

# CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY,  
PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



## AGENDA

Joint REGULAR Meeting

Wednesday, January 24, 2024 \* 6:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

- City Council meetings are video recorded and archived as a permanent record. The [video](#) recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a [Records Request](#).



### PUBLIC MEETING ACCESS

The Regular Meetings of the City Council are scheduled for the 2nd and 4th Wednesdays and are broadcast live. The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's [Public Meetings](#) webpage.

### WATCH THE MEETING

- [Live web-streaming](#): Meetings web-stream live on the City's website on the City's [Public Meetings](#) webpage. Find the large Live Meeting button.
- [Live Broadcast on Local Govt. Channel](#): Meetings are broadcast live on Cox Communications - Channel 19 / Spectrum (Time Warner)-Channel 24 / AT&T U-verse Channel 99.
- [Archived videos online](#): The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's [Public Meetings](#) webpage.

### AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is available at City Hall, the Solana Beach Branch [Library](#) (157 Stevens Ave.), La Colonia Community Ctr., and online [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org). Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings. Writings and documents regarding an agenda of an open session meeting, [received](#) after the official posting, and distributed to the Council for consideration, will be made available for public viewing at the same time. In addition, items received at least 1 hour 30 minutes prior to the meeting time will be uploaded online with the agenda posting. Materials submitted for consideration should be forwarded to the [City Clerk's department](#) 858-720-2400. The designated location for viewing of hard copies is the City Clerk's office at City Hall during normal business hours.

### PUBLIC COMMENTS

[Written correspondence](#) (supplemental items) regarding an agenda item at an open session meeting should be submitted to the City Clerk's Office at [clerkoffice@cosb.org](mailto:clerkoffice@cosb.org) with a) Subject line to include the meeting date b) Include the Agenda Item # as listed on the Agenda.

- Correspondence received after the official posting of the agenda, but two hours prior to the meeting start time, on the meeting day, will be distributed to Council and made available online along with the agenda posting. All submittals received before the start of the meeting will be made part of the record.
- Written submittals will be added to the record and not read out loud.

And/Or

[Verbal Comment Participation](#):

Please submit a speaker slip to the City Clerk prior to the meeting, or the announcement of the Section/Item, to provide public comment. Allotted times for speaking are outlined on the speaker's slip for each agenda section: Oral Communications, Consent, Public Hearings and Staff Reports.

Public speakers have 3 minutes each to speak on each topic. Time may be donated by another individual

who is present at the meeting to allow an individual up to 6 minutes to speak. Group: Time may be donated by two individuals who are present at the meeting allowing an individual up to 10 minutes to speak. Group Hearings: For public hearings only, time may be donated by two individuals who are present at the meeting allowing an individual up to 15 minutes to speak.

**SPECIAL ASSISTANCE NEEDED**

In compliance with the Americans with Disabilities Act of 1990, persons with a disability may request an agenda in appropriate alternative formats as required by Section 202. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the [City Clerk's office](#) (858) 720-2400 at least 72 hours prior to the meeting.

As a courtesy to all meeting attendees, please set all electronic devices to silent mode and engage in conversations outside the Council Chambers.

<b><u>CITY COUNCILMEMBERS</u></b>		
<b>Lesa Heebner</b> Mayor		
<b>Jewel Edson</b> Deputy Mayor / Councilmember District 3		<b>Kristi Becker</b> Councilmember District 2
<b>Jill MacDonald</b> Councilmember District 4		<b>David A. Zito</b> Councilmember District 1

Gregory Wade  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

**SPEAKERS:**

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

**READING OF ORDINANCES AND RESOLUTIONS:**

Pursuant to [Solana Beach Municipal Code](#) Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

**CALL TO ORDER AND ROLL CALL:**

**CLOSED SESSION REPORT:**

**FLAG SALUTE:**

**PRESENTATIONS:** Ceremonial items that do not contain in-depth discussion and no action/direction.

- Farewell and Thank You to City Manager Gregory Wade

**PROCLAMATIONS/CERTIFICATES:** *Ceremonial*

None at the posting of this agenda

**APPROVAL OF AGENDA:**

**ORAL COMMUNICATIONS:**

Comments relating to items on this evening’s agenda are taken at the time the items are heard. This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today’s agenda by submitting a speaker slip (located on the back table) to the City Clerk. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

**COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:**

*An opportunity for City Council to make brief announcements or report on their activities. These items are not agendized for official City business with no action or substantive discussion.*

**A. CONSENT CALENDAR:** (Action Items) (A.1. - A.4.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be heard immediately after approval of the Consent Calendar to hear the public speaker.

*All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.*

**A.1. Minutes.**

Recommendation: That the City Council

- 1. Approved the City Council Meeting’s Minutes of November 29, 2023.

[Item A.1. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk’s Office.*

**A.2. Register Of Demands.** (File 0300-30)

Recommendation: That the City Council

- 1. Ratify the list of demands for December 16, 2023 – January 05, 2024.

[Item A.2. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk’s Office.*

**A.3. General Fund Adopted Budget for Fiscal Year 2023/2024 Changes.** (File 0330-30)

Recommendation: That the City Council

- 1. Receive the report listing changes made to the Fiscal Year 2023-2024 General Fund Adopted Budget.

[Item A.3. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk’s Office.*

**A.4. Ocean Ranch Estates Final Subdivision Map.** (File 0600-40)

Recommendation: That the City Council

**1. Resolution 2024-009:**

- a. Approving the Ocean Ranch Estates final map.
- b. Authorizing the City Engineer, City Attorney, City Treasurer and City Clerk to sign the final map.
- c. Authorize the recordation of the final map.

[Item A.4. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**NOTE: The City Council shall not begin a new agenda item after 10:30 p.m. unless approved by a unanimous vote of all members present. (SBMC 2.04.070)**

**B. PUBLIC HEARINGS:** (B.1.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or designee(s) for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. *All other speakers should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

**B.1. Public Hearing: 1435 Highland Dr., Applicant: Karen and Steven Gray, Case: DRP23-009, SDP23-011.** (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-003** conditionally approving a DRP and SDP for construction of 1,416 square-foot second-floor addition to an existing one-story, single-family residence with an attached garage at 1435 Highland Dr., Solana Beach.

[Item B.1. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*



## **C. STAFF REPORTS: (C.1. – C.4.)**

*Submit speaker slips to the City Clerk.*

*All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.*

### **C.1. Revised Design for the Marine Safety Center, Review of Photo Simulations, and PSA Design Amendment of the Project. (File 0730-30)**

Recommendation: That the City Council

1. Receive this report and provide input and direction on the revised Marine Safety Center design and potential view impacts to the public and surrounding residents.
2. Consider adoption of **Resolution 2024-014** authorizing the City Manager to execute an amendment to the Professional Services Agreement with Domusstudio Architecture to complete environmental studies, obtain discretionary permits and complete the final design package.

#### [Item C.1. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

### **C.2. 2024 Annual Citizen Commissions Appointments. (File 0120-06)**

Recommendation: That the City Council

1. Appoint two (2) members to the **Budget and Finance** Commission nominated/appointed by individual members (Councilmember Becker and Councilmember MacDonald) for two-year terms.
2. Appoint four (4) members to the **Climate Action** Commission nominated/appointed by *Council-at-large* for the following positions:
  - a. Three (3) *Resident* appointments for two-year terms. Or consider appointing two residents and reinstate a Councilmember to fill the residents and the Councilmember positions.
  - b. One (1) *Professional* appointment for a member of the environmental and/or scientific community (*resident or non-resident*) for a two-year term.
3. Appoint three (3) members to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for two-year terms.
4. Appoint three (3) members to the **Public Arts** Commission nominated/appointed by *Council-at-large* for two-year terms.
5. Appoint four (4) members to the **View Assessment** Commission: two (2) positions for two-year terms by individual members (Councilmember MacDonald and Councilmember Zito) and two (2) positions for two-year terms nominated/appointed by *Council-at-large*.

#### [Item C.2. Report \(click here\)](#)

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**C.3. Funding for AT&T Design and District Boundary Map for the Pacific Avenue – Phase II UUD and Providing Updates and Options for Council’s Consideration for the Glenmont/Mar Vista/Marview UUD and the Nardo/Granados/Rios UUD.**  
(File 1010-90)

Recommendation: That the City Council

1. Adopt **Resolution 2024-005**:
  - a. Authorizing payment of \$45,360 from the CIP Fund - Engineering Design Account 4596510.66600 to AT&T for design work for the Pacific Avenue – Phase II Utility Underground District.
  - b. Approving the District Boundary Map for the Pacific Avenue – Phase II UUD subject to final voting approval from the District property owners as outlined in the “Steps to Forming a Private Residential Utility Underground District” brochure.
  - c. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.
  
2. Adopt **Resolution 2024-006**:
  - a. Authorizing payment of \$50,000 to \$60,000 from the CIP Fund - Engineering Design Account 4596510.66600 to SDG&E for the redesign of the Glenmont/Mar Vista/Marview Utility Underground District.
  - b. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.
  
3. Adopt **Resolution 2024-007**:
  - a. Authorizing payment of \$57,861 from the CIP Fund - Engineering Design Account 4596510.66600 to SDG&E for the redesign of the Nardo/Granados/Rios Utility Underground District.
  - b. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.
  
4. Adopt **Resolution 2024-012**:
  - a. Authorizing the City Manager to execute an amendment to the Professional Services Agreement with NV5, Inc. for assessment engineering services in the amount of \$40,000 for the Glenmont/Mar Vista/Marview Utility Underground District and \$48,000 for the Nardo/Granados/Rios Utility Underground District to be charged to CIP Fund - Engineering Design Account 4596510.66600.
  - b. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.

[Item C.3. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk’s Office.*

**C.4. Interim City Manager Appointment.** (File 0560-25)

Recommendation: That the City Council

1. Adopt **Resolution 2024-016** appointing Daniel King as the Interim City Manager and authorizing the Mayor to execute an employment agreement with Mr. King with an annual salary of \$250,000, monthly automobile allowance of \$450.00, deferred compensation contribution of \$884.62 per pay period in addition to the employee benefit programs and plans for which the Executive Management Group is eligible, adopt the corresponding salary schedule and authorize the Mayor to execute the Interim City Manager Agreement.

[Item C.4. Report \(click here\)](#)

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**WORK PLAN COMMENTS:**

*Adopted June 28, 2023*

**COMPENSATION & REIMBURSEMENT DISCLOSURE:**

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency "City" at the next regular meeting of the legislative body.

**COUNCIL COMMITTEE REPORTS:** [Council Committees](#)

**REGIONAL COMMITTEES: (outside agencies, appointed by this Council)**

- a. City Selection Committee (meets twice a year) Primary-Heebner, Alternate-Edson
- b. Clean Energy Alliance (CEA) JPA: Primary-Becker, Alternate-Zito
- c. County Service Area 17: Primary-MacDonald, Alternate-Edson
- d. Escondido Creek Watershed Authority: Becker / Staff (no alternate).
- e. League of Ca. Cities' San Diego County Executive Committee: Primary-MacDonald, Alternate-Becker. Subcommittees determined by its members.
- f. League of Ca. Cities' Local Legislative Committee: Primary-MacDonald, Alternate-Becker
- g. League of Ca. Cities' Coastal Cities Issues Group (CCIG): Primary-MacDonald, Alternate-Becker
- h. North County Dispatch JPA: Primary-MacDonald, Alternate-Becker
- i. North County Transit District: Primary-Edson, Alternate-MacDonald
- j. Regional Solid Waste Association (RSWA): Primary-Zito, Alternate-MacDonald
- k. SANDAG: Primary-Heebner, 1<sup>st</sup> Alternate-Zito, 2<sup>nd</sup> Alternate-Edson. Subcommittees determined by its members.
- l. SANDAG Shoreline Preservation Committee: Primary-Becker, Alternate-Zito
- m. San Dieguito River Valley JPA: Primary-MacDonald, Alternate-Becker
- n. San Elijo JPA: Primary-Zito, Primary-Becker, Alternate-City Manager
- o. 22<sup>nd</sup> Agricultural District Association Community Relations Committee: Primary-Edson, Primary-Heebner

**STANDING COMMITTEES: (All Primary Members) (Permanent Committees)**

- a. Business Liaison Committee – Zito, Edson
- b. Fire Dept. Management Governance & Organizational Evaluation – Edson, MacDonald
- c. Highway 101 / Cedros Ave. Development Committee – Heebner, Edson
- d. Parks and Recreation Committee – Zito, Edson
- e. Public Arts Committee – Edson, Heebner
- f. School Relations Committee – Becker, MacDonald

- g. Solana Beach-Del Mar Relations Committee – Heebner, Edson  
**CITIZEN COMMISSION(S)**
- a. Climate Action Commission – Zito, Becker

**ADJOURN:**

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**Next Regularly Scheduled Meeting is February 14, 2024**  
*Always refer to the City’s website Event Calendar for an updated schedule or contact City Hall. [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org) 858-720-2400*

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**AFFIDAVIT OF POSTING**

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO } §  
CITY OF SOLANA BEACH }

I, Angela Ivey, City Clerk of the City of Solana Beach, do hereby certify that this Agenda for the January 24, 2024 Council Meeting was called by City Council, Successor Agency to the Redevelopment Agency, Public Financing Authority, and the Housing Authority of the City of Solana Beach, California, was provided and posted on January 17, 2024 at 5:30 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., January 24, 2024, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk  
City of Solana Beach, CA

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**UPCOMING CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:**

*Regularly Scheduled, or Special Meetings that have been announced, are posted on each Citizen Commission’s Agenda webpage. See the [Citizen Commission’s Agenda webpages](#) or the City’s Events [Calendar](#) for updates.*

- **Budget & Finance Commission**
- **Climate Action Commission**
- **Parks & Recreation Commission**
- **Public Arts Commission**
- **View Assessment Commission**

**CITY OF SOLANA BEACH**  
**SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT**  
**AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY**



**MINUTES**

**Joint Meeting - Closed Session**  
**Wednesday, November 29, 2023 5:00 p.m.**  
City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

<b><u>CITY COUNCILMEMBERS</u></b>		
<b>Lesa Heebner</b> Mayor		
<b>David A. Zito</b> Deputy Mayor / Councilmember District 1		<b>Jewel Edson</b> Councilmember District 3
<b>Kristi Becker</b> Councilmember District 2		<b>Jill MacDonald</b> Councilmember District 4

**Gregory Wade**  
City Manager

**Johanna Canlas**  
City Attorney

**Angela Ivey**  
City Clerk

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**CALL TO ORDER AND ROLL CALL:**

Mayor Heebner called the meeting to order at 5:00 p.m.

Present: Lesa Heebner, David A. Zito, Jewel Edson, Kristi Becker, Jill MacDonald  
Absent: None  
Also Present: Greg Wade, City Manager  
Johanna Canlas, City Attorney

**PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY):** None

**CLOSED SESSION:**

- 1. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION**  
Pursuant to Government Code Section 54956.9(d)(4)  
One (1) Potential case.
- 2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Pursuant to Government Code Section 54956.9(d)(2)  
Two (2) Potential case(s).
- 3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Pursuant to Government Code Section 54956.9(d)(2)  
One (1) Potential case(s).

No reportable action.

**ADJOURN:**

**AGENDA ITEM A.1.**

**CITY OF SOLANA BEACH**  
**SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY,  
PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY**



# MINUTES

**Joint SPECIAL Meeting**  
**Wednesday, November 29, 2023 \* 6:00 p.m.**

**Minutes contain a summary of significant discussions and formal actions taken at a City Council meeting.**

- City Council meetings are video recorded and archived as a permanent record. The [video](#) recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
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**CITY COUNCILMEMBERS**

**Lesa Heebner**  
Mayor

**David A. Zito**  
Deputy Mayor / Councilmember District 1

**Jewel Edson**  
Councilmember District 3

**Kristi Becker**  
Councilmember District 2

**Jill MacDonald**  
Councilmember District 4

Gregory Wade  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

**SPEAKERS:**

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

**READING OF ORDINANCES AND RESOLUTIONS:**

Pursuant to [Solana Beach Municipal Code](#) Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

**CALL TO ORDER AND ROLL CALL:**

Mayor Heebner called the meeting to order at 6:08 p.m.

Present: Lesa Heebner, David A. Zito, Jewel Edson, Kristi Becker, Jill MacDonald  
Absent: None  
Also: Greg Wade, City Manager  
Present: Johanna Canlas, City Attorney  
Angela Ivey, City Clerk  
Dan King, Assistant City Manager  
Mo Sammak, City Engineer/Public Works Dir.  
Rachel Jacobs, Finance Dir.  
Joseph Lim, Community Development Dir.



**CLOSED SESSION REPORT:** None

**FLAG SALUTE:**

**APPROVAL OF AGENDA:**

**Motion:** Moved by Deputy Mayor Zito and second by Councilmember Becker to approve. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

**PROCLAMATIONS/CERTIFICATES:** *Ceremonial*

None at the posting of this agenda

**PRESENTATIONS:** Ceremonial items that do not contain in-depth discussion and no action/direction.

- Santa Fe Irrigation District

Mayor Heebner recused herself due to property interest within 500 ft. of the project property.

Marissa Potter, Director of Engineering Services at Santa Fe Irrigation District, presented a powerpoint (on file) with updates on the Government Road and Pipeline Replacement Project and the Larrick Reservoir Site.

Council and Marissa Potter discussed restoring the site after construction, the roof and drainpipe as a new project, the staging areas, that the Granados Street repairs would be completed before the project was completed.

**ORAL COMMUNICATIONS:**

Comments relating to items on this evening's agenda are taken at the time the items are heard. This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

Peggy Walker, San Dieguito Alliance for Drug Free Youth, spoke about addictive products like tobacco being marketed to young people in discrete packaging, e-pens doubling as school highlighters, the difficulty in tracking due to ever-changing brands and products, and that she applauded Code Enforcement for prioritizing regulations in the city.

**COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:**

*An opportunity for City Council to make brief announcements or report on their activities. These items are not agendized for official City business with no action or substantive discussion.*

**A. CONSENT CALENDAR:** (Action Items) (A.1. - A.5.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be

trailed to the end of the agenda, while Consent Calendar items removed by the public will be heard immediately after approval of the Consent Calendar to hear the public speaker.

*All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.*

#### **A.1. Minutes of the City Council.**

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held on October 25, 2023.

##### [Item A.1. Report \(click here\)](#)

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Zito to approve. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

#### **A.2. Register Of Demands.** (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for October 21, 2023 – November 09, 2023.

##### [Item A.2. Report \(click here\)](#)

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Zito to approve. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

#### **A.3 General Fund Adopted Budget for Fiscal Year 2023/2024 Changes.** (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2023-2024 General Fund Adopted Budget.

##### [Item A.3. Report \(click here\)](#)

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Zito to approve. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

#### **A.4. Engineering Surveying Services.** (File 0810-40)

Recommendation: That the City Council

1. Adopt **Resolution 2023-128:**
  - a. Authorizing the City Manager to approve a Professional Service Agreement with West Coast Civil for As-Needed Engineering and Surveying Services for Fiscal Year 2023/24, for a not-to-exceed amount of \$50,000.
  - b. Authorizing the City Manager to approve a Professional Service Agreement with Nasland Engineering for As-Needed Engineering and Surveying Services for Fiscal Year 2023/24 for a not-to-exceed amount of \$50,000.
  - c. Authorizing the City Manager, at his discretion, to extend the Professional Service Agreement with either or both West Coast Civil and Nasland

Engineering for As-Needed Engineering and Surveying Services for up to four additional years, at the City's option, at an amount not-to-exceed \$50,000 per year per consultant based on satisfactory past performance.

- d. Authorizing a transfer of \$100,000 from the General Fund, Undesignated Reserves to the Engineering - Professional Services Operating Budget Unit for Fiscal Year 2023/24 for As-Needed Engineering and Surveying Services.
- e. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.

[Item A.4. Report \(click here\)](#)

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Zito to approve. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

**A.5. Citywide Tree Maintenance Services.** (File 0820-25)

Recommendation: That the City Council

1. Adopt **Resolution 2023-119:**

- a. Authorizing the City Manager to increase the Professional Services Agreement with West Coast Arborists, in the amount of \$50,000, for additional tree trimming, and preventative treatment of South American Palm Weevil and pink rot.
- b. Authorizing the City Manager to execute Amendment No. 5 to the Professional Services Agreement with West Coast Arborists and increasing the agreement amount by \$50,000, to a total not to exceed amount of \$75,000, for on-call, as-needed City-wide tree maintenance services.

[Item A.5. Report \(click here\)](#)

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Zito to approve. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

**NOTE: The City Council shall not begin a new agenda item after 10:30 p.m. unless approved by a unanimous vote of all members present. (SBMC 2.04.070)**

**C. STAFF REPORTS:** (C.2.)

*Submit speaker slips to the City Clerk.*

*All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.*

**C.2. Oceanside RE: BEACH Project Informational Update.** (File 0740-80)

Recommendation: That the City Council

1. Receive the informational update and continue to closely monitor and participate in outreach associated with development of the City of Oceanside RE:BEACH Project through the current phase and any future phases and report back to Council on a periodic basis.

[Item C.2. Report \(click here\)](#)

Greg Wade, City Manager, introduced the item.

Brian Leslie, Senior Coastal Scientist/Project Manager with GHD, presented a PowerPoint (on file).

Council and Mr. Leslie discussed the trigger points that did not seem to be defined, being aware of the impacts on the south and north flow, and that adjustment could be made to the project if the neighbors appear to be significantly impacted.

Jayne Timberlake, Coastal Zone Administrator for the City of Oceanside, said that they just started finalizing the conceptual design and that next would be the environmental compliance and then the final engineering.

**B. PUBLIC HEARINGS:** (B.1.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or designee(s) for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. *All other speakers should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

**B.1. Introduce (1<sup>st</sup> Reading) Ordinance 525 – Accessory Dwelling Unit.** (File 0610-10)

Recommendation: That the City Council

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Consider introduction of **Ordinance 525 – Accessory Dwelling Unit Ordinance.**

[Item B.1. Report \(click here\)](#)

[Item B.1. Supplemental Docs \(updated 11-29-23 at 5:25pm\)](#)

Greg Wade, City Manager, introduced the item.

Mayor Heebner opened the public hearing.

Council disclosures.

Council and staff discussed the affordability covenant at 99 years being a disincentive for someone to deed restrict their ADU, the current placeholder at 55 years, that the basis for the 55 year recommendation was what existed during redevelopment days, reducing the deed restriction to 25 years, that the incentives were not strong enough to encourage participation, that a lesser period of time may make residents more willing to deed restrict their ADU, and that focus might need to be aimed on obtaining credit for the RHNA allocation.

Greg Wade, City Manager, said that the 25-year timeframe proposed would span at least two housing element cycles and that the City should get credit for them during the housing cycles if the units were affordable and moderate income with a restriction of at least 25 years.

Council discussed the options of keeping the 55-year restriction with the possibility of later reducing it to 25 years upon confirmation of credit from the HCD or reducing it to 25 years and coming back to adjust later if needed.

**Motion:** Moved by Mayor Heebner and second by Councilmember Becker to approve with a change to the deed restriction requirement from 55 years to 25 years. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

**C. STAFF REPORTS:** (C.1., C.3.)

*Submit speaker slips to the City Clerk.*

*All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.*

**C.1. COVID-19 Temporary Use Permit Policy Extension (TUP).** (File 0230-20)

Recommendation: That the City Council

1. Adopt **Resolution 2023-129** extending the COVID-19 Temporary Use Permit (TUP) Policy.

[Item C.1. Report \(click here\)](#)

Greg Wade, City Manager, introduced the item.

Council discussed the importance of extending the TUP to July 1, 2026, and directing staff to update the conditions in the areas of aesthetics, dining area size, parking, cleanliness, and maintenance, that one of the advantages of the state law was that it allowed for the extension of the TUP, that the extension will provide a period of time to test out the proposed changes before it goes to the Coastal Commission, and having a formal full program in place.

**Motion:** Moved by Deputy Mayor Zito and second by Councilmember Edson to approve an extension of the COVID-19 Temporary Use Permit Policy for outdoor dining establishments subject to aesthetics, size, parking, cleanliness, and maintenance through July 1, 2026. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

**C.3. Army Corps Coastal Storm Damage Reduction Project Update Presentation**

*Item added 11/28/23 1:20 p.m.*

Gregory Wade, City Manager, introduced the item.

Gregory Wade, City Manager, presented a PowerPoint (on file).

Council, Staff, and Leslea Meyerhoff, Consultant, discussed that the initial pipeline (subline) was targeted to extend eight feet above mean sea level but the best placement would be

determine once they are in the field, that it will take up as little beach area as possible, that they were proposing to weld flags to the pipe instead of temporary fencing, the use of the alternative staging site, that the project would continue in the rain, that the pipe would most likely have little or no impact on surfing, that additional signage would be posted and enforcement would take place to keep people away from the pipeline, and the importance of getting infrastructure in place so it is ready to go when they begin.

**WORK PLAN COMMENTS:** None

*Adopted June 28, 2023*

**COMPENSATION & REIMBURSEMENT DISCLOSURE:** None

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency "City" at the next regular meeting of the legislative body.

**COUNCIL COMMITTEE REPORTS:** [Council Committees](#)

**REGIONAL COMMITTEES:** (outside agencies, appointed by this Council)

**STANDING COMMITTEES:** (All Primary Members) (*Permanent Committees*)

**CITIZEN COMMISSION(S)**

**ADJOURN:**

Mayor Heebner adjourned the meeting at 7:58 p.m.





# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** January 24, 2024  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** Register of Demands

## **BACKGROUND:**

Section 3.04.020 of the Solana Beach Municipal Code requires that the City Council ratify a register of demands which represents all financial demands made upon the City for the applicable period.

### **Register of Demands: 12/16/2023 through 01/05/2024**

Check Register - Disbursement Fund (Attachment 1)		\$	1,115,508.10
Net Payroll Staff O13	December 22, 2023		254,613.80
Net Payroll Staff O14	January 5, 2024		<u>308,273.32</u>
<b>TOTAL</b>		<b>\$</b>	<b><u>1,678,395.22</u></b>

## **DISCUSSION:**

Staff certifies that the register of demands has been reviewed for accuracy, that funds are available to pay the above demands, and that the demands comply with the adopted budget.

## **CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

## **FISCAL IMPACT:**

The register of demands for December 16, 2023 through January 5, 2024 reflects total expenditures of \$1,678,395.22 from various City sources.

## **WORK PLAN:**

N/A

CITY COUNCIL ACTION: \_\_\_\_\_  
 \_\_\_\_\_

**OPTIONS:**

- Ratify the register of demands.
- Do not ratify and provide direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council ratify the above register of demands.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



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Gregory Wade, City Manager

Attachments:

1. Check Register – Disbursement Fund



# City of Solana Beach

## Register of Demands

12/16/2023 - 1/5/2024

Department Vendor	Description	Date	Check/EFT Number	Amount
<b>100 - GENERAL FUND</b>				
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant O13	12/21/2023	9001201	\$16,607.63
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant O14	01/04/2024	9001214	\$32,598.28
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant O13	12/21/2023	9001208	\$900.00
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant O14	01/04/2024	9001219	\$900.00
AFLAC	DECEMBER 23	01/04/2024	106113	\$789.70
SAN DIEGO COUNTY SHERIFF'S DEPT.	OCT 23-CR TOW FEE	12/21/2023	106098	(\$109.42)
CALIFORNIA OFFICE CLEANING, INC	REISSUE - CK#97159 06/24/2020	01/04/2024	9001212	\$450.00
WILLIAM HANAN	REISSUE - CK#97515 08/14/2020	12/21/2023	106110	\$600.00
WOLFGANG DILLMAN	REISSUE - CK#98275 11/25/2020	12/21/2023	106111	\$600.00
CALPERS	O13 PERS 12/22/23 PD (01/03/24 PERS)	01/03/2024	9010324	\$64,068.84
STERLING HEALTH SERVICES, INC.	OC6 FSA CONTRIBUTION	12/21/2023	9001209	\$216.67
STERLING HEALTH SERVICES, INC.	O13 FSA/DCA CONTRIBUTIONS	01/04/2024	9001220	\$1,569.41
STERLING HEALTH SERVICES, INC.	O13 FSA/DCA CONTRIBUTIONS	01/04/2024	9001220	\$611.36
FIDELITY SECURITY LIFE INSURANCE COMPANY	VISION JANUARY 24	01/04/2024	106120	\$479.96
PAYMENTUS CORPORATION	NOVEMBER 23	12/21/2023	106096	\$811.32
SELF INSURED SERVICES COMPANY	DENTAL JANUARY 24	01/04/2024	9001211	\$3,073.30
SHANA EASTMAN	RFND-BC-011847 FIRE FEE	12/21/2023	106100	\$109.00
ERON JOKIPII	RFND-GRD21-0012/245 PACIFIC AVE	12/21/2023	106083	\$439,687.50
<b>TOTAL GENERAL FUND</b>				<b>\$563,963.55</b>
<b>1005100 - CITY COUNCIL</b>				
INTERFAITH COMMUNITY SERVICES, INC	FY24 WINTER SHELTER SUPPORT	12/21/2023	106088	\$4,500.00
<b>TOTAL CITY COUNCIL</b>				<b>\$4,500.00</b>
<b>1005150 - CITY CLERK</b>				
PITNEY BOWES GLOBAL FINANCIAL SVC	NOV 23-INK REFILL	12/21/2023	9001205	\$236.05
UT SAN DIEGO - NRTH COUNTY	ORD 525 ADOPT	12/21/2023	106107	\$98.36
SPECTRA ASSOCIATES, INC	CUSTOM "D" MINUTE BOOK/LETTERING	12/21/2023	106103	\$360.50
CODE PUBLISHING COMPANY INC	MUNICIPAL CODE-WEB UPDATE	01/04/2024	106116	\$164.50
STAPLES CONTRACT & COMMERCIAL	PENS/FILE POCKETS	12/21/2023	106105	\$72.39
<b>TOTAL CITY CLERK</b>				<b>\$931.80</b>
<b>1005200 - CITY MANAGER</b>				
CARRIER JOHNSON	NOV 23 Parking Study at 0 Cedros Ave	12/21/2023	106075	\$3,525.00
CARRIER JOHNSON	OCT 23-Parking Study at 0 Cedros Ave	12/21/2023	106075	\$4,608.77
<b>TOTAL CITY MANAGER</b>				<b>\$8,133.77</b>
<b>1005300 - FINANCE</b>				
HDL-HINDERLITER, DE LLAMAS & ASSOC	Q2/23 SALES TAX AUDIT & CONTRACT	12/21/2023	106087	\$1,996.46
KFORCE INC.	TEMP SERVICES 10/26/23	01/04/2024	9001215	\$1,175.20
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-FILE CABINET	12/21/2023	9001197	\$206.58
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-FILE CABINET	12/21/2023	9001197	\$173.97
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-MOUSE PAD/PENCIL HOLDER	12/21/2023	9001197	\$43.97
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-LABEL PRINTER	12/21/2023	9001197	\$119.61
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-GLASS WIPES/DOORBELL	12/21/2023	9001197	\$23.36
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-WALL CALENDAR	12/21/2023	9001197	\$41.68

DAVIS FARR, LLP	FY22-23 AUDIT SERVICES	12/21/2023	106081	\$10,000.00
RACHEL JACOBS	REIMB- FIN DEPT HOLIDAY LUNCH	12/21/2023	9001206	\$169.15
<b>TOTAL FINANCE</b>				<b>\$13,949.98</b>
<b>1005350 - SUPPORT SERVICES</b>				
CULLIGAN OF SAN DIEGO	DEC 23-EQUIPMENT-LC	12/21/2023	106080	\$6.00
CULLIGAN OF SAN DIEGO	DEC 23-EQUIPMENT/BOTTLE DELIVERY	12/21/2023	106080	\$18.15
CULLIGAN OF SAN DIEGO	DEC 23-EQUIPMENT-CH	12/21/2023	106080	\$6.00
CULLIGAN OF SAN DIEGO	DEC 23-EQUIPMENT RENTAL-PW	12/21/2023	106080	\$134.95
CULLIGAN OF SAN DIEGO	DEC 23-EQUIPMENT RENTAL-PW	12/21/2023	106080	\$73.00
XEROX CORPORATION	NOV 23-XEROX UPSTAIRS	12/21/2023	106112	\$131.44
XEROX CORPORATION	NOV 23-XEROX UPSTAIRS	12/21/2023	106112	\$298.25
XEROX CORPORATION	NOV 23-XEROX CLERK	12/21/2023	106112	\$205.60
XEROX CORPORATION	NOV 23-XEROX CLERK	12/21/2023	106112	\$271.68
XEROX CORPORATION	NOV 23-XEROX PLN/ENG	12/21/2023	106112	\$92.94
XEROX CORPORATION	NOV 23-XEROX PLN/ENG	12/21/2023	106112	\$546.78
XEROX CORPORATION	NOV 23-XEROX FIERY-CLK	12/21/2023	106112	\$122.84
XEROX CORPORATION	NOV 23-XEROX FIERY-UPSTAIRS	12/21/2023	106112	\$132.61
XEROX CORPORATION	NOV 23-XEROX FIERY-PLN	12/21/2023	106112	\$132.61
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY- NOTE PADS/NAPKINS/BOWLS/PLATES	12/21/2023	9001197	\$98.45
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-AIR FRESHNER	12/21/2023	9001197	\$15.33
STAPLES CONTRACT & COMMERCIAL	PAPER	12/21/2023	106105	\$286.36
<b>TOTAL SUPPORT SERVICES</b>				<b>\$2,572.99</b>
<b>1005400 - HUMAN RESOURCES</b>				
ANDA WRIGHT	SURVEYING COURSE & EXAM	12/21/2023	106070	\$1,172.44
<b>TOTAL HUMAN RESOURCES</b>				<b>\$1,172.44</b>
<b>1005450 - INFORMATION SERVICES</b>				
COX COMMUNICATIONS INC	0013410039730701 - 10/19/23-11/18/23	12/21/2023	106079	\$316.61
VERIZON WIRELESS-SD	670601022 - 09/24/23-10/23/23	12/21/2023	106108	\$128.05
VERIZON WIRELESS-SD	670601022 - 10/24/23-11/23/23	12/21/2023	106108	\$128.05
AT&T CALNET 3	9391012282 - 09/24/23-10/23/23	12/21/2023	106071	\$31.87
AT&T CALNET 3	9391053641 - 09/24/23-10/23/23	12/21/2023	106071	\$154.88
AT&T CALNET 3	9391062899 - 09/24/23-10/23/23	12/21/2023	106071	\$154.88
AT&T CALNET 3	9391012278 - 09/24/23-10/23/23	12/21/2023	106071	\$4,202.71
AT&T CALNET 3	9391053641 - 10/24/23-11/23/23	12/21/2023	106071	\$154.88
AT&T CALNET 3	9391012278 10/24/23-11/23/23	12/21/2023	106071	\$3,663.66
AT&T CALNET 3	9391012282 - 10/24/23-11/23/23	12/21/2023	106071	\$34.13
AT&T CALNET 3	9391062899 - 10/24/23-11/23/23	12/21/2023	106071	\$154.88
MANAGED SOLUTION	NOV 23-IT PROF SVC	12/21/2023	9001202	\$500.00
MANAGED SOLUTION	NOV 23-PROF SVC	12/21/2023	9001202	\$2,201.30
FISHER INTEGRATED, INC.	NOV 23-WEB STREAMING SVC	12/21/2023	9001200	\$800.00
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-COMPRESSED AIR DUSTER	12/21/2023	9001197	\$19.02
AMAZON.COM SALES, INC	1HV9-J6XT-FJXY-POWER STRIP/CABLE TIES	12/21/2023	9001197	\$198.38
<b>TOTAL INFORMATION SERVICES</b>				<b>\$12,843.30</b>
<b>1005550 - PLANNING</b>				
UT SAN DIEGO - NRTH COUNTY	NTC PUB HRNG-CUP23-001	01/04/2024	106133	\$375.08
UT SAN DIEGO - NRTH COUNTY	NTC PUB HRNG-DRP22-025	01/04/2024	106133	\$431.68
OFFICE DEPOT INC	PENS/INDEX TABS/BATTERIES	01/04/2024	106127	\$45.60
<b>TOTAL PLANNING</b>				<b>\$852.36</b>
<b>1005560 - BUILDING SERVICES</b>				
OFFICE DEPOT INC	PENS/INDEX TABS/BATTERIES	01/04/2024	106127	\$5.69

		<b>TOTAL BUILDING SERVICES</b>		<b>\$5.69</b>
<b>1005590 - CODE ENFORCEMENT</b>				
OFFICE DEPOT INC	PENS/INDEX TABS/BATTERIES	01/04/2024	106127	\$5.80
COUNTY OF SAN DIEGO_5210	JULY-SEPT 2023 PARKING CITE ADMIN	01/04/2024	106117	\$8,707.00
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$100.52
		<b>TOTAL CODE ENFORCEMENT</b>		<b>\$8,813.32</b>
<b>1006110 - LAW ENFORCEMENT</b>				
SAN DIEGO COUNTY SHERIFF'S DEPT.	OCT 23-LAW ENFORCEMENT/SB OVERTIME	12/21/2023	106098	\$399,200.40
SAN DIEGO COUNTY SHERIFF'S DEPT.	OCT 23-LAW ENFORCEMENT/SB OVERTIME	12/21/2023	106098	\$3,281.31
		<b>TOTAL LAW ENFORCEMENT</b>		<b>\$402,481.71</b>
<b>1006120 - FIRE DEPARTMENT</b>				
ACE UNIFORMS LLC	POLO/EMB	12/21/2023	9001196	\$142.87
ACE UNIFORMS LLC	PANTS	12/21/2023	9001196	\$470.86
VERIZON WIRELESS-SD	962428212 - 09/29/23-10/28/23 & EQUIP CHARGES	12/21/2023	106108	\$565.34
FIRE ETC.	NOZZLE	12/21/2023	106084	\$195.70
FIRE STATS, LLC	JUL-SEP 23-MAINT/OPRTN DATA ANALYSIS	12/21/2023	106085	\$637.50
LINEGEAR FIRE & RESCUE EQUIPMENT	PANTS/OUT OF COUNTY BAG	12/21/2023	106091	\$3,109.67
AFECO INC	SB COATS	12/21/2023	106102	\$302.24
FIRECATT, LLC	FIRE HOSE TESTING	12/21/2023	106086	\$2,035.15
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$133.27
MUNICIPAL EMERGENCY SERVICES, INC	SCBA REPAIR/BATTERY BOARD REPLC/BATTERY/STRAP	12/21/2023	106093	\$179.07
		<b>TOTAL FIRE DEPARTMENT</b>		<b>\$7,771.67</b>
<b>1006130 - ANIMAL CONTROL</b>				
HABITAT PROTECTION, INC	DEC 23-DEAD ANIMAL PICK UP	01/04/2024	9001213	\$145.00
		<b>TOTAL ANIMAL CONTROL</b>		<b>\$145.00</b>
<b>1006170 - MARINE SAFETY</b>				
CAMEO PAPER & JANITORIAL SUPPLY INC	PAPER TOWELS/WINDOW CLEANER	12/21/2023	106074	\$176.59
ACE UNIFORMS LLC	POLO/EMB	12/21/2023	9001196	\$164.54
VERIZON WIRELESS-SD	962428212 - 09/29/23-10/28/23 & EQUIP CHARGES	12/21/2023	106108	\$152.04
TELEVISION EQUIPMENT ASSOCIATES INC	RADIO WATER BAG	12/21/2023	9001210	\$109.28
AT&T CALNET 3	9391019469 - 10/20/23-11/19/23	12/21/2023	106071	\$31.03
AT&T CALNET 3	9391012281 - 10/25/23-11/24/23	12/21/2023	106071	\$94.81
AT&T CALNET 3	9391053651 - 10/25/23-11/24/23	12/21/2023	106071	\$306.03
BILL SMITH FOREIGN CAR SERVICE INC	REAR BRAKE REPLACE/REPAIR	12/21/2023	106072	\$718.77
BILL SMITH FOREIGN CAR SERVICE INC	REPLACE-MANIFOLD/DRIVE KIT	12/21/2023	106072	\$530.34
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$744.82
		<b>TOTAL MARINE SAFETY</b>		<b>\$3,028.25</b>
<b>1006510 - ENGINEERING</b>				
VERIZON WIRELESS-SD	362455526 - 11/02/23-12/01/23	12/21/2023	106108	\$51.83
SAN DIEGUITO ENGINEERING, INC.	NOV 23-OCEAN RANCH ESTATE FINAL MAP REVIEW	01/04/2024	106131	\$742.50
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$173.45
PASCO LARET SUITER & ASSOCIATES, INC.	NOV 23-SB TRAIN STATION TOPO/BOUNDRY SURVEY	12/21/2023	106095	\$5,065.00
		<b>TOTAL ENGINEERING</b>		<b>\$6,032.78</b>
<b>1006520 - ENVIRONMENTAL SERVICES</b>				
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	12/21/2023	106092	\$13.12
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	01/04/2024	106125	\$13.13
DIXIELINE LUMBER CO INC	PALLET RETURN-CREDIT	01/04/2024	106118	(\$36.96)
DIXIELINE LUMBER CO INC	SANDBAGS/FILLED	01/04/2024	106118	\$328.68
VERIZON WIRELESS-SD	362455526 - 11/02/23-12/01/23	12/21/2023	106108	\$51.84
CLEAN EARTH ENVIROMENTAL SOLUTIONS	NOV 23- HHW COLLECTION	01/04/2024	106115	\$1,185.46

IDRAINS LLC	H-STORMDRAIN MAINT	12/21/2023	106069	\$1,700.00
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$504.57
<b>TOTAL ENVIRONMENTAL SERVICES</b>				<b>\$3,759.84</b>
<b>1006530 - STREET MAINTENANCE</b>				
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	12/21/2023	106092	\$21.33
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	01/04/2024	106125	\$21.33
DIXIELINE LUMBER CO INC	RAKE/DISH SOAP	12/21/2023	106082	\$39.78
DIXIELINE LUMBER CO INC	SANDING SPONGE/CLEANING STICK	01/04/2024	106118	\$17.58
DIXIELINE LUMBER CO INC	GLOVES/TAPE/SCREWS	01/04/2024	106118	\$17.17
DIXIELINE LUMBER CO INC	TRIMMER LINE	12/21/2023	106082	\$5.37
SAN DIEGO CNTY VECTOR CNTROL PROGRM	SD10127 - FY23/24 -VECTOR CONTROL	12/21/2023	106097	\$152.44
VERIZON WIRELESS-SD	362455526 - 11/02/23-12/01/23	12/21/2023	106108	\$51.84
ANDA WRIGHT	MILEAGE-12/11/23	12/21/2023	106070	\$37.66
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$457.28
<b>TOTAL STREET MAINTENANCE</b>				<b>\$821.78</b>
<b>1006540 - TRAFFIC SAFETY</b>				
VERIZON WIRELESS-SD	362455526 - 11/02/23-12/01/23	12/21/2023	106108	\$37.03
YUNEX LLC	OCT 23- TRAFFIC SIGNAL AND SAFETY	01/04/2024	9001222	\$1,120.00
YUNEX LLC	NOV 23-TRAFFIC SIGNAL AND SAFETY	01/04/2024	9001222	\$1,120.00
<b>TOTAL TRAFFIC SAFETY</b>				<b>\$2,277.03</b>
<b>1006550 - STREET CLEANING</b>				
SCA OF CA, LLC	NOV 23-STREET SWEEPING	12/21/2023	9001207	\$3,988.39
<b>TOTAL STREET CLEANING</b>				<b>\$3,988.39</b>
<b>1006560 - PARK MAINTENANCE</b>				
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	12/21/2023	106092	\$15.59
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	01/04/2024	106125	\$15.59
RANCHO SANTA FE SECURITY SYS INC	ON-SITE SERVICE	01/04/2024	106129	\$100.00
RANCHO SANTA FE SECURITY SYS INC	JAN 23-ALARM MONITORING	01/04/2024	106129	\$331.20
DIXIELINE LUMBER CO INC	TAPE	12/21/2023	106082	\$54.39
VERIZON WIRELESS-SD	362455526 - 11/02/23-12/01/23	12/21/2023	106108	\$74.06
NISSHO OF CALIFORNIA	NOV23-LANDSCAPING SERVICES	12/21/2023	9001204	\$1,930.46
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$94.61
<b>TOTAL PARK MAINTENANCE</b>				<b>\$2,615.90</b>
<b>1006570 - PUBLIC FACILITIES</b>				
SEASIDE HEATING & AIR CONDITIONING	FY24 HVAC SERVICES-FCCC	01/04/2024	106132	\$345.00
DIXIELINE LUMBER CO INC	DRILL BIT/TAILPIECES	12/21/2023	106082	\$109.39
DIXIELINE LUMBER CO INC	WRENCH/WASHER	12/21/2023	106082	\$15.93
DIXIELINE LUMBER CO INC	DRILL BIT/PAINT/BOLTS	12/21/2023	106082	\$42.85
DIXIELINE LUMBER CO INC	URINAL KIT	12/21/2023	106082	\$30.44
DIXIELINE LUMBER CO INC	PVC CONDUIT/ADAPTOR/STRAP/BODY	12/21/2023	106082	\$30.78
DIXIELINE LUMBER CO INC	DOORSTOP	01/04/2024	106118	\$7.33
DIXIELINE LUMBER CO INC	EPOXY PUTTY	01/04/2024	106118	\$7.33
DIXIELINE LUMBER CO INC	BRUSH SET/PAINT	12/21/2023	106082	\$57.94
DIXIELINE LUMBER CO INC	FAUCET	12/21/2023	106082	\$86.12
DIXIELINE LUMBER CO INC	WIREMOLD/TAPE	12/21/2023	106082	\$80.90
CONSOLIDATED ELECTRICAL DIST INC	CIRCUIT BREAKER	12/21/2023	9001198	\$49.13
SAN DIEGO COUNTY-APCD	FY 24-AIR POLLUTION DISTRICT FEES	01/04/2024	106130	\$600.00
CINTAS CORPORATION NO. 2	FIRST-AID SUPPLIES-CH	01/04/2024	106114	\$327.35
HABITAT PROTECTION, INC	DEC 23-PEST/RODENT CONTROL-CH	01/04/2024	9001213	\$52.00
HABITAT PROTECTION, INC	DEC 23-PEST/RODENT CONTROL-MS	01/04/2024	9001213	\$64.00
HABITAT PROTECTION, INC	DEC 23- PEST/RODENT CONTROL-FC	01/04/2024	9001213	\$39.00



HABITAT PROTECTION, INC	DEC 23- PEST/RODENT CONTROL-FS	01/04/2024	9001213	\$38.00
HABITAT PROTECTION, INC	DEC 23- PEST/RODENT CONTROL-LCCC	01/04/2024	9001213	\$64.00
HABITAT PROTECTION, INC	DEC 23- PEST/RODENT CONTROL-PW	01/04/2024	9001213	\$64.00
STANDARD PLUMBING SUPPLY COMPANY	WRENCH	12/21/2023	106104	\$8.71
STANDARD PLUMBING SUPPLY COMPANY	SMART DUMBELL	12/21/2023	106104	\$15.65
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$157.68
<b>TOTAL PUBLIC FACILITIES</b>				<b>\$2,293.53</b>
<b>1007110 - GF-RECREATION</b>				
JULIE'S PARTY PEOPLE	SANTA FOR TREE LIGHTING	12/21/2023	106089	\$175.00
SUNBELT RENTALS, INC.	HOLIDAY TREE LIFT RENTAL	12/21/2023	106106	\$827.87
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$87.57
<b>TOTAL GF-RECREATION</b>				<b>\$1,090.44</b>
<b>1605360 - OPEB OBLIGATION</b>				
MIDAMERICA	JANUARY 2024	12/21/2023	9001203	\$7,610.00
<b>TOTAL OPEB OBLIGATION</b>				<b>\$7,610.00</b>
<b>2026510 - GAS TAX-ENGINEERING</b>				
MICHAEL BAKER INTERNATIONAL, INC	NOV 23-LSF CORRIDOR III DESIGN	01/04/2024	9001216	\$1,759.50
<b>TOTAL GAS TAX-ENGINEERING</b>				<b>\$1,759.50</b>
<b>2047520 - MID 9C SANTA FE HILLS</b>				
SANTA FE IRRIGATION DISTRICT	005979-029 - 10/17/23-12/15/23	12/21/2023	106099	\$657.36
<b>TOTAL MID 9C SANTA FE HILLS</b>				<b>\$657.36</b>
<b>2087580 - COASTAL RAIL TRAIL MAINT</b>				
DIXIELINE LUMBER CO INC	PVC BLANK COVER/SWITCH BOX	12/21/2023	106082	\$15.93
NORTH COUNTY TRANSIT DISTRICT	241.86-1223-AA-SOLA REVIEW FEE	01/04/2024	106126	\$622.97
<b>TOTAL COASTAL RAIL TRAIL MAINT</b>				<b>\$638.90</b>
<b>2117600 - STREET LIGHTING DISTRICT</b>				
VERIZON WIRELESS-SD	362455526 - 11/02/23-12/01/23	12/21/2023	106108	\$14.81
<b>TOTAL STREET LIGHTING DISTRICT</b>				<b>\$14.81</b>
<b>2196110 - COPS PROGRAM</b>				
SAN DIEGO COUNTY SHERIFF'S DEPT.	OCT 23-LAW ENFORCEMENT/SB OVERTIME	12/21/2023	106098	\$12,027.76
<b>TOTAL COPS PROGRAM</b>				<b>\$12,027.76</b>
<b>2505570 - COASTAL BUSINESS/VISITORS</b>				
EXTERIOR PRODUCTS INC	STREET BANNERS FY 2023-24	12/21/2023	9001199	\$4,013.56
<b>TOTAL COASTAL BUSINESS/VISITORS</b>				<b>\$4,013.56</b>
<b>2706120 - PUBLIC SAFETY- FIRE</b>				
VERIZON WIRELESS-SD	962428212 - 09/29/23-10/28/23 & EQUIP CHARGES	12/21/2023	106108	\$6,575.96
VERIZON WIRELESS-SD	962428212 - 09/29/23-10/28/23 & EQUIP CHARGES	12/21/2023	106108	\$114.03
VERIZON WIRELESS-SD	962428212- EQUIPMENT CHARGES	12/21/2023	106108	\$288.08
KNOX ASSOCIATES INC	CS Vault	12/21/2023	106090	\$3,088.13
<b>TOTAL PUBLIC SAFETY- FIRE</b>				<b>\$10,066.20</b>
<b>4506190 - SAND REPLNSHMNT/RETENTION</b>				
SIEMENS INDUSTRY, INC	SHORELINE VIDEO MONITORING	12/21/2023	106101	\$4,811.00
<b>TOTAL SAND REPLNSHMNT/RETENTION</b>				<b>\$4,811.00</b>
<b>4506510 - SANDREPLNSHMNT/RETNTN-CIP</b>				
DOMUSSTUDIO ARCHITECTURE	19-144 9449 MS CENTR-NOV 23	01/04/2024	106119	\$5,510.00
<b>TOTAL SANDREPLNSHMNT/RETNTN-CIP</b>				<b>\$5,510.00</b>
<b>4595450 - MISC.CAPITALPROJECTS-IS</b>				
BLUUM OF MINNESOTA, LLC	COUNCIL CHAMBERS PROJECTOR	12/21/2023	106073	\$10,005.00
<b>TOTAL MISC.CAPITALPROJECTS-IS</b>				<b>\$10,005.00</b>

**4596510 - MISC.CAPITALPROJECTS-ENG**

VAN DYKE LANDSCAPE ARCHITECTS	NOV 23-LA COLONIA MASTER PLAN UPDATE	01/04/2024	106134	\$1,267.50
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**TOTAL MISC.CAPITALPROJECTS-ENG****\$1,267.50****5097700 - SANITATION**

MISSION LINEN & UNIFORM INC	LAUNDRY-PW	12/21/2023	106092	\$8.21
MISSION LINEN & UNIFORM INC	LAUNDRY-PW	01/04/2024	106125	\$8.20
VERIZON WIRELESS-SD	362455526 - 11/02/23-12/01/23	12/21/2023	106108	\$14.81
IDRAINS LLC	J- SEWER CLEANING	12/21/2023	106069	\$675.00
WEX FLEET UNIVERSAL	11/08/23-12/07/23 - AUTO FUEL	12/21/2023	106109	\$189.22

**TOTAL SANITATION****\$895.44****550 - SOLANA ENERGY ALLIANCE**

KRISTEN PRUETT	REISSUE - CHK #95598 - 08/12/19	01/04/2024	106124	\$54.15
PHIL LANE	REISSUE - CK#95626 - 08/12/19	01/04/2024	106128	\$276.06
CHRISTOPHER T WAKEHAM	REISSUE - CK#97614 09/01/2020	12/21/2023	106077	\$106.80
PAIGE D STURGEON	REISSUE - CK97731 09/01/2020	12/21/2023	106094	\$306.97
JANE MOLENAAR	REISSUE - CK#98284 - 12/03/20	01/04/2024	106122	\$66.80
CHRIS GAHMAN	REISSUE - CK#99194 06/23/2021	12/21/2023	106076	\$92.10
JOSEPH D. KRUPP	REISSUE - CK#99262 - 06/23/21	01/04/2024	106123	\$91.27
JAMES M MC COLLUM	REISSUE - CK#99238 - 06/23/21	01/04/2024	106121	\$69.92

**TOTAL SOLANA ENERGY ALLIANCE****\$1,064.07****6527820 - SUCCESSOR AGENCY**

COLANTUONO, HIGHSMITH, & WHATLEY PC	SEPT 22-SDCOE CONSORTIUM	12/21/2023	106078	\$108.50
COLANTUONO, HIGHSMITH, & WHATLEY PC	SEPT 22-SDCOE CONSORTIUM	12/21/2023	106078	\$108.50

**TOTAL SUCCESSOR AGENCY****\$217.00****6718510 - BARBARA UNDERGROUNDING-DS**

WILLDAN	FY 24 Q2 - LOCAL IMPROVEMENT DISTRICT	01/04/2024	9001221	\$351.21
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**TOTAL BARBARA UNDERGROUNDING-DS****\$351.21****6728520 - PACIFIC UNDERGROUNDING-DS**

WILLDAN	FY 24 Q2 - LOCAL IMPROVEMENT DISTRICT	01/04/2024	9001221	\$279.83
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**TOTAL PACIFIC UNDERGROUNDING-DS****\$279.83****6738530 - MARSOLAN UNDERGROUNDNG-DS**

WILLDAN	FY 24 Q2 - LOCAL IMPROVEMENT DISTRICT	01/04/2024	9001221	\$273.44
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**TOTAL MARSOLAN UNDERGROUNDNG-DS****\$273.44****REPORT TOTAL:****\$1,115,508.10**



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** January 24, 2024  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2023-24

**BACKGROUND:**

Staff provides a report at each Council meeting that lists changes made to the current Fiscal Year (FY) General Fund Adopted Budget. The information provided in this Staff Report lists the changes made through January 10, 2024.

**DISCUSSION:**

The following table reports the revenue, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 28, 2023 (Resolution 2023-089) and 2) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES As of 01/10/2024						
General Fund - Operations						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	24,472,918	(23,078,124)	(980,000)	\$ 414,794
11/29/2023	Reso 2023-128	Engineering Survey Services		(100,000)		\$ 314,794
						<b>314,794</b>
General Fund - Measure S						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	4,400,000	(1,124,000)	(733,400)	\$ 2,542,600
						<b>2,542,600</b>
Combined General Fund Net Surplus						<b>\$ 2,857,394</b>

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**COUNCIL ACTION:**

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**FISCAL IMPACT:**

N/A

**WORK PLAN:**

N/A

**OPTIONS:**


- Receive the report.
- Do not accept the report.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council receive the report listing changes made to the FY 2023-2024 General Fund Adopted Budget.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation



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Gregory Wade, City Manager



# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** January 24, 2024  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **City Council Consideration of Resolution No. 2024-009**  
**Approving the Ocean Ranch Estates Final Subdivision Map**

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### **BACKGROUND:**

At the April 24, 2019 City Council Meeting, the City Council conditionally approved a Tentative Map for an eight-lot major residential subdivision located at 512, 516, 524 and 538 South Nardo Avenue, known as Ocean Ranch Estates. Two subsequent modifications for sewer alignments were approved by the City Council by Resolutions 2021-054 and 2022-135 respectively.

This item is presented to inform the City Council that the sub-divider of this project has fulfilled all conditions of approval for the final map. Therefore, the action before the City Council is to consider authorizing the City Engineer, City Attorney, City Treasurer and City Clerk to sign the map and to authorize the recordation of the final map, as required by Solana Beach Municipal Code (SBMC) Section 16.20.020.

### **DISCUSSION:**

The final subdivision map was reviewed by Staff and was determined to be in conformance with the tentative map as approved and conditioned by the City Council and adopted in Resolution 2019-046, 2021-054, and 2022-135. A reduced-size copy of the final map is included as Attachment 2 to this Staff Report. In addition, the Coastal Commission approved the subdivision at the October 2021 Coastal Commission meeting and subsequently issued a Coastal Development Permit.

Prior to recording the final map, and in accordance with the SBMC, the subdivider and the City Manager will execute a subdivision improvement agreement for the public improvements as required pursuant to Resolution 2019-046. All required on-site and off-site improvements, which are secured by a bond furnished by the subdivider, would be implemented to the satisfaction of the City Engineer. These public improvements will

CITY COUNCIL ACTION:

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include constructing a new cul-de-sac street (Bell Ranch Road), South Nardo Avenue frontage improvements, and sewer and storm drain extensions.

**CEQA COMPLIANCE STATEMENT:**

At the April 24, 2019 City Council Meeting, the City Council adopted and certified the Initial Study/Mitigated Negative Declaration and the proposed Mitigation Monitoring and Reporting Program prepared for the project in compliance with CEQA.

**FISCAL IMPACT:**

There is no fiscal impact as a result of the action recommended in this Staff Report.

**WORK PLAN:** N/A

**OPTIONS:**

- Adopt Staff recommendations.
- Adopt Staff recommendations subject to additional specific conditions.
- Provide direction to Staff.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2024-009:

1. Approving the Ocean Ranch Estates final map.
2. Authorizing the City Engineer, City Attorney, City Treasurer and City Clerk to sign the final map.
3. Authorize the recordation of the final map.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution 2024-009
2. Ocean Ranch Estates final map (unsigned)



**RESOLUTION 2024-009**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE OCEAN RANCH ESTATES FINAL SUBDIVISION MAP**

**WHEREAS**, at the April 24, 2019, City Council Meeting, the City Council conditionally approved an eight-lot major residential subdivision located at 512, 516, 524 and 538 South Nardo Avenue, known as Ocean Ranch Estates; and

**WHEREAS**, the final subdivision map was prepared in conformance with the approved tentative map and Resolution Nos. 2019-046, 2021-054 and 2022-135.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council approves the Ocean Ranch Estates final map.
3. That the City Council authorizes the City Engineer, the City Attorney, the City Treasurer and the City Clerk to sign the final map.
4. That the City Council authorizes the recordation of the final map.

**PASSED AND ADOPTED** this 24th day of January 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

OWNER'S CERTIFICATE

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF OR ARE INTERESTED IN THE LAND COVERED BY THIS MAP AND WE CONSENT TO THE PREPARATION AND RECORDATION OF THIS MAP.

WE HEREBY DEDICATE TO THE CITY OF SOLANA BEACH, BELL RANCH ROAD AND A PORTION OF NARDO AVENUE FOR PUBLIC STREETS AS SHOWN HEREON.

WE HEREBY GRANT TO THE CITY OF SOLANA BEACH, A MUNICIPAL CORPORATION, AN EASEMENT FOR THE STORM WATER DETENTION OVER, UPON AND ACROSS ALL THAT PORTION OF LOT 2 AND LOT 8, AS SHOWN ON THIS MAP WITHIN THIS SUBDIVISION AND DESIGNATED AS 'STORM WATER DETENTION EASEMENT GRANTED HEREON' RESERVING TO THE OWNER OF THE FEE TITLE UNDERLYING SAID EASEMENT HEREIN GRANTED THE CONTINUED USE OF THE SURFACE OF SAID REAL PROPERTY, SUBJECT TO THE FOLLOWING CONDITIONS: THE ERECTING OF BUILDINGS, WALLS, FENCES OR OTHER STRUCTURES, CHANGING THE SURFACE GRADE, OR ANY CHANGES THAT WOULD DIMINISH THE STORM WATER DETENTION CAPACITY AND FUNCTIONALITY AS SHOWN ON GRADING PLAN SBGR-391, SHALL BE PROHIBITED. NOTHING CONTAINED HEREIN SHALL BE CONSTRUED TO ASSIGN ANY MAINTENANCE RESPONSIBILITIES TO THE CITY OF SOLANA BEACH. APPROVED BY THE CITY LAND SURVEYOR PURSUANT TO THE MUNICIPAL CODE.

WE HEREBY RESERVE A PRIVATE DRAINAGE EASEMENT OVER A PORTION OF LOT 8 FOR THE BENEFIT OF LOTS 1 THROUGH 8 AS SHOWN ON THIS MAP, FOR STORM WATER DETENTION AND WATER QUALITY BIOFILTRATION AS SHOWN ON GRADING PLAN SBGR-391.

WE HEREBY RESERVE A PRIVATE IRRIGATION EASEMENT OVER A PORTION OF LOT 8 FOR THE BENEFIT OF LOTS 1 THROUGH 8 AS SHOWN ON THIS MAP, FOR STORM WATER DETENTION AND WATER QUALITY BIOFILTRATION AS SHOWN ON GRADING PLAN SBGR-391.

WE HEREBY RESERVE A PRIVATE SEWER EASEMENT OVER A PORTION OF LOTS 4, 5, 6 AND 7 FOR THE BENEFIT OF LOT 8, AS SHOWN ON THIS MAP.

WE HEREBY RESERVE A PRIVATE SEWER EASEMENT OVER A PORTION OF LOTS 4, 5 AND 6 FOR THE BENEFIT OF LOT 7, AS SHOWN ON THIS MAP.

WE HEREBY RESERVE A PRIVATE SEWER EASEMENT OVER A PORTION OF LOTS 4 AND 5 FOR THE BENEFIT OF LOT 6, AS SHOWN ON THIS MAP.

WE HEREBY RESERVE A PRIVATE SEWER EASEMENT OVER A PORTION OF LOT 4 FOR THE BENEFIT OF LOT 5, AS SHOWN ON THIS MAP.

WE HEREBY GRANT TO THE CITY OF SOLANA BEACH A PERPETUAL EASEMENT FOR OPEN SPACE OVER THAT AREA SHOWN AS "OPEN SPACE EASEMENT OVER PORTIONS OF LOTS 6, 7 AND 8 ON SHEET 5 OF THIS MAP. THIS EASEMENT PROHIBITS ALL OF THE FOLLOWING ON ANY PORTION OF THE LAND SUBJECT TO SAID EASEMENT: GRADING, EXCAVATION, PLACEMENT OF SOIL, SAND, ROCK, GRAVEL OR OTHER MATERIAL, CLEARING OF VEGETATION, CONSTRUCTION, ERECTION OR PLACEMENT OF ANY BUILDING OR STRUCTURE, VEHICULAR ACTIVITIES, TRASH DUMPING, OR USE FOR ANY PURPOSE OTHER THAN AS OPEN SPACE.

THE CITY OF SOLANA BEACH SHALL HAVE THE RIGHT, BUT NOT THE OBLIGATION, TO ENTER UPON THE LAND SUBJECT TO THE OPEN SPACE EASEMENT AND REMOVE ANY MATERIAL, STRUCTURE OR OTHER THING PLACED OR MAINTAINED CONTRARY TO THE TERMS OF THIS EASEMENT, AND TO DO ANY WORK NECESSARY TO ELIMINATE THE EFFECTS OF ANY VIOLATION OF THIS EASEMENT. THIS EASEMENT SHALL NOT AUTHORIZE ANY MEMBER OF THE PUBLIC TO USE OR ENTER UPON THE LAND SUBJECT TO THIS EASEMENT, IT BEING UNDERSTOOD THAT THE PURPOSE OF THIS EASEMENT IS SOLELY TO RESTRICT THE USE OF SAID LAND. THE TERMS OF THIS EASEMENT MAY BE SPECIFICALLY ENFORCED OR ENJOINED BY PROCEEDINGS IN A COURT OF COMPETENT JURISDICTION, AND SHALL BE BINDING UPON THE GRANTOR(S) AND ITS OR THEIR SUCCESSORS AND ASSIGNS.

SHEA HOMES LIMITED PARTNERSHIP, A CALIFORNIA LIMITED PARTNERSHIP

BY: \_\_\_\_\_ DATE: \_\_\_\_\_
NAME: PAUL BARNES TITLE: VP

BY: \_\_\_\_\_ DATE: \_\_\_\_\_
NAME: SARAH MORRELL TITLE: ASSISTANT SECRETARY

OCEAN RANCH ESTATES
CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA

A PORTION OF LOT 2 IN BLOCK 1 OF SOLANA BEACH, ACCORDING TO MAP THEREOF NO. 1749, TOGETHER WITH A PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 14 SOUTH, RANGE 4 WEST, SAN BERNARDINO MERIDIAN, TOGETHER WITH PARCEL 1 AND PARCEL 2 OF PARCEL MAP NO. 3830, ALL IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA.

SUBDIVISION MAP GUARANTEE ISSUED BY FIRST AMERICAN TITLE COMPANY, ORDER NO. NHSC-6924292, DATED \_\_\_\_\_.

SIGNATURE OMISSION STATEMENT

THE SIGNATURES OF THE OWNERS LISTED BELOW: OWNERS OF EASEMENTS, HAVE BEEN OMITTED UNDER THE PROVISIONS OF SECTION 66436, SUBSECTION (a)(3)(A)(i) OF THE GOVERNMENT CODE, THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE TITLE AND SAID SIGNATURE IS NOT REQUIRED BY THE GOVERNING BODY.

EASEMENT IN FAVOR OF SANTA FE IRRIGATION DISTRICT FOR WATER PIPES AND INCIDENTAL PURPOSES RECORDED MARCH 30, 1925 IN BOOK 1050 OF DEEDS, PAGE 494.

EASEMENT IN FAVOR OF SANTA FE IRRIGATION DISTRICT FOR WATER PIPES AND INCIDENTAL PURPOSES RECORDED JUNE 5, 1925 IN BOOK 1095 OF DEEDS, PAGE 147.

EASEMENT IN FAVOR OF SANTA FE IRRIGATION DISTRICT FOR WATER PIPES AND INCIDENTAL PURPOSES RECORDED OCTOBER 24, 1925 IN BOOK 1115 OF DEEDS, PAGE 402.

AN EASEMENT IN FAVOR OF ED FLETCHER AND MARY C.B. FLETCHER FOR UTILITIES RECORDED JULY 24, 1926 IN BOOK 1253 OF DEEDS, PAGE 34.

AN EASEMENT IN FAVOR OF SAN DIEGO GAS & ELECTRIC COMPANY FOR POLES AND WIRES AND INCIDENTAL PURPOSES RECORDED NOVEMBER 24, 1930 IN BOOK 1668 OF DEEDS, PAGE 364.

AN EASEMENT FOR ROAD TO THE COUNTY OF SAN DIEGO, RECORDED MAY 19, 1975 AS INSTRUMENT NO. 121690, O.R.

EASEMENT IN FAVOR OF SAN DIEGO GAS & ELECTRIC COMPANY FOR PUBLIC UTILITIES RECORDED JANUARY 29, 1971 AS INSTRUMENT NO. 71-18154, O.R.

EASEMENT IN FAVOR OF SAN DIEGO GAS & ELECTRIC COMPANY FOR PUBLIC UTILITIES RECORDED JANUARY 29, 1971 AS INSTRUMENT NO. 71-18172, O.R.

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CALIFORNIA COASTAL COMMISSION HOLDER OF AN OPEN SPACE CONSERVATION DEED RESTRICTION, RECORDED SEPTEMBER 25, 2023, AS DOC # 2023-0259653, O.R.

CITY ATTORNEY CERTIFICATE

I, JOHANNA CANLAS, CITY ATTORNEY OF THE CITY OF SOLANA BEACH, HEREBY STATE THAT I HAVE EXAMINED AND APPROVED THIS MAP AS TO FORM THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

BY: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

CITY TREASURER'S CERTIFICATE

I, \_\_\_\_\_, CITY TREASURER OF THE CITY OF SOLANA BEACH DO HEREBY CERTIFY THAT THERE ARE NO UNPAID SPECIAL ASSESSMENTS OR BONDS WHICH MAY BE PAID IN FULL, SHOWN BY THE BOOKS FOR THE CITY OF SOLANA BEACH, AGAINST THE TRACT OR SUBDIVISION OR ANY PART THEREOF AS SHOWN ON THIS MAP AND DESCRIBED IN THE CAPTION THEREOF.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

CITY CLERK'S CERTIFICATE

I, ANGELA IVEY, CITY CLERK OF THE CITY OF SOLANA BEACH ATTEST THAT THE COUNCIL OF SAID CITY HAS APPROVED THIS MAP AND HAS ACCEPTED ON BEHALF OF THE PUBLIC, SUBJECT TO IMPROVEMENT, BELL RANCH ROAD AND A PORTION OF NARDO AVENUE, AND THE STORM WATER DETENTION EASEMENT AND THE OPEN SPACE EASEMENT, ALL AS DEDICATED ON SAID MAP PURSUANT TO SECTION 66434(g) OF THE SUBDIVISION MAP ACT, AS SHOWN HEREON, AT THE CITY COUNCIL MEETING ON \_\_\_\_\_.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

COUNTY TREASURER'S CERTIFICATE:

WE, COUNTY TREASURER-TAX COLLECTOR OF THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA AND DIRECTOR DEPARTMENT OF PUBLIC WORKS OF SAID COUNTY HEREBY CERTIFY THAT THERE ARE NO UNPAID SPECIAL ASSESSMENTS OR BONDS WHICH MAY BE PAID IN FULL, SHOWN BY THE BOOKS OF OUR OFFICES, AGAINST THE TRACT OR SUBDIVISION OR ANY PART THEREOF SHOWN ON THE ANNEXED MAP AND DESCRIBED IN THE CAPTION THEREOF.

DAN MC ALLISTER
COUNTY TREASURER-TAX COLLECTOR

BY: \_\_\_\_\_ DEPUTY \_\_\_\_\_ DATE \_\_\_\_\_

DEREK GADE
DIRECTOR DEPARTMENT OF PUBLIC WORKS

BY: \_\_\_\_\_ FOR DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

SURVEYORS STATEMENT

I, GARY D. MELLOM, A PROFESSIONAL LAND SURVEYOR, STATE THAT THE SURVEY OF THIS SUBDIVISION WAS MADE BY ME OR UNDER MY DIRECTION DURING DECEMBER 2016 AND JANUARY 2019 AND SAID SURVEY IS TRUE AND COMPLETE AS SHOWN; THAT MONUMENTS OF THE CHARACTER INDICATED HAVE BEEN SET OR FOUND AT THE SUBDIVISION BOUNDARY CORNERS AND I WILL SET ALL OTHER MONUMENTS OF THE CHARACTER AND AT THE POSITION INDICATED BY LEGEND IN THIS MAP WITHIN 30 DAYS AFTER THE COMPLETION OF THE REQUIRED IMPROVEMENTS; AND THAT SUCH MONUMENTS ARE OR WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

I HEREBY STATE THAT THIS MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY.

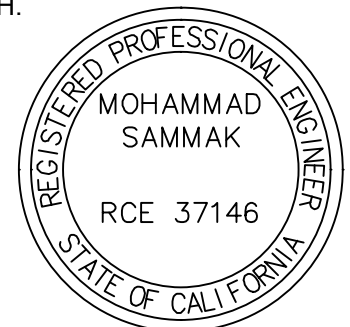
GARY D MELLOM, PLS 8537 DATE \_\_\_\_\_



CITY ENGINEER'S STATEMENT

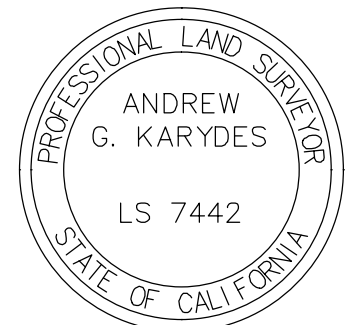
I, MOHAMMAD SAMMAK, CITY ENGINEER, CERTIFY THAT I HAVE EXAMINED THIS MAP; THAT THE SUBDIVISION IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP, AND ANY APPROVED ALTERATIONS THEREOF, THAT ALL THE PROVISIONS OF THE SUBDIVISION MAP ACT AND ORDINANCES OF THE CITY OF SOLANA BEACH HAVE BEEN COMPLIED WITH.

MOHAMMAD SAMMAK DATE \_\_\_\_\_
CITY ENGINEER



I, ANDREW G. KARYDES, CITY OF SOLANA BEACH LAND SURVEY CONSULTANT HEREBY STATE THAT I AM SATISFIED THAT THIS MAP IS TECHNICALLY CORRECT.

ANDREW G. KARYDES, PLS 7442 DATE \_\_\_\_\_



CLERK OF THE BOARD OF SUPERVISORS

I, ANDREW POTTER, CLERK OF THE BOARD OF SUPERVISORS, HEREBY CERTIFY THAT THE PROVISIONS OF THE SUBDIVISION MAP ACT (DIVISION 2 OF TITLE 7 OF THE GOVERNMENT CODE) REGARDING (A) DEPOSITS FOR TAXES, AND (B) CERTIFICATION OF THE ABSENCE OF LIENS FOR UNPAID STATE, COUNTY, MUNICIPAL, OR LOCAL TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES, EXCEPT THOSE NOT YET PAYABLE, HAVE BEEN COMPLIED WITH.

ANDREW POTTER,
CLERK OF THE BOARD OF SUPERVISORS

BY: \_\_\_\_\_ DEPUTY \_\_\_\_\_ DATE \_\_\_\_\_

COUNTY RECORDER'S CERTIFICATE

FILE NO. \_\_\_\_\_

I, JORDAN Z. MARKS, RECORDER OF THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, HEREBY CERTIFY THAT I HAVE ACCEPTED FOR RECORDATION THIS MAP FILED AT THE REQUEST OF GARY D MELLOM, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_, AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ .M.

JORDAN Z. MARKS
COUNTY RECORDER

BY: \_\_\_\_\_ DEPUTY COUNTY RECORDER \_\_\_\_\_ FEE \$ \_\_\_\_\_

# OCEAN RANCH ESTATES

**NOTARY ACKNOWLEDGMENT**

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA)  
COUNTY OF SAN DIEGO)

ON \_\_\_\_\_, 20\_\_\_\_, BEFORE ME, \_\_\_\_\_, A NOTARY PUBLIC, PERSONALLY APPEARED \_\_\_\_\_, WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

MY COMMISSION EXPIRES ON \_\_\_\_\_  
MY COMMISSION NUMBER IS \_\_\_\_\_  
PRINCIPAL PLACE OF BUSINESS IS IN \_\_\_\_\_ COUNTY

**NOTARY ACKNOWLEDGMENT**

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

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COUNTY OF SAN DIEGO)

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PRINT NAME: \_\_\_\_\_

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PRINCIPAL PLACE OF BUSINESS IS IN \_\_\_\_\_ COUNTY

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PRINT NAME: \_\_\_\_\_

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MY COMMISSION NUMBER IS \_\_\_\_\_  
PRINCIPAL PLACE OF BUSINESS IS IN \_\_\_\_\_ COUNTY

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COUNTY OF SAN DIEGO)

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I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL

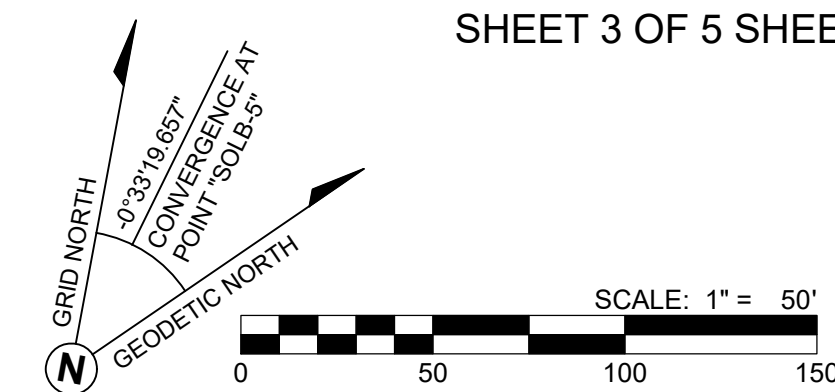
SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

MY COMMISSION EXPIRES ON \_\_\_\_\_  
MY COMMISSION NUMBER IS \_\_\_\_\_  
PRINCIPAL PLACE OF BUSINESS IS IN \_\_\_\_\_ COUNTY

# OCEAN RANCH ESTATES

## PROCEDURE OF SURVEY



**SURVEY NOTES:**

1. THIS MAP CONTAINS 4.241 ACRES GROSS AND 3.580 ACRES NET.
2. THIS MAP CONTAINS 8 LOTS.
3. LOTS ARE NUMBERED 1 THROUGH 8.
4. ALL DISTANCES AND/OR STREET WIDTHS WITHOUT DECIMALS REPRESENT THAT DISTANCE TO ZERO HUNDREDTHS.

**LEGEND**

- FOUND MONUMENT AS INDICATED
- ⊙ SET 2" X 24" IRON PIPE AND DISK LS 8537
- ⊕ GPS CONTROL POINT PER ROS 18971
- ( ) RECORD BOUNDARY DATA AS INDICATED
- SNF SEARCHED, NOT FOUND
- N.R. NO RECORD
- SH SHEET
- PROPERTY LINE
- - - RIGHT-OF-WAY LINE/LOT LINE
- CENTER LINE
- - - ADJOINING PROPERTY LINE
- - - TIE LINE / REFERENCE LINE
- - - EASEMENT LINE

**MONUMENT NOTE**

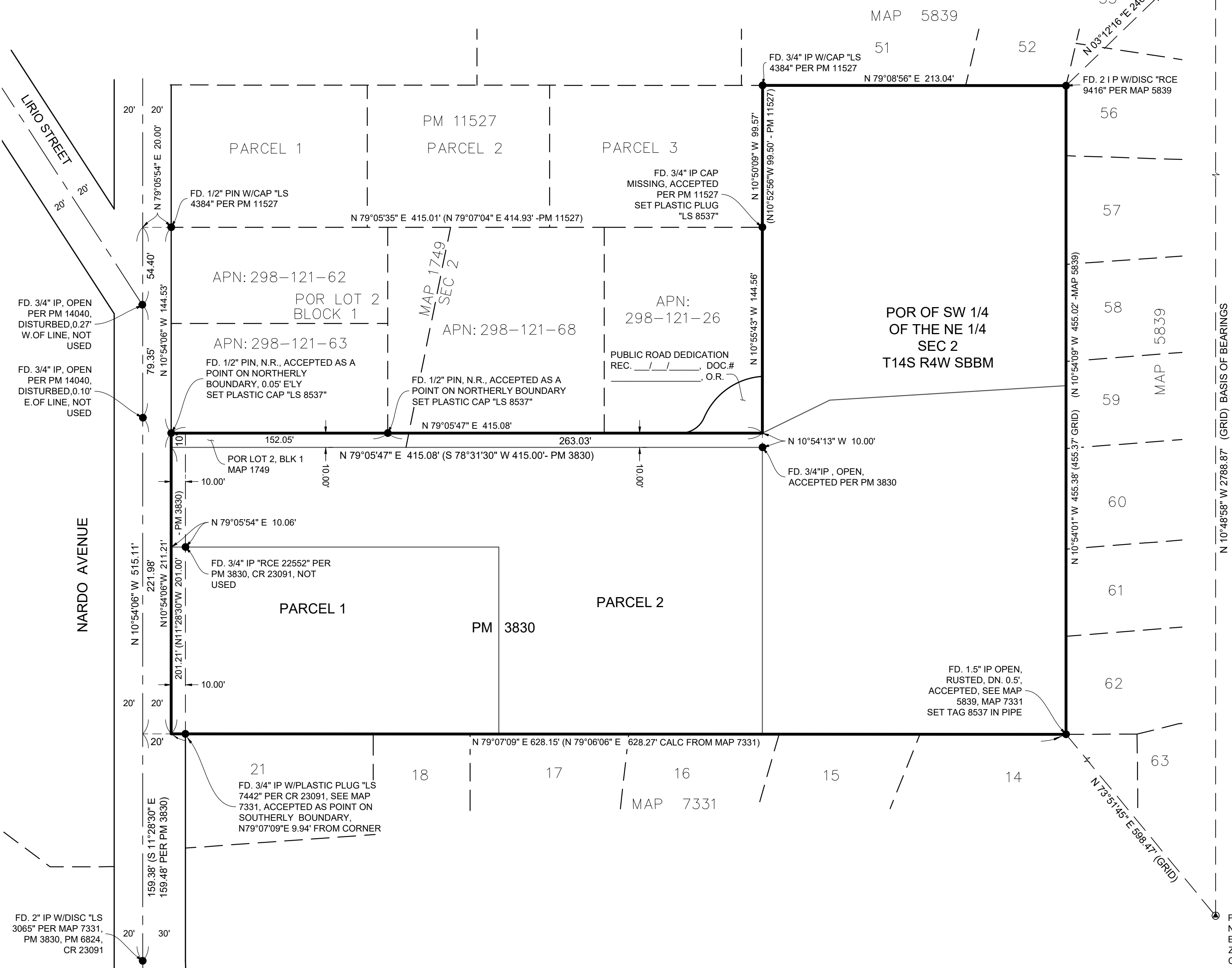
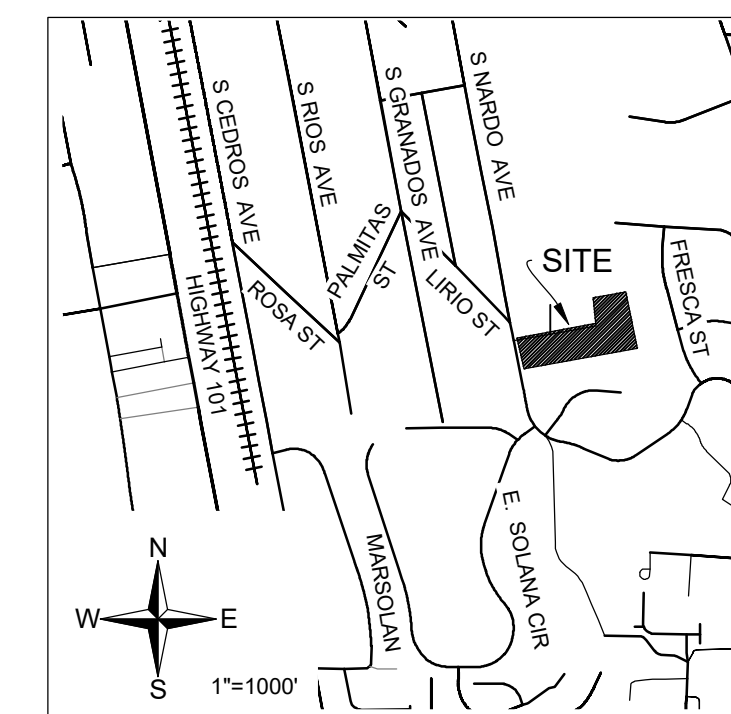
UNLESS OTHERWISE SHOWN ON THIS MAP ALL LOT CORNERS, INCLUDING BEGINNING AND ENDING OF ALL CURVES WILL BE MONUMENTED BY A 3/4-INCH X 18-INCH IRON PIPE WITH NAIL AND BRASS DISK IN CONCRETE STAMPED "LS 8537".

**BASIS OF BEARINGS:**

THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CALIFORNIA COORDINATE SYSTEM, NAD 83 (CCS83) [EPOCH 2004.0], ZONE 6, AS DETERMINED LOCALLY BY A LINE BETWEEN FIRST ORDER CONTROL STATION "SOLB-5" AND STATION "SOLB-2 BEING A GRID BEARING OF NORTH 10°48'58" WEST AS DERIVED FROM GEODETIC VALUES SHOWN ON RECORD OF SURVEY 18971 (CITY OF SOLANA BEACH SURVEY CONTROL), RESPECTIVELY AND MEETS ALL THE REQUIREMENTS OF THE CALIFORNIA PUBLIC RESOURCES CODE.

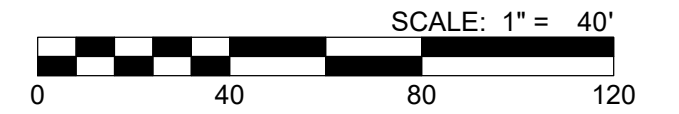
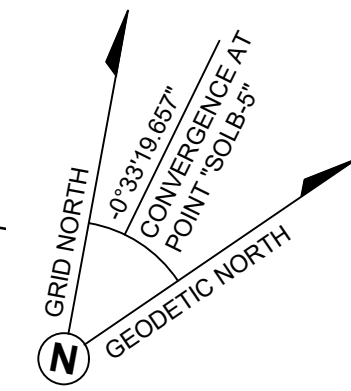
QUOTED BEARINGS FROM REFERENCED MAPS OR DEEDS MAY OR MAY NOT BE IN TERMS OF SAID SYSTEM.  
GRID DISTANCE = GROUND DISTANCE X 0.99997279 AT POINT "SOLB-5"

**VICINITY MAP**



# OCEAN RANCH ESTATES

## LOT LAYOUT AND EASEMENTS



- EASEMENTS OF RECORD**
- A** C/L 2' WIDE SDG&E EASEMENT, REC. NOVEMBER 24, 1930, BK. 1668, P. 364 OF DEEDS.
  - B** SDG&E EASEMENT, REC. JANUARY 29, 1971, F/P. 71-18154, O.R.
  - C** COUNTY HIGHWAY EASEMENT, REC. MAY 19, 1975, F/P. 75-121690, O.R.
  - D** SDG&E EASEMENT, REC. JANUARY 29, 1971, F/P. 71-18172, O.R.
  - E** CALIFORNIA COASTAL COMMISSION HOLDER OF AN OPEN SPACE CONSERVATION DEED RESTRICTION, RECORDED SEPTEMBER 25, 2023, AS DOC # 2023-0259653, O.R.

THE LOCATION OF THE FOLLOWING DESCRIBED EASEMENTS CANNOT BE DETERMINED FROM RECORD INFORMATION AND ARE NOT PLOTTED HEREON

AN EASEMENT IN FAVOR OF SANTA FE IRRIGATION FOR WATER PIPES AND INCIDENTAL PURPOSES RECORDED MARCH 30, 1925 IN BOOK 1050 OF DEEDS, PAGE 494.

AN EASEMENT IN FAVOR OF SANTA FE IRRIGATION FOR WATER PIPES AND INCIDENTAL PURPOSES RECORDED JUNE 5, 1925 IN BOOK 1095 OF DEEDS, PAGE 147.

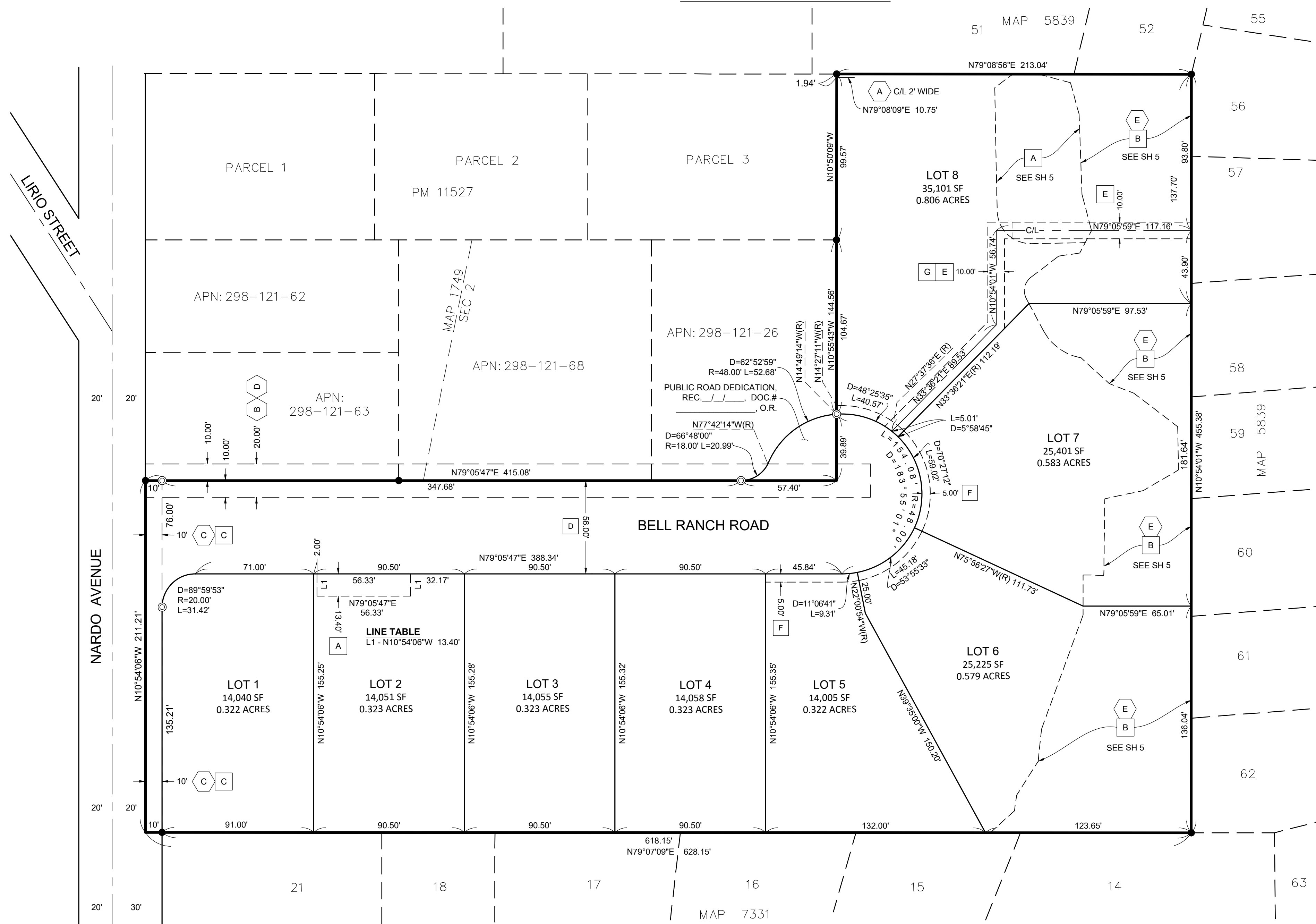
AN EASEMENT IN FAVOR OF SANTA FE IRRIGATION FOR WATER PIPES AND INCIDENTAL PURPOSES RECORDED OCTOBER 24, 1925 IN BOOK 1115 OF DEEDS, PAGE 402.

AN EASEMENT IN FAVOR OF ED FLETCHER AND MARY C.B. FLETCHER FOR UTILITIES RECORDED JULY 24, 1926 IN BOOK 1253 OF DEEDS, PAGE 34.

AN EASEMENT IN FAVOR OF SAN DIEGO GAS & ELECTRIC COMPANY FOR POLES AND WIRES, RECORDED AUGUST 19, 1946, IN BOOK 2221, PAGE 83, O.R.

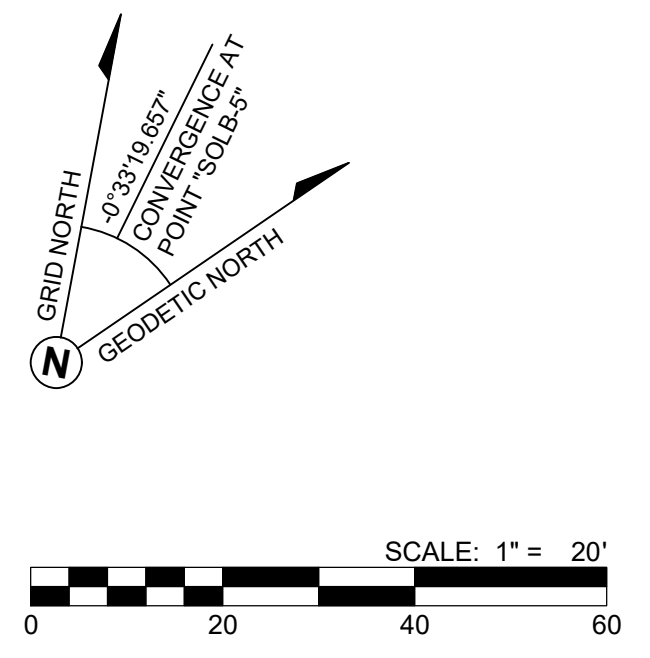
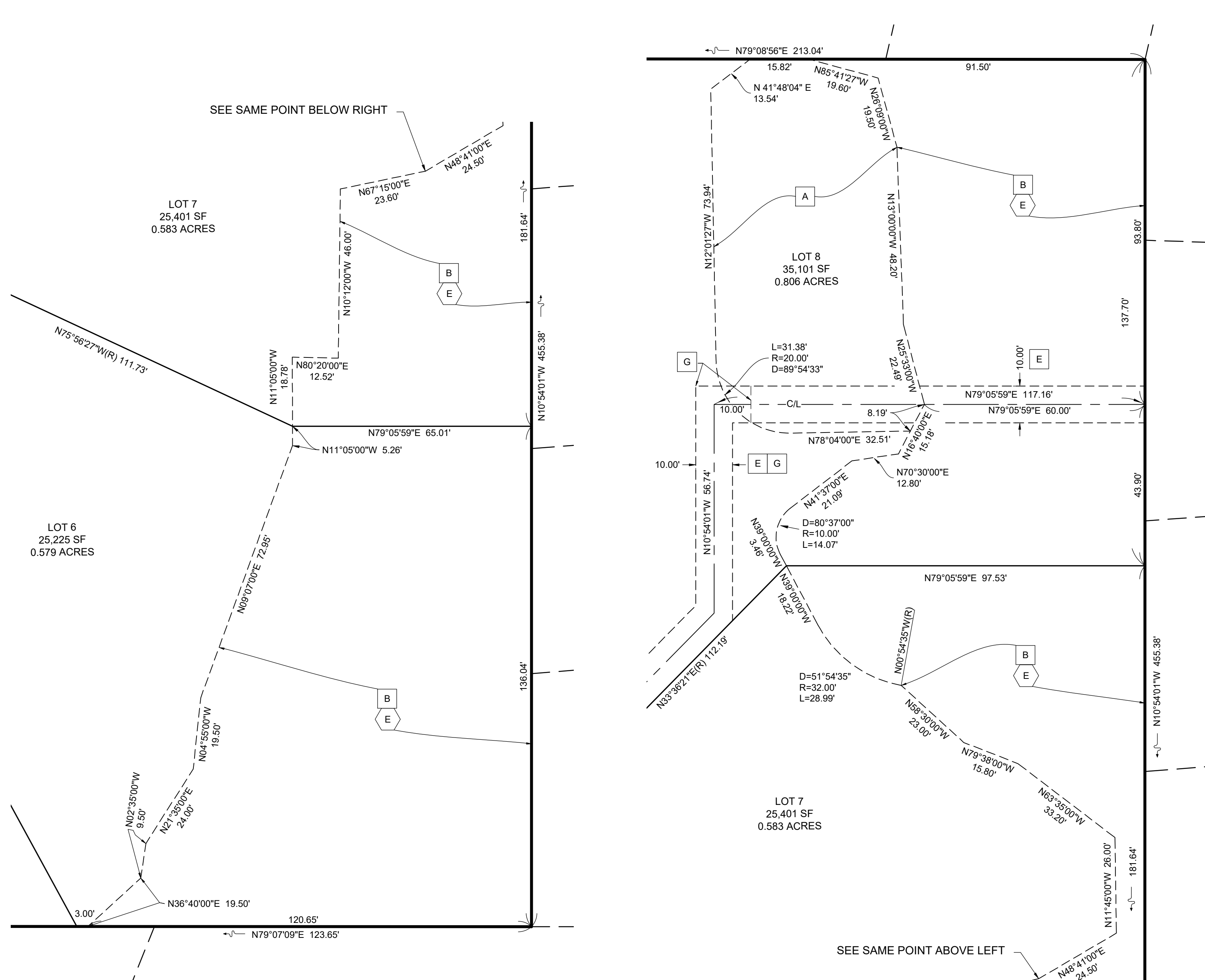
- EASEMENTS & DEDICATIONS GRANTED HEREON**
- A** INDICATES STORM WATER DETENTION EASEMENT GRANTED HEREON.
  - B** INDICATES OPEN SPACE EASEMENT GRANTED HEREON.
  - C** INDICATES 10' STREET DEDICATION OF NARDO AVENUE TO THE CITY OF SOLANA BEACH GRANTED HEREON.
  - D** INDICATES STREET DEDICATION OF BELL RANCH ROAD TO THE CITY OF SOLANA BEACH GRANTED HEREON.

- EASEMENTS TO BE GRANTED**
- E** INDICATES PROPOSED PRIVATE DRAINAGE EASEMENT FOR THE BENEFIT OF LOTS 1 THROUGH 8 TO BE GRANTED OR RESERVED CONCURRENTLY WITH TRANSFER OF TITLE.
  - F** INDICATES PROPOSED PRIVATE SEWER EASEMENT TO BE GRANTED OR RESERVED CONCURRENTLY WITH TRANSFER OF TITLE.
  - G** INDICATES PROPOSED PRIVATE IRRIGATION EASEMENT FOR THE BENEFIT OF LOTS 1 THROUGH 8 TO BE GRANTED OR RESERVED CONCURRENTLY WITH TRANSFER OF TITLE.



# OCEAN RANCH ESTATES

## EASEMENTS



**EASEMENTS & DEDICATIONS GRANTED HEREON**

- A** INDICATES STORM WATER DETENTION EASEMENT GRANTED HEREON.
- B** INDICATES OPEN SPACE EASEMENT GRANTED HEREON.

**EASEMENTS TO BE GRANTED**

- E** INDICATES PROPOSED PRIVATE DRAINAGE EASEMENT FOR THE BENEFIT OF LOTS 1 THROUGH 8 TO BE GRANTED OR RESERVED CONCURRENTLY WITH TRANSFER OF TITLE.
- G** INDICATES PROPOSED PRIVATE IRRIGATION EASEMENT FOR THE BENEFIT OF LOTS 1 THROUGH 8 TO BE GRANTED OR RESERVED CONCURRENTLY WITH TRANSFER OF TITLE.

**EASEMENTS OF RECORD**

- E** CALIFORNIA COASTAL COMMISSION HOLDER OF AN OPEN SPACE CONSERVATION DEED RESTRICTION, RECORDED SEPTEMBER 25, 2023, AS DOC # 2023-0259653, O.R.



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** January 24, 2024  
**ORIGINATING DEPT:** Community Development Department  
**SUBJECT:** **Public Hearing: Request for a DRP and SDP to Construct a First-Story Remodel and New Second-Floor Addition to an Existing One-Story, Single-Family Residence with an Attached Garage at 1435 Highland Dr. (Applicants: Karen and Steven Gray; Application: DRP23-009/SDP23-011; APN: 298-480-03-00; Resolution No. 2024-003)**

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## **BACKGROUND:**

The Applicants, Karen and Stephen Gray, are requesting City Council approval of a Development Review Permit (DRP) and Structure Development Permit (SDP) for construction of a first-story remodel and new 1,416 square-foot second-story addition to an existing single-family residence with an attached three-car garage. The project proposes 2 cubic yards of excavation for footings to be exported offsite. The maximum building height of the proposed addition would be 22.9 feet above the proposed grade (or 320.1 feet above MSL). The 21,800 square-foot lot is located within the Estate Residential (ER-2) Zone.

A DRP is required for: 1) a structure that exceeds 60% of the maximum allowable floor area; and 2) a second floor that exceeds 35% of the floor area of the first floor. An SDP is required for an addition over 16 feet in height as measured from the pre-existing grade.

The issue before the Council is whether to approve, approve with conditions, or deny the Applicants' request as contained in Resolution 2024-003 (Attachment 1).

## **DISCUSSION:**

The subject 21,800 square-foot lot is located on the south side of Highland Drive. The property was originally developed prior to the City's incorporation. The topography

CITY COUNCIL ACTION:

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**AGENDA ITEM # B.1.**



consists of a flat building pad, where the existing residence, driveway, and improved yard areas are located. The rear (southern) and side (eastern) portions of the property consists of a vegetated slope that descends approximately 7 feet down to the neighboring property to the south.

The Applicants are proposing to construct a second-floor addition to the western portion of the existing residence. Project plans are provided in Attachment 2.

Table 1 (below) provides a comparison of the SBMC applicable zoning regulations with the Applicants’ proposed design.

<b>Table 1</b>			
<b>LOT INFORMATION</b>			
<b>Property Address:</b>	1435 Highland Dr	<b>Zoning Designation:</b>	ER-2 (1-2 du/ac)
<b>Lot Size (Gross):</b>	21,800 sf	<b># Units Allowed:</b>	1 D/U, 1 ADU, 1 JADU
<b>Max. Allowable Floor Area:</b>	7,770 sf	<b># Units Ex/Proposed:</b>	1 D/U
<b>Proposed Floor Area:</b>	5,088 sf	<b>Setbacks:</b>	<b>Required</b> <b>Proposed</b>
<b>Below Max. Floor Area by:</b>	2,682 sf	Front (N)	25 ft      58 ft 7.5 in
<b>Max. Allowable Height:</b>	25 ft	Interior Side (W)	10 ft      10 ft 1.5 in
<b>Max. Proposed Height:</b>	22.9 ft	Interior Side (E)	10 ft      59 ft 1.75 in
<b>Highest Point/Ridge:</b>	320.1 MSL	Rear (S)	40 ft      76 ft 3.5 in
<b>PROPOSED PROJECT INFORMATION</b>			
<b>Proposed Floor Area Breakdown:</b>		<b>Required Permits:</b>	
Existing First Floor Living Area	3,400 sf	DRP for proposed total floor area to exceed 60% of maximum allowable and proposed second story in excess of 35 % of first floor	SDP for addition in excess of 16 feet in height
Existing Garage	672 sf		
Proposed Second Floor Addition	1,416 sf		
Subtotal	5,488 sf		
Off-Street Parking Exemption	- 400 sf		
<b>Total Proposed Floor Area:</b>	<b>5,088 sf</b>		
<b>Required/Proposed Parking:</b> 2 (SFR) / 3 Garage		<b>Existing Development:</b> Single-family residence with attached garage to remain	
<b>Proposed Fences and Walls:</b> Existing to remain			
<b>Proposed Accessory Structure:</b> No			
<b>Proposed Grading:</b> 2 CY of excavation for footings to be exported offsite.			

Staff has prepared draft findings for approval of the project in the attached Resolution 2024-003 for the Council’s consideration based upon the information in this report. The applicable SBMC sections are provided in italicized text and conditions from the Community Development, Engineering, and Fire Departments are incorporated in the Resolution of Approval. The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

The following is a discussion of the findings for a DRP as each applies to the proposed project as well as references to recommended conditions of approval contained in Resolution 2024-003.



### **Development Review Permit Compliance (SBMC Section 17.68.40):**

A DRP is required because the total proposed floor area would exceed 60 percent of the maximum allowable for the property and the proposed second floor would exceed 35 percent of the existing first floor. The Council may approve, or conditionally approve, a DRP only if all of the findings listed below can be made. If the findings cannot be made, the Council shall deny the DRP. Resolution 2024-003 provides a full discussion of the findings.

1. The proposed development is consistent with the general plan and all applicable requirements of the zoning ordinance including special regulations, overlay zones, and specific plans.
2. The proposed development complies with the development review criteria.
3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.
4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.

### **DRP Finding #1**

#### **General Plan Consistency**

The proposed project may be found consistent with the General Plan, which designates the property as Estate Residential and is intended for semirural, estate residential development with a maximum density of two (2) dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

#### **Specific Plans and Special Overlays**

The property is not located within any of the City's Specific Plan areas or Special Overlays.

#### **Zoning Ordinance Consistency**

SBMC Section 17.20.010(A) specifies that the ER-2 Zone is intended for residential development in areas characterized by single-family homes on semirural estate lots of

one-half acre or larger. SBMC Section 17.20.030 outlines property development regulations, which are analyzed below.

Minimum Yards/Setbacks:

Minimum yard dimensions (setbacks) for the ER-2 Zone are determined by the setback designator indicated on the City of Solana Beach official zoning map. The setback designator for the subject property is “b”, which requires 25-foot front yard setback, 10-foot side yard setbacks, and a 40-foot rear yard setback. The existing residence and proposed addition comply with all of the required setbacks.

Maximum Floor Area Ratio:

The maximum allowable floor area calculation for 21,800 square-foot lot is as follows:

0.60 for first 5,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.30 for 5,000 to 20,000 ft <sup>2</sup>	4,500 ft <sup>2</sup>
0.15 for 20,000 ft <sup>2</sup> +	270 ft <sup>2</sup>
<hr/> Maximum Allowable Floor Area:	<hr/> 7,770 ft <sup>2</sup>

The existing one-story residence is 3,400 square-feet with a 672 square-foot three car garage. The proposed project includes a 1,416 square-foot second-story addition to the western portion of the residence. The subtotal of the gross floor area with the project would be 5,488 square feet.

The SBMC parking regulations require two off-street parking spaces per single-family residence. When required spaces are provided in a garage, 200 square feet of floor area is exempted for each required space. The existing 672 square-foot garage provides three unobstructed parking spaces, and two spaces are required in total for the project; therefore, the project is afforded a 400 square-foot exemption from gross floor area calculation. With the exemption, the total gross floor area of the project would be 5,088 square feet, which is 2,682 square feet below the maximum allowable for the property.

Maximum Building Height:

The maximum building height for the ER-2 Zone is 25 feet. The maximum height of the proposed addition would be 22.9 feet above the existing grade or 320.1 feet above Mean Sea Level (MSL). The proposed addition would exceed 16 feet in height from the existing grade. Therefore, the project is subject to the requirements of SBMC Chapter 17.63 – View Assessment and the approval of an SDP. As a condition of approval, the Applicants would be required to submit a height certification to certify that no portion of the structure will exceed 22.9 feet from the existing grade or 320.1 MSL.

Required Off-Street Parking:

A single-family residence requires two off-street parking spaces, pursuant to SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM). A total of two off-street parking spaces are required by the project and three unobstructed 9-foot by 19-foot parking spaces are accommodated in the existing garage.

### Fences, Walls and Retaining Walls:

Within the front yard setback, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional 2 feet that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to 6 feet in height with an additional 2 feet that is 50% open to light and air. Fence and wall height is measured from the pre-existing grade.

Currently, the plans show existing fences and walls to remain and in compliance with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicants decide to modify any of the fences and walls or construct additional fences and walls on the project site, a condition of project approval indicates that they would be required to comply with the Municipal Code.

### Water Efficient Landscape:

The project is not subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. According to SBMC Section 17.56.040, the regulations apply to modified landscape areas that exceed 500 square feet. The proposed project does not include any modification to landscape areas. As a condition of approval, should the Applicants decide to modify more than 500 square feet of aggregate landscape area, they would be required to prepare a conceptual landscape plan for review by the City's third-party landscape architect and approval by City Council under a Modification to the DRP. In addition, A condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

### **DRP Finding #2**

The development review criteria topics referenced in DRP Finding #2 are listed below with further discussion as to how they relate to the proposed Project:

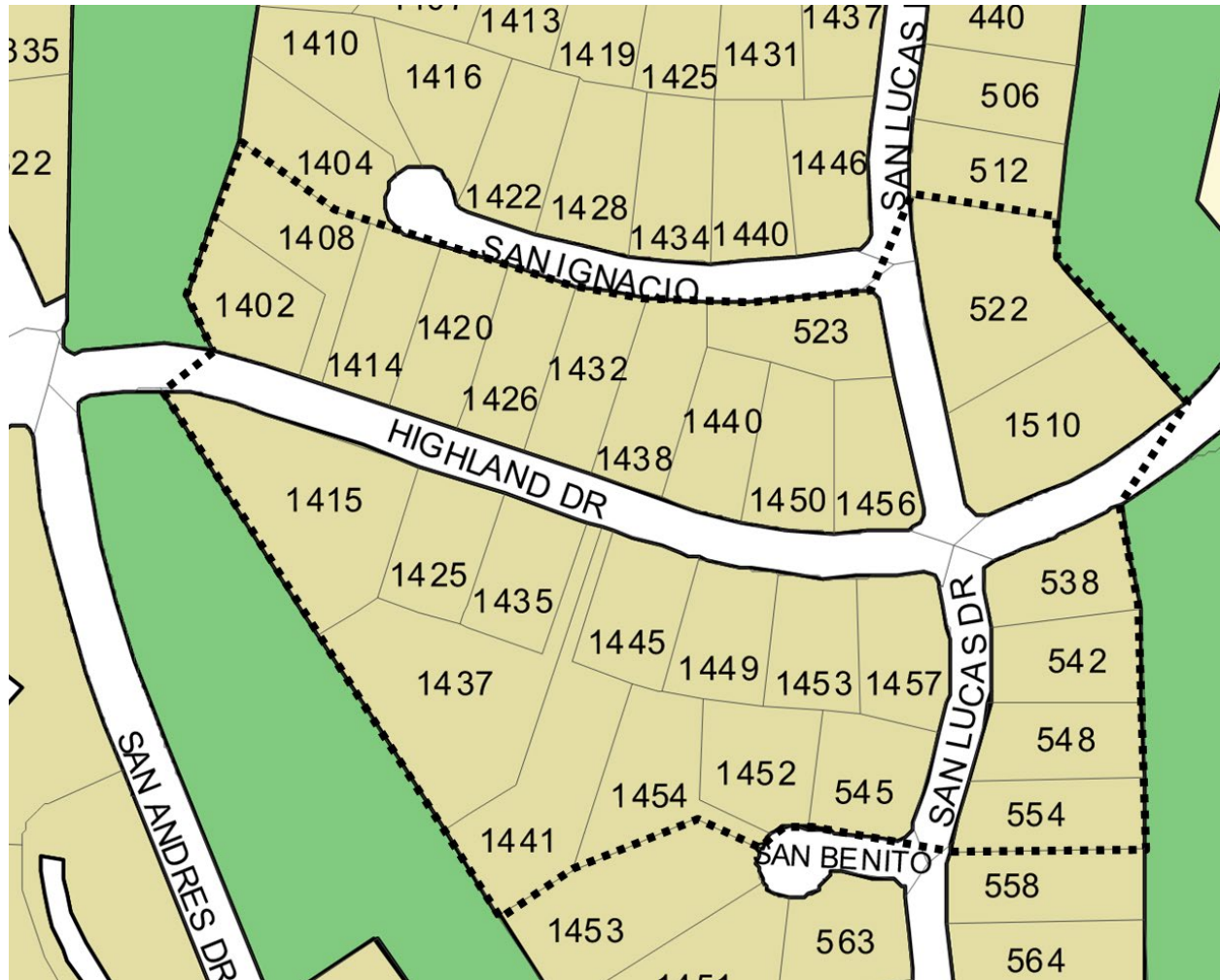
1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking, and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

### Relationship with Adjacent Land Uses:

The property and the surrounding neighborhood are located in the ER-2 Zone. The surrounding neighborhood is developed with a mix of one-and two-story single-family residences.

Neighborhood Comparison:

Staff compared the proposed project to 28 nearby properties located on Highland Dr., San Lucas Dr, and San Benito Ct, as shown on the following map:



The properties evaluated in this comparison are also located in the ER-2 Zone. The surrounding properties are developed primarily with single-family homes ranging in size from 2,239 square feet to 5,899 square feet. The existing square footage information is obtained through the County Assessor records. It should be noted that the County Assessor does not include garages, covered patios or enclosed exterior areas, accessory buildings, or unfinished basements in the total square footage. Accordingly, the building area of the proposed project has been calculated for comparison purposes by deleting the area of the garage:

Project Gross Building Area:	5,488 ft <sup>2</sup>
Delete Attached Garage:	- 672 ft <sup>2</sup>

Project Area for Comparison to Assessor's Data: 4,816 ft<sup>2</sup>

Table 2, below, is based upon the County Assessor's data and SanGIS data. It contains neighboring lot sizes, the square footage of existing development and the maximum allowable square footage for potential development on each lot.

<b>Table 2</b>						
#	Property Address	Lot Size in ft <sup>2</sup> (GIS)	Existing ft <sup>2</sup> Onsite (Assessor's)	Proposed / Recently Approved ft <sup>2</sup>	Max. Allowable ft <sup>2</sup>	Zone
1	1510 Highland Drive	45,254	5,899		11,288	ER-2
2	522 San Lucas Drive	46,374	3,989		11,456	ER-2
3	523 San Lucas Drive	22,776	2,664		7,916	ER-2
4	1408 Highland Drive	25,779	2,786		8,367	ER-2
5	1402 Highland Drive	22,919	2,239		7,938	ER-2
6	1414 Highland Drive	21,639	3,474		7,746	ER-2
7	1420 Highland Drive	21,855	3,410		7,778	ER-2
8	1426 Highland Drive	22,038	3,659		7,806	ER-2
9	1432 Highland Drive	22,908	3,011		7,936	ER-2
10	1438 Highland Drive	24,561	4,345		8,184	ER-2
11	1440 Highland Drive	20,954	3,109		7,643	ER-2
12	1450 Highland Drive	22,667	2,293		7,900	ER-2
13	1456 Highland Drive	21,086	4,478		7,660	ER-2
14	538 San Lucas Drive	22,519	2,818		7,878	ER-2
15	542 San Lucas Drive	22,339	3,318		7,851	ER-2
16	1457 Highland Drive	23,147	3,298	4,617	7,972	ER-2
17	1453 Highland Drive	21,449	3,465		7,717	ER-2
18	1449 Highland Drive	21,693	2,622		7,754	ER-2
19	1445 Highland Drive	22,855	2,898		7,928	ER-2
20	<b>1435 Highland Drive</b>	<b>21,800</b>	<b>3,400</b>	<b>4,816</b>	<b>7,707</b>	<b>ER-2</b>
21	1425 Highland Drive	21,726	2,531		7,759	ER-2
22	1415 Highland Drive	53,876	3,311		12,581	ER-2
23	1437 Highland Drive	58,941	3,017		13,341	ER-2
24	1441 Highland Drive	42,087	3,120		10,813	ER-2
25	1454 San Benito Ct.	28,388	3,397		8,758	ER-2
26	1452 San Benito Ct.	23,107	3,382		7,966	ER-2
27	545 San Lucas Drive	23,404	3,085		8,011	ER-2
28	554 San Lucas Drive	23,122	2,660		7,968	ER-2
29	548 San Lucas Drive	22,560	2,931		7,884	ER-2

Building and Structure Placement:

The proposed project includes a 1,416 square-foot second-story addition to the existing residence. The addition would be located entirely within the existing building footprint and within the buildable area. Other improvements include an interior remodel to the existing residence.

Landscape:

The proposed project does not include any modification to existing landscape areas or proposal of new landscape areas. As a condition of approval, should the Applicants decide to modify more than 500 square feet of aggregate landscape area, they would be required to prepare a conceptual landscape plan for review by the City's third-party landscape architect and approval by City Council under a Modification to the DRP. In addition, a condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

Roads, Pedestrian Walkways, Parking, and Storage Areas:

The two required off-street parking spaces would be located within the existing garage, which is accessed by the existing driveway on the north side of the property from Highland Drive. Pedestrian access to the property would be maintained from the existing driveway as well as access around the west side of the residence to the rear yard.

Grading:

The Applicants are proposing approximately 2 cubic yards of excavation for footings to construct the second-story addition. All excavated soil would be exported offsite. There would be no visible change to the existing grade with the project.

Lighting:

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

Usable Open Space:

The project consists of the construction of an addition to a single-family residence with an attached garage on a developed residential lot, therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of approval, the Applicants will be required to pay the City's Park Development Impact Fee.

**Structure Development Permit Compliance (SBMC Chapter 17.63):**

The proposed structure exceeds 16 feet in height above the existing grade, therefore, the project must comply with all of the View Assessment requirements of SBMC Chapter 17.63 and the Applicants were required to complete the SDP process. Story poles were installed depicting the proposed square footage addition, and a Story Pole Height Certification was certified by a licensed land surveyor on November 6, 2023, showing a maximum building height of 22.9 feet (320.1 feet above MSL) above the existing and proposed grade. Notices were mailed to property owners and occupants within 300 feet of the project site establishing a deadline to file for View Assessment by December 11, 2023. No applications for View Assessment were received.

A condition of approval has been added to the Draft Resolution of Approval (Attachment 1) to require that the Applicants submit a height certification prepared by a licensed land surveyor prior to the framing inspection certifying that the maximum height of the proposed addition will not exceed 22.9 feet above the proposed grade or 320.1 feet above MSL.

### **Property Frontage and Public Right-of-Way Improvements:**

The existing frontage is improved with a 6” concrete curb and gutter. The remaining right of way of landscape and vegetation is to remain as is. The existing driveway approaches are to remain as is.

### **Public Hearing Notice:**

Notice of the City Council Public Hearing for the project was published in the Union Tribune more than 10 days prior to the public hearing. The same public notice was mailed to property owners and occupants within 300 feet of the proposed project site on January 12, 2024, Staff has not received any correspondence in support or opposition to the proposed project.

In conclusion, the proposed project, as conditioned, could be found to be consistent with the Zoning regulations and the General Plan. Staff has prepared draft findings for approval of the project in the attached Resolution 2024-003 for the Council’s consideration based upon the information in this report. Conditions from the Community Development, Engineering, and Fire Departments are incorporated in the Resolution of Approval.

The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

### **CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the State CEQA Guidelines. Class 1 consists of the minor alteration of existing private structures involving negligible or no expansion to the existing use including additions to existing structures that will not result in an increase of more than 50

percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less.

**FISCAL IMPACT:** N/A

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation adopting the attached Resolution 2024-003.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a DRP and SDP.
- Deny the project if all required findings for the DRP and SDP cannot be made.

**DEPARTMENT RECOMMENDATION:**

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2024-003 conditionally approving a DRP and SDP for construction of 1,416 square-foot second-floor addition to an existing one-story, single-family residence with an attached garage at 1435 Highland Dr., Solana Beach.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution 2024-003
2. Project Plans



## RESOLUTION 2024-003

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT AND STRUCTURE DEVELOPMENT PERMIT FOR A FIRST-STORY REMODEL AND NEW SECOND-STORY ADDITION TO AN EXISTING SINGLE-FAMILY RESIDENCE WITH AN ATTACHED THREE-CAR GARAGE AT 1435 HIGHLAND DR.**

**APPLICANTS: Karen and Stephen Gray**  
**APPLICATION: DRP23-009 / SDP23-011**

**WHEREAS**, Karen and Stephen Gray (hereinafter referred to as “Applicants”) have submitted an application for a Development Review Permit (DRP) and Structure Development Permit (SDP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC); and

**WHEREAS**, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

**WHEREAS**, at the Public Hearing on January 24, 2024, the City Council received and considered evidence concerning the proposed application; and

**WHEREAS**, the City Council of the City of Solana Beach found the project requested in the application exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and

**WHEREAS**, this decision is based upon the evidence presented at the Public Hearing, and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

**NOW THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

- I. That the foregoing recitations are true and correct.
- II. That the request for a DRP and SDP to construct a first-story remodel and new second-story addition to an existing single-family residence with an attached three-car garage at 1435 Highland Dr. is conditionally approved based upon the following Findings and subject to the following Conditions:
- III. FINDINGS
  - A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:
    - I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The project, as conditioned, is consistent with the City’s General Plan designation of Estate Residential, which allows for a maximum of two (2) dwelling units per acre. The development is also consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Zoning Ordinance Consistency: The project is consistent with all applicable requirements of the Zoning Ordinance (Title 17) (SBMC 17.20.030 and 17.48.040), which delineates maximum allowable Floor Area Ratio (FAR), Permitted Uses and Structures (SBMC Section 17.20.020) which provides for uses of the property for a single-family residence. Further, the project adheres to all property development regulations established for the Estate Residential (ER-2) Zone and cited by SBMC Section 17.020.030, which are analyzed below.

Minimum Yards/Setbacks:

Minimum yard dimensions (setbacks) for the ER-2 Zone are determined by the setback designator indicated on the City of Solana Beach official zoning map. The setback designator for the subject property is “b”, which requires 25-foot front yard setback, 10-foot side yard setbacks, and a 40-foot rear yard setback. The existing residence and proposed addition comply with all of the required setbacks.

Maximum Floor Area Ratio:

The maximum floor area calculation for a 21,800 square-foot lot is as follows:

0.60 for first 5,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.30 for 5,000 to 20,000 ft <sup>2</sup>	4,500 ft <sup>2</sup>
0.15 for 20,000 ft <sup>2</sup> +	270 ft <sup>2</sup>
<hr/> Maximum Allowable Floor Area:	7,770 ft <sup>2</sup>

The existing one-story residence is 3,400 square-feet with a 672 square-foot three car garage. The proposed project includes a 1,416 square-foot second-story addition to the western portion of the residence. The subtotal of the gross floor area with the project would be 5,488 square feet.

The SBMC parking regulations require two off-street parking spaces per single-family residence. When required spaces are provided in a garage, 200 square feet of floor area is exempted for each required space. The existing 672 square-foot garage provides three unobstructed parking

spaces, and two spaces are required in total for the project; therefore, the project is afforded a 400 square-foot exemption from gross floor area calculation. With the exemption, the total gross floor area of the project would be 5,088 square feet, which is 2,682 square feet below the maximum allowable for the property.

#### Maximum Building Height:

The maximum building height for the ER-2 Zone is 25 feet. The maximum height of the proposed addition would be 22.9 feet above the existing grade or 320.1 feet above Mean Sea Level (MSL). The proposed addition would exceed 16 feet in height from the existing grade. Therefore, the project is subject to the requirements of SBMC Chapter 17.63 – View Assessment and the approval of an SDP. As a condition of approval, the Applicants would be required to submit a height certification to certify that no portion of the structure will exceed 22.9 feet from the existing grade or 320.1 MSL.

#### Required Off-Street Parking:

A single-family residence requires two off-street parking spaces, pursuant to SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM). A total of two off-street parking spaces are required by the project and three unobstructed 9-foot by 19-foot parking spaces are accommodated in the existing garage.

#### Fences, Walls and Retaining Walls:

Within the front yard setback, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional 2 feet that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to 6 feet in height with an additional 2 feet that is 50% open to light and air. Fence and wall height is measured from the pre-existing grade.

Currently, the plans show existing fences and walls to remain and in compliance with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicants decide to modify any of the fences and walls or construct additional fences and walls on the project site, a condition of project approval indicates that they would be required to comply with the Municipal Code.

#### Water Efficient Landscape:

The project is not subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. According to SBMC Section 17.56.040, the regulations apply to modified landscape areas that exceed 500 square feet. The proposed project does not include any modification to landscape areas. As a condition of approval, should the Applicants decide to modify more than 500 square feet of aggregate landscape area, they would be required to prepare a conceptual landscape plan for review by the City's third-party landscape architect and approval by City Council under a Modification to the DRP. In addition, A condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

II. *The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

- a. *Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and where feasible, complimentary to existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects, as well as protection of the property from adverse surrounding influences.*

The property is located within the Estate Residential (ER-2) Zone. Properties to the north, east, south, and west are also located within the ER-2 Zone. The surrounding residential neighborhood is developed with one- and two-story, single-family residences.

- b. *Building and Structure Placement: Buildings and structures shall be sited and designed in a manner which visually and functionally enhances their intended use.*

The proposed project includes a 1,416 square-foot second-story addition to the existing residence. The addition would be located entirely within the existing building footprint and within the buildable area. Other improvements include an interior remodel to the existing residence.

- c. *Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. Trees*

*and other large plantings shall not obstruct significant views when installed or at maturity.*

The proposed project does not include any modification to existing landscape areas or proposal of new landscape areas. As a condition of approval, should the Applicants decide to modify more than 500 square feet of aggregate landscape area, they would be required to prepare a conceptual landscape plan for review by the City's third-party landscape architect and approval by City Council under a Modification to the DRP. In addition, a condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

- d. Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

The two required off-street parking spaces would be located within the existing garage, which is accessed by the existing driveway on the north side of the property from Highland Drive. Pedestrian access to the property would be maintained from the existing driveway as well as access around the west side of the residence to the rear yard.

- e. Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.*

The Applicants are proposing approximately 2 cubic yards of excavation for footings to construct the second-story addition. All excavated soil would be exported offsite. There would be no visible change to the existing grade with the project.

- f. Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).*

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of the construction of an addition to a single-family residence with an attached garage on a developed residential lot, therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of approval, the Applicants will be required to pay the City's Park Development Impact Fee.

- III. All required permits and approvals including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.*

All required permits, including a Structure Development Permit, are being processed concurrently with the Development Review Permit.

- IV. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.*

The Applicants are required to obtain approval from the California Coastal Commission prior to issuance of a Building Permit.

- B. In accordance with Chapter 17.63 (Structure Development Permit) of the Solana Beach Municipal Code, the City Council finds the following:

The proposed structure exceeds 16 feet in height above the existing grade, therefore, the project must comply with all of the View Assessment requirements of SBMC Chapter 17.63 and the Applicants were required to complete the SDP process. Story poles were installed depicting the proposed square footage addition, and a Story Pole Height Certification was certified by a licensed land surveyor on November 6, 2023, showing a maximum building height of 22.9 feet (320.1 feet above MSL) above the existing and proposed grade. Notices were mailed to property owners and occupants within 300 feet of the project site establishing a deadline to file for View Assessment by December 11, 2023. No applications for View Assessment were received.

#### IV. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicants shall provide for and adhere to the following conditions:

A. Community Development Department Conditions:

- I. The Applicants shall pay required Fire Mitigation, Park Development, Public Use Facilities, and Public Facilities Impact Fees.
- II. Building Permit plans must be in substantial conformance with the architectural plans presented to the City Council on January 24, 2024, and located in the project file with a submittal date of January 8, 2024.
- III. Prior to requesting a framing inspection, the Applicants shall submit a height certificate prepared by a licensed land surveyor prior to the framing inspection certifying that the tallest point of the proposed residence will not exceed 22.9 feet above the proposed grade on the and the highest point of the structure will not exceed 320.1 feet above the Mean Sea Level (MSL) in conformance with the plans as approved by the City Council on January 24, 2024.
- IV. Any proposed onsite fences, walls and retaining walls and any proposed railing located on top, or any combination thereof, shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).
- V. The Applicants shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of Building Permit.

- VI. All new exterior lighting fixtures shall be in conformance with the City-wide lighting regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.
- VII. Native or drought tolerant and non-invasive plant materials and water conserving irrigation systems shall be incorporated into any proposed landscaping and compatible with the surrounding area to the extent feasible.
- VIII. Construction vehicles shall be parked on the subject property at all times feasible. If construction activity prohibits parking on the subject property, the Applicants shall ensure construction vehicles are parked in such a way to allow sufficient vehicular access on the street and minimize impact to the surrounding neighbors.
- IX. Pursuant to SBMC 17.68.040 subsection K, the signed final development plan shall be the official site layout for the property and shall be attached to any application for a building permit for the subject property. Any subsequent revisions or changes to the final development plan as approved by the Council will require an amendment to the approved DRP.

B. Fire Department Conditions:

- I. Sprinklers will be required in all spaces including the attic, closets, and bathrooms, regardless of size.
- II. OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION: All roadways shall be a minimum of 20 feet in width during construction and maintained free and clear, including the parking of vehicles per the 2022 California Fire Code Chapter 5 Section 505.1.
- III. ADDRESS NUMBERS: STREET NUMBERS: Approved numbers and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background, and shall meet the following minimum standards as to size: 4" high with a ½" inch stroke width for residential buildings, 8" high with a ½" stroke for commercial and multi-family residential buildings, 12" high with a 1" stroke for industrial buildings. Additional numbers shall be required where deemed necessary by the Fire Marshal, such as rear access



doors, building corners, and entrances to commercial centers per the 2019 California Fire Code Chapter 5 Section 505.1.

- IV. AUTOMATIC FIRE SPRINKLER SYSTEM-ONE- AND TWO-FAMILY DWELLINGS: Structures shall be protected by an automatic fire sprinkler system designed and installed. Plans for the automatic fire sprinkler system shall be submitted as Deferred Submittal and approved by the Solana Beach Fire Department prior to installation per the Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.230 Section 903.2 (NEW) or Section 903.2.01 (ADDITIONS, REMODELS) or Section 903.2.02 (NEW COMMERCIAL).
- V. CLASS “A” ROOF: All structures shall be provided with a Class “A” Roof covering to the satisfaction of the Solana Beach Fire Department and per the 2022 California Building Code Chapter 15 Section 1505.

C. Engineering Department Conditions:

- I. All construction demolition materials shall be recycled according to the City’s Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
- II. Construction fencing shall be located on the subject property unless the Applicants have obtained an Encroachment Permit in accordance with chapter 11.20 of the SBMC which allows otherwise.

V. ENFORCEMENT

Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.

VI. EXPIRATION

The Development Review Permit and Structure Development Permit for the project will expire 24 months from the date of this Resolution, unless the Applicant has obtained building permits and has commenced construction prior to that date, and diligently pursued construction to completion. An extension of the application may be granted by the City Council according to SBMC 17.72.110.

VII. INDEMNIFICATION AGREEMENT

The Applicants shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages, judgments, or costs, including attorney’s fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify the Applicants of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to this indemnification. In the event of such election, the Applicants shall pay all of the costs related thereto, including without limitation reasonable attorney’s fees and costs. In the event of a disagreement between the City and Applicants regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicants shall not be required to pay or perform any settlement unless such settlement is approved by the Applicants.

NOTICE TO APPLICANTS: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Solana Beach, California, held on the 24<sup>th</sup> day of January 2024, by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

# GRAY RESIDENCE: ADDITION AND REMODEL

## 1435 HIGHLAND DR., SOLANA BEACH, CA 92075

APN: 298-480-03-00

OCTOBER 19, 2023

### DESIGN DEVELOPMENT

PROJECT:  
**GRAY RESIDENCE: ADDITION AND REMODEL**  
 1435 HIGHLAND DR., SOLANA BEACH, CA 92075

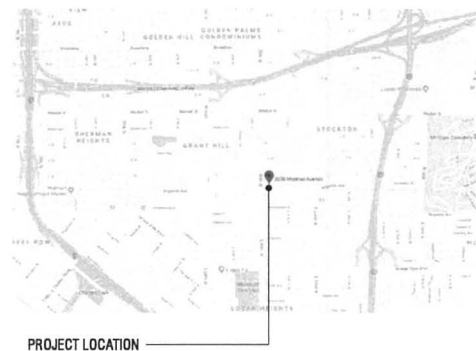
ARCHITECT:



ANDREW E. CROCKER, AIA  
 646 VALLEY AVENUE, SUITE C2  
 SOLANA BEACH, CA 92075  
 T: 858.345.1295

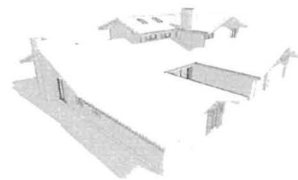
CONSULTANT:

#### VICINITY MAP



PROJECT LOCATION

#### PROJECT VIEW



#### SOLANA BEACH FIRE DEPT. NOTES

- OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION:** ALL ROADWAYS SHALL BE A MINIMUM OF 20 FEET IN WIDTH DURING CONSTRUCTION AND MAINTAINED FREE AND CLEAR, INCLUDING THE PARKING OF VEHICLES PER THE 2019 CALIFORNIA FIRE CODE CHAPTER 5 SECTION 503.4 AND 503.2.1.
- ADDRESS NUMBERS:** STREET NUMBERS, APPROVED NUMBERS AND/OR ADDRESSES SHALL BE PLACED ON ALL NEW AND EXISTING BUILDINGS AND AT APPROPRIATE ADDITIONAL LOCATIONS AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROADWAY FRONTING THE PROPERTY FROM EITHER DIRECTION OF APPROACH. SAID NUMBERS SHALL CONTRAST WITH THEIR BACKGROUND, AND SHALL MEET THE FOLLOWING MINIMUM STANDARDS AS TO SIZE: 4" HIGH WITH A 1/2" INCH STROKE WIDTH FOR RESIDENTIAL BUILDINGS, 8" HIGH WITH A 1/2" STROKE FOR COMMERCIAL AND MULTI-FAMILY RESIDENTIAL BUILDINGS, 12" HIGH WITH A 1" STROKE FOR INDUSTRIAL BUILDINGS. ADDITIONAL NUMBERS SHALL BE REQUIRED WHERE DEEMED NECESSARY BY THE FIRE MARSHAL, SUCH AS REAR ACCESS DOORS, BUILDING CORNERS, AND ENTRANCES TO COMMERCIAL CENTERS PER THE 2019 CALIFORNIA FIRE CODE CHAPTER 5 SECTION 505.1.
- AUTOMATIC FIRE SPRINKLER SYSTEM-ONE- AND TWO-FAMILY DWELLINGS:** STRUCTURES SHALL BE PROTECTED BY AN AUTOMATIC FIRE SPRINKLER SYSTEM DESIGNED AND INSTALLED. PLANS FOR THE AUTOMATIC FIRE SPRINKLER SYSTEM SHALL BE SUBMITTED AS DEFERRED SUBMITTAL AND APPROVED BY THE SOLANA BEACH FIRE DEPARTMENT PRIOR TO INSTALLATION PER THE SOLANA BEACH MUNICIPAL CODE TITLE 15 BUILDING AND CONSTRUCTION CHAPTER 15.32 FIRE CODE SECTION 15.32.230 SECTION 903.2.01. SPRINKLERS SHALL BE REQUIRED DUE TO SIGNIFICANT MODIFICATIONS.
- CLASS "A" ROOF:** ALL STRUCTURES SHALL BE PROVIDED WITH A CLASS "A" ROOF COVERING TO THE SATISFACTION OF THE SOLANA BEACH FIRE DEPARTMENT AND PER THE 2019 CALIFORNIA BUILDING CODE CHAPTER 15 SECTION 1505.

#### GENERAL NOTES

- THE FOLLOWING GENERAL NOTES APPLY TO ALL DRAWINGS UNLESS OTHERWISE NOTED OR SPECIFIED.
- ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL CURRENT FEDERAL, STATE, COUNTY, AND CITY ORDINANCES HAVING JURISDICTION, AND IN ACCORDANCE WITH THE DRAWINGS AND SPECIFICATIONS ISSUED HEREWITH. THE CONTRACTOR SHALL OBTAIN AND COORDINATE AND THE OWNER SHALL PAY FOR ALL REQUIRED PERMITS.
- WORK SHALL BE PERFORMED IN AN ORDERLY AND CAREFUL MANNER WITH DUE CONSIDERATION FOR THE SAFETY AND PROTECTION OF ALL PERSONNEL, EXISTING SURFACES, MATERIALS, AND EQUIPMENT. PROTECTIVE DEVICES SHALL BE INSTALLED AND MAINTAINED AS NECESSARY, AND AS REQUIRED BY THE OWNER OR AUTHORITIES.
- THE CONTRACTOR SHALL REVIEW DOCUMENTS, FIELD VERIFY DIMENSIONS AND FIELD CONDITIONS AND CONFIRM THAT WORK IS BUILDABLE AS SHOWN. THE CONTRACTOR SHALL REPORT ANY CONFLICTS OR DISCREPANCIES IN WRITING TO THE ARCHITECT FOR CLARIFICATION PRIOR TO PERFORMING ANY WORK IN QUESTION. UNLESS OTHERWISE SHOWN OR NOTED, ALL TYPICAL DETAILS SHALL BE USED WHERE APPLICABLE.
- SAFETY MEASURES: AT ALL TIMES, THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR THE CONDITIONS OF THE JOB SITE, INCLUDING THE SAFETY OF PERSONS AND PROPERTY, AND FOR ALL NECESSARY INDEPENDENT ARCHITECTURAL OR ENGINEERING REVIEWS OF THESE CONDITIONS. THE ARCHITECT'S, ENGINEER'S, OR OWNER'S JOB SITE REVIEW IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES.
- DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE, AND LARGE SCALE DETAILS SHALL TAKE PRECEDENCE OVER SMALLER DETAILS.
- SHOULD THE CONTRACTOR ENCOUNTER THE PRESENCE, OR POSSIBLE PRESENCE, OF POTENTIALLY HAZARDOUS MATERIALS, THE CONTRACTOR SHALL NOTIFY THE CLIENT FOR INSTRUCTIONS PRIOR TO CONTINUING WORK.
- NO PRODUCTS CONTAINING ASBESTOS SHALL BE USED ON THIS PROJECT. THE GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY ASBESTOS FOUND IN ANY ITEM CALLED FOR IN THE DRAWINGS AND SPECIFICATIONS.
- GENERALLY, ALL DIMENSIONS ON FLOOR PLANS ARE TO FACE OF FINISH, UNLESS OTHERWISE NOTED.
- ALL CONDUITS AND PIPING SHALL BE CONCEALED.
- SUBSTITUTIONS WILL NOT BE ALLOWED WITHOUT THE PRIOR ACCEPTANCE OF THE ARCHITECT. ALL REQUESTS FOR SUBSTITUTIONS, REVISIONS, OR CHANGES SHALL BE SUBMITTED TO THE ARCHITECT PRIOR TO PURCHASE, FABRICATION OR INSTALLATION.
- THE CONTRACTOR SHALL MAINTAIN THE JOBSITE IN A CLEAN CONDITION AT ALL TIMES AND SHALL NOT LEAVE CONSTRUCTION DEBRIS ON THE PROPERTY.
- THE CONTRACTOR SHALL NOTIFY THE OWNER IN ADVANCE OF INTERRUPTING UTILITIES SUCH AS WATER, POWER OR HEATING, AND MUST SCHEDULE SUCH WORK WITH THE OWNER.
- THE CONTRACTOR SHALL REPLACE ANY EXISTING LANDSCAPING OR SITEWORK THAT IS DAMAGED DURING CONSTRUCTION.
- THE CONTRACTOR SHALL PROVIDE HIS OWN RESTROOM FACILITIES. THE CONTRACTOR IS ALLOWED TO USE OWNER'S ELECTRICITY. THE CONTRACTOR IS NOT TO USE THE OWNER'S TELEPHONE.
- CONTRACTOR WORK HOURS SHALL BE FROM 7:00 AM TO 7:00 PM MONDAY THROUGH FRIDAY AND 8:00 AM TO 8:00 PM SATURDAY, SUNDAY AND HOLIDAYS.
- THE CONTRACTOR SHALL BE INSURED AND HAVE WORKMAN'S COMPENSATION.
- THE CONTRACTOR SHALL ACQUIRE AND REVIEW THE TENANT HANDBOOK AND ANY OTHER LANDLORD DOCUMENTS AS APPLICABLE.

#### SUBMITTAL AND SHOP DRAWINGS

THE GENERAL CONTRACTOR SHALL PROVIDE SUBMITTALS AND SHOP DRAWINGS FOR THE FOLLOWING ITEMS: MILLWORK, LIGHTING, ROOFING

#### PROJECT TEAM

**OWNER:** STEPHEN AND KAREN GRAY  
 1435 HIGHLAND DR.,  
 SOLANA BEACH, CA 92075  
 CONTACT: STEPHEN AND KAREN GRAY  
 PHONE: 858.342.1906  
 EMAIL: KARENGRAY1953@GMAIL.COM

**ARCHITECT:** T7 ARCHITECTURE, INC.  
 646 VALLEY AVENUE, SUITE A  
 SOLANA BEACH, CA 92075  
 CONTACT: ANDREW E. CROCKER, AIA  
 PHONE: 858.345.1295  
 ANDY@T7ARCHITECTURE.COM

**SURVEY & CIVIL:** BHA, INC.  
 5225 AVENIDA ENCINAS, SUITE L  
 CARLSBAD, CA 92008  
 CONTACT: ARMAND A. MAROIS PLS, CA, AZ  
 PHONE: 760.931.8700  
 EMAIL: ARMANDMAROIS@BHAINCSD.COM

#### DRAWING INDEX

- G000 TITLE SHEET
- G005 STORY POLES
- G006 AREA PLAN
- T1 TOPOGRAPHIC SURVEY
- A101 EXISTING FIRST LEVEL FLOOR PLAN
- A102 EXISTING ROOF PLAN
- A103 PROPOSED FIRST FLOOR PLAN
- A104 PROPOSED SECOND FLOOR PLAN
- A105 PROPOSED ROOF PLAN
- A300 EXISTING ELEVATIONS
- A301 EXISTING ELEVATIONS
- A302 PROPOSED ELEVATIONS
- A303 PROPOSED ELEVATIONS
- A400 SECTIONS
- A401 SECTIONS

#### BUILDING SETBACKS

SETBACK LOCATION	REQUIRED	EXISTING 1ST STORY (TO REMAIN)	PROPOSED 2ND STORY
FRONT YARD SETBACK	25 FT	37'-5 3/4"	58' - 7 1/2"
SIDE YARD SETBACK	10 FT	10'-1 1/2"	10'-1 1/2"
SIDE YARD SETBACK	10 FT	30'-3 3/4"	59' - 1 1/4"
REAR YARD SETBACK	40 FT	66'-6"	76' - 3 1/2"

#### GOVERNING CODES

2022 CALIFORNIA BUILDING CODE (CBC)  
 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE  
 2022 CALIFORNIA ELECTRICAL CODE (CEC)  
 2022 CALIFORNIA MECHANICAL CODE (CMC)  
 2022 CALIFORNIA PLUMBING CODE (CPC)  
 2022 CALIFORNIA FIRE CODE (CFCO)  
 2022 CALIFORNIA BUILDING ENERGY EFFICIENCY STANDARDS CODE  
 THE CITY OF SOLANA BEACH MUNICIPAL CODE

#### DRAWING ISSUANCE

COSB PLANNING DEPARTMENT SUBMITTAL 10-19-2023

#### DEFERRED SUBMITTAL

- NONE

#### SCOPE OF WORK

THE PROJECT PROPOSES THE ADDITION AND REMODEL OF THE FIRST FLOOR PANTRY AREA WITH A NEW SECOND FLOOR AREA CALCULATED AT 1,416 SF. THE NEWLY ADDED SECOND FLOOR CONSISTS OF TWO NEW BEDROOMS, A FAMILY ROOM AND TWO NEW BATHROOMS. THE ADDED FLOOR IS OVER 16'-0". THIS SUBMITTAL SEEKS HOA APPROVAL.

#### PROJECT NUMBER:

#: DRP23-009, SDP23-011

#### SITE DATA

APN: 298-480-03-00  
 LEGAL DESCRIPTION: TR 6540 LOT 64 ISLA VERDE  
 LOT AREA: 21,800 SF / 0.5 ACRE

#### BUILDING CODE DATA

CONSTRUCTION TYPE: V-B  
 OCCUPANCY GROUP: R/U1  
 STORIES: 1 EXISTING | 2 PROPOSED  
 MAX HEIGHT: 25'-0"  
 FIRE SPRINKLERS: NONE EXISTING

#### ZONING CODE DATA

ZONING BASE: ER-2b  
 OVERLAY ZONES: HILLSIDE OVERLAY

#### FLOOR AREA BREAKDOWN:

EXISTING FLOOR AREA  
 TO REMAIN: 3,400 SF  
 PROPOSED SECOND STORY: 1,416 SF  
 EXISTING GARAGE TO REMAIN: 672 SF  
 SUBTOTAL: 5,488 SF  
 GARAGE EXEMPTION: -400SF  
**PROPOSED FAR: 5,088 SF**

MAX FAR: (60) FOR THE FIRST 5,000 SF OF LOT AREA = **3,000 SF**  
 (30) FOR EACH ADDITIONAL SF BETWEEN 5,000 AND 20,000 SF = **4,500 SF**  
 (15) FOR EACH ADDITIONAL SF OF LAT AREA ABOVE 20,000 SF = **270 SF**  
**7,770 SF**

ALLOWABLE FAR:  
 PROPOSED DECK AREA: 65 SF AT THE SECOND LEVEL BEDROOM 1

COVERAGE: N/A  
 DENSITY: 2 DU/NET ACRE - 1 DU PROPOSED  
 SETBACKS: FRONT YARD: 25'-0"  
 INTERIOR SIDE YARD: 10'-0"  
 REAR YARD: 40'-0"

HEIGHT: STANDARD HEIGHT LIMIT IS 25'-0";  
 MAXIMUM HEIGHT:  
 GRADE TO CHIMNEY: 24'-10 1/4"  
 GRADE TO RIDGE: 22'-10 1/4"

PARKING PROVIDED: 3 OFF-STREET  
 PARKING REQUIRED: 2 OFF-STREET

YEAR BUILT: 1972



NO:	REVISION:	DATE:

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STAMP:

**NOT FOR CONSTRUCTION**

PROJECT NAME: GRAY RESIDENCE: ADDITION AND REMODEL  
 JOB NO: 2014  
 DRAWN BY: RV  
 CHECKED BY: AC  
 ISSUE DATE: 10-19-2023  
 DRAWING FILE: Gray Residence - DD.rvt  
 PHASE:

#### DESIGN DEVELOPMENT

SHEET TITLE: TITLE SHEET

SHEET NO: ATTACHMENT 2 0000

BUILDING PERMIT:  
 PLACE SITE PLAN DUPLICATED AND CALL OUT THE BMP METHOD(S) TO BE USED  
 FOR PROJECT FROM LEGEND, REFER TO THE STORM WATER CHECKLIST.  
 THE SITE PLAN AND CHECKLIST SHOULD MATCH

BMP LEGEND		
PDS 659	BROW DITCH	⇒ ⇒
PDS 659	BERM	→ • →
	DIRECTION OF LOT DRAINAGE	→ →
<b>MATERIALS &amp; WASTE MANAGEMENT BMPs</b>		
WM-1	MATERIAL DELIVERY & STORAGE	
WM-4	SPILL PREVENTION & CONTROL	
WM-5	SOLID WASTE MANAGEMENT	
WM-6	HAZARDOUS WASTE MANAGEMENT	
WM-8	CONCRETE WASTE MANAGEMENT	
WM-9	SANITARY WASTE MANAGEMENT	
<b>TEMPORARY RUNOFF CONTROL BMPs</b>		
SS-2	PRESERVATION OF EXISTING VEGETATION	~ PV ~ PV ~
SS-3	BONDED OR STABILIZED FIBER MATRIX (WINTER)	~ M ~ M ~
SS-4	HYDROSEEDING (SUMMER)	~ TP ~ TP ~
SS-6 / SS-8	STRAW OR WOOD MULCH	~ MW ~ MW ~
SS-7	PHYSICAL STABILIZATION (WINTER)	~ DM ~ DM ~
SS-10	ENERGY DISSIPATOR	
SC-1	SILT FENCE	— □ — □ —
SC-2	SEDIMENT/DESILTING BASIN	
SC-5	FIBER ROLLS	— FR — FR —
SC-6 / SC-8	GRAVEL OR SAND BAGS	— ○ — ○ —
SC-7	STREET SWEEPING AND VACUUMING	
SC-10	STORM DRAIN INLET PROTECTION	
SF-1	SITE FENCE	— X — X —
NS-2	DEWATERING FILTRATION	— ○ — ○ —
TC-1	STABILIZED CONSTRUCTION ENTRANCE	
TC-2	CONSTRUCTION ROAD STABILIZATION	
TC-3	ENTRANCE / EXIT TIRE WASH	
<b>POST-CONSTRUCTION SITE DESIGN BMPs</b>		
4.3.1	MAINTAIN NATURAL DRAINAGE PATHWAYS AND HYDROLOGIC FEATURES	
4.3.2	CONSERVE NATURAL AREA, SOILS, AND VEGETATION	
4.3.3	MINIMIZE IMPERVIOUS AREA	
4.3.4	MINIMIZE SOIL COMPACTION	
4.3.5	IMPERVIOUS AREA DISPERSION	
4.3.6	RUNOFF COLLECTION	
4.3.7	LANDSCAPING WITH NATIVE OR DROUGHT TOLERANT SPECIES	
4.3.8	HARVESTING AND USING PRECIPITATION	
<b>POST-CONSTRUCTION SOURCE CONTROL BMPs</b>		
4.2.1	PREVENTION OF ILLICIT DISCHARGES INTO THE MS4	
4.2.2	STORM DRAINS STENCILING AND POSTING OF SIGNAGE	
4.2.3	PROTECTED OUTDOOR MATERIALS STORAGE AREAS	
4.2.4	PROTECT MATERIALS STORED IN OUTDOOR WORK AREAS	
4.2.5	PROTECT TRASH STORAGE AREAS	
4.2.6	ADDITIONAL BMPs BASED ON POTENTIAL RUNOFF POLLUTANTS:	
A	ON-SITE STORM DRAIN INLETS	
B	INTERIOR FLOOR DRAINS & ELEVATOR SHAFT SUMPS	
C	INTERIOR PARKING GARAGES	
D	NEED FOR FUTURE INDOOR & STR. PEST CONTROL	
E	LANDSCAPE/OUTDOOR PESTICIDE USE	
F	POOLS, SPAS, PONDS, FOUNTAINS, & WATER FEATURES	
G	FOOD SERVICE	
H	TRASH OR REFUSE AREAS	
I	INDUSTRIAL PROCESSES	
J	OUTDOOR STORAGE OF EQUIP. OR MATERIALS	
K	VEHICLE AND EQUIPMENT CLEANING	
L	VEHICLE/EQUIPMENT REPAIR AND MAINTENANCE	
M	FUEL DISPENSING AREAS	
N	LOADING DOCKS	
O	FIRE SPRINKLER TEST WATER	
P	MISCELLANEOUS DRAIN OR WASH WATER	
Q	PLAZAS, SIDEWALKS, DRIVEWAYS, AND PARKING LOTS	

PROJECT:  
**GRAY RESIDENCE: ADDITION AND REMODEL**  
 1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:  
**Architecture**

ANDREW E. CROCKER, AIA  
 646 VALLEY AVENUE, SUITE C2  
 SOLANA BEACH, CA 92075  
 T: 858.345.1295

CONSULTANT:

NO.	REVISION:	DATE:

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STAMP:  
**NOT FOR CONSTRUCTION**

PROJECT NAME:	GRAY RESIDENCE: ADDITION AND REMODEL
JOB NO:	2014
DRAWN BY:	Author
CHECKED BY:	AC
ISSUE DATE:	2023-07-20
DRAWING FILE:	XX/XX/20
PHASE:	

**DESIGN DEVELOPMENT**  
 SHEET TITLE: **BMP PLAN**

SHEET NO: **G004**



STORY POLE GENERAL NOTES

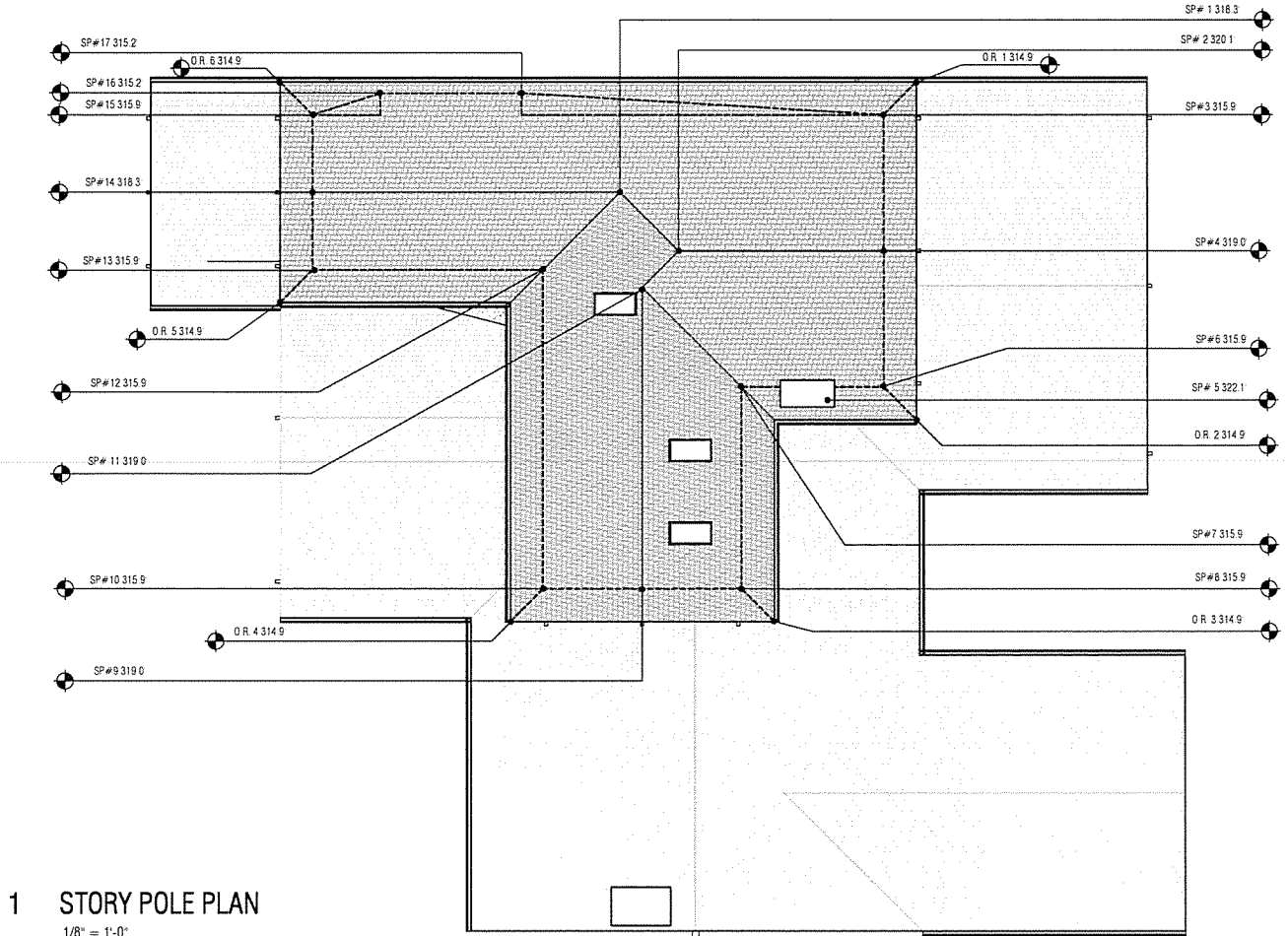
STORY POLE NUMBER	PT ELEV	PLAN ELEV	C/F LENGTH	DESC
1	297.9	318.3	20.4	
2	297.9	320.1	22.2	
3	297.9	315.9	18	
4	297.9	320.1	22.2	
5	297.9	322.1	24.2	
6	297.9	315.9	18	
7	297.9	315.9	18	
8	297.9	315.9	18	
9	297.9	319	21.1	
10	297.9	315.9	18	
11	297.9	319	21.1	
12	297.9	315.9	18	
13	297.9	315.9	18	
14	297.9	318.3	20.4	
15	297.9	315.9	18	
16	297.9	315.2	17.3	
17	297.9	315.2	17.3	
(O.R.) OUT RIGGER 1	297.9	314.9	17	
(O.R.) OUT RIGGER 2	297.9	314.9	17	
(O.R.) OUT RIGGER 3	297.9	314.9	17	
(O.R.) OUT RIGGER 4	297.9	314.9	17	
(O.R.) OUT RIGGER 5	297.9	314.9	17	
(O.R.) OUT RIGGER 6	297.9	314.9	17	

PROJECT:  
**GRAY RESIDENCE: ADDITION AND REMODEL**  
 1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:  

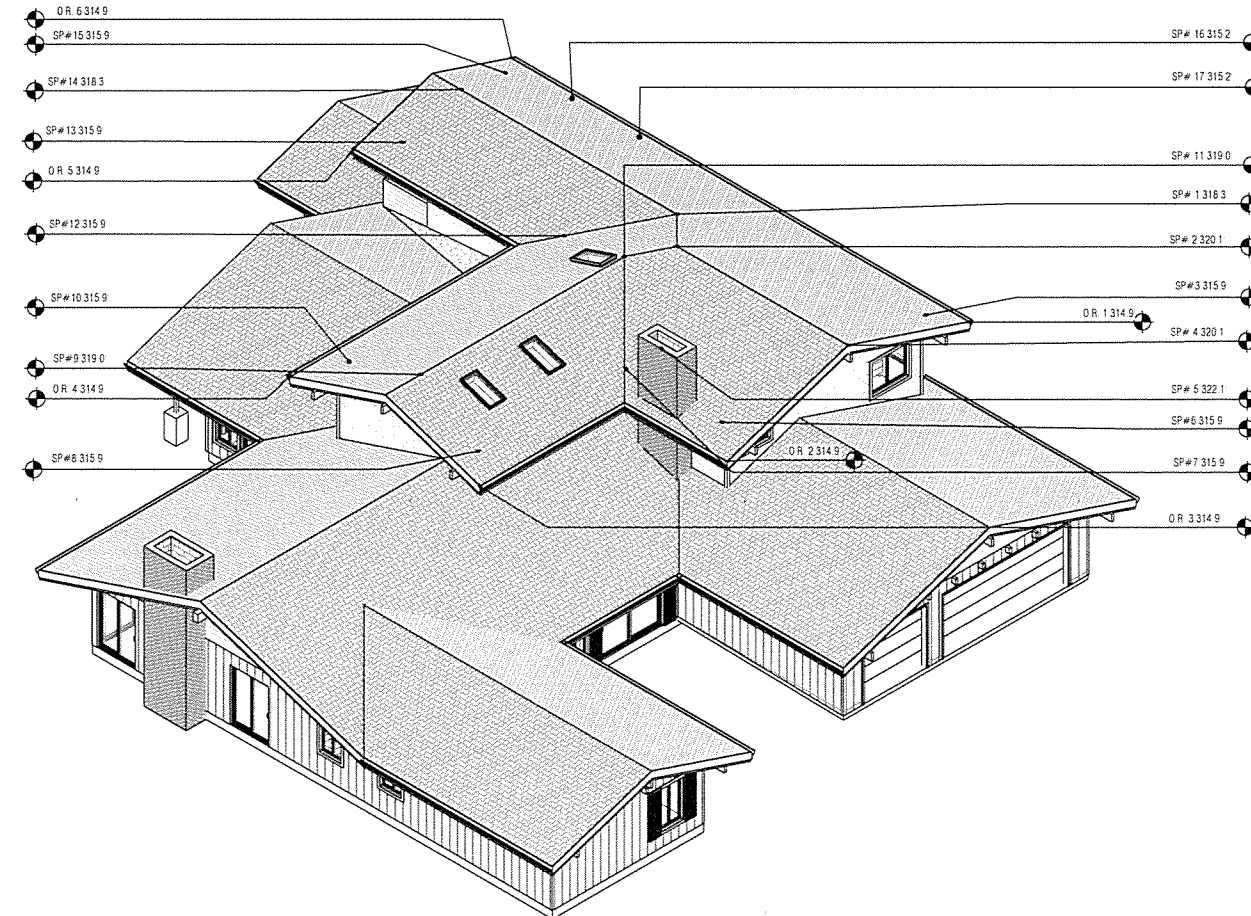

ANDREW E. CROCKER, AIA  
 646 VALLEY AVENUE, SUITE C2  
 SOLANA BEACH, CA 92075  
 T. 858.345.1295

CONSULTANT:



1 STORY POLE PLAN

1/8" = 1'-0"



2 STORY POLE ISONOMETRIC 1

NO.	REVISION:	DATE:

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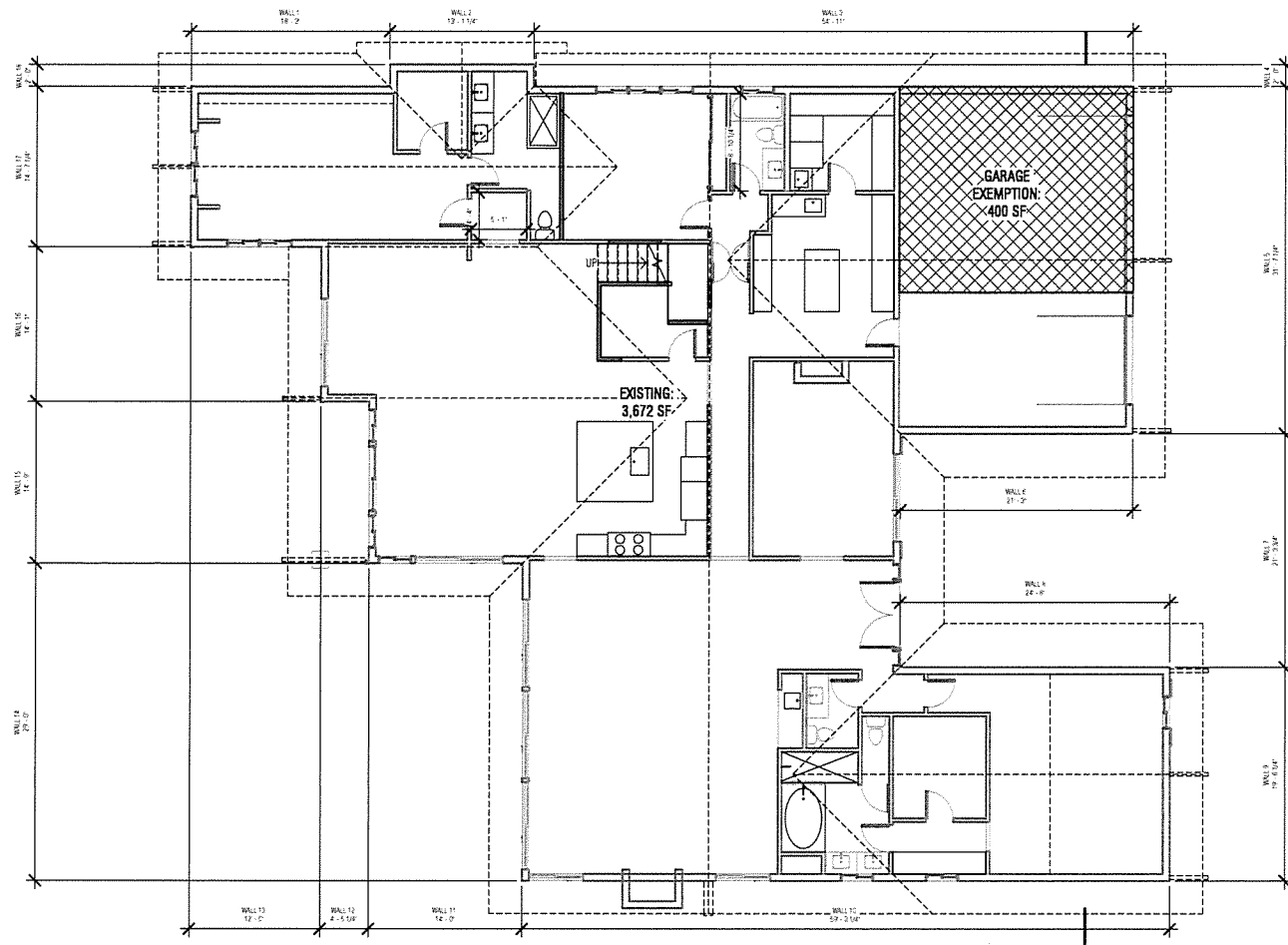
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PROJECT NAME:	GRAY RESIDENCE: ADDITION AND REMODEL
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CHECKED BY:	AC
ISSUE DATE:	10-19-2023
DRAWING FILE:	XXXX/20
PHASE:	

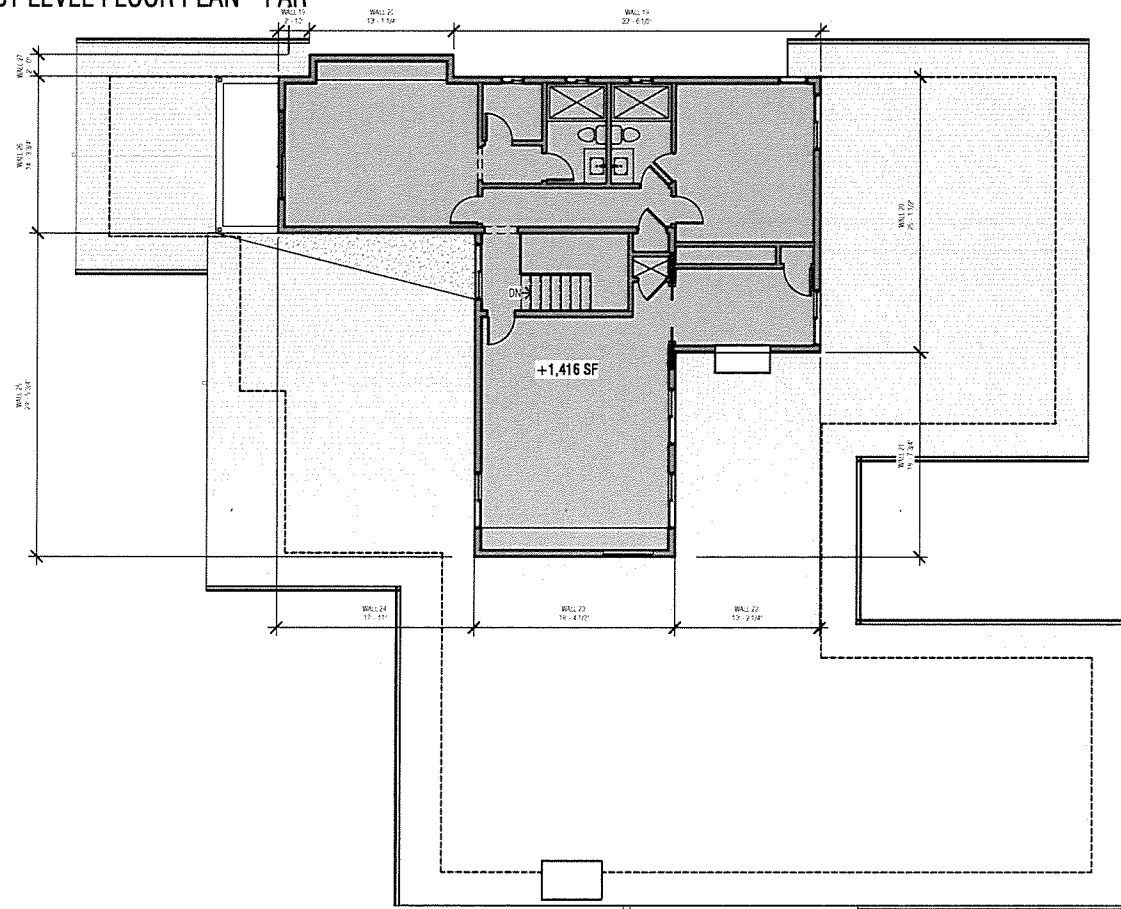
DESIGN DEVELOPMENT  
 SHEET TITLE: STORY POLES

SHEET NO: G005





2 PROPOSED FIRST LEVEL FLOOR PLAN - FAR  
1/8" = 1'-0"



1 PROPOSED SECOND LEVEL FLOOR PLAN - FAR  
1/8" = 1'-0"

**AREA PLAN GENERAL NOTES**

1. ALL DIMENSIONS ARE MEASURED FROM THE EXTERIOR SURFACES. PLANS HAVE BEEN CALCULATED FOR GROSS FLOOR AREA PER SBMC 17.08 DEFINITIONS
2. THE COVERED DECK AREA AND THE UNCOVERED DECK AREA ARE NOT INCLUDED AS FLOOR AREA

**PROJECT AREA CALCULATIONS**

1.	EXISTING SITE AREA	0.5 ACRE, 21,800 SF
2.	EXISTING FLOOR AREA	3,672 SF
3.	EXISTING DETACHED GARAGE	0 SF
4.	<b>TOTAL EXISTING BUILDING FOOTPRINT</b>	<b>4,585 SF</b>
5.	<b>TOTAL PROPOSED ADDITION AREA:</b>	
6.	ADDITION TO FIRST FLOOR	0 SF
7.	ADDITION TO SECOND FLOOR	1,416 SF
8.	OTHER ADDITION	0 SF
6.	<b>TOTAL PROPOSED AREA</b>	<b>1,416 SF</b>
7.	EXISTING DEMO AREA	00 SF
8.	<b>TOTAL EXISTING &amp; PROPOSED LIVING AREA</b>	<b>5,088 SF</b>
9.	<b>TOTAL PROPOSED BUILDING FOOTPRINT</b>	<b>4,585 SF</b>
10.	EXISTING DECK	0 SF
11.	PROPOSED SECOND STORY DECK	65 SF

**WALL CALCULATION**

LEVEL 1: TOTAL EXISTING WALLS: 370'-9 1/4"

DEMO WALLS:

- WALL 1: 18'-3"
- WALL 2: 13'-1 1/4"
- WALL 3: 54'-11"
- WALL 4: 2'-0"
- WALL 5: 31'-7 1/4"
- WALL 6: 21'-3"
- WALL 7: 21'-3 3/4"
- WALL 8: 24'-8"
- WALL 9: 19'-6 1/4"
- WALL 10: 59'-3 1/4"
- WALL 11: 14'-0"
- WALL 12: 4'-5 1/4"
- WALL 13: 12'-0"
- WALL 14: 29'-0"
- WALL 15: 14'-9"
- WALL 16: 14'-1"
- WALL 17: 14'-7 1/4"
- WALL 18: 2'-0"
- TOTAL: 370'-9 1/4"

TOTAL DEMO: 0'-0"

TOTAL % TO REMAIN: 100%  
TOTAL % DEMO: 0%

LEVEL 2: TOTAL EXISTING WALLS: N/A

TOTAL EXISTING WALLS:	370'-9 1/4"
TOTAL DEMO WALLS:	0'-0"
<b>TOTAL REMAINING:</b>	<b>100%</b>

**HATCH LEGEND**

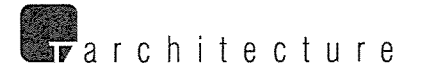
- PROPOSED ADDITION SF
- EXISTING AREA
- GARAGE EXEMPTION AREA: 400 SF

PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**

1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



ANDREW E. CROCKER, AIA  
646 VALLEY AVENUE, SUITE C2  
SOLANA BEACH, CA 92075  
T: 858.345.1295

CONSULTANT:

NO. REVISION: DATE:

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STAMP:

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PROJECT NAME: GRAY RESIDENCE: ADDITION AND REMODEL

JOB NO: 2014

DRAWN BY: Author

CHECKED BY: AC

ISSUE DATE: 2023-07-20

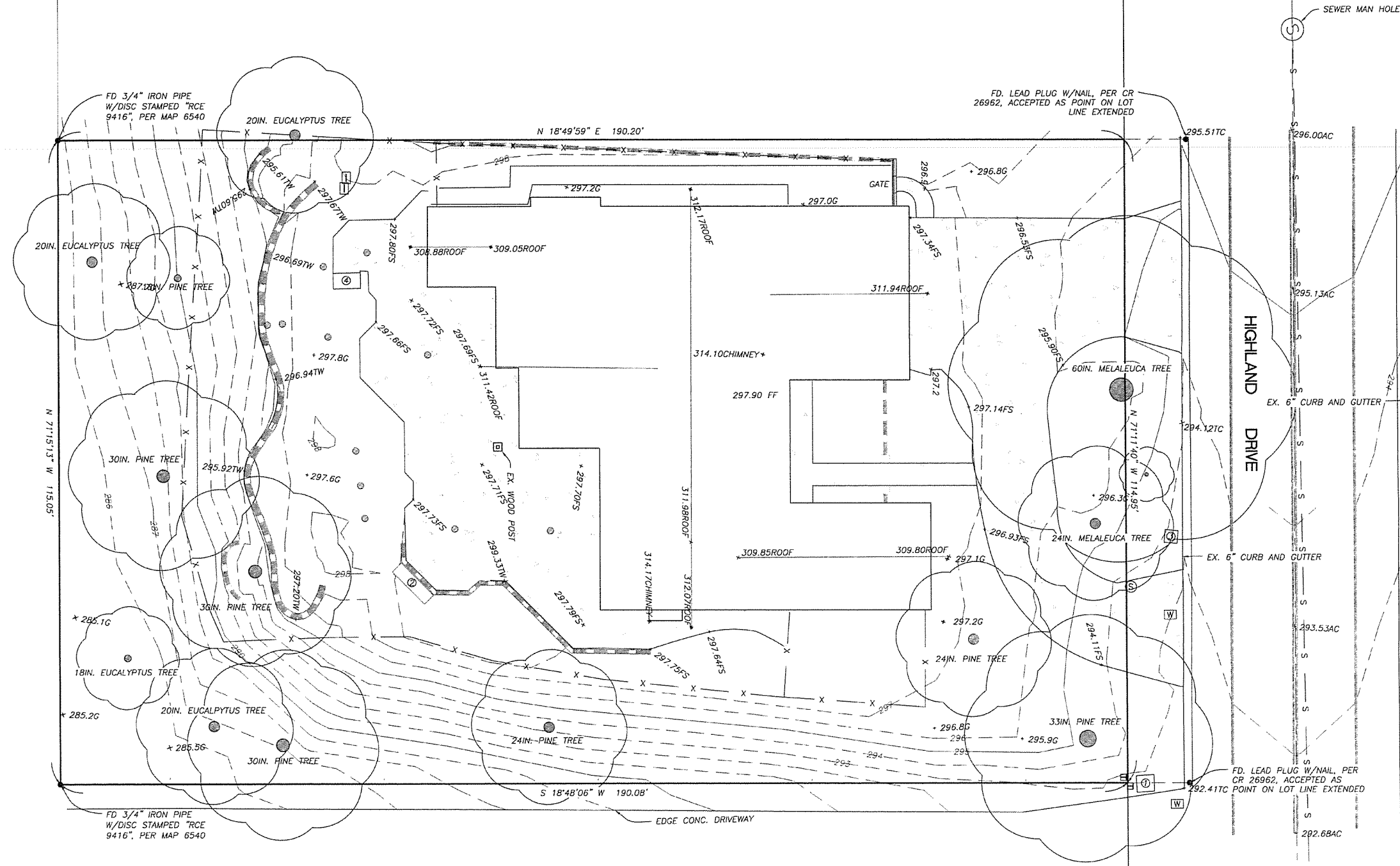
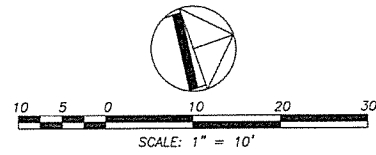
DRAWING FILE: XXXX20

PHASE:

DESIGN DEVELOPMENT

SHEET TITLE: AREA PLAN

SHEET NO: G006



**BASIS OF BEARINGS**

THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CENTERLINE OF A PORTION OF HIGHLAND DRIVE, AS SHOWN ON MAP NO. 6540, RECORDED ON NOVEMBER 12, 1969 IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY. I.E. N 71°11'40" W

**BENCHMARK**

THE BENCHMARK FOR THIS SURVEY IS THE CITY OF SAN DIEGO CONTROL POINT #439 AS SHOWN ON RECORD OF SURVEY NO. 14492, BEING A BRASS DISC STAMPED RCE 9416 IN A STREET MONUMENT WELL, LOCATED AT THE INTERSECTION OF HIGHLAND DRIVE AND UNO VERDE COURT. ELEVATION = 335.45 NAVD 88

**LEGAL DESCRIPTION**

LOT 64 OF ISLA VERDE UNIT NO. 2 BEING IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP NO. 6540, RECORDED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY NOVEMBER 12, 1969 AS FILE NO. 207610.

APN: 298-480-03-00

SITE ADDRESS: 1435 HIGHLAND DRIVE, SOLANA BEACH, CA 92075

**SURVEYOR'S STATEMENT**

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE PROFESSIONAL LAND SURVEYOR'S ACT AT THE REQUEST OF STEPHEN AND KAREN GRAY, IN JULY OF 2023

*Armand A. Marois*  
 ARMAND A. MAROIS, L.S.T. 5941  
 DATE 8/4/2023



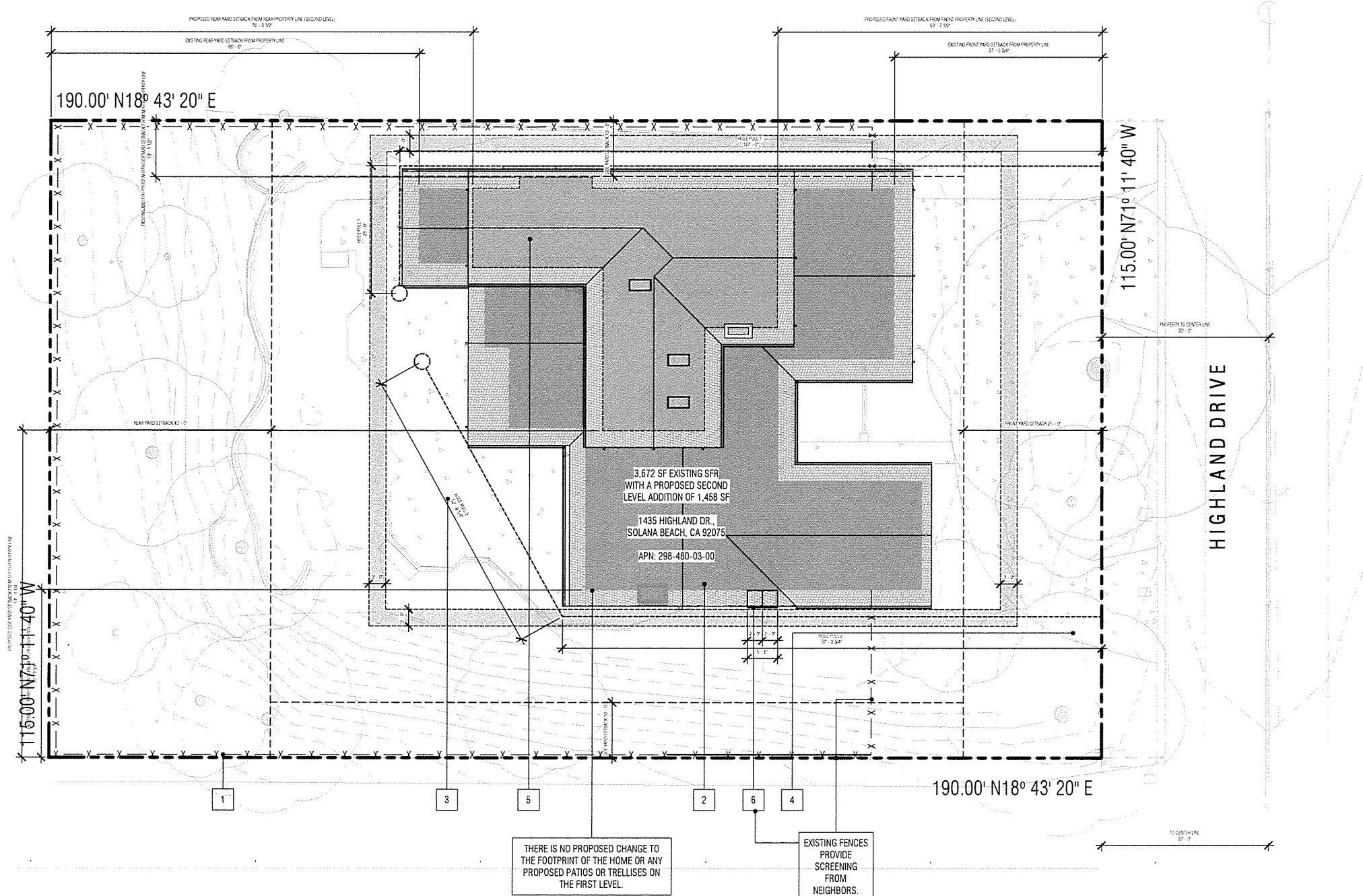
**LEGEND**

- PROPERTY LINE
- ① ELECTRIC TRANSFORMER PAD
- ② PATIO FIREPLACE
- ③ MAIL BOX
- ④ PATIO BBO
- ⊙ AREA DRAIN
- Ⓜ TELEPHONE UTILITY
- X CHAIN LINK FENCE
- 290- INDEX CONTOUR 5-FOOT
- · - · - INTERMEDIATE CONTOUR 1-FOOT
- ▭ CONCRETE
- + 290.00 SPOT ELEVATION
- I IRRIGATION BOX
- W WATER METER
- U UTILITY PULL BOX
- S SEWER CLEAN OUT
- ▬▬▬ EXISTING WALL
- — — PAVEMENT STRIPING

**bHA, Inc.**  
 land planning, civil engineering, surveying  
 5115 Avenida Encinas  
 Suite L  
 Carlsbad, California 92008-4387  
 (760) 931-8700

K:\Civil 3D\1490\SURVEY\surv-base-1490.dwg

W:\2023\1490-1490-100



**(P) HATCH LEGEND**

SETBACK LOCATION	REQUIRED	EXISTING 1ST STORY (TO REMAIN)	PROPOSED 2ND STORY
FRONT YARD SETBACK	25 FT	37'-5 3/4"	58' - 7 1/2"
SIDE YARD SETBACK	10 FT	10'-1 1/2"	10'-1 1/2"
SIDE YARD SETBACK	10 FT	30'-3 3/4"	59' - 1 1/4"
REAR YARD SETBACK	40 FT	66'-6"	76' - 3 1/2"

**PROPERTY INFORMATION**

PROPERTY OWNER:  
STEPHEN AND KAREN GRAY  
1435 HIGHLAND DR.,  
SOLANA BEACH, CA 92075

CONTACT: STEPHEN AND KAREN GRAY  
PHONE: 858.342.1906  
EMAIL: KARENGRAY1953@GMAIL.COM

APN: 298-480-03-00

PARCEL NET AREA: 21,800 SF/5 ACRE

RESIDENCE IS CONNECTED TO SEWER

**QUANTITY OF GRADING**

	C.Y. - SITE GRADING	0 C.Y.
X	C.Y. - EXCAVATION FOR THE FOOTINGS OF NEW CONSTRUCTION	2 C.Y.
Y	C.Y. - REMOVAL AND RE-COMPACTION FOR CONSTRUCTION	0 C.Y.
Z	C.Y. - TOTAL GRADING (W + X + Y)	2 C.Y.

NOTE: EARTHWORK QUANTITIES ARE ESTIMATED FOR PERMIT PURPOSES ONLY AND REPRESENT COMPACT (IN PLACE) VOLUMES ONLY. THESE VALUES ARE CALCULATED ON A THEORETICAL BASIS. ACTUAL QUANTITIES MAY VARY DUE TO OBSERVED SHRINKAGE AND/OR SETTLING FACTORS. ALL EXCAVATION SHALL BE DISPOSED OF AT A LEGAL DISPOSAL FACILITY.

**LANDSCAPE AREA SUMMARY**

	EXISTING (SF)	PROPOSED TOTAL (SF)
NON-LANDSCAPED AREA <sup>a</sup>	4,522	4,522
NON-IRRIGATED LANDSCAPE <sup>b</sup>	0	0
IRRIGATED LANDSCAPE	13,213	13,213
WATER FEATURES <sup>c</sup>	0	0
DECORATIVE HARDSCAPE <sup>d</sup>	4,065	4,065
TOTAL LOT AREA	21,800	21,800

	EXISTING (SF)
IRRIGATED LANDSCAPE	0
WATER FEATURES <sup>c</sup>	0
DECORATIVE HARDSCAPE <sup>d</sup>	0
AGGREGATE LANDSCAPE AREA <sup>a</sup>	0

**OBJECTS IN RIGHT OF WAY**

1. WATER METER
2. SEWER CLEANOUT
3. 1 TREE
4. DRIVEWAY SKIRT

**HOSE PULL**

1. 150'-0"
2. 150'-0"

**SITE PLAN KEY NOTES**

1. EXISTING SITE FENCE
2. EXISTING HOME
3. EXISTING CONC PATIO
4. EXISTING DRIVEWAY
5. PROPOSED ADDITION
6. EXISTING MECHANICAL UNIT TO REMAIN WITH ADDED UNIT ADJACENT

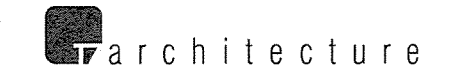
**(P) HATCH LEGEND**

- (E) IMPERVIOUS AREA: NO CHANGE
- (E) HOME: NO CHANGE
- NON-IRRIGATED LANDSCAPE: NO CHANGE
- 3'-0" WALKABLE PATH
- PROPOSED ADDITION
- (E) FENCE

**PROJECT:**

**GRAY RESIDENCE: ADDITION AND REMODEL**  
1435 HIGHLAND DR., SOLANA BEACH, CA 92075

**ARCHITECT:**



ANDREW E. CROCKER, AIA  
646 VALLEY AVENUE, SUITE C2  
SOLANA BEACH, CA 92075  
T: 858.345.1295

**CONSULTANT:**



NO.	REVISION:	DATE:

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**STAMP:**

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PROJECT NAME:	GRAY RESIDENCE: ADDITION AND REMODEL
JOB NO.:	2014
DRAWN BY:	RV
CHECKED BY:	AC
ISSUE DATE:	10-19-2023
DRAWING FILE:	Gray Residence - DD
PHASE:	

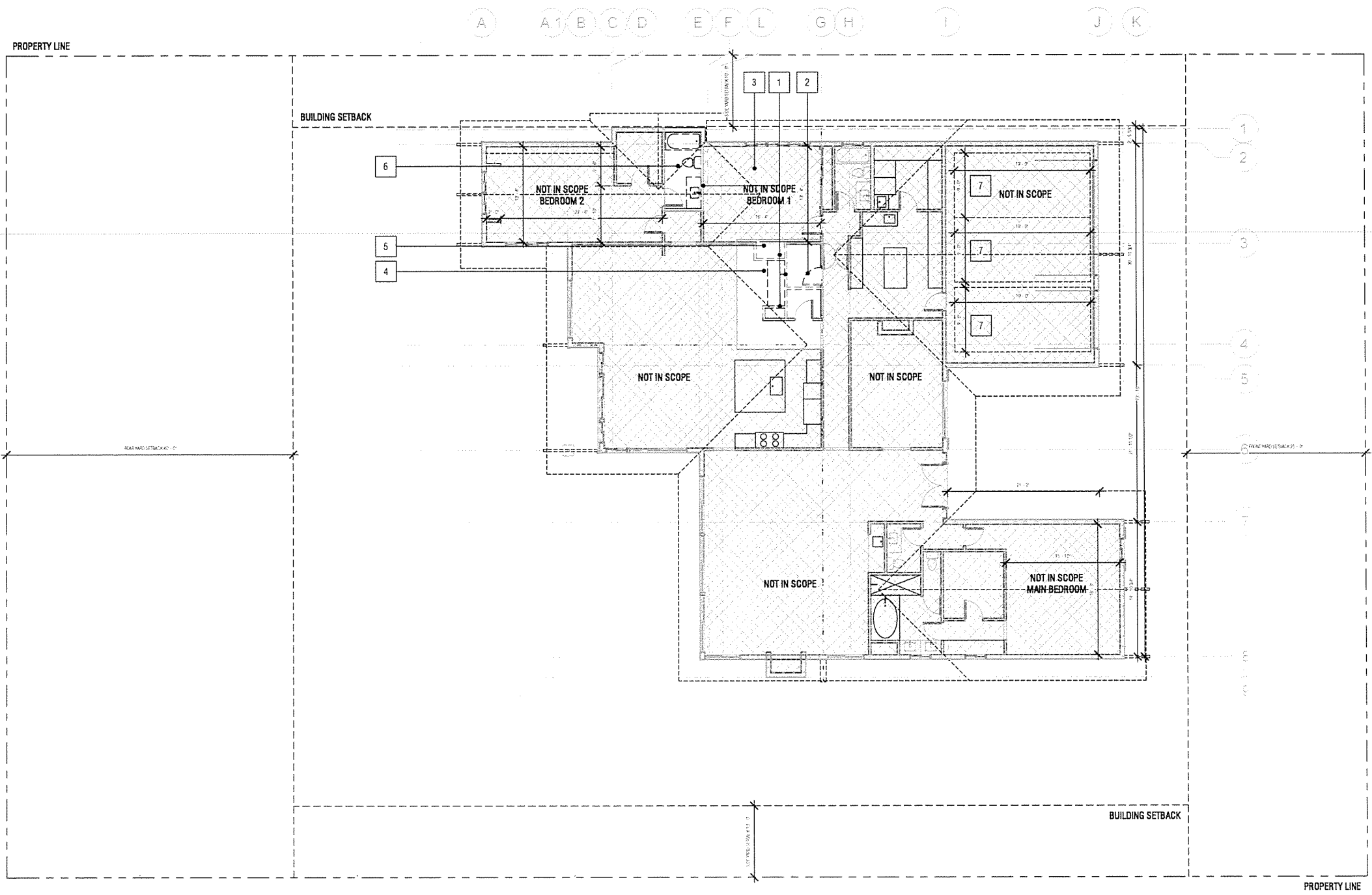
**DESIGN DEVELOPMENT**

SHEET TITLE: **PROPOSED SITE PLAN**

SHEET NO: **A100**

**1 PROPOSED SITE PLAN**  
3/32" = 1'-0"





**DIMENSIONING NOTE**

1. ALL DIMENSIONS ARE MEASURED FROM THE EXTERIOR WALL SURFACES.

**DÉMO PLAN KEY NOTES**

XX

1. DEMO WALL
2. DEMO DOOR
3. DEMO FLOORING
4. DEMO COUNTER
5. DEMO MILLWORK IN BEDROOM
6. DEMO ALL FIXTURES
7. REQUIRED 9'-0"X19'-0" PARKING SPACE

**WALL LEGEND**

- [---] EXISTING WALL TO BE DEMOLISHED
- [---] EXISTING WALL TO REMAIN
- [---] NEW WALL

1 EXISTING FIRST LEVEL FLOOR PLAN  
1/8" = 1'-0"

PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**

1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



ANDREW E. CROCKER, AIA  
646 VALLEY AVENUE, SUITE C2  
SOLANA BEACH, CA 92075  
T: 858.345.1295

CONSULTANT:

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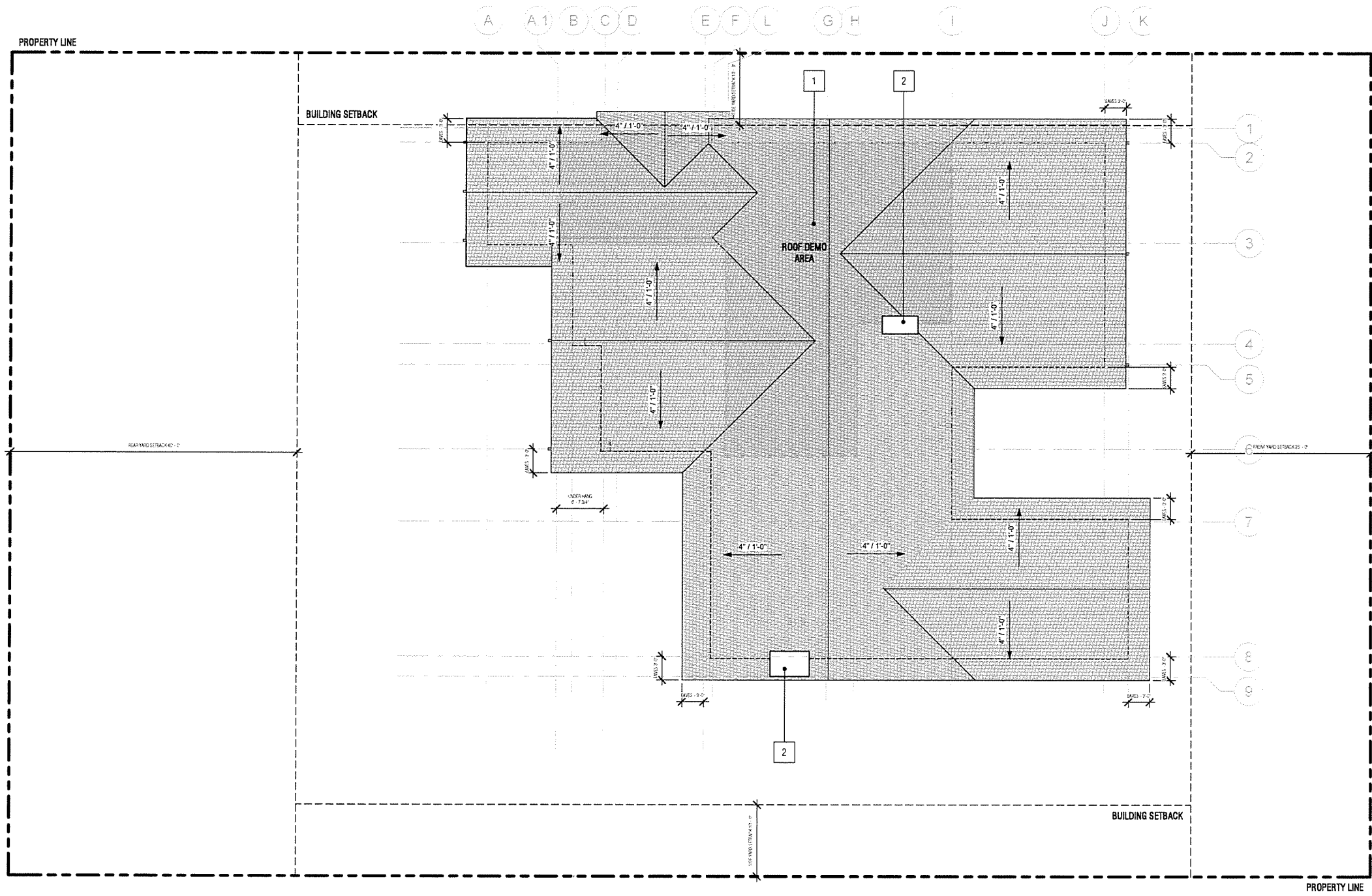
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PROJECT NAME:	GRAY RESIDENCE: ADDITION AND REMODEL
JOB NO:	2014
DRAWN BY:	Author
CHECKED BY:	AC
ISSUE DATE:	2023-07-20
DRAWING FILE:	XX/XX/20
PHASE:	

**DESIGN DEVELOPMENT**

SHEET TITLE: EXISTING FIRST LEVEL FLOOR PLAN

SHEET NO: A101



**DIMENSIONING NOTE**

1. ALL DIMENSIONS ARE MEASURED FROM THE EXTERIOR WALL SURFACES.

**DEMO ROOF PLAN KEY NOTES XX**

1. ROOF DEMO LOCATION
2. EXISTING CHIMNEY TO REMAIN

PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**  
 1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



ANDREW E. CROCKER, AIA  
 646 VALLEY AVENUE, SUITE C2  
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CONSULTANT:



NO. REVISION: DATE:

NO.	REVISION	DATE

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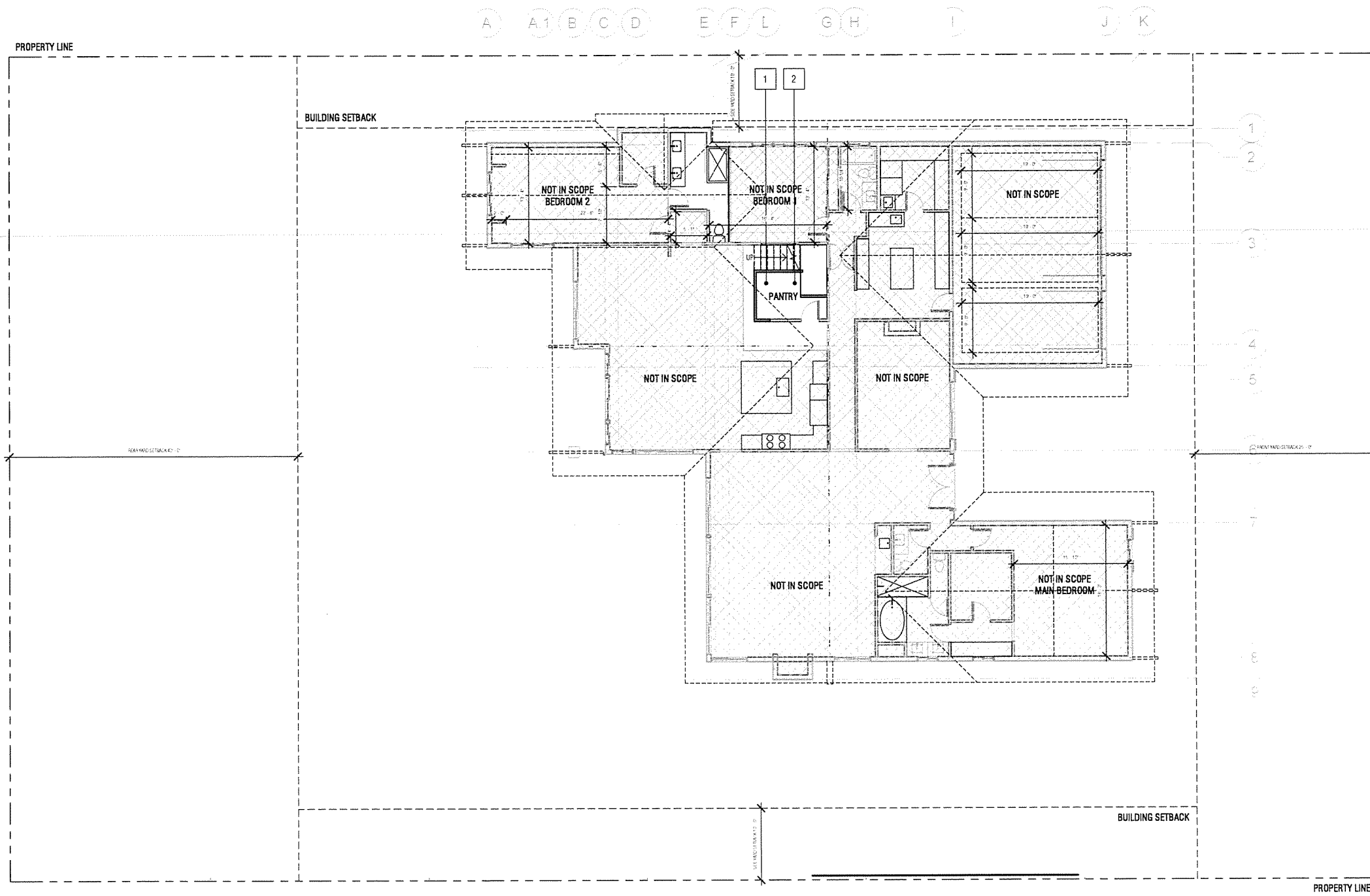
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JOB NO:	2014
DRAWN BY:	RV
CHECKED BY:	AC
ISSUE DATE:	2023-07-20
DRAWING FILE:	11/25/20
PHASE:	

**DESIGN DEVELOPMENT**

SHEET TITLE: **EXISTING ROOF PLAN**

SHEET NO: **A102**

**1 EXISTING ROOF PLAN**  
 1/8" = 1'-0"



**DIMENSIONING NOTE**

1. ALL DIMENSIONS ARE MEASURED FROM THE EXTERIOR WALL SURFACES.

**FLOOR PLAN KEY NOTES**

XX

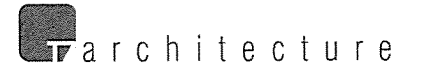
1. NEW PANTRY
2. NEW STAIR TO SECOND LEVEL

PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**

1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



ANDREW E. CROCKER, AIA  
646 VALLEY AVENUE, SUITE C2  
SOLANA BEACH, CA 92075  
T: 858.346.1295

CONSULTANT:

NO.	REVISION:	DATE:

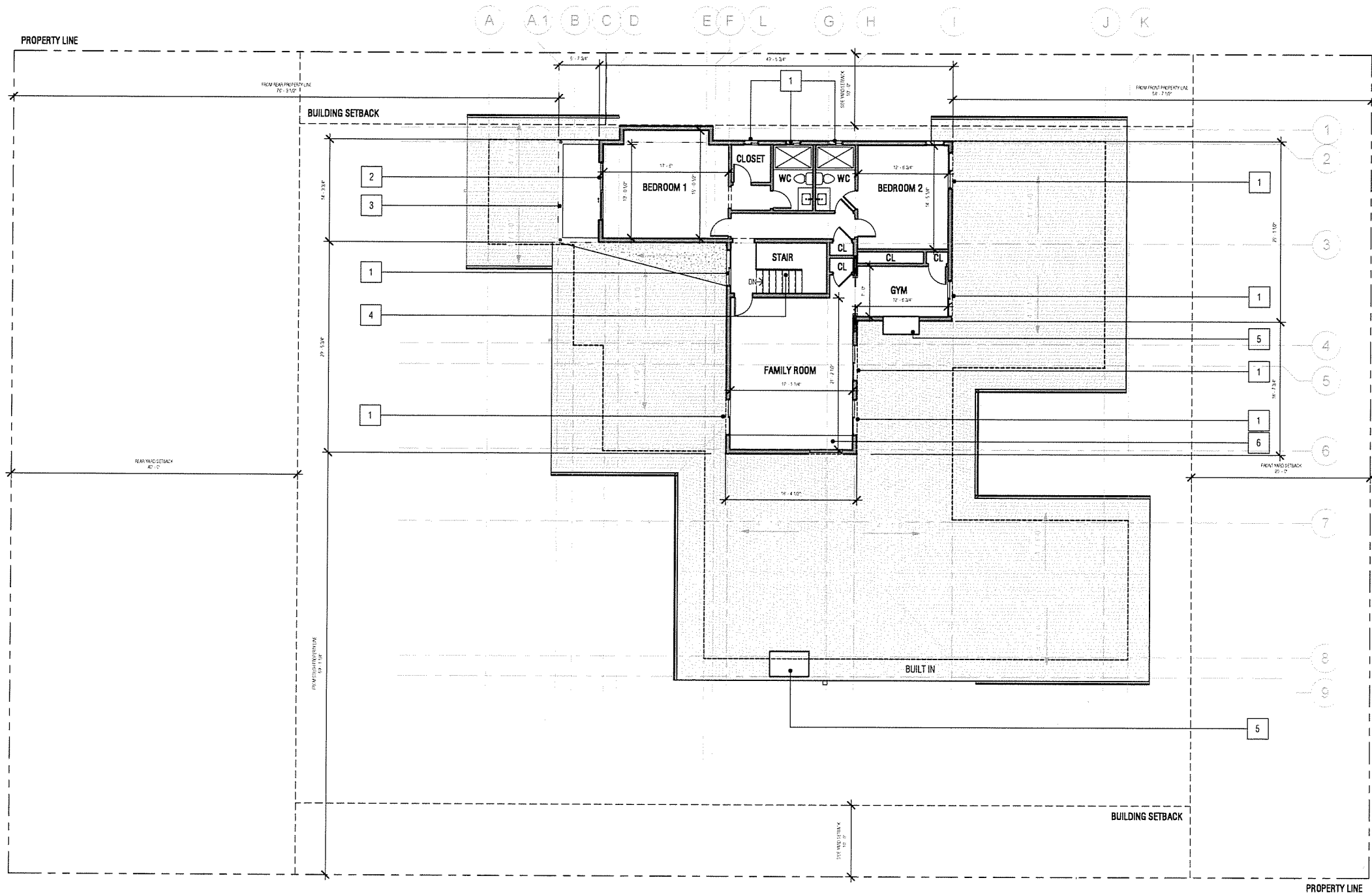
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DRAWN BY:	Author
CHECKED BY:	AC
ISSUE DATE:	2023-07-20
DRAWING FILE:	XX/XX/20
PHASE:	

**DESIGN DEVELOPMENT**  
SHEET TITLE: **PROPOSED FIRST FLOOR PLAN**

SHEET NO: **A103**



**DIMENSIONING NOTE**

1. ALL DIMENSIONS ARE MEASURED FROM THE EXTERIOR WALL SURFACES.

**FLOOR PLAN KEY NOTES**

XX

1. NEW WINDOW
2. NEW DOOR TO BALCONY
3. NEW BALCONY
4. NEW STAIR
5. EXISTING FIREPLACE
6. NEW BUILT-INS

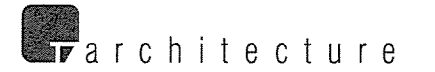
**WALL LEGEND**

- EXISTING WALL TO BE DEMOLISHED
- EXISTING WALL TO REMAIN
- NEW WALL

PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**  
1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



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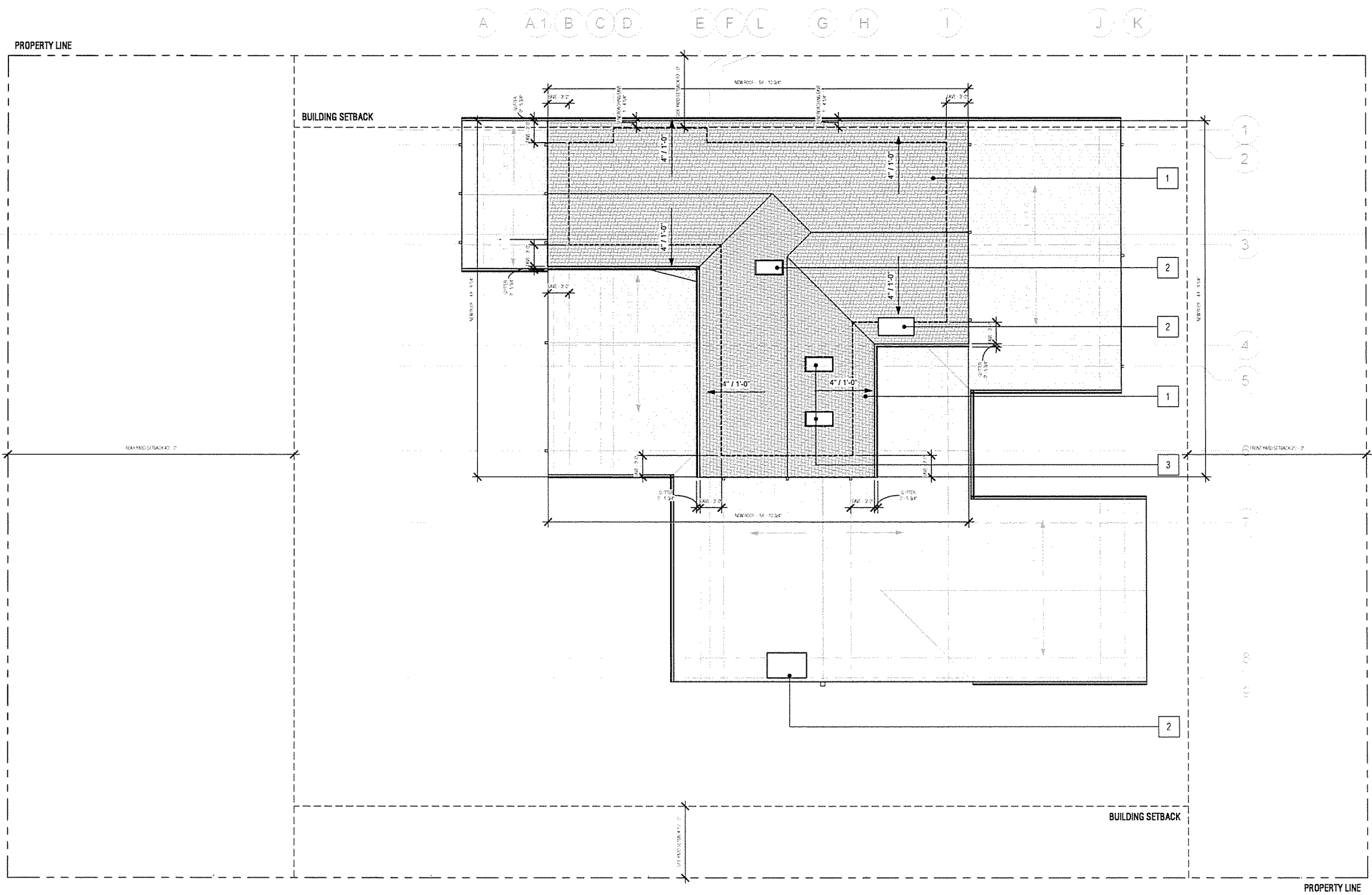
**DESIGN DEVELOPMENT**

SHEET TITLE: **PROPOSED SECOND FLOOR PLAN**

SHEET NO: **A104**

10/19/2023 4:40:07 PM

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



**DIMENSIONING NOTE**

1. ALL DIMENSIONS ARE MEASURED FROM THE EXTERIOR WALL SURFACES.

**ROOF PLAN KEY NOTES**

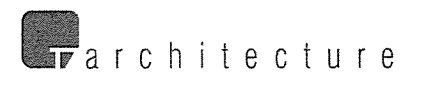
1. PROPOSED ROOF TO MATCH EXISTING
2. EXISTING CHIMNEY TO REMAIN
3. NEW SKYLIGHTS
4. NEW GUTTERS TO DOWNSPOUTS

XX

PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**  
1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



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ISSUE DATE:	2023-07-20
DRAWING FILE:	XX/XX/20
PHASE:	

**DESIGN DEVELOPMENT**

SHEET TITLE: **PROPOSED ROOF PLAN**

SHEET NO: **A105**



FOR REFERENCE ONLY

PROJECT:

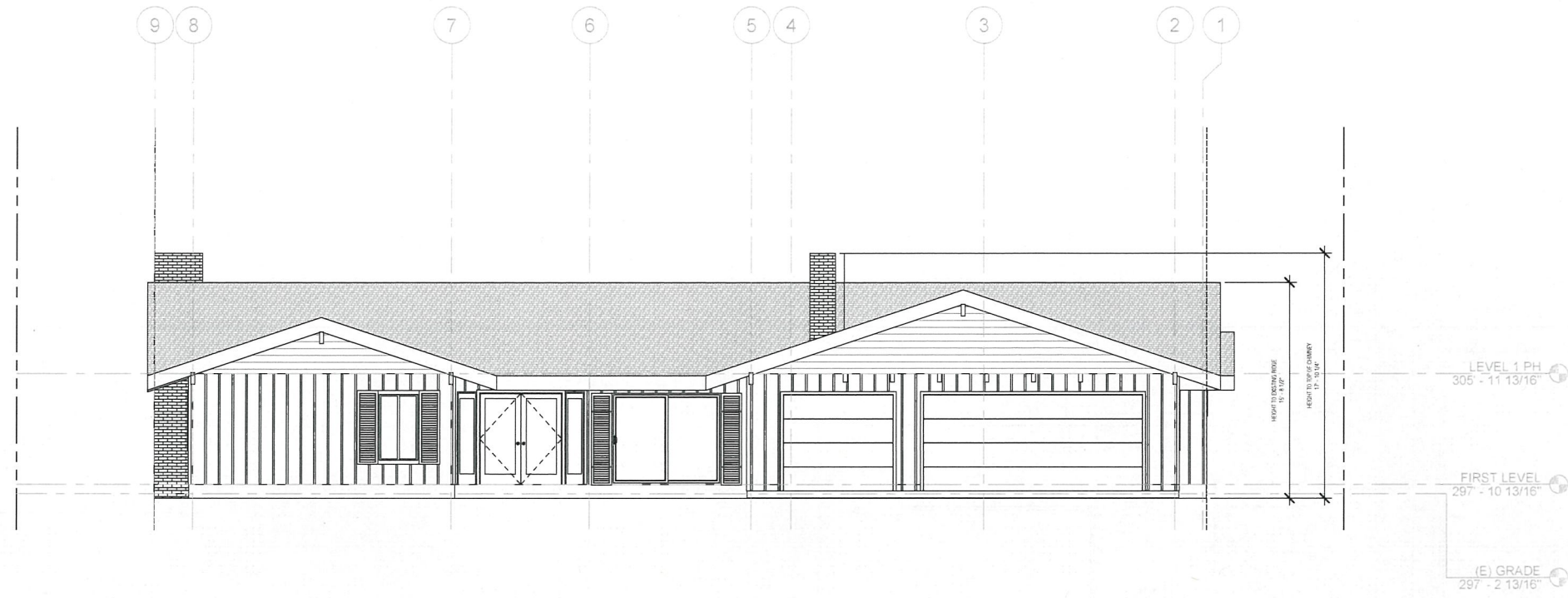
**GRAY RESIDENCE: ADDITION  
AND REMODEL**  
1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:

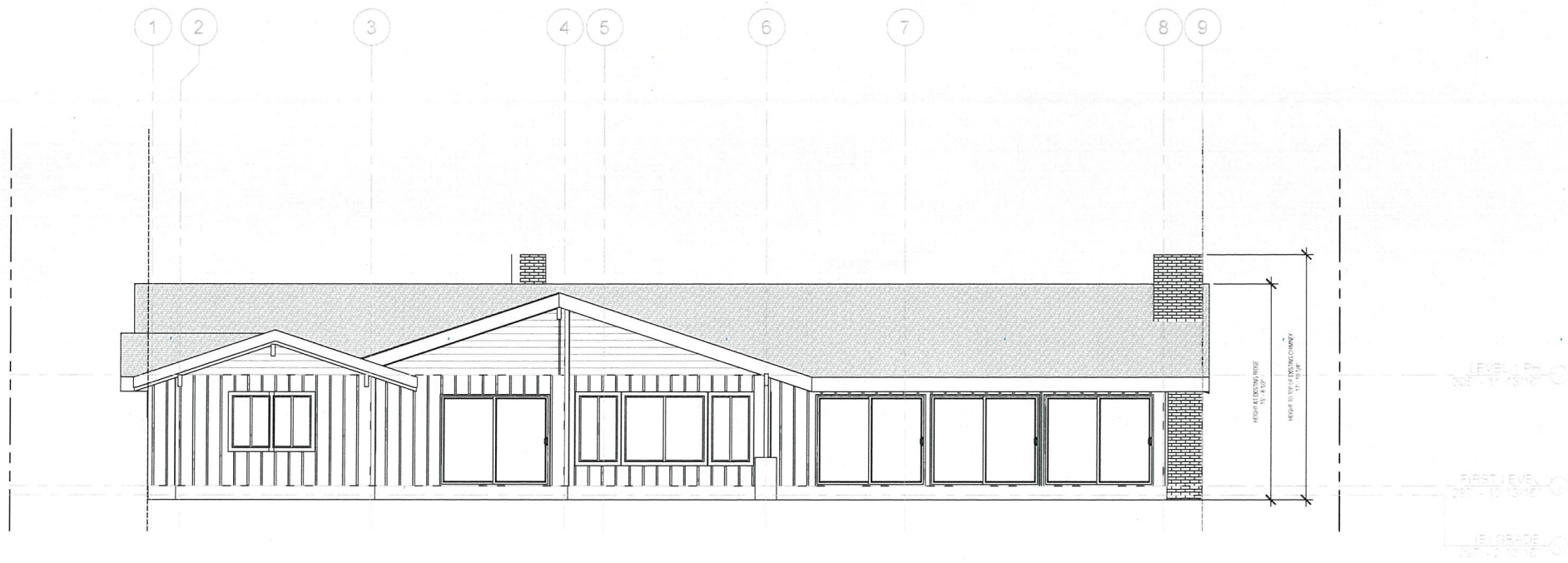


ANDREW E. CROCKER, AIA  
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SOLANA BEACH, CA 92075  
T: 858.345.1295

CONSULTANT:



**1 EXISTING NORTH ELEVATION**  
3/16" = 1'-0"



**2 EXISTING SOUTH ELEVATION**  
3/16" = 1'-0"

EXISTING HOME: PHOTOS



NO:	REVISION:	DATE:

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DRAWING FILE:	XXXXX/20
PHASE:	

**DESIGN DEVELOPMENT**

SHEET TITLE: **EXISTING ELEVATIONS**

SHEET NO: **A300**

ELEVATION LEGEND

- EXISTING TO REMAIN
- EXISTING TO BE DEMOLISHED



FOR REFERENCE ONLY

PROJECT:

GRAY RESIDENCE: ADDITION  
AND REMODEL

1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



ANDREW E. CROCKER, AIA  
646 VALLEY AVENUE, SUITE C2  
SOLANA BEACH, CA 92075  
T: 858.345.1295

CONSULTANT:



EXISTING HOME: PHOTOS



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JOB NO: 2014

DRAWN BY: Author

CHECKED BY: AC

ISSUE DATE: 2023-07-20

DRAWING FILE: XX/XX/20

PHASE:

DESIGN DEVELOPMENT

SHEET TITLE: EXISTING ELEVATIONS

SHEET NO: A301

ELEVATION LEGEND

- EXISTING TO REMAIN
- EXISTING TO BE DEMOLISHED

COASTAL HEIGHT OVERLAY ZONE

PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**  
1435 HIGHLAND DR., SOLANA BEACH, CA 92075

1. THE HIGHEST POINT OF THE ROOF, EQUIPMENT OR ANY VENT, PIP, ANTENNA, OR OTHER PROJECTION SHALL NOT EXCEED 25'-0" ABOVE BASE OF MEASUREMENT (REFERENCE DATUM).

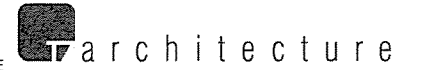
ELEVATION FINISH GENERAL NOTES

1. MATCH EXISTING MATERIALS.

ELEVATION FINISH SCHEDULE

ARCHITECT:

- A. BASE STUCCO COLOR: WHISPERING WILLOW - H0082
- B. ACCENT COLOR: NONE
- C. TRIM COLOR: BAIZE - H0095
- D. DOOR COLOR: TO REMAIN NO NEW EXTERIOR DOORS
- E. WINDOW COLOR: TO MATCH EXISTING OIL RUBBED BRONZE



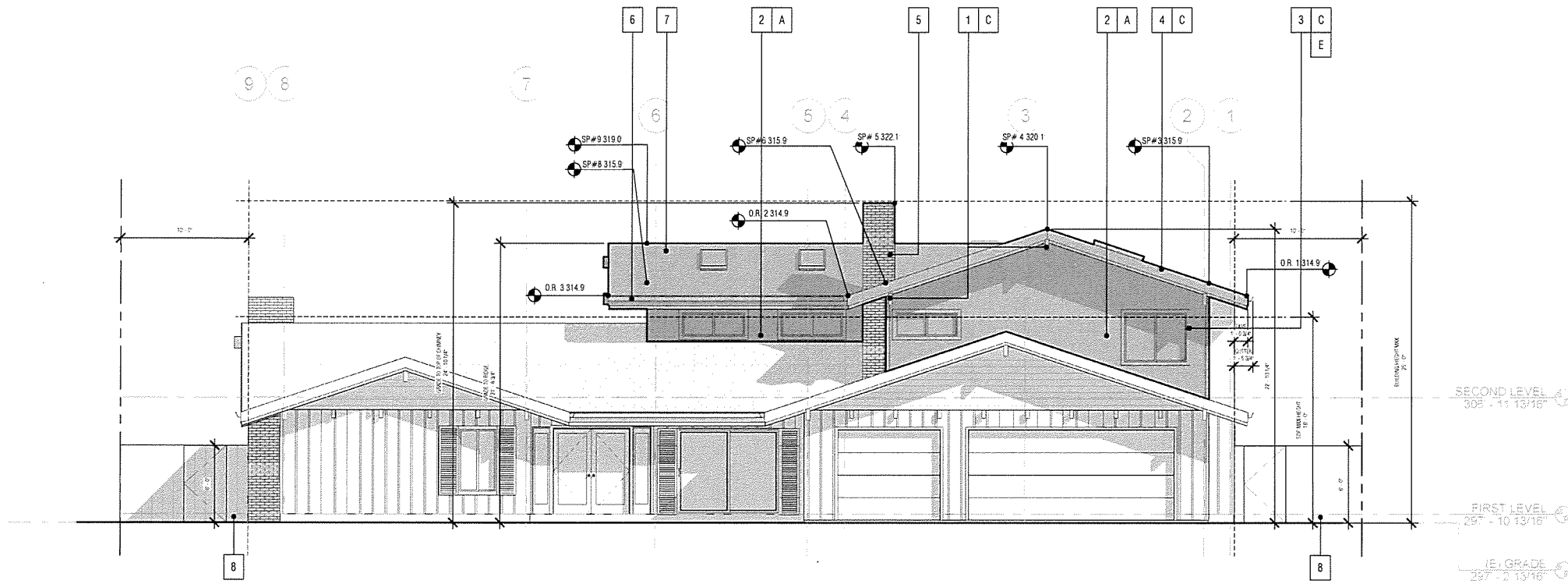
ANDREW E. CROCKER, AIA  
646 VALLEY AVENUE, SUITE C2  
SOLANA BEACH, CA 92075  
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CONSULTANT:

ELEVATIONS KEY NOTES

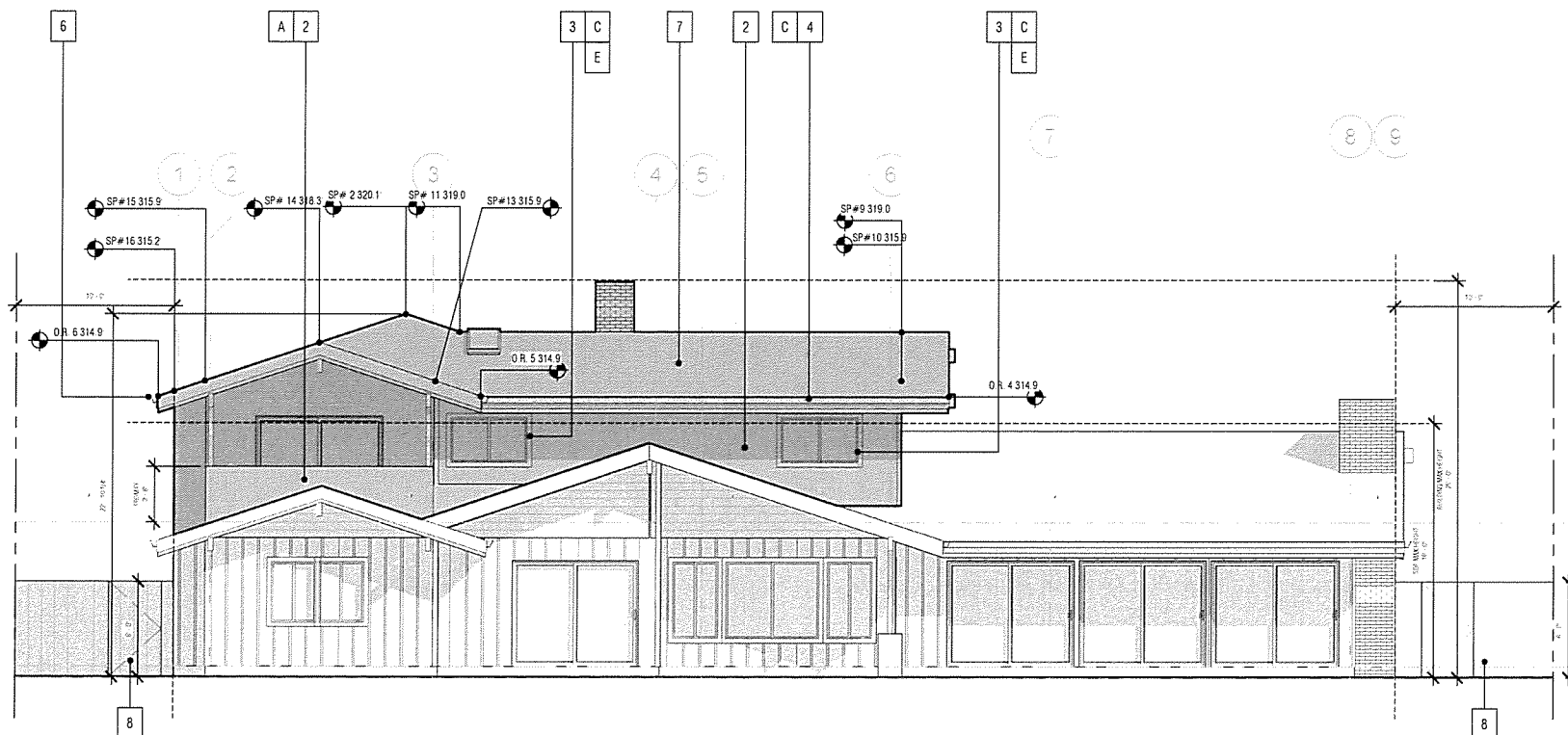
XX

1. 4X8 TO MATCH EXISTING DETAIL, TYP.
2. NEW STUCCO SIDING
3. DOOR/WINDOW SURROUND TO MATCH EXISTING DETAIL, TYP.
4. FASCIA AND ROOF SHINGLE DETAIL TO MATCH EXISTING, TYP.
5. EXTEND CHIMNEY 2'-0" ABOVE NEAREST RIDGE
6. NEW GUTTER
7. COMPOSITE SHINGLE TO MATCH EXISTING
8. GATE TO REAR YARD



1 PROPOSED NORTH ELEVATION

3/16" = 1'-0"



2 PROPOSED SOUTH ELEVATION

3/16" = 1'-0"

NO: REVISION: DATE:

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JOB NO: 2014

DRAWN BY: Author

CHECKED BY: AC

ISSUE DATE: 10-19-2023

DRAWING FILE: XXXX20

PHASE:

DESIGN DEVELOPMENT

SHEET TITLE: PROPOSED ELEVATIONS

SHEET NO:

A302



COASTAL HEIGHT OVERLAY ZONE

PROJECT:

GRAY RESIDENCE: ADDITION AND REMODEL

1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ELEVATION FINISH GENERAL NOTES

- MATCH EXISTING MATERIALS.

ELEVATION FINISH SCHEDULE

- BASE STUCCO COLOR: WHISPERING WILLOW - H0082
- ACCENT COLOR: NONE
- TRIM COLOR: BAIZE - H0095
- DOOR COLOR: TO REMAIN NO NEW EXTERIOR DOORS
- WINDOW COLOR: TO MATCH EXISTING OIL RUBBED BRONZE

ARCHITECT:



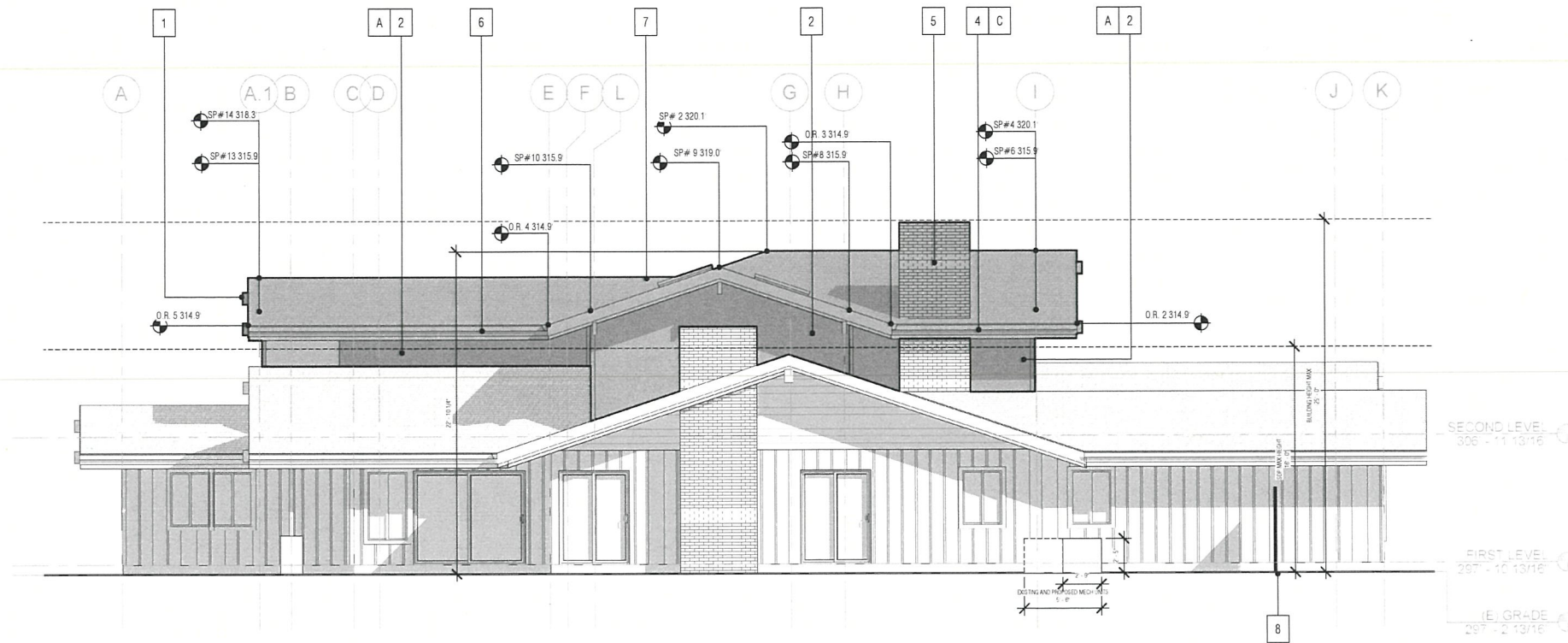
ANDREW E. CROCKER, AIA  
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SOLANA BEACH, CA 92075  
T: 858.345.1295

CONSULTANT:

ELEVATIONS KEY NOTES

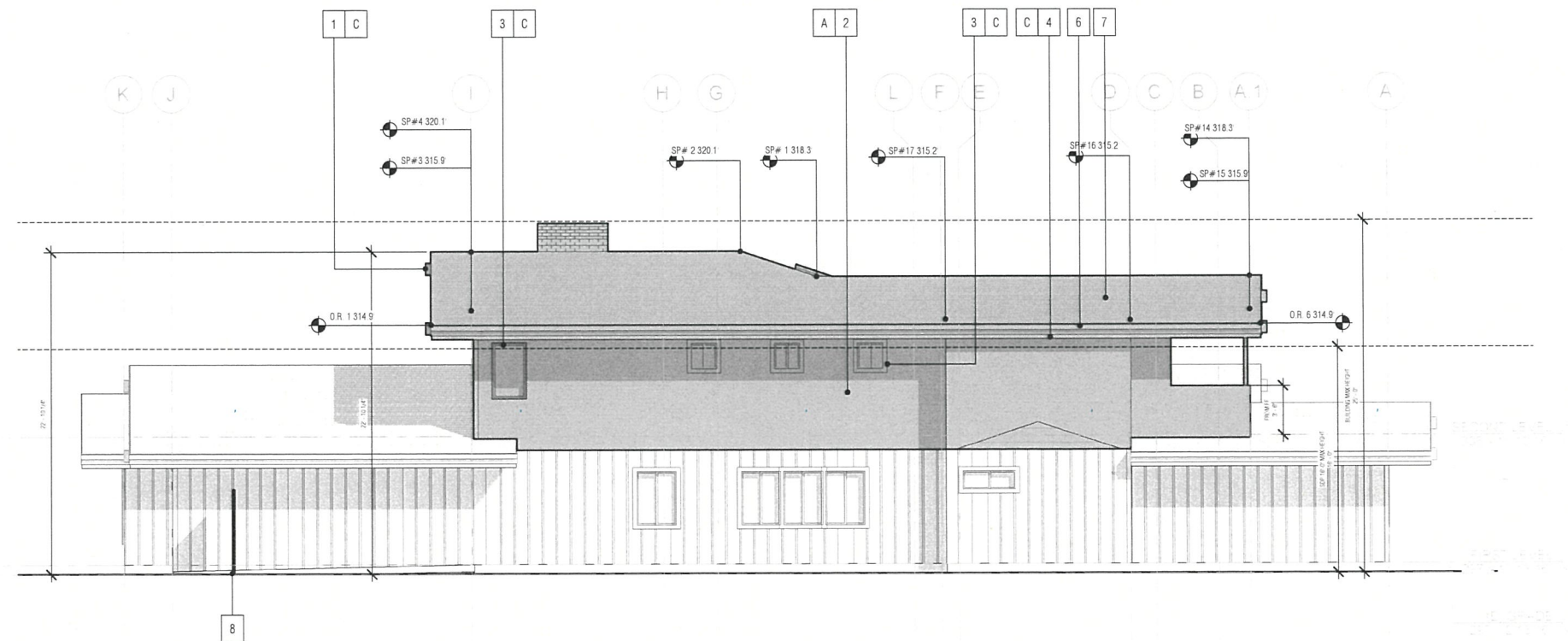
XX

- 4X8 TO MATCH EXISTING DETAIL, TYP.
- NEW STUCCO SIDING
- WINDOW SURROUND TO MATCH EXISTING DETAIL, TYP.
- FASCIA AND ROOF SHINGLE DETAIL TO MATCH EXISTING, TYP.
- EXTEND CHIMNEY 2'-0" ABOVE NEAREST RIDGE
- NEW GUTTER
- COMPOSITE SHINGLE TO MATCH EXISTING
- GATE TO REAR YARD



1 PROPOSED EAST ELEVATION

3/16" = 1'-0"



2 PROPOSED WEST ELEVATION

3/16" = 1'-0"

NO.	REVISION:	DATE:

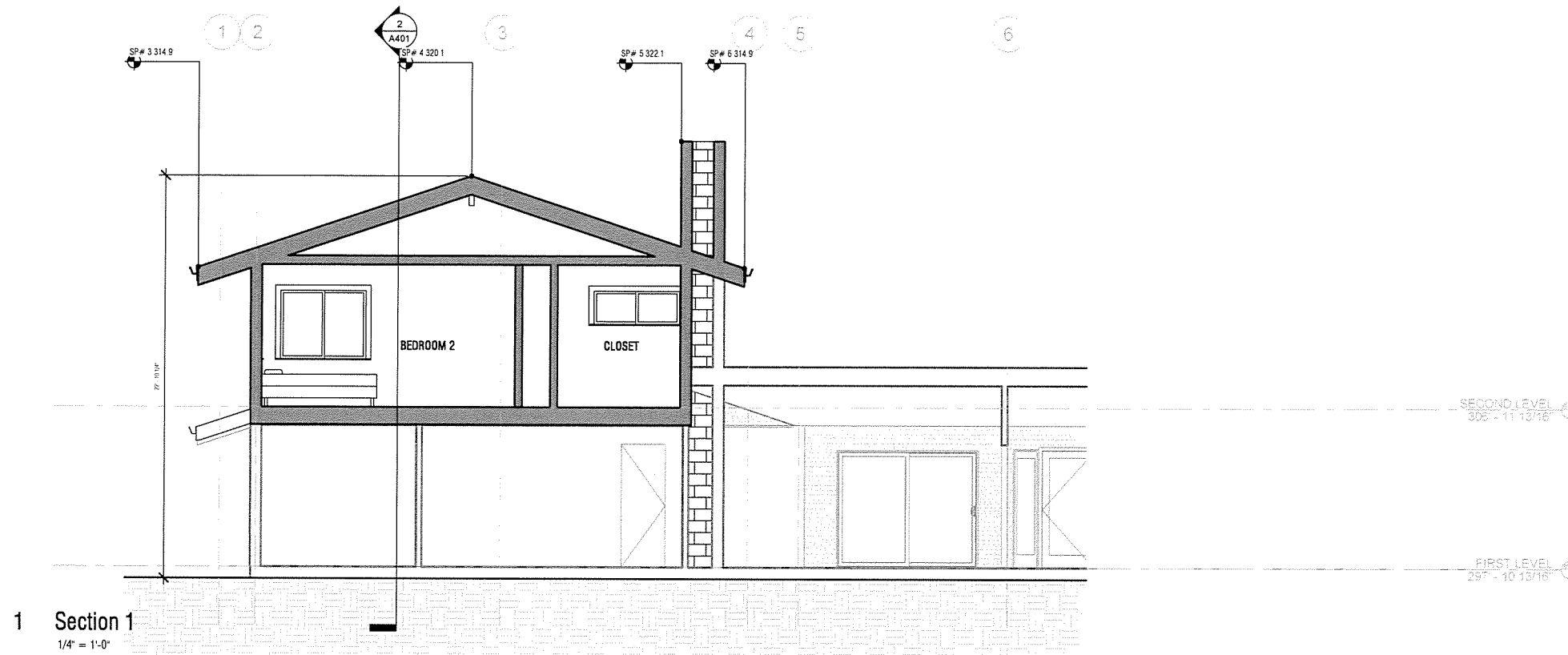
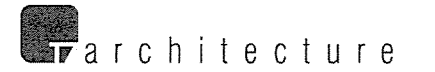
THESE DRAWINGS, SPECIFICATIONS AND THE CONCEPTS EMBODIED IN THEM ARE THE ORIGINAL UNPUBLISHED WORK OF THE ARCHITECT, AND MAY NOT BE USED, DISCLOSED, OR DUPLICATED WITHOUT THE WRITTEN CONSENT WHETHER THE PROJECT FOR WHICH THEY WERE MADE IS EXECUTED OR NOT, UNLESS OTHERWISE AGREED BY CONTRACT.

STAMP:  
**NOT FOR CONSTRUCTION**

PROJECT NAME:	GRAY RESIDENCE: ADDITION AND REMODEL
JOB NO:	2014
DRAWN BY:	Author
CHECKED BY:	AC
ISSUE DATE:	10-19-2023
DRAWING FILE:	XX/XX/20
PHASE:	

DESIGN DEVELOPMENT  
SHEET TITLE: PROPOSED ELEVATIONS

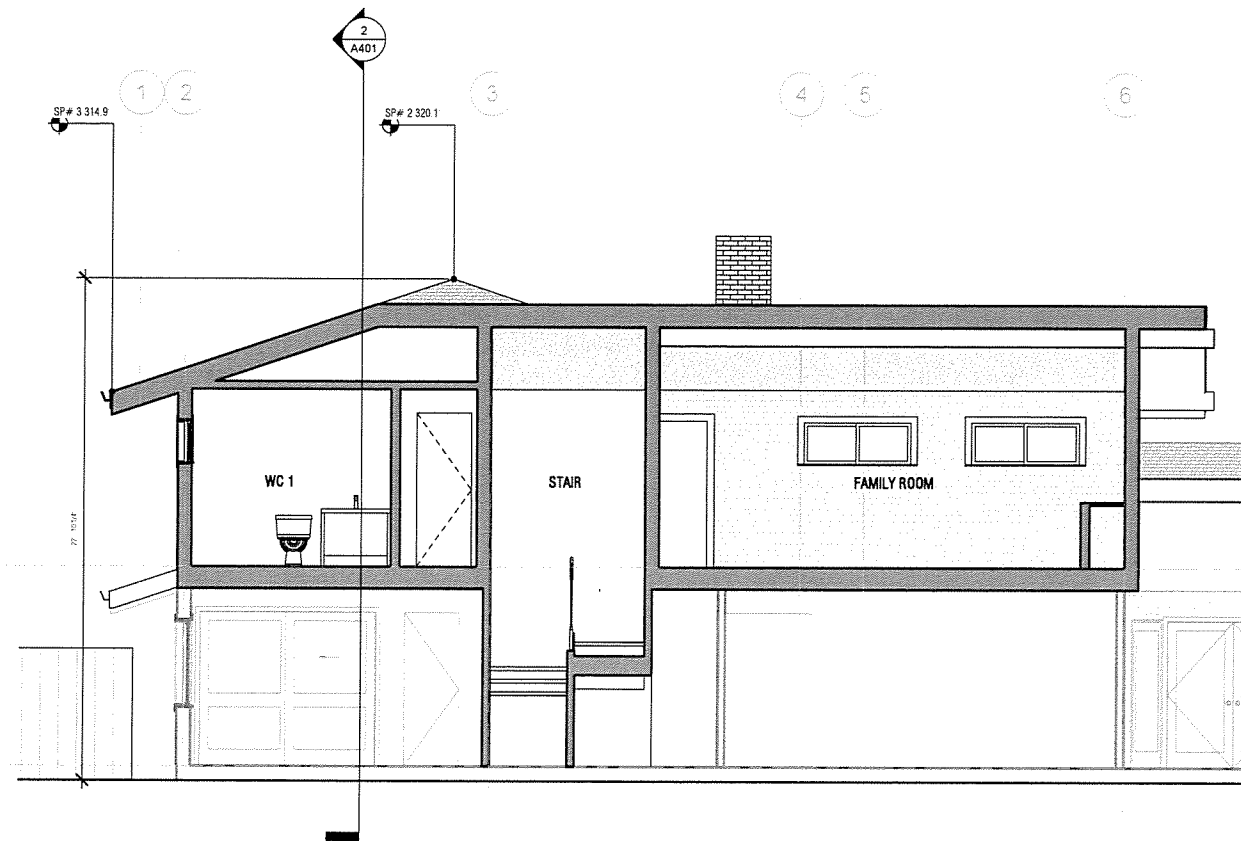
SHEET NO: A303



1 Section 1  
 1/4" = 1'-0"

SECOND LEVEL  
 305' - 11 13/16"

FIRST LEVEL  
 297' - 10 13/16"



2 Section 2  
 1/4" = 1'-0"

NO.	REVISION:	DATE:

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STAMP:

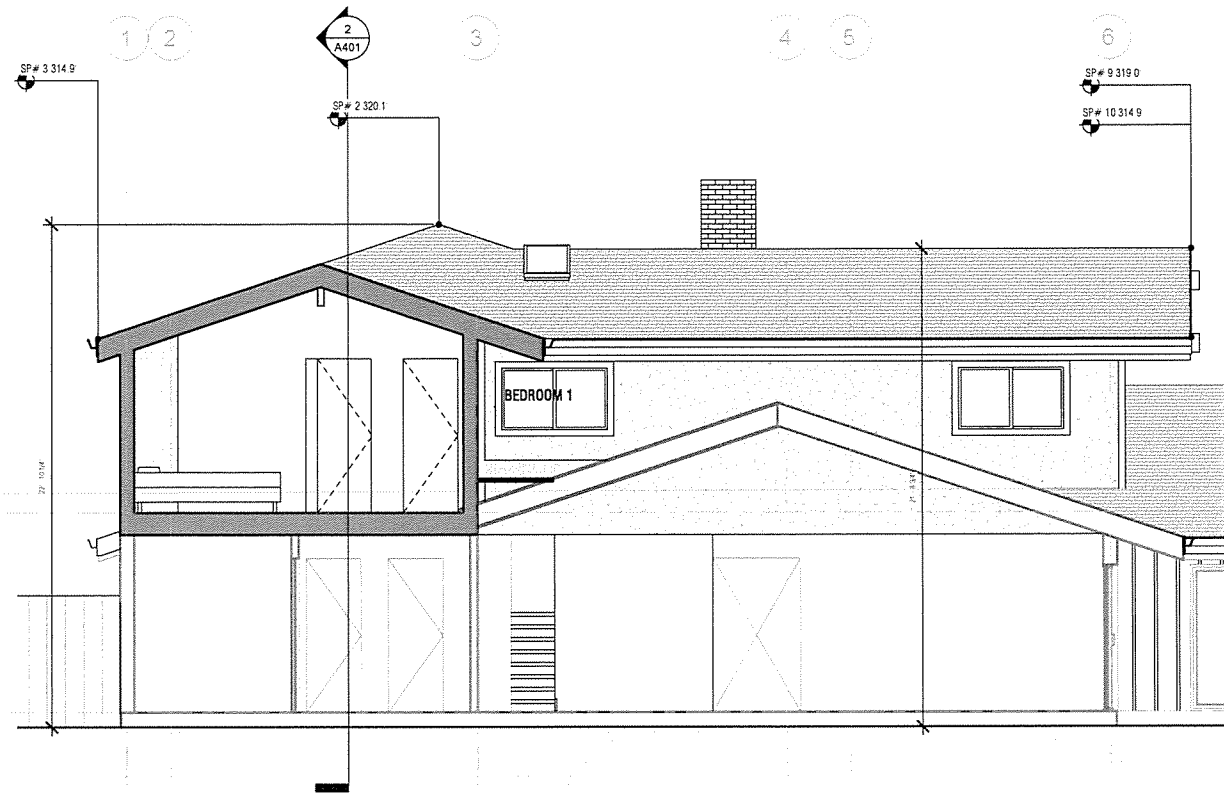
NOT FOR CONSTRUCTION

PROJECT NAME:	GRAY RESIDENCE: ADDITION AND REMODEL
JOB NO:	2014
DRAWN BY:	RV
CHECKED BY:	AC
ISSUE DATE:	10-19-2023
DRAWING FILE:	Gray Residence - DD.rvt
PHASE:	

DESIGN DEVELOPMENT

SHEET TITLE: SECTIONS

SHEET NO: A400



PROJECT:

**GRAY RESIDENCE: ADDITION AND REMODEL**

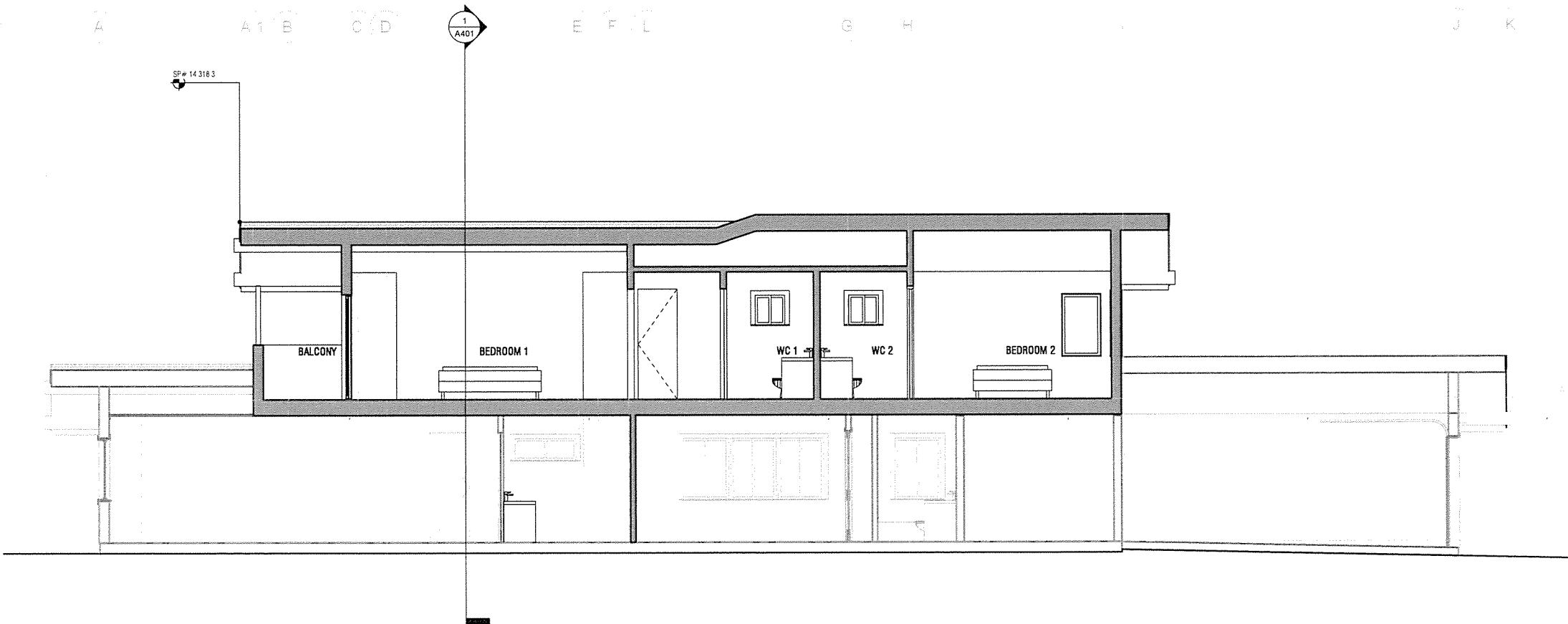
1435 HIGHLAND DR., SOLANA BEACH, CA 92075

ARCHITECT:



ANDREW E. CROCKER, AIA  
646 VALLEY AVENUE, SUITE C2  
SOLANA BEACH, CA 92075  
T: 858.345.1295

CONSULTANT:



NO.	REVISION:	DATE:

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STAMP:  
  
**NOT FOR CONSTRUCTION**

PROJECT NAME:	GRAY RESIDENCE: ADDITION AND REMODEL
JOB NO:	2014
DRAWN BY:	RV
CHECKED BY:	AC
ISSUE DATE:	10-19-2023
DRAWING FILE:	Gray Residence - DD.rvt
PHASE:	DESIGN DEVELOPMENT

SHEET TITLE: **SECTIONS**

SHEET NO: **A401**



# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** January 24, 2024  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **City Council Consideration of Revised Design for the Marine Safety Center, Review of Photo Simulations and Resolution 2024-014 to Amend the PSA for Design of the Project**

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### **BACKGROUND:**

The Marine Safety Center (MSC) at Fletcher Cove was constructed in or around the 1940s and requires constant repairs and maintenance to meet the needs of the Marine Safety Department. In May 2017, a Needs Assessment and Feasibility Study (Study) for the MSC was presented to the City Council. The Study determined the best course of action was to replace the existing MSC facility.

In October 2018, the City Council authorized the City Manager to enter into a Professional Services Agreement (PSA) with domusstudio architecture (Domus). The PSA provides for the preparation of preliminary design plans and application packages for discretionary permit processing for the MSC Improvement Project. In November 2019, three design options were presented to the City Council and a preferred design alternative was chosen. Refinement of the preferred alternative has taken place, and an update was presented to the City Council in October 2020.

In order to assess the potential view impacts of the proposed MSC design from nearby residences, story poles of the selected design alternative were installed in April 2022. Following installation of the story poles, site visits were conducted by Staff and photos were taken from residences whose residents had submitted comments to the City regarding potential view impacts from the proposed MSC. In February 2023, the comments received on the potential view impacts were presented to the City Council. At that meeting, Council received public testimony and provided direction to modify the design to reduce the potential view impacts. Following Council's direction, Staff worked closely with the project's architect and developed a new design option that would result in lesser view impacts as compared to the previous option. This new design option was presented at the November 8, 2023, City Council meeting, during which the City Council received testimonies from nearby residents and provided additional directions to the Staff

CITY COUNCIL ACTION:

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to further refine the design and to minimize view impacts to the maximum extent feasible without compromising the safety or delivery of Marine Safety services to the community.

This item is before the City Council to provide an update focusing on the revised design option per Council's direction at their Council Meeting on November 9, 2023, and the corresponding photo simulations for the proposed MSC and to receive further comments/direction. This item is also presented to the City Council for the consideration of Resolution 2024-014 which would amend the PSA with domus to continue the public outreach, permitting and design process through the completion of construction documents.

### **DISCUSSION:**

Story poles were installed in late April 2022 to delineate the three-dimensional building envelope and footprint of the selected design alternative for the MSC. Although this effort was not an official View Assessment process, it was done as a preliminary effort to demonstrate the proposed project and to assess potential view impacts for the surrounding residential properties, as well as to the community at large. Courtesy notifications were sent to residential properties within a 300-foot radius of the proposed MSC building in order to obtain public feedback on the proposed MSC building. The City received comments from nine separate residences, with eight of the nine residences being located in the Las Brisas Condominium complex, which is immediately south of Fletcher Cove Park. The one property not located in the Las Brisas Condominium complex is located at the corner of the Plaza Street/Pacific Avenue/North Sierra Avenue intersection.

City Staff visited all nine residences from which comments were received to take pictures of the potential view impacts from various different vantage points. At the February 2023 Council meeting, Staff presented photographs of the existing conditions at the residences along with the story poles as well as photo simulations of the preferred alternative superimposed on the existing conditions.

After the presentation to Council in February 2023, Staff worked with domus to address the concerns of the public and the direction provided by Council. Revised conceptual images were presented at the November 8, 2023 City Council meeting and further direction was provided. The main point of emphasis was the height of the observation tower. Final revisions to the revised conceptual design are being prepared for the Council's consideration and will be provided via a Blue Folder item and/or at the Council Meeting on January 24<sup>th</sup>.

### **Amendment to the PSA with Domus Studio:**

In March 2018, the City issued a Request for Proposals (RFP) to retain the professional services of a consultant to perform design services for the proposed Marine Safety Center. The RFP specifically required the services of the most qualified consultant that could assist in the entire spectrum of the design services including preliminary design, obtain required permits and final design. Domus was selected through a competitive selection process. In October 2018, the City Council authorized the City Manager to enter

into a PSA with Domus for the first phase of the design process (preliminary design) in an amount not to exceed \$138,000 consistent with the City's Capital Improvement Program (CIP). Staff is recommending an amendment to extend the PSA until December 2025 and increase the compensation by \$500,000 consistent with the City's current CIP and Work Plan. If approved, this would extend the project through final design and completion of construction documents.

Domus is a very reputable and capable full service architectural firm specializing in design of public facilities such as lifeguard and fire stations particularly in a marine environment. To date they have been providing excellent services to the City for the design of the MSC and Staff is very satisfied with their performance. The amended PSA will provide services such as architectural, geotechnical engineering, civil engineering, structural engineering, landscaping and other required design services which will soon be needed to complete the permitting process and final design. If approved, it is Staff's expectation that this amendment will take the project to the completion of the construction level plans, specifications and cost estimate, which would position the project to be shovel ready for financing purposes.

#### **CEQA COMPLIANCE STATEMENT:**

The final environmental analysis will be completed once the design aspects of the project have been identified.

#### **FISCAL IMPACT:**

The existing PSA with domus will end with the 30% design plans for the project. Once the preliminary engineering/design is completed, Staff is estimating that it would cost an additional \$500,000 to complete environmental studies, obtain discretionary permits and complete the final design package. All of these items are required before the project could be advertised for construction bids. The final design cost is a rough estimate calculated by Staff in order to give an idea of the funding needed to complete the design of a new MSC. These costs would be subject to negotiations once the Project reaches that phase. An amount of \$500,000 for final design is included in the Fiscal Year 2023/24 Capital Improvement Program section of the FY 2023/24 – 2024/25 Adopted Budget and is available in Fund 459 (City CIP/General Fund) for this purpose. Construction funding for the project is not identified at this time.

#### **WORK PLAN:**

The project is consistent with Item B.1 of the Community Character Priorities section of the FY 2023/24 Work Plan.

#### **OPTIONS:**

- Receive report.
- Provide direction to Staff.



**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council:

1. Receive this report and provide input and direction on the revised Marine Safety Center design and potential view impacts to the public and surrounding residents.
2. Consider adoption of Resolution 2024-014 authorizing the City Manager to execute an amendment to the Professional Services Agreement with Domusstudio Architecture in an amount not to exceed \$500,000 to complete environmental studies, obtain discretionary permits and complete the final design package.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



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Gregory Wade, City Manager

Attachments

1. Resolution 2024-014

**RESOLUTION 2024-014**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE PSA WITH DOMUSSTUDIO ARCHITECTURE FOR FINAL ENGINEERING OF THE MARINE SAFETY CENTER**

**WHEREAS**, in March 2018, the City issued a Request for Proposals (RFP) to retain the professional services of a consultant to perform design services for the proposed Marine Safety Center; and

**WHEREAS**, the RFP specifically required the services of the most qualified consultant that could assist in the entire spectrum of the design services including preliminary design, obtain required permits and final design; and

**WHEREAS**, in October 2018, the City Council authorized the City Manager to enter into a PSA with domus for the first phase (preliminary design) of the design process in an amount not to exceed \$138,000.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council authorizes the City Manager to execute an amendment to the Professional Services Agreement with domusstudio architecture not to exceed \$500,000 to complete environmental studies, obtain discretionary permits and complete final design package.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of January 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk





# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** January 24, 2024  
**ORIGINATING DEPT:** City Clerk’s Office  
**SUBJECT:** **2024 Annual Citizen Commission Appointments**

## **BACKGROUND:**

Approximately half of the Solana Beach Citizen Commission members’ two-year term appointments expire every January. By the end of January 2024, five Citizen Commissions will have 16 scheduled vacancies of public appointments for a new two-year term.

All appointments to Citizen Commissions are conducted in accordance with Council Policy No. 5 - *Appointment of Citizens to Boards, Commissions, Committees, and Task Forces* (Attachment 2) - and all persons interested in serving on the City’s Citizen Commissions are required to complete and file a Citizen Interest Form (application), with the required references, and submit it to the City Clerk for formal application processing. For those Commission members who may be reapplying for their position’s scheduled vacancy, a re-submittal application is made available for minor changes to their original full application, thus streamlining the application process. However, if the applicant applies for a new Commission or wants to modify any of the questionnaire sections, a new full application is required. The Application/Citizen Interest Form is available year-round at the City Clerk’s Office and on the City’s website. Any person interested in serving on a Citizen Commission may submit an application any time prior to or during the annual or other recruitment periods.

Pursuant to California Government Code Section 54972 (the “Maddy Act”), the posting of certain information of all current members appointed by City Council is required, listing the names of all serving appointees, original date of appointment, term and qualifications for all appointed positions. This posting requirement was met on October 26, 2023 (Attachment 1) on the City’s bulletin board and on the City’s website.

This item is before Council to make appointments to all five (5) Citizen Commissions for 16 expiring vacancies.

## **DISCUSSION:**

Council will make appointments to all five (5) Citizen Commissions for 16 expiring vacancies. The positions to be filled are for two-year terms, until January 2026.

CITY COUNCIL ACTION: \_\_\_\_\_  
 \_\_\_\_\_

Vacancies	Term	Subject to Majority Vote Appointment by:
<b>Budget and Finance Commission: 2 vacancies total</b>		
Two (2) vacancies	2 Years Until End of Jan 2026	By Councilmember Becker (District 2)
		By Councilmember MacDonald (District 4)
<b>Climate Action Commission: 4 vacancies total</b>		
Three (3) vacancies <i>Residents</i>	2 Years Until End of Jan 2026	By Council-at-large
One (1) vacancy <i>Professional (resident or non-resident)</i>	2 Years Until End of Jan 2026	By Council-at-large
<b>Parks and Recreation Commission: 3 vacancies total</b>		
Three (3) vacancies	2 Years Until End of Jan 2026	By Council-at-large
<b>Public Arts Commission: 3 vacancies total</b>		
Three (3) vacancies	2 Years Until End of Jan 2026	By Council-at-large
<b>View Assessment Commission: 4 vacancies total</b>		
Two (2) vacancies	2 Years Until End of Jan 2026	By Council-at-large
One (1) vacancy	2 Years Until End of Jan 2026	By Councilmember MacDonald (District 4)
One (1) vacancy	2 Years Until End of Jan 2026	By Councilmember Zito (District 1)

*Climate Action Commission*

In consideration of the expiring commission members' terms and the lesser number of applicants, Council may elect to not reappoint Post 4, which has an expiring term this month, allow the floating post, which is in lieu of a Councilmember, to continue its term, and appoint a 2<sup>nd</sup> Councilmember to bring the residents and Councilmember positions to full status. There will still be a professional position vacant, which had no applicants, that the City Clerk can continue to recruit for and return to Council. It is important to maintain the Post's terms to maintain staggered vacancies.

### *Notification/Recruitment Efforts*

The “Maddy Act” posting provides a notice of the status of member appointments for general reference. In addition, a vacancy notice (Attachment 3) was prepared and posted and various efforts were made to seek public interest (Attachment 4).

### *Application Process*

The Application deadline was posted for January 16, 2024, at 5:30 p.m. to process and distribute all applications with the agenda packet. If additional applications are received after this deadline, they will not be submitted to Council for consideration.

Resubmittal applications were accepted from members re-applying for the same position while new applications were submitted from new applicants or current members applying for a different Commission. Applications were reviewed for contact information, choices, and verification of requirement criteria, such as property ownership, which is required for two Commissions (Budget and Finance and View Assessment).

### *Distribution to Council*

This Staff Report contains an *Application Worksheet* (Attachment 6) outlining each applicant’s Commission selection(s) and their respective application submittals (Attachment 7). The applications are on file with the City Clerk’s Office and were distributed to the City Council with the Agenda Packet.

### *Appointment Protocol*

As outlined in Solana Beach Municipal Code (SBMC) Section 2.60, appointment designations are noted for each individual Commission, whether a position is appointed by Council-at-Large or whether it is designated by an individual Councilmember. These appointment designations are noted on the Public Notice. All nominations are subject to a majority vote of the City Council.

### *Member Requirements*

SBMC Sections 2.64, 2.72, 2.74, 2.84, Resolution 2007-160, and Resolution 2015-127 outline some of the duties of the Commissions; however, there are other duties and assignments provided in relation to various opportunities and issues that occur throughout the year. To carry out the Commission’s work, SBMC Section 2.60.010 outlines the requirements of meeting attendance. As a legislative body, like the City Council, Citizen Commissions are required to fulfill a responsibility of participating in each meeting for all matters brought before the Commission. In addition, the Commission Handbook, provided to each appointed/re-appointed member, and posted online, provides various other requirements, regulations, guidelines, and procedures for Commission members.

### *Member Appointment Term*

The appointment date of Commission members triggers deadlines for required tasks and filing paperwork. The appointed member may begin participating in Commission work once they have been sworn in by taking their Official Oath, administered by the City Clerk’s Office. The

swear-in may take place before or at the first meeting of the Commission as coordinated with the City Clerk's Office. Member terms end on January 31 or once an appointment is made to their position, whichever occurs first.

**FISCAL IMPACT:**

There is no significant fiscal impact associated with this annual appointment process. Pursuant to City Council Policy 19 (*Background Check Requirements for Citizen Commissions*), new appointees are required to complete a background check at the expense of the City. The Human Resources department incurs the cost for background checks for Commission members.

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation and proceed with appointments for vacancies.
- Do not approve Staff recommendation and extend deadline to receive new applications, allowing expiring positions to remain vacant until refilled.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that City Council:

1. Appoint two (2) members to the **Budget and Finance** Commission nominated/appointed by individual members (Councilmember Becker, and Councilmember MacDonald) for two-year terms.
2. Appoint four (4) members to the **Climate Action** Commission nominated/appointed by *Council-at-large for the following positions*:
  - a. Three (3) *Resident* appointments for two-year terms. Or consider appointing two residents and reinstate a Councilmember to fill the residents and the Councilmember positions.
  - b. One (1) *Professional* appointment for a member of the environmental and/or scientific community (*resident or non-resident*) for a two-year term.
3. Appoint three (3) members to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for two-year terms.
4. Appoint three (3) members to the **Public Arts** Commission nominated/appointed by *Council-at-large* for two-year terms.
5. Appoint four (4) members to the **View Assessment** Commission: two (2) positions for two-year terms by individual members (Councilmember MacDonald and Councilmember Zito) and two (2) positions for two-year terms nominated/appointed by *Council-at-large*.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department recommendation.



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Gregory Wade, City Manager

Attachments:

1. Maddy Act Posting
2. Policy No. 5
3. Vacancy Notification Flyer
4. Recruitment Efforts
5. Worksheet outlining openings and applicants' choice(s)
6. List of Applicants
7. Applications (separate binder)



## PUBLIC NOTICE LOCAL APPOINTMENTS LIST

**NOTICE TO THE PUBLIC:** In compliance with the requirements of the Maddy Act, Government Code 54972, the following appointment list is provided for public notice. The Solana Beach Local Citizen Commission Appointments List shows all current members, the term expiration date, and the current membership requirements.

Post	Member	Appointed Date	Post's Term Expiration Date	Post Appointed By
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**BUDGET & FINANCE:** 5 members

Must be at least 18 years old, a city resident & property owner within the City of Solana Beach. All members serve at the pleasure of each individual Councilmember's nomination.

Post 1	Christopher Maulik	01-25-23	January 2025	Heebner
Post 2	Jeff Lyle	01-25-23	January 2025	Edson (District 3)
Post 3	Kenneth Zito	01-25-23	January 2025	Zito (District 1)
Post 4	Scott Hermes	01-26-22	January 2024	Becker (District 2)
Post 5	David Clemons	01-26-22	January 2024	(Harless) MacDonald (District 4)

**CLIMATE ACTION:** 9 members

Five Members must be at least 18 years old and a resident within the City of Solana Beach

Two members must be professionals from the scientific or environmental community. *Resident or Non-Resident*

Two Current Councilmembers, or 1 Councilmember and one from another position, as determined by Council.

All members are appointed by the Council At-Large.

**Residents**

Post 1	Mika Nagamine	01-25-23	January 2025	Council At-Large
Post 2	John Kellogg	01-25-23	January 2025	Council At-Large
Post 3	Heidi Dewar	01-26-22	January 2024	Council At-Large
Post 4	Heather Rock	01-26-22	January 2024	Council At-Large
Post 5	Lane Sharman	01-26-22	January 2024	Council At-Large
Post Float	Ken Flagg (in lieu of Councilmember)	01-25-23	January 2025	Council At-Large

**Professionals**

Post 1	Michael McClune	01-25-23	January 2025	Council At-Large
Post 2	Paul Basore	01-26-22	January 2024	Council At-Large

**Councilmember(s)**

Post 1	David A. Zito - primary	12-14-22	December 2024	City Council
Post 2	Kristi Becker - not voting	12-14-22	December 2024	City Council

**PARKS & RECREATION:** 7 members

Must be at least 18 years old and a city resident within the City of Solana Beach. All members are appointed by the Council At-Large.

Post 1	Sarah Shulkin	02-22-23	January 2025	Council At-Large
Post 2	Matt Linnik	02-22-23	January 2025	Council At-Large
Post 3	H. Shane Noroozi	02-22-23	January 2024	Council At-Large
Post 4	Sarah Hill	04-27-22	January 2024	Council At-Large
Post 5	Michele Jaffee	01-26-22	January 2024	Council At-Large
Post 6	Debbie Day	02-22-23	January 2025	Council At-Large
Post 7	Carol Jensen	02-22-23	January 2025	Council At-Large

**PUBLIC ARTS:** 7 members

Must be at least 18 years old and a city resident within the City of Solana Beach. All members are appointed by the Council At-Large.

Post 1	Sharon Klein	01-26-22	January 2024	Council At-Large
Post 2	Shawn Hethcock	01-26-22	January 2024	Council At-Large
Post 3	Deborah Sweet	02-22-23	January 2025	Council At-Large
Post 4	Halle Shilling	02-22-23	January 2025	Council At-Large
Post 5	Jeanie Grischy	02-22-23	January 2025	Council At-Large
Post 6	Mark Mennie	01-26-22	January 2024	Council At-Large
Post 7	Vicki Cypherd	02-22-23	January 2025	Council At-Large

**VIEW ASSESSMENT:** 7 members

Must be at least 18 years old, city resident, & property owner within the City of Solana Beach. Five members serve at the pleasure of each individual Councilmember's nomination & two members are appointed by the Council At-Large.

Post 1	Robert (Bob) Moldenhauer	01-25-23	January 2025	Heebner
Post 2	Rich Villasenor	01-25-23	January 2025	Edson (District 3)
Post 3	Frank Stribling	01-26-22	January 2024	Council At-Large
Post 4	Pat Coad	01-26-22	January 2024	Council At-Large
Post 5	Robert (Bob) Zajac	01-26-22	January 2024	(Harless) MacDonald (District 4)
Post 6	Matthew Cohen	01-25-23	January 2025	Becker (District 2)
Post 7	Linda Najjar	01-26-22	January 2024	Zito (District 1)

*Citizen Interest Forms (Applications) are available on-line at [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org) or at the City Clerk's Office, City of Solana Beach, 635 S. Highway 101, Solana Beach, CA 92075, 858-720-2400 for the expiring positions among these Citizen Commissions.*

**Applications will be accepted through Tuesday, January 16, 2024, 5:30 p.m.**

**City Council is scheduled to make appointments at the Wednesday, January 24, 2024, 6:00 p.m. City Council Meeting.**

*I hereby certify that this notification was posted on October 26, 2023 at City Hall and on the City's website.  
Megan Bavin, Deputy City Clerk*

<b>CITY OF SOLANA BEACH</b>	<b>Policy No. 5</b>
<b>COUNCIL POLICY</b>	Adopted: May 15, 1989 Revised: January 23, 2008 by Resolution 2008-23
<b>GENERAL SUBJECT:</b> Citizen Boards, Commissions & Committees	
<b>SPECIFIC SUBJECT:</b> Appointments of Citizens to Boards, Commissions, Committees and Task Forces.	

**PURPOSE:**

The purpose of this policy is to establish a consistent process and procedure for appointments to City sponsored Citizen Boards, Commissions, Committees and Task Forces.

**POLICY STATEMENT:**

Appointments to Citizen Boards, Commissions, Committees and Task Forces are made in accordance with the municipal code and/or specific guideline, as provided, to provide consistency.

**POLICY PROCEDURES:**

1. All private citizens interested in serving on any Board, Commission, Committee or Task Force or similar group must complete and file with the City Clerk a Citizen Interest Form (application) which may be obtained from the City Clerk's office.
2. Nominations  
Councilmembers may nominate private citizens for appointment subject to ratification by a majority of the City Council. Such ratification shall take place at a regular City Council meeting and a duly docketed agenda item.
3. Appointment Protocol
  - a. Appointments will be made in accordance with municipal code requirements. For example, the municipal code may require that a Commission have five positions appointed by individual Councilmembers.
  - b. Appointments that are not outlined in the municipal code and are at-large appointment positions may be nominated by any Councilmember. In the event of multiple appointments, appointments may be divided among individual Councilmembers to share the appointment responsibilities. If the appointments are

shared, it will be for that one time and will not be construed as official individual appointments that would carry forward.

- c. The decision to proceed with an individual appointment alternative for at-large positions will be subject to majority vote of the City Council with such vote taking place at a regular City Council Meeting.

4. Appointments to Outside Agencies

When the City is asked by an outside agency to recommend a private citizen to serve on a Board, Commission, Committee or Task Force or similar group, such recommendation shall be made by the Council and approved by a majority vote of the City Council.





# PUBLIC NOTICE

## CITY'S CITIZEN COMMISSION POSITION OPENINGS

### CITY OF SOLANA BEACH VOLUNTEERS SERVING ON BEHALF OF THE CITY COUNCIL

Applications are being accepted through **Tuesday, January 16, 2024, 5:30 p.m.**

City Council is scheduled to make appointments at the January 24, 2024 City Council Meeting.

#### **BUDGET & FINANCE:** *Two (2) vacancies - terms will expire end of January 2026*

This Commission provides input to Council regarding the City's operating budget.

Regular Meeting Schedule: Mon prior to 2<sup>nd</sup> Council Mtg of the month at 6:00 p.m.

Composition: 5 members appointed by each Councilmember.

Member Requirements: At least 18 yrs. old \* Resident of the City \* Property owner within the City.

#### **CLIMATE ACTION:** *Four (4) vacancies – terms will expire end of January 2026*

*3 Citizen/Resident Positions // 1 Professional Position*

This Commission participates in reviewing certain matters regarding reducing the City's greenhouse gas (GHG) emissions and implementing the Climate Action Plan.

Regular Meeting Schedule: 3<sup>rd</sup> Wednesday of each month at 5:30 p.m.

Composition: 9 members: 7 members each appointed by the Council At-Large, 2 Councilmembers (or 1 Councilmember & 1 citizen or professional)

Member Requirements:

- o Five Citizens/Residents - At least 18 yrs. old \* *Resident of the City*
- o Two Professionals - At least 18 yrs. old \* Must be from the environmental or scientific community. \* *Resident or Non-resident*
- o Two Current Councilmembers (or one voting Councilmember and one person from another position, as determined by Council)

#### **PARKS & RECREATION:** *Three (3) vacancies – terms will expire end of January 2026*

This Commission participates in reviewing certain matters regarding the City's parks, programs, and conducts certain City events.

Regular Meeting Schedule: 2<sup>nd</sup> Thursday of each month at 4:00 p.m.

Composition: 7 members who are each appointed by the Council At-large.

Member Requirements: At least 18 yrs. old \* Resident of the City.

#### **PUBLIC ARTS:** *Three (3) vacancies – terms will expire end of January 2026*

This Commission participates in reviewing certain matters regarding community art opportunities and conducts certain City events.

Regular Meeting Schedule: 4<sup>th</sup> Tuesday of each month at 5:30 p.m.

Composition: 7 members who are each appointed by the Council At-large.

Member Requirements: At least 18 yrs. old \* Resident of the City.

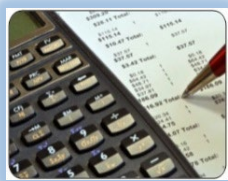
#### **VIEW ASSESSMENT:** *Four (4) vacancies – terms will expire end of January 2026*

This Commission is tasked with reviewing feasible solutions for development when an assessment request is filed and makes definitive decisions on projects utilizing the City's adopted guidelines/toolkit.

Regular Meeting Schedule: 3<sup>rd</sup> Tuesday of each month at 6:00 p.m.

Composition: 7 members: 5 members appointed by each Councilmember and 2 members appointed by the Council At-Large.

Member Requirements: At least 18 yrs. old \* Resident of the City \* Property owner within the City.



Budget & Finance



Climate Action



Parks & Recreation



Public Arts



View Assessment

- ❖ Attend a Citizen Commission public meeting. Agendas are posted on the City's website.
- ❖ See the City's website for members, expiring positions, and further information.

[Citizen Interest Forms](#) (Applications) and additional information on the Commissions can be found on the City's website at [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org) (Tabs: Government, Citizen Commissions) OR by contacting the City Clerk's Office (858) 720-2400. Please contact the [City Clerk](#) with any questions regarding the recruitment/appointment process.

## Recruitment Efforts FOR 2023-24 Jan ANNUAL Appointments

Task	Date(s) Occurred
Maddy Act: Required posting on City Hall Bulletin Board \ Library	10/26
<b>PRINTED FLYERS</b>	
City Hall Front Desk: place 15 public notice flyers (minimum)	10/31
Flyer: Sent to Library	10/31
<b>WEBSITE</b>	
Flyer: Upload to Commissions main web page AND to each Commission page	10/26
Maddy Act: Upload to Commission webpage	10/26
<b>EMAIL</b>	
E-Blasts	Special Eblasts 11/13, 12/23, 1/12
Weekly Update blurb	Weekly Nov 16 thru Jan 11
Council: email flyer to inform Council	10/27
Liaisons notice	11/4
City Council Mtg announcements	11/29, 12/13, 1/10
<b>EMAIL OR MAILING</b>	
Corresp. to: <u>Current</u> Expiring Members w/ Vacancy Notice AND last application & Maddy Act	10/28
Corresp. to: <u>Past</u> Applicants Not Appointed w/ Vacancy Notice AND last application & Maddy Act	11/4
<b>PUBLICATIONS Contacted</b>	
Solana Beach Sun: Free ad calendar section (FREE)	Published 11/9/23 - Pg A12 Hardcopy & Digital
Solana Beach Sun: Paid Advertisement 1/8 page	11/30 ad published in paper, page A8 12/28 ad published in paper, page A6
Coast New: Paid Advertisement @ 1/8 page	12/15 ad published in paper, page A5 01/05 ad published in paper, page A12

Date Rcvd		MEMBERS											
		Applications DUE January 16, 2024		Budget & Finance		Climate Action		Parks & Recreation		Public Arts		View Assessment	
		APPLICANTS in order by 1st choice		2 Vacancies Appointments by: 1-MacDonald ♦ 1- Becker		3 Vacancies Residents Appointments by: Council-at-large		1 Vacancies Professionals Appointments by: Council-at-large		3 Vacancies Appointments by: Council-at-large		4 Vacancies Appointments by: 1-Zito ♦ 1-MacDonald ♦ 2- Council	
Last name	First Name												
11-21-23	Maron	Larry	Only Choice										
12-04-23	Windlinx	Kris	Only Choice										
01-08-24	Hermes	Scott	Only Choice Re-applying										
01-12-24	Evans	Alvin	Only Choice										
01-16-24	Brutschy	Carter	Only Choice										
12-14-23	Dewar	Heidi	Only Choice Re-applying										
01-03-24	Noroozi	Shane	2nd Choice						3rd Choice		1st Choice		
01-16-24	Coleson	Greg	Only Choice										
1-17-2024 correct ppwk	Sharman	Lane	Only Choice Re-applying										
01-04-24	Budlesky	Michael							1st Choice		2nd Choice		
12-19-23	Hethcock	Shawn									Only Choice Re-applying		
10-30-23	Klein	Sharon									Only Choice Re-applying		
12-21-23	Mayer	Maribel									Only Choice		
1-17-2024 address update	Mennie	Mark									Only Choice Re-applying		
11-09-23	Coad	Pat									Only Choice Re-applying		
11-09-23	Zajac	Robert (Bob)									Only Choice Re-applying		
11-28-23	Najjar	Linda									Only Choice Re-applying		
01-10-24	Stribling	Frank									Only Choice Re-applying		

**City of Solana Beach Citizen Commissions 2024 Appointments**

**City of Solana Beach  
Citizen Commission Applicants  
Deadline – January 16, 2024 by 5:30 p.m.**

**LIST OF APPLICANTS**

<b>Applicants</b>		<b>Application Complete</b>	<b>Application Received</b>
<b>Last Name</b>	<b>First Name</b>		
Brutschy	Carter	Yes	01-16-24
Budlesky	Michael	Yes	01-04-24
Coad	Pat	Yes	11-09-23
Coleson	Greg	Yes	01-16-24
Dewar	Heidi	Yes	12-14-23
Evans	Alvin	Yes	01-12-24
Hethcock	Shawn	Yes	12-19-23
Hermes	Scott	Yes	01-08-24
Klein	Sharon	Yes	10-30-23
Marmon	Larry	Yes	11-21-23
Mayer	Mariel	Yes	12-21-23
Mennie	Mark	Yes	01-16-24
Najjar	Linda	Yes	11-28-23
Noroozi	Shane	Yes	01-03-24
Sharman	Lane	Yes	01-17-24
Stribling	Frank	Yes	01-10-24
Windlinx	Kris	Yes	12-04-23
Zajac	Robert (Bob)	Yes	11-09-23

## **Citizen Commission Applications**

***This attachment is on file at the City Clerk's Office.***

City of Solana Beach  
635 S. Highway 101, Solana Beach, CA 92075  
858-720-2400



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** January 24, 2024  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **City Council Consideration of Resolution 2024-005 Approving Funding for AT&T Design and District Boundary Map for the Pacific Avenue – Phase II Utility Underground District (UUD) and Providing Updates and Options for Council’s Consideration for the Glenmont/Mar Vista/Marview UUD and the Nardo/Granados/Rios UUD**

## **BACKGROUND:**

Staff have been working with the neighborhood coordinators on three separate utility underground districts in various parts of the City. The three districts and the corresponding boundaries are summarized below:

- **Pacific Avenue – Phase II Utility Underground District (UUD)** – Pacific Avenue from North Helix Avenue to Solana Vista Drive (this District includes the Fletcher Cove Community Center).
- **Glenmont/Mar Vista/Marview UUD** – Glenmont Drive (entire street), Mar Vista Drive (entire street), Rawl Place (entire street), Marview Drive (entire street), Ford Avenue (entire street) and Canyon Drive (from Rawl Place to Ford Avenue).
- **Nardo/Granados/Rios UUD** – Nardo Avenue from Lomas Santa Fe Drive (LSF) to just south of Lirio Street, South Granados Avenue from LSF to south end of street, on South Rios Avenue from LSF to south end of street, Rosa Street (east end of street), Palmitas Street (entire street), Lirio Street (entire street) Corto Street (entire street) and the south end of Via de Vista.

This item is before the City Council for the consideration of Resolution 2024-005 (Attachment 1), which would authorize payment of \$45,360 from the CIP Fund to AT&T and approval of the tentative boundary map for the Pacific Avenue – Phase II UUD. This item also provides an update on each of the three UUDs, explains the challenges and provides alternatives to address these challenges for the Council’s consideration.

CITY COUNCIL ACTION:

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## **DISCUSSION:**

Below are updates for each of the three UUDs along with action/recommendations for the City Council's consideration for each District.

### **Pacific Avenue – Phase II UUD**

This was the first UUD of the three that was applied for and is also the furthest along in the process. The second petition was completed and met the 70% threshold as detailed in the “Steps to Forming a Private Residential Utility Underground District” brochure. It is important to note that the City-owned Fletcher Cove Community Center and the adjacent Overlook Park are included in this District. SDG&E is working with the other utility providers (phone and cable) in this neighborhood to determine construction costs. Before AT&T will provide their construction costs to SDG&E, they require a payment of \$45,360 for the design of their underground system. In order to move forward, the City would have to pay these funds from the CIP Fund as SDG&E has maintained that Rule 20A funds held by them for the City is (or was as discussed below) can only be used for SDG&E design costs. If the UUD is ultimately approved, the money the City paid to AT&T for this design cost could be included in the total UUD cost and would be reimbursed to the City.

AT&T also needs an approved District Boundary Map (Exhibit A to Resolution 2024-005) so they can sign a joint trench agreement (JTA) with SDG&E. The JTA allows AT&T to include their facilities and corresponding construction costs in the SDG&E construction documents for the competitive bidding process as one project. Approval of Resolution 2024-005 does not constitute a yes vote for the City to move forward with construction of the UUD. This approval would still be subject to a final vote by property owners. Council consideration for formation of the Pacific Avenue – Phase II UUD would only occur if the property owners vote for approval of the UUD.

### **Glenmont/Mar Vista/Marview UUD**

As part of the SDG&E design of this UUD, SDG&E identified several locations where easements are required to place pad-mounted transformers and certain overhead utility lines underground. All required easements are for overhead facilities located along private roads or within private properties. Since these locations where transformers or overhead utility lines would be placed underground are not within public streets, the utility companies do not have pre-existing rights for undergrounding their utility lines. The overhead utility lines have easements for the overhead placement of the lines, but these easements do not extend to underground placement of the utility lines. As such, new easements are required for the underground placement of the utility lines.

In the boundaries of the Glenmont/Mar Vista/Marview UUD, there are properties along the private street Marview Lane for which easements are required. Outreach has been conducted but the necessary easements have not been obtained. In order to move forward, the initial district boundary needs to be adjusted to remove properties from the

UUD that are not willing to grant easements and the original design needs to be revised. SDG&E requires a fee for the redesign of the UUD so that the District can be built without obtaining easements. This redesign would remove some or all of the properties along Marview Lane. Although SDG&E has not provided the exact cost estimate for the redesign, it is expected to be in the \$50,000 to \$60,000 range. It is important to note that the cost of initial design was previously paid to SDG&E using the City's share of Rule 20A funds consistent with City Council Policy 13 Section 2-e. Unfortunately, SDG&E recently advised the City that due to recent regulation changes, the Rule 20A funds for this type of expense are no longer available. City Staff requested a written opinion from SDG&E regarding the use of 20A funds for these previously eligible SDG&E design costs. As of the date of this Staff Report, a written opinion has not been provided. While SDG&E has not conclusively rendered a final decision as to whether Rule 20A funds can be used as seed money for design costs, if they conclude that Rule 20A funds are no longer eligible for use as seed money, Council Policy 13 would have to be revised to reflect a different mechanism funding source by which upfront UUD design can be provided. As earlier mentioned, SDG&E had previously maintained that 20A funds can only be used for SDG&E design costs. Therefore, upfront funding of other UUD costs, such as AT&T or other utility design, Assessment Engineering and bond services, were never eligible for 20A funding.

One option to fund the redesign of the District would be to collect money from the UUD property owners. Council Policy 13 provides for the collection of a deposit to retain an assessment engineer and bond counsel; therefore, this option is consistent with Policy 13. If Council is inclined to use this option, Staff will reach out to the property owners within the UUD through engagement with the District's neighborhood coordinators and request funding for the redesign of the UUD boundaries at the same time when funding needs to be collected for the assessment engineer. It is important to note that the City Council authorized the use of General Funds for the assessment engineer for the Pacific Avenue – Phase II UUD, since the City was also a property owner within that UUD. The cost for the assessment engineer has not been collected or allocated for the Glenmont/Mar Vista/Marview UUD.

Another option would be for the design costs to be paid from the City's CIP Fund. If this option is selected, there is a risk that the CIP Fund money expended for this purpose would be lost and considered a "sunk" cost if the project is not approved by the property owners when the UUD voted upon. If the UUD is approved by the property owners during the voting stage, then the General Fund money spent on the redesign would be reimbursed to the City through the proceeds used for construction of the UUD. If Council is inclined to fund the redesign fees through General Funds, Resolution 2024-006 is attached for the City Council's consideration.

#### Nardo/Granados/Rios UUD

Similar to the Glenmont/Mar Vista/Marview UUD, the Nardo/Granados/Rios UUD also has overhead utility lines within a private street (Via de Vista) and on private properties. Although extensive outreach was conducted by SDG&E staff and City Staff, the



necessary easements along Via de Vista have not been obtained. Therefore, this also necessitates the redesign of the UUD to remove some properties from the district. SDG&E requires an additional fee for the redesign of their infrastructure in the amount of \$57,861. Although similar payments were previously paid to SDG&E using the City's share of Rule 20A funding, as previously noted, SDG&E advised the City that recent regulation changes no longer allow the use of Rule 20A funds for this expense. As such, the redesign fee would have to be paid by other funding sources. The same two options as explained in the previous paragraphs may be considered by the City Council. If Council is inclined to fund the redesign fees through the City's CIP Fund, Resolution 2024-007 is attached for the City Council's consideration.

#### Assessment Engineer for Glenmont/Mar Vista/Marview & Nardo/Granados/Rios UUDs

In December 2022, the City Council approved a PSA with NV5, Inc. (NV5) to perform assessment engineering services for the Pacific Avenue – Phase II UUD. As both the Glenmont/Mar Vista/Marview and Nardo/Granados/Rios UUDs move towards the second petition, the need for assessment engineering services for these two Districts will also be needed. In anticipation of this need, Staff reached out to NV5 to obtain proposals for assessment engineering services for these two Districts. The existing PSA with NV5 for the Pacific Avenue UUD is in the amount of \$32,000. The proposal for the Glenmont/Mar Vista/Marview UUD is \$40,000 and the proposal for the Nardo/Granados/Rios UUD is \$48,000. If the two proposals are approved by the City Council, the revised not-to-exceed amount of the PSA would be \$120,000. It should be noted that the difference in costs between the various districts is primarily due to the size of the districts. Unless otherwise directed, Staff will work with the neighborhood coordinators of each District to raise funding for the assessment engineer.

As mentioned above, if Council directs Staff to collect the additional design fees from the property owners within the UUD, the total combined fees (assessment engineer and redesign fees) per property for the Glenmont/Mar Vista/Marview and Nardo/Granados/Rios UUDs will be \$785 and \$555, respectively.

#### **CEQA COMPLIANCE STATEMENT:**

UUD projects are exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15302(d) of the State CEQA Guidelines. Notices of Exemption were filed for each of the three UUDs in December 2022.

#### **FISCAL IMPACT:**

All three UUDs have a potential fiscal impact associated with this potential actions covered in this Staff Report. In the Pacific Avenue – Phase II UUD, because the City owns a property within the UUD boundaries, it is recommended that the City provide the upfront funding needed to pay AT&T for their design costs of \$45,360 from the City's CIP Fund. Again, if the UUD proceeds to construction, these funds would be reimbursed to the City.

For both the Glenmont/Mar Vista/Marview and the Nardo/Granados/Rios UUDs, there are two primary options to pay SDG&E for the redesigns required due to the inability to obtain easements for the underground facilities and to hire an assessment engineer. The amount needed to pay SDG&E for the redesign of the Glenmont/Mar Vista/Marview is estimated to be in the range of \$50,000 to \$60,000. The amount needed to pay SDG&E for the redesign of the Nardo/Granados/Rios UUD is \$57,861. As mentioned above, one option is to collect deposits from the property owners of the UUDs and another option is for the City to provide upfront funding for these costs for the City's CIP Fund. If the UUDs are ultimately formed, then the CIP Fund money would be paid back with the proceeds collected from the property owners within each UUD. If the UUD formation vote fails, the CIP Fund money would not be repaid.

### **WORK PLAN:**

This project is not identified in the Fiscal Year (FY) 2023/24 Work Plan.

### **OPTIONS:**

- Approve funding for the design of the AT&T utility undergrounding for the Pacific Avenue – Phase II UUD in the amount of \$45,360.
- Direct Staff to coordinate with the neighborhood coordinators for the Glenmont/Mar Vista/Marview UUD to collect a deposit from property owners in District to pay for the redesign fees and assessment engineer.
- Approve additional design funding to SDG&E for the Glenmont/Mar Vista/Marview UUD from the CIP Fund.
- Direct Staff to coordinate with the neighborhood coordinators for the Nardo/Granados/Rios UUD to collect a deposit from property owners in District to pay for the redesign fees and assessment engineer.
- Approve additional design funding to SDG&E for the Nardo/Granados/Rios UUD from the CIP Fund.
- If City funds are used for upfront costs on future projects, direct Staff to make appropriate changes to Council Policy 13 for Council consideration.
- Provide alternative direction.

### **DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council consider the following:

1. Adopt Resolution 2024-005:

- a. Authorizing payment of \$45,360 from the CIP Fund - Engineering Design Account 4596510.66600 to AT&T for design work for the Pacific Avenue – Phase II Utility Underground District.
  - b. Approving the District Boundary Map for the Pacific Avenue – Phase II UUD subject to final voting approval from the District property owners as outlined in the “Steps to Forming a Private Residential Utility Underground District” brochure.
  - c. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.
2. Adopt Resolution 2024-006:
- a. Authorizing payment of \$50,000 to \$60,000 from the CIP Fund - Engineering Design Account 4596510.66600 to SDG&E for the redesign of the Glenmont/Mar Vista/Marview Utility Underground District.
  - b. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.
3. Adopt Resolution 2024-007:
- a. Authorizing payment of \$57,861 from the CIP Fund - Engineering Design Account 4596510.66600 to SDG&E for the redesign of the Nardo/Granados/Rios Utility Underground District.
  - b. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.
4. Adopt Resolution 2024-012:
- a. Authorizing the City Manager to execute an amendment to the Professional Services Agreement with NV5, Inc. for assessment engineering services in the amount of \$40,000 for the Glenmont/Mar Vista/Marview Utility Underground District and \$48,000 for the Nardo/Granados/Rios Utility Underground District to be charged to CIP Fund - Engineering Design Account 4596510.66600.
  - b. Authorizing the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.

Should the City Council choose not to provide these amounts of upfront funding for these UUDs from the City’s CIP Fund, Staff is seeking alternative direction.

**CITY MANAGER’S RECOMMENDATION:**

Approve Department Recommendation



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Gregory Wade, City Manager

Attachments:

1. Resolution 2024-005 (Pacific Avenue – Phase II UUD)
2. Resolution 2024-006 (Glenmont/Mar Vista/Marview UUD)
3. Resolution 2024-007 (Nardo/Granados/Rios UUD)
4. Resolution 2024-012 (Assessment Engineering Services)

## RESOLUTION 2024-005

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING PAYMENT TO AT&T FOR DESIGN WORK AND APPROVING THE TENTATIVE BOUNDARY MAP FOR THE PACIFIC AVENUE – PHASE II UTILITY UNDERGROUND DISTRICT

**WHEREAS**, Staff have been working with the neighborhood coordinators on the Pacific Avenue – Phase II Utility Underground District (UUD), which includes properties on Pacific Avenue from North Helix Avenue to Solana Vista Drive (this District includes the Fletcher Cove Community Center); and

**WHEREAS**, Before AT&T will provide their construction costs to SDG&E, they require a payment of \$45,360 for design to underground their system. In order to move forward, the City would have to pay these funds from the CIP Fund. If the District is ultimately approved, the money the City paid to AT&T could be included in the total amount of the District and would be reimbursed to the City; and

**WHEREAS**, AT&T also needs an approved District Boundary Map (Exhibit A) so they can sign the joint trench agreement with AT&T. The joint trench agreement allows AT&T to include their construction costs in the SDG&E construction cost estimate. Approval of the District Boundary Map does not obligate the City to construct the District. Consideration for final approval for formation of the Pacific Avenue – Phase II UUD would only occur if the property owners vote for approval of the District.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council authorizes payment of \$45,360 from the CIP Fund - Engineering Design Account 4596510.66600 to AT&T for design work for the Pacific Avenue – Phase II Utility Underground District.
3. That the City Council approves the tentative boundary map for the Pacific Avenue – Phase II UUD subject to final voting approval from the District property owners as outlined in the “Steps to Forming a Private Residential Utility Underground District” brochure.

4. That the City Council authorizes the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of January 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

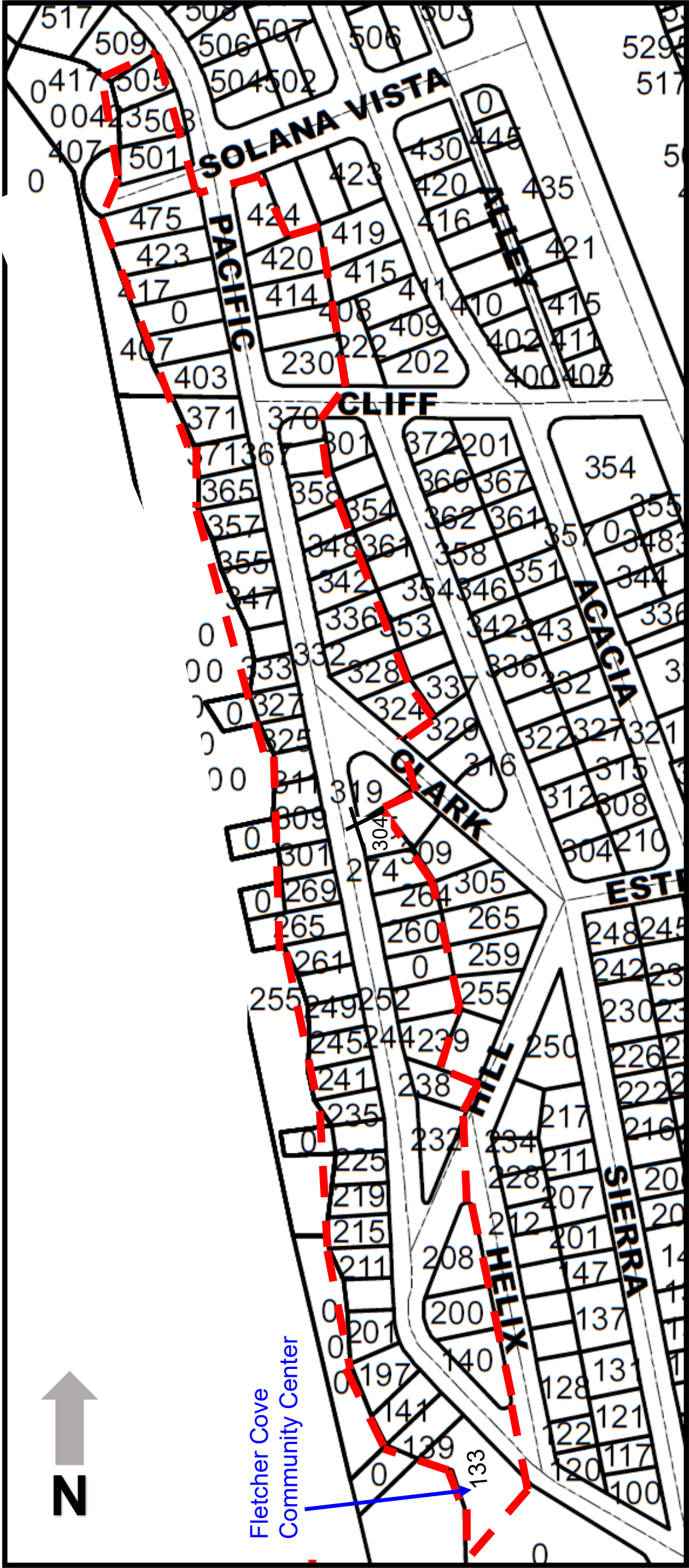
\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk





## RESOLUTION 2024-006

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING PAYMENT TO SDG&E FOR RE-DESIGN WORK ASSOCIATED WITH THE GLENMONT/MAR VISTA/MARVIEW UTILITY UNDERGROUND DISTRICT

**WHEREAS**, Staff have been working with the neighborhood coordinators on the Glenmont/Mar Vista/Marview Utility Underground District (UUD), which includes properties on Glenmont Drive (entire street), Mar Vista Drive (entire street), Rawl Place (entire street), Marview Drive (entire street), Ford Avenue (entire street) and Canyon Drive (from Rawl Place to Ford Avenue); and

**WHEREAS**, as part of the SDG&E design of this District, SDG&E identified locations where easements are required to place the utilities underground. All easements required are for properties along private roads or driveways. Since the location along private roads where the overhead utility lines would be placed underground are not public streets, the utility companies do not have pre-existing rights for their utility lines. The overhead utility lines have easements for the overhead placement of the lines but these easements do not extend to underground placement of the utility lines. As such, new easements are required for the underground placement of the utility lines; and

**WHEREAS**, in the boundaries of the Glenmont/Mar Vista/Marview UUD, there are properties along the private street Marview Lane for which easements are required. Outreach has been conducted but the necessary easements have not been obtained. In order to move forward, SDG&E will require a fee for the redesign of the District so that the District can be built without obtaining easements. This redesign would remove some or all properties along Marview Lane since these properties cannot be included without obtaining the easements; and

**WHEREAS**, although SDG&E has not provided the amount of the redesign fee, it is expected to be in the \$50,000 to \$60,000 range. Although similar payments were previously paid to SDG&E using the City's share of Rule 20A funding, SDG&E has advised the City that recent regulation changes no longer allow for using the Rule 20A funds for this type of expense, so the fee would have to be paid out of the City's CIP Fund. If the District is ultimately formed, all such expenditures, including the additional money the City paid to SDG&E could be included in the total amount of the District costs and would be reimbursed to the City.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.

2. That the City Council authorizes payment of \$50,000 to \$60,000 to SDG&E for the redesign of the Glenmont/Mar Vista/Marview Utility Underground District from the CIP Fund - Engineering Design Account 4596510.66600.
3. That the City Council authorizes the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of January 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

## RESOLUTION 2024-007

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING PAYMENT TO SDG&E FOR RE-DESIGN WORK ASSOCIATED WITH THE NARDO/GRANADOS/RIOS UTILITY UNDERGROUND DISTRICT**

**WHEREAS**, Staff have been working with the neighborhood coordinators on the Nardo/Granados/Rios Utility Underground District (UUD), which includes properties on Nardo Avenue from Lomas Santa Fe Drive (LSF) to just south of Lirio Street, South Granados Avenue from LSF to south end of street, on South Rios Avenue from LSF to south end of street, Rosa Street (east end of street), Palmitas Street (entire street), Lirio Street (entire street) Corto Street (entire street) and the south end of Via de Vista; and

**WHEREAS**, as part of the SDG&E design of this District, SDG&E identified locations where easements are required to place the utilities underground. All easements required are for properties along private roads or driveways. Since the location along private roads where the overhead utility lines would be placed underground are not public streets, the utility companies do not have pre-existing rights for their utility lines. The overhead utility lines have easements for the overhead placement of the lines but these easements do not extend to underground placement of the utility lines. As such, new easements are required for the underground placement of the utility lines; and

**WHEREAS**, in the boundaries of the Nardo/Granados/Rios UUD, there are properties along the private street Via de Vista for which easements are required. Outreach has been conducted but the necessary easements have not been obtained. In order to move forward, SDG&E will require a fee for the redesign of the District so that the District can be built without obtaining easements. This redesign would remove some or all properties along Via de Vista since these properties cannot be included without obtaining the easements; and

**WHEREAS**, SDG&E requires a new fee for the redesign of their infrastructure. The amount of the new design fee is \$57,861. Although similar payments were previously paid to SDG&E using the City's share of Rule 20A funding, SDG&E has advised the City that recent regulation changes no longer allow for using the Rule 20A funds for this type of expense, so the fee would have to be paid out of the City's CIP Fund. If the District is ultimately approved, the additional money the City paid to SDG&E could be included in the total amount of the District costs and would be reimbursed to the City.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.

2. That the City Council authorizes payment of \$57,861 to SDG&E for the redesign of the Nardo/Granados/Rios Utility Underground District from CIP Fund - Engineering Design Account 4596510.66600.
3. That the City Council authorizes the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of January 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

## RESOLUTION 2024-012

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER EXECUTE AMENDMENT NO. 1 TO THE PSA WITH NV5, INC. FOR ASSESSMENT ENGINEERING SERVICES ASSOCIATED WITH THE GLENMONT/MAR VISTA/MARVIEW AND NARDO/GRANADOS/RIOS UTILITY UNDERGROUND DISTRICTS

**WHEREAS**, in December 2022, the City Council approved a Professional Services Agreement (PSA) with NV5, Inc. (NV5) to perform assessment engineering services for the Pacific Avenue – Phase II Utility Underground District (UUD); and

**WHEREAS**, as the Glenmont/Mar Vista/Marview and Nardo/Granados/Rios UUDs move towards the second petition, the need for assessment engineering services for both Districts will be needed; and

**WHEREAS**, in anticipation of the need for additional assessment engineering services, Staff reached out to NV5 to obtain proposals for assessment engineering services for these two Districts. The existing PSA with NV5 for the Pacific Avenue UUD is in amount of \$32,000. The proposal for the Glenmont/Mar Vista/Marview UUD is \$40,000 and the proposal for the Nardo/Granados/Rios UUD is \$48,000; and

**WHEREAS**, one option to pay for the assessment engineering services would be for the design costs to be paid from the CIP Fund. If this option is selected, there is a risk that the CIP Fund money spent would be lost if the project is not approved by the property owners when the District gets to the voting stage. If the District is approved by the property owners during the voting stage, then the CIP Fund money spent for the redesign of the District would be reimbursed to the City.

**NOW, THEREFORE**, the City Council of the City of Solana Beach does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council authorizes the City Manager to execute an amendment to the Professional Services Agreement with NV5, Inc. for assessment engineering services in the amount of \$40,000 for the Glenmont/Mar Vista/Marview Utility Underground District and \$48,000 for the Nardo/Granados/Rios Utility Underground District to be paid from CIP Fund - Engineering Design Account 4596510.66600.

3. That the City Council authorizes the City Treasurer to amend the FY 2023/24 & 2024/25 Adopted Budget accordingly.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of January 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** City Attorney's Office  
**MEETING DATE:** January 24, 2024  
**SUBJECT:** **City Council Consideration of Adopting Resolution 2024-016 Appointing Daniel King as the Interim City Manager, Adopting the Corresponding Salary Schedule for the Interim City Manager, and Authorizing the Mayor to Execute an Interim City Manager Employment Agreement**

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## **BACKGROUND:**

City Manager Gregory Wade resigned after eight (8) years of employment with the City of Solana Beach. Mr. Wade has been the City Manager since 2015 and his last day of City service is on January 31, 2024. In response to Mr. Wade's decision, the City Council began the recruitment process in order to find a new permanent City Manager before the summer.

This item is before City Council to appoint Mr. Daniel King as the Interim City Manager during the recruitment for a permanent replacement, and to consider and approve an agreement with Mr. King as Interim City Manager effective February 1, 2024.

## **DISCUSSION:**

Mr. King is the current Assistant City Manager and has been with the City for over twenty years.

Mr. King started his career with the City in 2002 when he was hired as a Management Intern in the Engineering Department. Throughout his tenure with the City, Mr. King has been promoted several times and has held various positions, including Environmental Specialist, Environmental Programs Manager, Management Analyst, Senior Management Analyst, Assistant to the City Manager and he was promoted to his current role as the City's Assistant City Manager in 2016. Mr. King holds a master's degree in Public Administration from San Diego State University.

CITY COUNCIL ACTION:

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The City Council desires to appoint Mr. King as Interim City Manager until such time a new City Manager is selected and hired because of his familiarity with the organization and his knowledge and experience working with the City Council, City Staff, and the community. Mr. King has a comprehensive understanding of the projects that require attention in the coming months, ensuring the transition will be as smooth as possible and not disrupt City projects or operations.

The proposed Interim City Manager Agreement (Attachment 2) formalizes the parties' desire to work together during the recruitment for a new city manager.

The following is a summary of the compensation terms of the Mr. King's Interim City Manager agreement:

- \$250,000 annual salary
- \$884.62 deferred compensation contribution per pay period
- \$450.00 monthly vehicle allowance

The above- enumerated compensation terms are in addition to the basic benefits Mr. King is eligible for as a member of the Executive Management Group.

As part of the Council action, it is recommended that the Salary Schedule for the Interim City Manager be adopted. (Attachment 3)

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA

**FISCAL IMPACT:**

There are sufficient funds in the adopted fiscal year 2023-24 budget to cover the terms of the Agreement.

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation.
- Do not approve Staff Recommendation and provide direction to Staff.

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council adopt Resolution 2024-016 appointing Daniel King as the Interim City Manager and authorizing the Mayor to execute an employment agreement with Mr. King with an annual salary of \$250,000, monthly automobile allowance of \$450.00, deferred compensation contribution of \$884.62 per pay period in addition to the employee benefit programs and plans for which the Executive

Management Group is eligible, adopt the corresponding salary schedule and authorize the Mayor to execute the Interim City Manager Agreement.

**DEPARTMENT RECOMMENDATION:**

Approve Department Recommendation

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Johanna N. Canlas, City Attorney

Attachments:

1. Resolution No. 2024-016.
2. Employment Agreement between the City and Daniel King as Interim City Manager
3. Salary Schedule 7-A

## RESOLUTION 2024-016

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPOINTING DANIEL KING AS INTERIM CITY MANAGER BEGINNING FEBRUARY 1, 2024, AUTHORIZING THE MAYOR TO EXECUTE AN INTERIM CITY MANAGER EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SOLANA BEACH AND DANIEL KING WITH AN ANNUAL SALARY OF \$250,000 ALONG WITH ADDITIONAL BENEFITS, AND APPROVING THE CORRESPONDING SALARY SCHEDULE

**WHEREAS**, the City is organized under the Constitution and laws of the State of California as Council-Manager, general law city; and

**WHEREAS**, pursuant to the City's Municipal Code and State law the day-to-day management of the City is provided by a professional city manager; and

**WHEREAS**, Daniel King has been employed with the City for over twenty years and has held various positions during his tenure including serving as the City's Assistant City Manager since 2016; and

**WHEREAS**, the City desires to employ Mr. King as Interim City Manager until such time a new city manager has been selected and hired because of his unique knowledge and experience working with the City Council, City staff, on-going City projects, and the community.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. The City Council appoints Daniel King as Interim City Manager effective February 1, 2024.
3. That the City Council approves and authorizes the Mayor to execute the Interim City Manager Employment Agreement between the City of Solana Beach and Daniel King at an annual salary of \$250,000, monthly automobile allowance of \$450.00, deferred compensation contribution of \$884.62 per pay period in addition to the employee benefit programs and plans for which the Executive Management Group is eligible.
4. That the City Council approves Salary Schedule 7A.

**PASSED AND ADOPTED** this 24th day of January 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
Lesa Heebner, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

**EMPLOYMENT AGREEMENT BETWEEN CITY OF SOLANA BEACH AND INTERIM CITY MANAGER, DANIEL KING**

This Employment Agreement for the Position of Interim City Manager (“Agreement”) is made and entered into by and between the City of Solana Beach (“City”), a California municipal corporation, and Daniel King (“Employee”), an individual, on the following terms and conditions set forth below. Both City and Employee may individually be described as a “Party” or jointly described as the “Parties.”

**RECITALS**

1. The City is in the process of recruiting a full-time replacement for its City Manager and the City requires the services of an Interim City Manager.
2. Employee currently serves as the City’s Assistant City Manager and Employee represents that he has the necessary education, experience, skills, and expertise to serve as the City’s Interim City Manager.
3. The City Council of the City (the “City Council”) desires to employ Employee to serve as the Interim City Manager of City subject to the terms and conditions of the Agreement.
4. The City desires to establish certain conditions of this temporary reassignment, provide appropriate compensation and benefits, and set working conditions for such assignment to the position of Interim City Manager.

**AGREEMENT**

In consideration of the performance by the Parties of the promises, covenants, and conditions herein contained, the Parties agree as provided in this Agreement.

**SECTION 1  
EMPLOYMENT**

The City hereby employs Employee as its Interim City Manager, effective February 1, 2024 (“Effective Date”), and Employee hereby accepts such employment.

**SECTION 2  
TERM**

This term of this Agreement shall commence as of the Effective Date and shall remain in effect for a period up until the earlier of any of the following: (1) A permanent City Manager assumes that office; (2) July 31, 2024; (3) This Agreement terminates pursuant to Section 5 of this Agreement.

**SECTION 3  
INTERIM CITY MANAGER'S COMMITMENTS**

A. Duties & Authority

1. The City Council shall, on a temporary basis reassign and promote Employee to the position of Interim City Manager to perform the duties and functions normally associated with the position of City Manager. Employee will also perform any other legally permissible and proper duties and functions as the City Council may from time-to-time assign. Employee shall, at all times during this Agreement, remain in the exclusive employ of the City and to the best of his ability and experience, he shall devote his time, skills, and attention to faithfully exercise and perform all of the duties and obligations required either expressly or implicitly by this Agreement.
2. Employee shall perform all of the duties of the City Manager as set forth in the Municipal Code, the California Government Code, and City policies and procedures approved by the City Council, as may be provided from time to time. Employee shall also perform other legally permissible and proper duties and functions as the City Council may assign from time to time.

B. Hours of Work

1. Employee is an exempt employee but is expected to engage in those hours of work that are necessary to fulfill the obligations of the Interim City Manager position. Employee does not have set hours of work as Employee is expected to be available at all times.
2. Employee shall not engage in any employment, activity, consulting service, or other enterprise for compensation or otherwise, without the express permission of the City Council.

**SECTION 4  
COMPENSATION**

The City shall provide the following compensation to Employee during the term of the Agreement:

A. Compensation & Required Employer Costs

1. Base Salary

- a. Employee's annual base salary shall be \$250,000.00 ("Annual Salary"). Employee shall be paid at the same intervals and in the same manner as regular City employees.

B. Benefits

1. Basic Benefits

Except as set forth in this Agreement, Employee shall be entitled to participate in all employee benefit programs and plans for which the Executive Management Group is eligible.

2. Automobile Allowance

Employee shall be provided a monthly auto allowance of \$450.00 in exchange for making a vehicle available for Employee's own use and for City-related business and/or functions during, before, and after normal work hours. By Employee making Employee's personal automobile available for use, Employee is not precluded from using City vehicles for City business during the normal workday on occasion, when appropriate.

3. Deferred Compensation

City shall contribute Eight Hundred Eighty Four Dollars and Sixty-Two Cents (\$884.62) per pay period to a 457 Plan on behalf of the Employee.

**SECTION 5  
SEPARATION**

A. Voluntary Resignation

Employee may voluntarily resign from the position of Interim City Manager, so long as Employee provides the City Council with thirty (30) business days advance notice. So long as such notice is provided, nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to return to his prior position of Assistant City Manager or, at Employee's election, Employee may separate from City employment. Should Employee elect to return to the Assistant City Manager position, the Employee's Employment Agreement as Assistant City Manager shall control the terms and conditions of Employee's employment and this Agreement shall terminate.

B. Removal

1. Employee is an at-will employee serving at the pleasure of the City Council as provided in Government Code Section 36506. Employee has no constitutionally protected property or other interest in his employment as Interim City Manager. Employee may be terminated, or asked to resign at any time, with or without cause, subject to any limitations, which are now, or which may in the future, be included within the Municipal Code and this Employment Agreement.



2. The City Council may remove Employee at any time, with or without cause, by a majority vote of its members.
3. If the City Council removes or terminates Employee as the Interim City Manager without cause, the City Council agrees that Employee will return to his prior position as the Assistant City Manager for the City under the same terms and conditions set forth in Employee's Employment Agreement as Assistant City Manager. The City Council agrees that the position of Assistant City Manager will not be filled with a permanent replacement during Employee's service as the Interim City Manager.

C. Removal for Cause

1. Notwithstanding the provisions of Section 5.B., Employee may be removed for cause. As used in this section, "cause" shall mean only one or more of the following:
  - a. Conviction of, or no plea to, a felony;
  - b. Conviction of, or no contest plea to, any illegal act involving moral turpitude or personal gain;
  - c. Continued abuse of non-prescription drugs or alcohol that materially affects the performance of Employee's duties;
  - d. Any act constituting or knowing and intentional violation of the City's conflict of interest code; or
  - e. Repeated and protracted unexcused absences from Employee's office and duties.
2. In the event the City terminates Employee for cause, then the City may terminate this Agreement immediately, and Employee shall no longer be employed by the City and this Agreement as well as the Employee's Employment Agreement as Assistant City Manager shall terminate and he shall not be entitled to any severance pay under that Agreement.

D. No Severance

Upon the termination or expiration of this Agreement for any reason, Employee's resignation or separation from the Interim City Manager position or from City employment for any reason, Employee shall not be entitled to any severance pay.

**SECTION 6  
MISCELLANEOUS PROVISIONS**

A. Amendments

This Agreement may only be modified in writing signed by both Parties.

B. Conflict of Interest

1. Employee shall not engage in any business or transaction or shall have a financial or other personal interest or association, direct or indirect, which is in conflict with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties. Personal as distinguished from financial interest includes an interest arising from blood or marriage relationships or close business, personal, or political associations.
2. Employee shall also comply with the conflict of interest provisions of the California Government Code and any conflict of interest code applicable to Employee's City employment.
3. Employee is responsible for submitting to the City Clerk the appropriate Conflict of Interest Statements at the time of appointment, annually thereafter, and at the time of separation from the position.

C. Indemnification

1. In accordance with and to the extent provided by California's Tort Claims Act (Government Code Section 825 et seq.) and Government Code Sections 995-996.5, the City shall defend and indemnify Employee against and for all losses sustained by Employee in direct consequences of the discharge of Employee's duties on the City's behalf for the period of Employee's employment.
2. In the event that Employee shall serve as the chief executive of other City-related legal entities as provided in Sections 3.A.2, then Section 6.C.1 shall be equally applicable to each City-related legal entity as though set forth in an indemnity agreement between Employee and that legal entity. The City hereby guarantees the performance of this indemnity obligation by the City-related legal entity, and shall indemnify and hold Employee harmless against any failure or refusal by City-related legal entity to perform its obligations under this Section.
3. Without limiting the application of Sections 6.C.1. and 6.C.2, nothing in this Agreement shall expand the City's defense and indemnification obligations beyond those provided in the Government Code Tort Claims Act

(Government Code Section 825, et seq.) and Government Code Sections 995-996.5. Further, in the event City provides funds for legal criminal defense pursuant to this sub-section and terms of the Government Code, City Manager shall reimburse the City for such legal criminal defense funds if City Manager is convicted of a crime involving an abuse of office or position, as provided by Government Code Sections 53243 — 53243.4.

4. This Section 6 shall survive separation and termination of this Agreement.

D. Severability

If any clause, sentence, part, section, or portion of this Agreement is found by a court of competent jurisdiction to be illegal or unenforceable, such clause, sentence, part, section, or portion so found shall be regarded as though it were not part of this Agreement and the remaining parts of this Agreement shall be fully binding and enforceable by the Parties hereto.

E. Laws Affecting Title

In addition to those laws affecting a City Manager, Employee shall have the same powers, rights and responsibilities as a Chief Executive Officer, City Administrative Officer, Administrator, and/or City Administrator as those terms are used in local, state, or federal laws.

F. Jurisdiction and Venue

This Agreement shall be construed in accordance with the laws of the State of California, and the Parties agree that venue shall be in San Diego County, California.

G. Entire Agreement

This Agreement represents the entire agreement of the Parties, and no representations have been made or relied upon except as set forth herein. This Agreement may be amended or modified only by a written, fully executed agreement of the Parties.

H. Notice

Any notice, amendments, or additions to this Agreement, including change of address of either party during the term of this Agreement, which Employee or the City shall be required, or may desire, to make shall be in writing and shall be sent by prepaid first class mail or hand-delivered to the respective Parties as follows:

1. If to the City:

City Clerk  
City of Solana Beach  
635 S. Highway 101  
Solana Beach, CA 92075

2. If to Employee:

Daniel King  
Address on-file in the Human Resources Department

I. Waiver.

J. Any failure of a Party to insist upon strict compliance with any term, undertaking, or condition of this Agreement shall not be deemed to be a waiver of such term, undertaking, or condition. To be effective, a waiver must be in writing, signed and dated by the Parties.

K. Representation by Counsel.

Employee and City acknowledge that they each did, or had the opportunity to, consult with legal counsel of their respective choices with respect to the matters that are the subject of this Agreement prior to executing it.

L. Section Headings.

The headings on each of the sections and subsections of this Agreement are for the convenience of the Parties only and do not limit or expand the contents of any such section or subsection.

**SIGNATURES ON NEXT PAGE**

IN WITNESS WHEREOF the Parties have executed this Agreement as of the day and year first above written.

City

Employee

CITY OF SOLANA BEACH

\_\_\_\_\_  
Lesa Heebner  
Mayor

\_\_\_\_\_  
Daniel King

ATTEST:

By: \_\_\_\_\_  
Angela Ivey  
City Clerk

APPROVED AS TO FORM

By: \_\_\_\_\_  
Johanna Canlas  
City Attorney

**CITY MANAGER SALARY**

**SCHEDULE 7-A**

	<b>Effective Date</b>	<b>Annual Salary</b>	<b>Monthly Salary</b>
<b>Interim City Manager</b>	<b>02/01/2024</b>	<b>\$250,000.00</b>	<b>\$20,833.33</b>