walk throughs, and matching your needs with the proper window or door.

*-The Young Family*



The Young Family



Welcome to Out of the Woods

CITY OF SAND CITY

RESOLUTION SC \_\_\_\_\_, 2016

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING  
CONDITIONAL USE PERMIT 603 AUTHORIZING A WINDOW AND DOOR  
SHOWROOM AND SALES USE AT 801-A CALIFORNIA AVENUE**

**WHEREAS**, Taylor Young (the "Applicant"), representing Out Of The Woods, submitted an application to the City of Sand City (the "City") for conditional use permit approval to operate a window and door showroom and sales operation, with accessory office and inventory storage (the "Project") within a 3,000 square foot unit of an existing commercial building at 801 California Avenue in Sand City (portion of APN 011-186-020) (the "Subject Property"); and

**WHEREAS**, the proposed window and door showroom, sales, and accessory office and storage are conditionally compatible with the non-coastal Manufacturing (M) zoning district and applicable zoning regulations; and

**WHEREAS**, issues pertaining to large truck-trailer loading/unloading for the Project is appropriately mitigated by Conditional Use Permit (CUP) 603 as to prevent the Applicant's operation from imposing an obstruction, impediment, and/or interference with public traffic along California Avenue, a primary City collector street; and

**WHEREAS**, existing on-site water credit for the existing commercial building and unit of the Subject Property is a Group I category in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD), which is sufficient to accommodate the proposed Project and no additional water allocation from the City is required; and

**WHEREAS**, the proposed commercial use of an existing building qualifies for a categorical exemption per the regulations of the CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

**WHEREAS**, the City Council of the City of Sand City, on \_\_\_\_\_, 2016, has found and determined that the Applicant's proposed use, as conditioned and restricted, will not adversely affect the character of the surrounding neighborhood, nor be injurious or detrimental to adjoining properties or the rights of the owners therein, and Conditional Use Permit (CUP) 603 shall be granted upon the conditions hereinafter set forth; and

**WHEREAS**, the City Council of the City of Sand City has accepted the findings for approving Conditional Use Permit 603 as outlined in the City Staff Report, dated June 10, 2016.

**NOW THEREFORE**, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit (CUP) 603 upon the following terms and conditions:

1. Conditional Use Permit (CUP) 603 is not valid, and the use of the property shall not commence unless and until two copies of the Resolution/Permit, signed by the permittee and the landowner, acknowledging receipt of the Permit and acceptance of the terms and conditions, is returned to the City's Planning Department.
2. Purpose: Conditional Use Permit (CUP) 603 is for the express purpose of authorizing a window and door showroom and sales operation with accessory office and storage within a 3,000 square foot unit of an existing commercial building at 801 California Avenue (portion of APN 011-186-020). There shall be no product manufacturing within the Applicant's unit. All inventory to be displayed and sold shall be shipped in. There shall be no expansion to the scope or intensity of this operation beyond that use authorized by CUP 603 without either an amendment of said Permit or the issuance of a new permit. All storage, office, sales, and any other activity associated with this approved use shall be maintained within the building at all times unless otherwise authorized by CUP 603.
3. Termination: If the use approved by CUP 603 violates any term, condition, and/or requirement of said Permit, a public hearing may be scheduled by the City to consider revoking said Permit. The business and property owner shall be notified of any such public hearing, and provided an opportunity to address the City Council prior to any City Council action to terminate CUP 603.
4. Hours of Activity: Hours of on-site activities shall only occur at the Subject Property between the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday and 10:00 a.m. to 5:00 p.m. on Saturdays. Office activity by employees, that does not pose a nuisance to neighboring properties or the public as a whole, may occur beyond the aforementioned hours provided the site is not open to the public.
5. On-Site Parking: The Subject Property shall maintain eight (8) perpendicular parking spaces along its California Avenue frontage. Four (4) of these parking spaces, in front of the Applicant's unit, shall be for the exclusive use by the Applicant's use as authorized by CUP 603.
6. Truck / Trailer Street Parking: The Applicant shall not park and/or store trucks, trailers, or other vehicles within any public right-of-way in Sand City that are not actively involved with loading/unloading activities, in accordance with Chapter 10.08 of the Sand City Municipal Code, and/or in compliance with the terms/conditions of CUP 603. Violation may result in the issuance of City citations as authorized by Municipal Code Chapter 10.08.
7. Loading/Unloading: All deliveries/shipments and loading/unloading activities associated with the Applicant's business operation in Sand City shall occur within the on-site parking spaces fronting California Avenue without encroaching into the street. Trailer-truck (i.e. 18-wheelers, semi-trucks, etc.) deliveries of product inventory to the Subject Property are prohibited. Inventory shipments to and from the Subject Property shall be via small box trucks or flatbed trucks that can utilize

the Subject Property's on-site parking for loading/unloading activities without interfering with traffic circulation or driver visibility along California Avenue. At no time shall loading/unloading activities, associated with the use approved by CUP 603, interfere or close any travel lane along California Avenue. Short term (approximately 5-minute) loading/unloading via private shipment companies (i.e. Federal Express, UPS, etc.) is exempt and allowable, so long as it does not impede traffic circulation of public streets.

8. Storage: The storage of all materials, tools, equipment, product inventory, and/or any other item associated with the Project, shall be maintained within the building at all times. The placement of a self-contained portable storage unit/container on-site, beyond the confines of the building, is hereby prohibited; and the need of the Applicant to do so shall be considered by the City as justification that this operation has expanded beyond the Subject Property's ability to sufficiently accommodate the Applicant's operation; and thus be sufficient reason for the City to terminate CUP 603.
9. Property Maintenance: The Subject Property shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris outside the building, except as allowed by CUP 603. The Applicant and/or property owner shall be responsible for maintenance and upkeep of the Applicant's leased area for the duration of the Project's occupation of the Subject Property.
10. General Waste: Trash, litter, boxes, crates, pallets, debris, or other used and/or discarded materials generated/used by this operation shall be stored in an appropriate waste collection bin or dumpster. Except on a designated trash collection day, said bin(s) or dumpster(s) shall be maintained within the building or within a City approved enclosure on the Subject Property. An enclosure may be established on the Subject Property only after approval by the City's Planning Department. The Applicant shall implement recycling as part of this operation's regular routine when feasible.
11. Hazardous Waste: Any hazardous materials and/or waste used/generated by the approved use shall be legally stored and disposed of in accordance with the regulations of Sand City, the County of Monterey, and the State of California. Any illegal storage, dumping and/or disposal shall be adequate grounds for termination of CUP 603.
12. Signs: Any sign on the exterior of the building, or anywhere on the Subject Property, identifying the approved use at this location, shall be reviewed and approved by the Sand City Design Review Committee (DRC) prior to the establishment of any sign on the Subject Property. The Applicant shall not place any free-standing sign anywhere within City limits without City Planning Department approval.

13. Water: Issuance of CUP 603 does not grant the Applicant and/or property owner any right or privilege to any allocation of water from the City or other entity. The Use approved by CUP 603 shall be limited to those water credits currently available to the Subject Property, in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD).
14. Water Runoff: This operation shall not create water run-off within the City in accordance with Chapter 13.05 of the Sand City Municipal Code regarding Storm Water Management. The Applicant is prohibited from washing dust, debris, or particulate into the street, storm drain, and/or sewer system. There shall be no washing of vehicles on the Subject Property by the Applicant's operation.
15. Local/Regional Compliance: All requirements of the City's contracted Building and Fire Departments, the City Engineer, the Seaside County Sanitation District, the Monterey Regional Water Pollution Control Agency (MRWPCA), and Monterey County Health Department, shall be implemented to the satisfaction of each department. Police Department requirements pertaining to security, street parking, and law enforcement shall be implemented to the satisfaction of the City's Police Chief.
16. Air District: The applicant shall be responsible for complying with applicable rules and regulations of the Monterey Bay Unified Air Pollution Control Agency. Failure to comply shall be sufficient grounds for City termination of CUP 603.
17. Nuisance: Use of the property shall be conducted in such a way that it does not constitute a nuisance to other tenants of the Subject Property and/or to neighboring properties. The Applicant shall be considered responsible for the impacts created by his operation and activities. The Applicant shall implement all mitigation necessary to inhibit any noise, vibration, dust, odors, overflow parking, blighted appearance, and/or other negative impacts that this operation may or will generate. If the City Council finds at any time that any use of the property constitutes a nuisance, or is otherwise detrimental to the neighborhood or to the community, such use shall be discontinued or modified as may be required by the City. Failure to effectively implement mitigation required by this Permit, or other direction/notification by the City deemed necessary to abate negative impacts generated by this use, may be adequate grounds for the City to amend or terminate CUP 603. Failure to comply with such direction may result in the amendment or revocation of CUP 603.
18. Violation/Termination: If the City determines that the Applicant and/or the Applicant's Use has violated any term or condition of CUP 603, and/or use of the Subject Property constitutes a nuisance or is otherwise detrimental to the neighborhood or the community, written notice shall be issued, that if such violation is not corrected or removed within a specified time, a public hearing may then be scheduled where the City Council may consider amending or revoking CUP 603, and may then order said Permit amended or revoked. The Applicant and owner of

the Subject Property shall be notified of any such public hearing, and provided an opportunity to address the City Council prior to any action by the City Council to amend or terminate said Permit.

19. Interpretation: Any question of intent or interpretation regarding any condition within CUP 603 shall be resolved by the Sand City Planning Department staff and/or the City Administrator.
20. The issuance of CUP 603 shall not supersede or override any requirements of any other City, County, State, or Federal agency.
21. Indemnification: To the extent permitted by law, the Applicant shall indemnify and hold harmless the City, its City Council, its officers, employees, and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the applicant to attack, set aside or void, any permit or approval authorized hereby for the Project, including (without limitation) reimbursing the City for its actual attorney's fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.
22. Business License: The Applicant shall acquire, maintain, and annually renew a Sand City business licence for the duration of the Applicant's business operation within Sand City. Failure to maintain a City business license may be sufficient grounds for termination of CUP 603.

**PASSED AND ADOPTED** by the City Council of Sand City this \_\_\_ day of July, 2016, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

APPROVED:

ATTEST:

\_\_\_\_\_  
Linda Scholink, City Clerk

\_\_\_\_\_  
David K. Pendergrass, Mayor

\_\_\_\_\_  
This is to certify that the CUP 603 contains the conditions specified by the City Council in approving the Permit.

\_\_\_\_\_  
Charles Pooler, Associate Planner

\_\_\_\_\_  
**Signatures continued on following page...**

Signatures continued from previous page.

**APPLICANT ACCEPTANCE (CUP 603)**

The Conditional Use Permit is hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions.

DATED: \_\_\_\_\_ BY: \_\_\_\_\_  
**Applicant**

**CONSENT OF OWNER (CUP 603)**

Consent is hereby granted to the permittee to carry out the terms and conditions of this Conditional Use Permit.

DATED: \_\_\_\_\_ BY: \_\_\_\_\_  
**Property Owner**

**AGENDA ITEM**

**9A**



# MEMO

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**To:** Honorable Mayor and City Council Members  
**From:** Todd Bodem, City Administrator  
**Date:** June 27, 2016  
**Subject:** RESOLUTION APPROVING AN AGREEMENT WITH THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS TO JOIN THE CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM (CERBT) AND DIRECTING STAFF TO OBTAIN INFORMATION NECESSARY TO IMPLEMENT THE AGREEMENT

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## **Background/Discussion**

On previous occasions, City staff has presented the Budget and Personnel Committee and the City Council with information relating to the City's other post-employment benefit ("OPEB") liabilities. As the Council is aware, OPEB represents the cost of funding the City's contractual liability for retirees' health insurance premiums throughout those retirees' lifetimes. The most recent OPEB valuation by the City's actuary, Bartel Associates, estimates the OPEB Actuarial Accrued Liability to be \$4,182,000 as of June 30, 2015 if the City does not prefund the plan.

Over the course of several years, the Administrative Services Director Linda Scholink suggested that funding these liabilities in a Trust account would be a sound financial strategy that restricts these funds for the sole purpose of funding this liability. At that time, with the financial uncertainty and the recession, the City did not want to commit to funding a Trust.

On June 7, 2016, the Budget and Personnel Committee listened to an overview from John Bartel about the various investment options and available Trust providers (CERBT (CalPERS), PARS, PFM, Keenan, and Robinson Capital Management).

After considerable review and discussion, the Committee recommends the City join the CERBT Trust, an extension of CalPERS with whom the City already partners for retirement programs. The view is that, being a government program, that CERBT is a safer investment option. The attached report prepared by Bartel Associates explains the various CERBT OPEB fund investment strategies. It is worth noting that this action is strictly the decision to join the Trust and the amounts to be determined at a later time. OPEB costs are a significant liability and now have to be reported in the financial statements as a liability. The Trust account will present a positive move by the City in its fiscal year-end audit report in paying down its OPEB liabilities. The City currently has \$2,141,799 to deposit into the Trust once the City Council approves the process.

**Budget and Personnel Committee Recommendation**

It is recommended that the City Council approve the attached resolution approving an agreement to set up a trust fund with the California Public Employees' Retirement System (CalPERS), formally known as the California Employers' Retiree Benefit Trust Program ("CERBT").

**Enclosure**

Bartel Associates, LLC - City of Sand City Retiree Healthcare Plan Prefunding Study



**CITY OF SAND CITY**

**RETIREE HEALTHCARE PLAN**

**BARTTEL ASSOCIATES, LLC**

**Prefunding Study**

**June 30, 2015 Actuarial Valuation**

*Presented by* **John E. Bartel, President**  
*Prepared by* Joseph D'Onofrio, Assistant Vice President  
Wai Man Yam, Actuarial Analyst  
**Bartel Associates, LLC**

June 14, 2016

## AGENDA

<u>Topic</u>	<u>Page</u>
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Prefunding	2
Trust Providers	3

## CERBT FUNDS

### CERBT OPEB Fund Investment Strategies

CERBT Investment Strategy	CERBT #1	CERBT #2	CERBT #3
■ Equity	57%	40%	24%
■ Fixed Income	27%	39%	39%
■ REITs	8%	8%	8%
■ TIPS	5%	10%	26%
■ Commodities	<u>3%</u>	<u>3%</u>	<u>3%</u>
■ Total	100%	100%	100%
■ Recommended Discount Rate	7.25%	6.75%	6.25%



June 14, 2016

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## PREFUNDING

### Prefunding Study

(Amounts in 000's)

	No Pre Funding	CERBT #1	CERBT #2	CERBT #3
■ Discount Rate	4.00%	7.25%	6.75%	6.25%
■ Amortization Period	24 Yrs	5 Yrs	5 Yrs	5 Yrs
■ Funded Status 6/30/15				
• Actuarial Accrued Liability	\$ 4,182	\$ 2,596	\$ 2,774	\$ 2,971
• Assets	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
• Unfunded AAL	4,182	596	774	971
■ 2015/16 ARC				
• Normal Cost	395	\$ 205	\$ 224	\$ 247
• UAAL Amortization	<u>197</u>	<u>138</u>	<u>176</u>	<u>218</u>
• ARC	592	343	400	465
• ARC - % of Pay	34.1%	19.7%	23.1%	26.8%



June 14, 2016

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## TRUST PROVIDERS

- CERBT (CalPERS)
- PARS
- PFM
- Keenan
- Robinson Capital Management



June 14, 2016

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**CITY OF SAND CITY**  
**RESOLUTION SC \_\_\_\_, 2016**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING AN AGREEMENT WITH THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) ESTABLISHING A CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM (CERBT) AND DIRECTING STAFF TO OBTAIN INFORMATION NECESSARY TO IMPLEMENT THE AGREEMENT**

**WHEREAS**, the City of Sand City, like many other municipalities in California, has a contractual liability for retiree health costs, also known as Other Post Employee Benefits ("OPEB"); and

**WHEREAS**, currently, the City has only been contributing to OPEB to be held in an unrestricted account; and

**WHEREAS**, the Budget and Personnel Committee recommends that the City begin to set aside OPEB costs in a tax qualified trust vehicle, which would allow the fund to grow more quickly with a broader range of investment alternatives than would otherwise be available; and

**WHEREAS**, the Budget and Personnel Committee listened to an overview from John Bartel of Bartel Associates regarding the various investment options and available Trust providers to include CERBT (CalPERS), PARS, PFM, Keenan, and Robison Capital Management.

**WHEREAS**, after extensive review, the Budget and Personnel Committee recommends the City join CERBT Trust, an extension of CalPERS with whom the City already partners for retirement programs.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Sand City hereby approves the Agreement and Election of the City of Sand City to Prefund Other Post-Employment Benefits through CERBT (Exhibit A).

**BE IT FURTHER RESOLVED** by the City Council of the City of Sand City directing staff to obtain the information necessary to implement the agreement.

**PASSED AND ADOPTED**, at a regular meeting of the City Council of the City of Sand City, this \_\_\_\_ day of July, 2016 by the following votes:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

APPROVED:

\_\_\_\_\_  
David K. Pendergrass, Mayor

ATTEST:

\_\_\_\_\_  
Linda K. Scholink, City Clerk

**CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM ("CERBT")****AGREEMENT AND ELECTION  
OF**

---

**(NAME OF EMPLOYER)**

---

**TO PREFUND OTHER POST EMPLOYMENT  
BENEFITS THROUGH CalPERS**

WHEREAS (1) Government Code Section 22940 establishes in the State Treasury the Annuitants' Health Care Coverage Fund for the prefunding of health care coverage for annuitants (Prefunding Plan); and

WHEREAS (2) The California Public Employees' Retirement System (CalPERS) Board of Administration (Board) has sole and exclusive control and power over the administration and investment of the Prefunding Plan (sometimes also referred to as CERBT), the purposes of which include, but are not limited to (i) receiving contributions from participating employers and establishing separate Employer Prefunding Accounts in the Prefunding Plan for the performance of an essential governmental function (ii) investing contributed amounts and income thereon, if any, in order to receive yield on the funds and (iii) disbursing contributed amounts and income thereon, if any, to pay for costs of administration of the Prefunding Plan and to pay for health care costs or other post employment benefits in accordance with the terms of participating employers' plans; and

WHEREAS (3) \_\_\_\_\_  
**(NAME OF EMPLOYER)**

(Employer) desires to participate in the Prefunding Plan upon the terms and conditions set by the Board and as set forth herein; and

WHEREAS (4) Employer may participate in the Prefunding Plan upon (i) approval by the Board and (ii) filing a duly adopted and executed Agreement and Election to Prefund Other Post Employment Benefits (Agreement) as provided in the terms and conditions of the Agreement; and

WHEREAS (5) The Prefunding Plan is a trust fund that is intended to perform an essential governmental function within the meaning of Section 115 of the Internal Revenue Code as an agent multiple-employer plan as defined in Governmental Accounting Standards Board (GASB) Statement No. 43 consisting of an aggregation of single-employer plans, with pooled administrative and investment functions;

**NOW, THEREFORE, BE IT RESOLVED THAT EMPLOYER HEREBY MAKES THE FOLLOWING REPRESENTATION AND WARRANTY AND THAT THE BOARD AND EMPLOYER AGREE TO THE FOLLOWING TERMS AND CONDITIONS:**

**A. Representation and Warranty**

Employer represents and warrants that it is a political subdivision of the State of California or an entity whose income is excluded from gross income under Section 115 (1) of the Internal Revenue Code.

**B. Adoption and Approval of the Agreement; Effective Date; Amendment**

(1) Employer's governing body shall elect to participate in the Prefunding Plan by adopting this Agreement and filing with the CalPERS Board a true and correct original or certified copy of this Agreement as follows:

Filing by mail, send to:        CalPERS  
                                         Special Programs and Marketing Division  
                                         CERBT (OPEB)  
                                         P.O. Box 1494  
                                         Sacramento, CA 95812-1494

Filing in person, deliver to:        CalPERS Mailroom  
                                         Special Programs and Marketing Division  
                                         CERBT (OPEB)  
                                         400 Q Street  
                                         Sacramento, CA 95811

(2) Upon receipt of the executed Agreement, and after approval by the Board, the Board shall fix an effective date and shall promptly notify Employer of the effective date of the Agreement.

(3) The terms of this Agreement may be amended only in writing upon the agreement of both CalPERS and Employer, except as otherwise provided herein. Any such amendment or modification to this Agreement shall be adopted and executed in the same manner as required for the Agreement. Upon receipt of the executed amendment or modification, the Board shall fix the effective date of the amendment or modification.

(4) The Board shall institute such procedures and processes as it deems necessary to administer the Prefunding Plan, to carry out the purposes of this Agreement, and to maintain the tax exempt status of the Prefunding Plan. Employer agrees to follow such procedures and processes.



### **C. Other Post Employment Benefits (OPEB) Cost Reports and Employer Contributions**

**(1) Employer shall provide to the Board an OPEB cost report on the basis of the actuarial assumptions and methods prescribed by the Board. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by GASB 43. This OPEB cost report may be prepared as an actuarial valuation report or, if the employer is qualified under GASB 45 and 57, may be prepared as an Alternative Measurement Method (AMM) report.**

**(a) Unless qualified under GASB 45 and 57 to provide an AMM report, Employer shall provide to the Board an actuarial valuation report. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by GASB 43 and 57, and shall be:**

- 1) prepared and signed by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board;**
- 2) prepared in accordance with generally accepted actuarial practice and GASB 43, 45 and 57; and,**
- 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.**

**(b) If qualified under GASB 45 and 57, Employer may provide to the Board an AMM report. Such report shall be for the Board's use in financial reporting, shall be prepared at least as often as the minimum frequency required by GASB 43 and 57, and shall be:**

- 1) affirmed by Employer's external auditor, or by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board, to be consistent with the AMM process described in GASB 45;**
- 2) prepared in accordance with GASB 43, 45, and 57; and,**
- 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.**

**(2) The Board may reject any OPEB cost report submitted to it, but shall not unreasonably do so. In the event that the Board determines, in its sole discretion, that the OPEB cost report is not suitable for use in the Board's financial statements or if Employer fails to provide a required OPEB cost report, the Board may obtain, at**

Employer's expense, an OPEB cost report that meets the Board's financial reporting needs. The Board may recover from Employer the cost of obtaining such OPEB cost report by billing and collecting from Employer or by deducting the amount from Employer's account in the Prefunding Plan.

(3) Employer shall notify the Board of the amount and time of contributions which contributions shall be made in the manner established by the Board.

(4) Employer contributions to the Prefunding Plan may be limited to the amount necessary to fully fund Employer's actuarial present value of total projected benefits, as supported by the OPEB cost report acceptable to the Board. As used throughout this document, the meaning of the term "actuarial present value of total projected benefits" is as defined in GASB Statement No. 45. If Employer's contribution causes its assets in the Prefunding Plan to exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board may refuse to accept the contribution.

(5) No contributions are required. If an employer elects to contribute then the contribution amount should not be less than \$5000 or the employer's annual required contribution (ARC), whichever amount is lower. Contributions can be made at any time following the seventh day after the effective date of the Agreement provided that Employer has first complied with the requirements of Paragraph C.

#### **D. Administration of Accounts, Investments, Allocation of Income**

(1) The Board has established the Prefunding Plan as an agent plan consisting of an aggregation of single-employer plans, with pooled administrative and investment functions, under the terms of which separate accounts will be maintained for each employer so that Employer's assets will provide benefits only under employer's plan.

(2) All Employer contributions and assets attributable to Employer contributions shall be separately accounted for in the Prefunding Plan (Employer's Prefunding Account).

(3) Employer's Prefunding Account assets may be aggregated with prefunding account assets of other employers and may be co-invested by the Board in any asset classes appropriate for a Section 115 Trust.

(4) The Board may deduct the costs of administration of the Prefunding Plan from the investment income or Employer's Prefunding Account in a manner determined by the Board.

(5) Investment income shall be allocated among employers and posted to Employer's Prefunding Account as determined by the Board but no less frequently than annually.

(6) If Employer's assets in the Prefunding Plan exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board, in compliance with applicable accounting and legal requirements, may return such excess to Employer.

## **E. Reports and Statements**

(1) Employer shall submit with each contribution a contribution report in the form and containing the information prescribed by the Board.

(2) The Board shall prepare and provide a statement of Employer's Prefunding Account at least annually reflecting the balance in Employer's Prefunding Account, contributions made during the period and income allocated during the period, and such other information as the Board determines.

## **F. Disbursements**

(1) Employer may receive disbursements not to exceed the annual premium and other costs of post employment healthcare benefits and other post employment benefits as defined in GASB 43.

(2) Employer shall notify CalPERS in writing in the manner specified by CalPERS of the persons authorized to request disbursements from the Prefunding Plan on behalf of Employer.

(3) Employer's request for disbursement shall be in writing signed by Employer's authorized representative, in accordance with procedures established by the Board. The Board may require that Employer certify or otherwise establish that the monies will be used for the purposes of the Prefunding Plan.

(4) Requests for disbursements that satisfy the requirements of paragraphs (2) and (3) will be processed monthly.

(5) CalPERS shall not be liable for amounts disbursed in error if it has acted upon the written instruction of an individual authorized by Employer to request disbursements. In the event of any other erroneous disbursement, the extent of CalPERS' liability shall be the actual dollar amount of the disbursement, plus interest at the actual earnings rate but not less than zero.

(6) No disbursement shall be made from the Prefunding Plan which exceeds the balance in Employer's Prefunding Account.

## **G. Costs of Administration**

Employer shall pay its share of the costs of administration of the Prefunding Plan, as determined by the Board.

## **H. Termination of Employer Participation in Prefunding Plan**

(1) The Board may terminate Employer's participation in the Prefunding Plan if:

- (a) Employer gives written notice to the Board of its election to terminate;
- (b) The Board finds that Employer fails to satisfy the terms and conditions of this Agreement or of the Board's rules or regulations.

(2) If Employer's participation in the Prefunding Plan terminates for any of the foregoing reasons, all assets in Employer's Prefunding Account shall remain in the Prefunding Plan, except as otherwise provided below, and shall continue to be invested and accrue income as provided in Paragraph D.

(3) After Employer's participation in the Prefunding Plan terminates, Employer may not make contributions to the Prefunding Plan.

(4) After Employer's participation in the Prefunding Plan terminates, disbursements from Employer's Prefunding Account may continue upon Employer's instruction or otherwise in accordance with the terms of this Agreement.

(5) After the Employer's participation in the Prefunding Plan terminates, the governing body of the Employer may request either:

- (a) A trustee to trustee transfer of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such transfer unless the Board determines that the transfer will satisfy applicable requirements of the Internal Revenue Code, other law and accounting standards, and the Board's fiduciary duties. If the Board determines that the transfer will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the transfer. The amount to be transferred shall be the amount in the Employer's Prefunding Account as of the date of the transfer (the "transfer date") and shall include investment earnings up to an investment earnings allocation date preceding the transfer date. In no event shall the investment earnings allocation date precede the transfer date by more than 150 days.
- (b) A disbursement of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such disbursement unless the Board determines that, in compliance with the Internal Revenue Code, other law and accounting standards, and the Board's fiduciary duties, all of Employer's obligations for payment of post-employment health care benefits and other post-employment benefits and reasonable administrative costs of the Board have been satisfied. If the Board determines that the disbursement will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the disbursement. The amount to be disbursed shall be the amount in the Employer's Prefunding Account as of the date of the disbursement (the "disbursement date") and shall include investment earnings up to an investment earnings allocation date

preceding the disbursement date. In no event shall the investment earnings allocation date precede the disbursement date by more than 150 days.

(6) After Employer's participation in the Prefunding Plan terminates and at such time that no assets remain in Employer's Prefunding Account, this Agreement shall terminate.

(7) If, for any reason, the Board terminates the Prefunding Plan, the assets in Employer's Prefunding Account shall be paid to Employer after retention of (i) amounts sufficient to pay post employment health care benefits and other post employment benefits to annuitants for current and future annuitants described by the employer's current substantive plan (as defined in GASB 43), and (ii) amounts sufficient to pay reasonable administrative costs of the Board.

(8) If Employer ceases to exist but Employer's Prefunding Plan continues to exist and if no provision has been made by Employer for ongoing payments to pay post employment health care benefits and other post employment benefits to annuitants for current and future annuitants, the Board is authorized to and shall appoint a third party administrator to carry out Employer's Prefunding Plan. Any and all costs associated with such appointment shall be paid from the assets attributable to contributions by Employer.

(9) If Employer should breach the representation and warranty set forth in Paragraph A., the Board shall take whatever action it deems necessary to preserve the tax-exempt status of the Prefunding Plan.

#### I. General Provisions

##### (1) Books and Records.

Employer shall keep accurate books and records connected with the performance of this Agreement. Employer shall ensure that books and records of subcontractors, suppliers, and other providers shall also be accurately maintained. Such books and records shall be kept in a secure location at the Employer's office(s) and shall be available for inspection and copying by CalPERS and its representatives.

##### (2) Audit.

(a) During and for three years after the term of this Agreement, Employer shall permit the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, at all reasonable times during normal business hours to inspect and copy, at the expense of CalPERS, books and records of Employer relating to its performance of this Agreement.

(b) Employer shall be subject to examination and audit by the Bureau of State Audits, CalPERS, and its authorized representatives, and such

consultants and specialists as needed, during the term of this Agreement and for three years after final payment under this Agreement. Any examination or audit shall be confined to those matters connected with the performance of this Agreement, including, but not limited to, the costs of administering this Agreement. Employer shall cooperate fully with the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, in connection with any examination or audit. All adjustments, payments, and/or reimbursements determined to be necessary by any examination or audit shall be made promptly by the appropriate party.

**(3) Notice.**

- (a) Any notice, approval, or other communication required or permitted under this Agreement will be given in the English language and will be deemed received as follows:
1. **Personal delivery.** When personally delivered to the recipient. Notice is effective on delivery.
  2. **First Class Mail.** When mailed first class to the last address of the recipient known to the party giving notice. Notice is effective three delivery days after deposit in a United States Postal Service office or mailbox.
  3. **Certified mail.** When mailed certified mail, return receipt requested. Notice is effective on receipt, if delivery is confirmed by a return receipt.
  4. **Overnight Delivery.** When delivered by an overnight delivery service, charges prepaid or charged to the sender's account, Notice is effective on delivery, if delivery is confirmed by the delivery service.
  5. **Telex or Facsimile Transmission.** When sent by telex or fax to the last telex or fax number of the recipient known to the party giving notice. Notice is effective on receipt, provided that (i) a duplicate copy of the notice is promptly given by first-class or certified mail or by overnight delivery, or (ii) the receiving party delivers a written confirmation of receipt. Any notice given by telex or fax shall be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a nonbusiness day.
  6. **E-mail transmission.** When sent by e-mail using software that provides unmodifiable proof (i) that the message was sent, (ii) that the message was delivered to the recipient's information processing system, and (iii) of the time and date the message was delivered to

the recipient along with a verifiable electronic record of the exact content of the message sent.

Addresses for the purpose of giving notice are as shown in Paragraph B.(1) of this Agreement.

- (b) Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- (c) Any party may change its address, telex, fax number, or e-mail address by giving the other party notice of the change in any manner permitted by this Agreement.
- (d) All notices, requests, demands, amendments, modifications or other communications under this Agreement shall be in writing. Notice shall be sufficient for all such purposes if personally delivered, sent by first class, registered or certified mail, return receipt requested, delivery by courier with receipt of delivery, facsimile transmission with written confirmation of receipt by recipient, or e-mail delivery with verifiable and unmodifiable proof of content and time and date of sending by sender and delivery to recipient. Notice is effective on confirmed receipt by recipient or 3 business days after sending, whichever is sooner.

#### **(4) Modification**

This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by the party to be charged.

#### **(5) Survival**

All representations, warranties, and covenants contained in this Agreement, or in any instrument, certificate, exhibit, or other writing intended by the parties to be a part of their Agreement shall survive the termination of this Agreement until such time as all amounts in Employer's Prefunding Account have been disbursed.

#### **(6) Waiver**

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

**(7) Necessary Acts, Further Assurances**

The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

A majority vote of Employer's Governing Body at a public meeting held on the \_\_\_\_\_ day of the month of \_\_\_\_\_ in the year \_\_\_\_\_, authorized entering into this Agreement.

Signature of the Presiding Officer: \_\_\_\_\_

Printed Name of the Presiding Officer: \_\_\_\_\_

Name of Governing Body: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Date: \_\_\_\_\_

**BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

**BY \_\_\_\_\_  
JOHN SWEDENSKY  
SPECIAL PROGRAMS AND MARKETING DIVISION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

<p>To be completed by CalPERS</p> <p>The effective date of this Agreement is: _____</p>
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**AGENDA ITEM**

**9C**

**Name:** MPCC's  
Website Launch and  
Member Tutorial



**Date:** July 12, 2016

**Time:** 4:00 PM - 5:30  
PM PDT

**Website:** [http://www.  
montereychamber.com](http://www.montereychamber.com)

[Register Now](#)

**Event Description:**

You've probably noticed that MPCC recently launched a shiny new website. If you haven't visited it yet, please take a test drive [www.montereychamber.com](http://www.montereychamber.com).

Check out all the new enhancements that make it easy to showcase your businesses/organization and connect with each other and the community—also notice the ease of making changes and/or adding info to your business profile.

If you need any assistance, visit [www.montereychamber.com/web-help](http://www.montereychamber.com/web-help) for guidance navigating the new bells and whistles.

Chamber members are also invited to a pair of interactive sessions in the Community Room at the Monterey Public Library.

The Website Launch and Member Tutorial will feature a comprehensive introduction to the website along with live tutorials and a Q&A session.

Light refreshments provided.  
Register today!

*This program is not sponsored or endorsed by Monterey Public Library or the City of Monterey.*

[Back to Calendar](#)

**Location:**

Monterey Public Library (Community Room)  
625 Pacific St.,  
Monterey, CA 93940

[View a Map](#)

**Date/Time Information:**

Tuesday, July 12, 4-5:30pm

**Contact Information:**

Sarah Ackerman  
[Send an Email](#)

**Set a Reminder:**

Enter your email address below to receive a reminder message.

[Back to Calendar](#)



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# Del Rey Fine Plumbing & Hardware Ribbon Cutting

**Share:**

**Name:** Del Rey Fine Plumbing & Hardware Ribbon Cutting



**Date:** July 14, 2016

**Time:** 5:00 PM - 6:30 PM PDT

[Register Now](#)

## **Event Description:**

Del Rey Fine Plumbing & Hardware is celebrating its 55th anniversary of being a local, family owned business serving the Monterey Peninsula community. In that time, we have grown from your local plumbing parts store to a complete design showroom featuring the latest in high quality products for every style, taste and budget.

You will have the opportunity to meet our knowledgeable staff, peruse our extensive showroom, enter into a business card drawing and munch on yummy homemade snacks with a tasty selection of fine wines.

[Back to Calendar](#)

**Location:**

575 Charles Ave.,  
Seaside, CA 93955  
[View a Map](#)

**Date/Time Information:**

Thursday, July 14 2016  
5-6:30pm

**Contact Information:**

Sarah Ackerman  
[Send an Email](#)

# 30th Annual Business Excellence Awards

**Share:**

**Name:** 30th Annual Business Excellence Awards

**Date:** July 21, 2016

**Time:** 6:00 PM - 10:00 PM PDT

[Register Now](#)



## Event Description:

The Chamber's 30th annual Business Excellence Awards (BEA) are designed to increase public awareness of the vital role business plays on the Central Coast and to give recognition to those businesses that have achieved excellence in their fields. BEA category winners automatically become finalists for Business of the Year, awarded at the Annual Dinner the following year. This event provides excellent exposure and is targeted specifically to the business community.

Sponsorship opportunities:

**Wine Sponsor (\$1,000)**

Company name as Wine Sponsor on sponsor signage at event  
Company name listed in event program

**Media Sponsors** - Company name and logo with most prominent placement on all event promotional and program materials  
Company name and logo with most prominent placement on Sponsor signage at event

Company name and logo on television promotions

Company name and logo on television promotions  
Acknowledgement by Emcee during event

**Silent Auction item donation** (any dollar value)

Donate an item from your business or purchased from one of your clients or favorite businesses

Chamber Member donor names will be listed in program

Donor business exposed to approximately 500 local business professionals at the event.

**Event Media:**



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**Location:**

Portola Hotel & Spa  
2 Portola Plaza  
Monterey, CA 93940  
[View a Map](#)

**Date/Time Information:**

Thursday, July 21, 2016  
6-10pm

**Contact Information:**

[Send an Email](#)

**Fees/Admission:**

**Registration**

Registration

\$135/member

165/non-member

Sponsorship Opportunities

**Patron Sponsor (\$2,500)**

Company logo on certain event materials  
Quarter-page program ad (2.75"x4.25")  
Company logo on sponsor signage at event  
Acknowledgement by emcee during event  
A reserved Design-A-Table (if desired)  
Two event tickets

**Associate Sponsor (\$1,000)**

Company name on event promotional and program materials  
Quarter-page program ad (2.75"x4.25")  
Company name on sponsor signage at event  
Acknowledgement by emcee during event  
A reserved Design-A-Table (if desired)  
One event ticket

**Supporter Sponsor (\$400)**

Company logo on event program  
Business card-size program ad (3.5"x2")  
Company name on sponsor signage at event

**Friend Sponsor (\$200)**

Company name and logo on event program

**Design-a-Table (\$50)**

Company decorates a table for 10 to further showcase its business at the event  
Designed centerpiece will be given away to attendees as door prizes  
Company listing in the event program

**Table Sponsor (\$1,350)**

Reserved table for 10

Additional Sponsorship Opportunities

**Wine Sponsor (\$1,000)**



- Company name as Wine Sponsor on sponsor signage at event
- Company name listed in event program

### **Silent Auction item donation (any \$ value)**

- Donate an item from your business or purchased from one of your clients or favorite businesses
- Chamber Member donor names will be listed in program
- Donor business exposed to approximately 500 local business professionals at the event

### **Media Sponsors**

- Company name and logo with most prominent placement on all event promotional and program materials
- Company name and logo with most prominent placement on Sponsor signage at event
- Company name and logo on television promotions
- Acknowledgement by Emcee during event

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# Culinary Classique d'Elegance

**Share:**

**Name:** Culinary Classique d'Elegance

**Date:** October 9, 2016

**Time:** 4:00 PM - 10:00 PM PDT

## **Event Description:**

Meals on Wheels will celebrate the 20<sup>th</sup> Anniversary **Culinary Classique d'Elegance on Sunday, October 9, 2016**. Come join us for this very special and exciting event. The Classique reflects the creativity, generosity, hospitality and elegant cuisine of our area. Many of the region's movers and shakers attend the Classique. The 20<sup>th</sup> promises to be an evening of great food, spectacular design, good company and fabulous auction items. Don't miss this opportunity to celebrate the "grandmother" of Food and Wine events.

With renowned Chef Bert Cutino at the helm, the 2016 Culinary Classique D'Elegance, benefiting Meals on Wheels of the Monterey Peninsula, will offer guests an evening of delectable fare and fantastic design. The 2016 Classique chefs will present a creative array of innovative menus to guests at tables designed by local designers and florists.

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**Location:**

The Inn at Spanish Bay  
2700 17-Mile Drive  
Pebble Beach, CA 93953  
Phone: (831) 647-7500  
[Show on Google Maps](#)

**Date/Time Information:**

Sunday October 9th, 2016

**Contact Information:**

Viveca Lohr, Executive Director  
[Send an Email](#)

**Fees/Admission:**

\$250 per person