



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

# AGENDA

## Joint REGULAR Meeting

**Wednesday, March 13, 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

Dan King  
Interim City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

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**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:**

**APPROVAL OF AGENDA:**

**PROCLAMATIONS/CERTIFICATES:** *Ceremonial*

None at the posting of this agenda

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

None at the posting of this 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 of the City Council.**

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held on February 6, 2024, February 7, 2024, and February 14, 2024.

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

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

Recommendation: That the City Council

1. Ratify the list of demands for February 10, 2024 – February 23, 2024.

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

#### **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 \(click here\)](#)

#### **A.4. Fire Station Garage Door Replacement Project.** (File 0700-25)

Recommendation: That the City Council

1. Adopt **Resolution 2024-020**:
  - a. Authorizing the City Council to accept, as complete, the Fire Station Garage Door Replacement Repairs Project, Bid No. 2022-11, constructed by National Garage Door Co.
  - b. Authorizing the City Clerk to file a Notice of Completion.

#### [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. – B.2.)

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: 322 N. Granados Ave., Applicant: Elise Dabby and Owen Nieder, Case: DRP23-010, SDP23-012, APN: 263-391-15.** (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 and SDP. 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 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-024** conditionally approving a DRP and SDP for an interior remodel and a square footage addition to the existing single-family residence and perform associated site improvements at 322 N. Granados Avenue, 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.*



**B.2. Public Hearing: 821 Steven Ave., Applicant: SOHI Affordable LP, TEFRA Hearing.** (File 0600-40)

Recommendation: That the City Council

1. Conduct the Public Hearing and consider adoption of **Resolution 2024-021** approving the issuance of the Bonds by the CMFA for the benefit of SOHI Affordable LP (the "Borrower") a partnership of which H.G. Fenton Property Company (the "Developer") or a related person to the Developer is the general partner, to provide for the financing of the Project. Such adoption is solely for the purposes of satisfying the requirements of TEFRA, the Code and the California Government Code Section 6500 (and following).

[Item B.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.*

**C. STAFF REPORTS:** (C.1. – 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.1. Highway 101 North End Pedestrian Crossing Update.** (File 0860-05)

Recommendation: That the City Council

1. Adopt **Resolution 2024-027**:
  - a. Authorizing the City Manager to execute an amendment to the Professional Services Agreement, in the amount of \$20,000, with STC Traffic Inc., for as-needed traffic engineering services, for a not to exceed amount of \$45,000 for Fiscal Year 2023/24.
  - b. Authorizing an appropriation of \$20,000 from the Traffic Safety Professional Services Budget Account 1006540.65300.

[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. Community Grant Program – Fiscal Year (FY) 2024-25.** (File 0330-25)

Recommendation: That the City Council

1. Approve **Resolution 2024-025** authorizing the FY 2024-25 Community Grant Program.

[Item C.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.*

**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 March 27, 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 March 13, 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 March 6, 2024 at 3:50 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., March 13, 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 Special Meeting

Tuesday, February 6, 2024 \* 6:00 p.m.

Solana Vista Elementary School, 780 San Victoria, Solana Beach, CA. 92075

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

### CITY COUNCILMEMBERS

**Lesa Heebner**

Mayor

**Jewel Edson**

Deputy Mayor / Councilmember District 3

**Jill MacDonald**

Councilmember District 4

**Kristi Becker**

Councilmember District 2

**David A. Zito**

Councilmember District 1

**Dan King**

Interim City Manager

**Johanna Canlas**

City Attorney

**Angela Ivey**

City Clerk

### CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:00 p.m.

Present: Lesa Heebner, Jewel Edson, Jill MacDonald, David A. Zito

Absent: Kristi Becker

Also Present: Joseph Lim, Community Development Dir.

### WORKSHOP

Informal Accessory Dwelling Unit (ADU) Workshop

**Action: No reportable action.**

### ADJOURN:

Mayor Heebner adjourned the meeting at 7:00 p.m.

Angela Ivey, City Clerk

Approved: \_\_\_\_\_

**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 Meeting - Closed Session

**Wednesday, February 07, 2024 1:30 p.m.**

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

### CITY COUNCILMEMBERS

**Lesa Heebner**

Mayor

**Jewel Edson**

Deputy Mayor / Councilmember District 3

**Jill MacDonald**

Councilmember District 4

**Kristi Becker**

Councilmember District 2

**David A. Zito**

Councilmember District 1

**Dan King**  
Interim City Manager

**Johanna Canlas**  
City Attorney

**Angela Ivey**  
City Clerk

### **CALL TO ORDER AND ROLL CALL:**

Mayor Heebner called the meeting to order at 1:30 p.m.

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: None

Also Present: Dan King, Interim City Manager  
Johanna Canlas, City Attorney

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

*Report to Council Chambers and submit speaker slips to the City Clerk before the meeting recesses to closed session.*

### **CLOSED SESSION:**

#### **1. PUBLIC EMPLOYEE**

Pursuant to Government Code Section 54957  
City Manager.

**Action: No reportable action.**

### **ADJOURN:**

Mayor Heebner adjourned the meeting at 2:56 p.m.

Angela Ivey, City Clerk

Approved: \_\_\_\_\_

# 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, February 14, 2024 5:00 p.m.

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

*Amended to include Mayor Heebner's remote participation for just cause,  
pursuant to Government Code section 54953(j)(2)(A). Public Access Link*

<https://cosb-org.zoom.us/j/87278493558?pwd=ZFBpU2ZjTEI4QldOR0R4U1ILMzBWQT09>

### CITY COUNCILMEMBERS

**Lesa Heebner**

Mayor

**Jewel Edson**

Deputy Mayor / Councilmember District 3

**Jill MacDonald**

Councilmember District 4

**Kristi Becker**

Councilmember District 2

**David A. Zito**

Councilmember District 1

**Dan King**

Interim City Manager

**Johanna Canlas**

City Attorney

**Angela Ivey**

City Clerk

### CALL TO ORDER AND ROLL CALL:

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

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: None

Also Present: Dan King, Interim City Manager  
Johanna Canlas, City Attorney

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

*Report to Council Chambers and submit speaker slips to the City Clerk before  
the meeting recesses to closed session.*

### CLOSED SESSION:

#### 1. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

Pursuant to Government Code Section 54956.9(d)(4)

One (1) case

#### 2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9(d)(2)

One (1) case

#### 3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code section 54956.8

Property: APN 298-292-13-31

City Negotiators: Interim City Manager Dan King and City Attorney Johanna Canlas



Negotiating Parties: Reed Andre Trust 09-23-97 and San Diego County Treasurer-Tax Collector  
Under negotiation: Purchase price and terms

**4. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Pursuant to Government Code section 54956.8

Property: APN 298-010-63-00

City Negotiators: Interim City Manager Dan King and City Attorney Johanna Canlas

Negotiating Parties: Marc R. Brutton

Under negotiation: Lease Price and Terms

**Action: No reportable action.**

**ADJOURN:**

Mayor Heebner adjourned the meeting at 5:56 p.m.

Angela Ivey, City Clerk

Approved:

# CITY OF SOLANA BEACH

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



## MINUTES

Joint REGULAR Meeting

Wednesday, February 14, 2024 \* 6:00 p.m.

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

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### CITY COUNCILMEMBERS

**Lesa Heebner**  
Mayor

**Jewel Edson**  
Deputy Mayor / Councilmember District 3

**Kristi Becker**  
Councilmember District 2

**Jill MacDonald**  
Councilmember District 4

**David A. Zito**  
Councilmember District 1

Dan King  
Interim City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

### CALL TO ORDER AND ROLL CALL:

Deputy Mayor Edson called the meeting to order at 6:03 p.m.

Present: Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: Lesa Heebner

Also Dan King, Interim City Manager

Present: Johanna Canlas, City Attorney

Angela Ivey, City Clerk

Mo Sammak, City Engineer/Public Works Dir.

Rachel Jacobs, Finance Dir.

Joseph Lim, Community Development Dir.

### CLOSED SESSION REPORT:

### FLAG SALUTE:

### APPROVAL OF AGENDA:

**Motion:** Moved by Councilmember MacDonald and second by Councilmember Zito to approve. **Approved 4/0/1.** Ayes: Edson, Becker, MacDonald, Zito. Noes: None. Absent: Heebner. Motion carried.

### 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.

Camilla Rang asked Council to consider rerouting the train via the fairgrounds tunnel and said that it was the best option for Solana Beach and Del Mar, that the current trench would be depended and could be covered to make this area into a park and provide access between Cedros and Highway 101, that the proposed bridge containing a train trestle would only be needed if the track goes through Del Mar Hills and demolishing over 50 homes, that they ask for Solana Beach's help in delaying the bridge until the tunnel location is determined and exploring a fairgrounds route option.

John Stahl spoke about the SANDAG/North County Transit District option to double track the trestle across the San Dieguito Lagoon, that this plan would do nothing for the City of Solana Beach and would destroy the north end of Del Mar, that eminent domain for a Jimmy Durante portal would take upwards of 50 homes in Del Mar, that a trench cover over the tracks in Solana Beach would bring the west and east sides together totaling at least 6 acres of space for pickleball courts, dog paths, and greenery, that the current plan would increase the train noise in the City, and requested that the City join a group of Del Mar citizens to see better vision for both towns and communities.

## **COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:**

### **A. CONSENT CALENDAR:** (Action Items) (A.1. - A.3.)

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 January 10, 2024.

Approved Minutes <https://www.cityofsolanabeach.org/en/government/public-meetings/agendas-minutes-videos>

**Motion:** Moved by Councilmember Zito and second by Councilmember Becker to approve. **Approved 4/0/1.** Ayes: Edson, Becker, MacDonald, Zito. Noes: None. Absent: Heebner. Motion carried.

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

Recommendation: That the City Council

1. Ratify the list of demands for January 06, 2024 – January 26, 2024.

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

**Motion:** Moved by Councilmember Zito and second by Councilmember Becker to approve. **Approved 4/0/1.** Ayes: Edson, Becker, MacDonald, Zito. Noes: None. Absent: Heebner. Motion carried.

**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 Zito and second by Councilmember Becker to approve. **Approved 4/0/1.** Ayes: Edson, Becker, MacDonald, Zito. Noes: None. Absent: Heebner. Motion carried.

**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: 959 Highland., Applicant: Connor, Setiadi. Case: DRP22-026/SDP22-021; APN: 298-270-12.** (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 to approve a DRP. The project also meets the requirements of the SDP. Therefore, should the City Council be able to make the findings to approve the DRP and support the proposed partial street vacation, 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 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-013** conditionally approving a DRP and SDP to construct a new 3,638 square-foot, two-story single-family residence with a 787 square-foot three-car garage and perform associated site improvements at 959 Highland Drive, Solana Beach.

4. Adopt **Resolution 2024-017** vacating the crescent shape bulb out of surplus public right-of-way at 959 Highland Drive, Solana Beach.

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

[Item B.1. Updated Report #1 \(added 2-14-24 at 8:45am\)](#)

*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.*

Deputy Mayor Edson opened the public hearing.

Council disclosures.

Katie Bensen, Associate Planner, presented a PowerPoint (on file) reviewing the proposed project.

Council and Staff discussed parking, improved right-of-way, the proposed fence required for safety of pedestrians, the fencing material, the potential decomposed granite erosion, the olive trees, and that the elevated portion of the roof is the open staircase.

John Heckel, Architect, said he did not have a presentation. He addressed some inquiries including the upper floor plate height is 12 ft. and the lower floor is 10 ft., the preference for a more decorative fencing than the chain link, and the placement of the olive trees from the curb.

**Motion:** Moved by Deputy Mayor Edson and second by Councilmember Becker to close the public hearing. **Approved 4/0/1.** Ayes: Edson, Becker, MacDonald, Zito. Noes: None. Absent: Heebner. Motion carried.

**Motion:** Moved by Councilmember Becker and second by Councilmember Zito to approve. **Approved 4/0/1.** Ayes: Edson, Becker, MacDonald, Zito. Noes: None. Absent: Heebner. Motion carried.

#### **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)

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

**CITIZEN COMMISSION(S)**

#### **ADJOURN:**

Deputy Mayor Edson adjourned the meeting at 6:47 p.m.

Angela Ivey, City Clerk

Approved \_\_\_\_\_



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Daniel King, Interim City Manager  
**MEETING DATE:** March 13, 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: 02/10/2024 through 02/23/2024**

Check Register - Disbursement Fund (Attachment 1)		\$	1,873,911.00
Net Payroll Staff O17	February 16, 2024		377,654.81
Net Payroll Staff OM10	February 21, 2024		<u>2,585.47</u>
<b>TOTAL</b>		<b>\$</b>	<b><u>2,254,151.28</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 February 10, 2024 through February 23, 2024 reflects total expenditures of \$2,254,151.28 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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Daniel King, Interim City Manager

Attachments:

1. Check Register – Disbursement Fund



# City of Solana Beach

## Register of Demands

2/10/2024 - 2/23/2024

Department Vendor	Description	Date	Check/EFT Number	Amount
<b>100 - GENERAL FUND</b>				
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant O17	02/15/2024	9001287	\$22,119.62
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant O17	02/15/2024	9001288	\$900.00
US BANK	REIMBURSED EE CHARGE	02/23/2024	106313	\$72.99
STERLING HEALTH SERVICES, INC.	OC8 FSA CONTRIBUTION	02/15/2024	9001290	\$266.67
PAYMENTUS CORPORATION	JANUARY 24	02/23/2024	106340	\$620.49
ZEPHYR SOLANA LLC	RFND-SBGR-376/329 S HWY 101	02/23/2024	106353	\$50,000.00
JENNIFER STEIN	REFUND: B22-0621 PLAN CHECK FEES	02/15/2024	106297	\$677.12
JAMIE BROWN	RFND-SB0649083	02/15/2024	106295	\$22.50
JENNIFER DETRANI	RFND-SB0645159	02/15/2024	106296	\$42.50
LOGAN MYRICK	RFND-SB0645539	02/15/2024	106301	\$42.50
GABRIEL WHEELER	RFND-CITATION - 2206401	02/15/2024	106294	\$22.50
LIANGTAO ZHENG	RFND-SB0646645	02/15/2024	106300	\$22.50
<b>TOTAL GENERAL FUND</b>				<b>\$74,809.39</b>
<b>1005100 - CITY COUNCIL</b>				
LEAGUE OF CALIFORNIA CITIES INC	SD CNTY MEMBRSH 2024/PREPAID LUNCH-4 MEETINGS	02/23/2024	106334	\$900.00
LEAGUE OF CALIFORNIA CITIES INC	2024 MEMBERSHIP FEE	02/23/2024	106334	\$6,742.00
US BANK	CLOSED SESSION	02/23/2024	106313	\$233.86
US BANK	CLOSED SESSIONS 11/29 & 12/13	02/23/2024	106313	\$403.93
<b>TOTAL CITY COUNCIL</b>				<b>\$8,279.79</b>
<b>1005150 - CITY CLERK</b>				
CODE PUBLISHING COMPANY INC	MUNICIPAL CODE-WEB UPDATE	02/23/2024	106319	\$780.00
US BANK	FRAME	02/23/2024	106313	\$38.78
US BANK	PLASTIC ENVELOPES	02/23/2024	106314	\$22.83
US BANK	FRAME	02/23/2024	106313	\$52.79
US BANK	PRINTS	02/23/2024	106314	\$13.59
US BANK	CLERK SUPPLIES	02/23/2024	106314	\$2.99
US BANK	TRANSCRIPTION SERVICE	02/23/2024	106313	\$53.25
US BANK	TRANSCRIPTION SERVICE	02/23/2024	106314	\$21.00
US BANK	DEPARTMENT HOLIDAY LUNCH	02/23/2024	106313	\$151.51
US BANK	RETURN QUICKCRETE	02/23/2024	106314	(\$10.71)
US BANK	IIMC CONFERENCE	02/23/2024	106313	\$675.00
US BANK	REFUND BUSINESS WRITING COURSE	02/23/2024	106313	(\$150.00)
CORODATA RECORDS MANAGEMENT, INC	JAN 24-STORAGE/SHREDDING	02/23/2024	106321	\$1,185.58
<b>TOTAL CITY CLERK</b>				<b>\$2,836.61</b>
<b>1005200 - CITY MANAGER</b>				
US BANK	CM RAIN JACKETS	02/23/2024	106313	\$54.93
US BANK	DEPARTMENT LUNCH	02/23/2024	106313	\$130.00
CARRIER JOHNSON	JAN 24-PROF SVC	02/23/2024	106316	\$1,762.50
<b>TOTAL CITY MANAGER</b>				<b>\$1,947.43</b>
<b>1005250 - LEGAL SERVICES</b>				
HOGAN LAW APC	JAN 24-GENERAL LEGAL	02/23/2024	106333	\$715.00

**TOTAL LEGAL SERVICES****\$715.00****1005300 - FINANCE**

US BANK	TAX FORMS	02/23/2024	106313	\$463.35
US BANK	TAX FORMS	02/23/2024	106313	\$49.11
UT SAN DIEGO - NRTH COUNTY	PUB NTC-UNCLAIMED CHECKS	02/15/2024	106306	\$1,731.80
AMANDA SITHER	MILEAGE-01/31/24	02/15/2024	106288	\$94.00
RACHEL JACOBS	REIMB-CSMFO - 12/20/23, 02/01/24-02/02/24	02/23/2024	9001297	\$181.27

**TOTAL FINANCE****\$2,519.53****1005350 - SUPPORT SERVICES**

XEROX CORPORATION	JAN 24-XEROX FIERY-CLK	02/15/2024	106308	\$122.84
XEROX CORPORATION	JAN 24-XEROX FIERY-UPSTAIRS	02/15/2024	106308	\$132.61
XEROX CORPORATION	JAN 24-XEROX FIERY-PLN	02/15/2024	106308	\$132.61
XEROX CORPORATION	JAN 24-XEROX UPSTAIRS	02/15/2024	106308	\$298.25
XEROX CORPORATION	JAN 24-XEROX UPSTAIRS	02/15/2024	106308	\$50.86
XEROX CORPORATION	JAN 24-XEROX PLN/ENG	02/15/2024	106308	\$53.31
XEROX CORPORATION	JAN 24-XEROX PLN/ENG	02/15/2024	106308	\$546.78
XEROX CORPORATION	JAN 24-XEROX CLERK	02/15/2024	106308	\$127.96
XEROX CORPORATION	JAN 24-XEROX CLERK	02/15/2024	106308	\$271.68
STAPLES CONTRACT & COMMERCIAL	PAPER	02/15/2024	106305	\$438.75
CULLIGAN OF SAN DIEGO	FEB 24-WATER-PW	02/23/2024	106323	\$73.00
CULLIGAN OF SAN DIEGO	FEB 24- WATER-LCC	02/23/2024	106323	\$19.75
CULLIGAN OF SAN DIEGO	FEB 24- WATER-CH	02/23/2024	106323	\$145.50

**TOTAL SUPPORT SERVICES****\$2,413.90****1005400 - HUMAN RESOURCES**

EMPLOYMENT DEVELOPMENT DEPARTMENT	SUI PE 12/31	02/15/2024	106293	\$1,128.00
US BANK	EE APPRECIATION EVENT	02/23/2024	106314	\$18.48
US BANK	EE APPRECIATION EVENT	02/23/2024	106313	\$121.79
US BANK	EE APPRECIATION EVENT	02/23/2024	106313	\$80.80
US BANK	EE APPRECIATION EVENT	02/23/2024	106313	\$242.81
US BANK	1095C FORMS	02/23/2024	106313	\$155.51
US BANK	HR STICKERS	02/23/2024	106313	\$161.66
US BANK	LABOR LAWS	02/23/2024	106313	\$326.66
US BANK	BAGELS FOR EES	02/23/2024	106314	\$25.58
US BANK	FITNESS FOR DUTY VISIT	02/23/2024	106313	\$112.00
US BANK	CHAIR	02/23/2024	106313	\$191.39
US BANK	HEATER	02/23/2024	106313	\$30.98
US BANK	PRINTER INK	02/23/2024	106314	\$29.24
US BANK	RETIREMENT GIFTS	02/23/2024	106313	\$236.48
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106314	\$28.26
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106313	\$193.11
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106314	\$23.91
US BANK	PASTERIES FOR EE FAREWELL	02/23/2024	106313	\$538.00
US BANK	CATERING FOR EE FAREWELL	02/23/2024	106313	\$1,034.80
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106314	\$20.64
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106313	\$47.84
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106314	\$19.73
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106313	\$79.58
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106313	\$31.05
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106314	\$26.34
US BANK	SUPPLIES FOR EE FAREWELL	02/23/2024	106313	\$35.50
US BANK	EE APPRECIATION PARTY SUPPLIES	02/23/2024	106314	\$21.13

US BANK	EE APPRECIATION PARTY SUPPLIES	02/23/2024	106314	\$24.95
US BANK	TONER	02/23/2024	106313	\$114.54
US BANK	REC RECRUITMENT ADVERTISING	02/23/2024	106313	\$125.00
US BANK	TRAINING	02/23/2024	106313	\$100.00
US BANK	EE PARTY DECORATIONS	02/23/2024	106313	\$56.94
US BANK	LANYARDS	02/23/2024	106314	\$19.56
US BANK	EE PARTY DECORATIONS	02/23/2024	106314	\$23.60
US BANK	ID BADGE HOLDER	02/23/2024	106314	\$14.12

**TOTAL HUMAN RESOURCES****\$5,439.98****1005450 - INFORMATION SERVICES**

VERIZON WIRELESS-SD	670601022-12/24/23-01/23/24	02/23/2024	106349	\$128.05
COX COMMUNICATIONS INC	0013410039730701-01/19/24-02/18/24	02/23/2024	106322	\$321.75
COX COMMUNICATIONS INC	0013410039730701-02/19/24-03/18/24	02/23/2024	106322	\$321.75
US BANK	WIRELESS KEYBOARDS (3)	02/23/2024	106313	\$71.25
US BANK	MOUSE PADS	02/23/2024	106314	\$28.25
US BANK	CONSTANT CONTACT	02/23/2024	106313	\$86.00
US BANK	USB CORDS	02/23/2024	106314	\$12.53
US BANK	USB CORDS	02/23/2024	106314	\$26.01
US BANK	INTERNAL HARD DRIVES (4)	02/23/2024	106313	\$1,022.04
US BANK	DUST COVER	02/23/2024	106314	\$3.25
US BANK	CONSTANT CONTACT	02/23/2024	106313	\$86.00
WESTERN AUDIO VISUAL	JAN 24-AV MAINTENANCE	02/23/2024	106350	\$499.00
WESTERN AUDIO VISUAL	FEB 24-AV MAINTENANCE	02/23/2024	106350	\$499.00
AT&T CALNET 3	9391012278-11/24/23-12/23/23	02/23/2024	106311	\$3,627.50
AT&T CALNET 3	9391012282 - 11/24/23-12/23/23	02/23/2024	106311	\$36.48
AT&T CALNET 3	9391053641-11/24/23-12/23/23	02/23/2024	106311	\$154.88
AT&T CALNET 3	9391062899-11/24/23-12/23/23	02/23/2024	106311	\$154.88
AT&T CALNET 3	9391012278-12/24/23-01/23/24	02/23/2024	106311	\$3,641.43
AT&T CALNET 3	9391012282-12/24/23-01/23/24	02/23/2024	106311	\$36.87
AT&T CALNET 3	9391053641-12/24/23-01/23/24	02/23/2024	106311	\$155.55
AT&T CALNET 3	9391062899-12/24/23-01/23/24	02/23/2024	106311	\$155.55
TING FIBER INC.	JAN 24 Fiber Optic - CITY FACILITIES	02/15/2024	9001291	\$3,249.00

**TOTAL INFORMATION SERVICES****\$14,317.02****1005550 - PLANNING**

UT SAN DIEGO - NRTH COUNTY	PUB HRNG-CUP23-002	02/23/2024	106347	\$572.60
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-DRP22-026/SDP22-021	02/23/2024	106347	\$809.90
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-DRP22-025	02/23/2024	106347	\$723.80
BUSINESS PRINTING COMPANY INC	BUSINESS CARDS-PLN	02/23/2024	106312	\$124.03
DANIEL WELTE	MILEAGE-01/04/24 &01/11/24	02/23/2024	9001294	\$54.94

**TOTAL PLANNING****\$2,285.27****1005560 - BUILDING SERVICES**

ESGIL CORPORATION	JAN 24-BUILDING AND SAFETY PLAN REVIEW	02/23/2024	106331	\$24,674.63
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**TOTAL BUILDING SERVICES****\$24,674.63****1005590 - CODE ENFORCEMENT**

VERIZON WIRELESS-SD	442224168-12/24/23-01/23/24	02/23/2024	106349	\$141.29
DEPARTMENT OF JUSTICE	JAN 24-FINGERPRINT APP-CODE	02/23/2024	106326	\$32.00
US BANK	CAR WASH	02/23/2024	106314	\$8.00
US BANK	CODES JACKET	02/23/2024	106313	\$153.00
US BANK	CODES RADIOS AND BATTERIES	02/23/2024	106313	\$61.17
COUNTY OF SAN DIEGO 5210	OCT-DEC 23-PARKING CITE ADMIN	02/15/2024	106291	\$7,324.50

**TOTAL CODE ENFORCEMENT****\$7,719.96**

**1006110 - LAW ENFORCEMENT**

SAN DIEGO COUNTY SHERIFF'S DEPT.	JAN-JUN 24-SHERIFF CAL-ID PROGRAM	02/23/2024	106342	\$1,456.00
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**TOTAL LAW ENFORCEMENT****\$1,456.00****1006120 - FIRE DEPARTMENT**

VERIZON WIRELESS-SD	962428212-12/29/23-01/28/24	02/23/2024	106349	\$723.25
LAWNMOWERS PLUS	AIR FILTER/NEEDLE BEARING/NEEDLE CAGE	02/15/2024	106299	\$101.09
FIRE ETC.	TIRE STOP	02/23/2024	106332	\$433.91
US BANK	FIRE STATION SUPPLIES	02/23/2024	106313	\$57.45
US BANK	COLORED PAPER	02/23/2024	106314	\$16.30
US BANK	MS HATS	02/23/2024	106313	\$1,272.82
US BANK	FIRE STATION SUPPLIES	02/23/2024	106313	\$872.96
US BANK	SNAKE HOOK	02/23/2024	106313	\$241.50
US BANK	FS GRILL	02/23/2024	106313	\$750.27
NORTH COUNTY EVS, INC	FIRE APPARATUS MAINT/REPAIR-	02/23/2024	106338	\$975.00
NORTH COUNTY EVS, INC	FIRE APPARATUS MAINT/REPAIR	02/23/2024	106338	\$696.01
NORTH COUNTY EVS, INC	FIRE APPARATUS MAINT/REPAIR	02/23/2024	106338	\$15,750.42
CULLIGAN OF SAN DIEGO	OCT-NOV 23-CULLIGAN REVERSE OSMOSIS-FS	02/23/2024	106323	\$94.35
COMPRESSED AIR SPECIALTIES INC	SERVICE/SIR TESTING/& KUNKLE VALVE CERT ON BAUER	02/15/2024	106289	\$2,659.50
ACE UNIFORMS LLC	AIRPOWER XR1	02/15/2024	9001283	\$357.21
SOUTH COAST LLC	LOW COOLANT PROBE	02/15/2024	106304	\$158.36
PARKHOUSE TIRE INC	TIRES	02/23/2024	106339	\$1,961.01
PARKHOUSE TIRE INC	TIRES	02/23/2024	106339	\$1,491.34
AT&T CALNET 3	9391012280-12/24/23-01/23/24	02/23/2024	106311	\$1,834.53
AT&T CALNET 3	9391059865-01/01/24-01/31/24	02/23/2024	106311	\$400.03
WEX BANK	DEC 23-FUEL/CR TAX	02/23/2024	106352	\$1,936.51
WEX BANK	JAN 24-FUEL/CR TAX	02/23/2024	106352	\$2,406.98
LINEGEAR FIRE & RESCUE EQUIPMENT	RUFFIAN BAG/JACKET	02/23/2024	106335	\$6,138.52

**TOTAL FIRE DEPARTMENT****\$41,329.32****1006170 - MARINE SAFETY**

VERIZON WIRELESS-SD	962428212-12/29/23-01/28/24	02/23/2024	106349	\$152.04
US BANK	EMT RECERTIFICATION	02/23/2024	106313	\$185.50
US BANK	BATTERY FOR PWC	02/23/2024	106313	\$173.27
US BANK	BATTERY CORE CHARGE	02/23/2024	106314	\$18.00
US BANK	L BRACKETS (3)	02/23/2024	106313	\$39.60
US BANK	BINOCULAR REPAIR	02/23/2024	106313	\$435.00
US BANK	EXTENSION CORD/DRAIN RAM	02/23/2024	106313	\$79.37
US BANK	BLS CARD	02/23/2024	106314	\$25.00
US BANK	EMT RECERTIFICIATION	02/23/2024	106313	\$185.50
US BANK	2024 TIDE BOOKS	02/23/2024	106313	\$662.65
US BANK	EMT RECERTIFICATION	02/23/2024	106313	\$71.75
US BANK	SCUBA DIVE COMPUTER MAINT	02/23/2024	106314	\$11.25
US BANK	SCUBA DIVE BATTERIES	02/23/2024	106314	\$10.41
US BANK	SD COUNTY EMT RECERTIFICATION	02/23/2024	106313	\$185.50
US BANK	MONTHLY PLANNERS	02/23/2024	106313	\$187.05
US BANK	PATCH SEWING	02/23/2024	106313	\$32.00
US BANK	ZIP TIES	02/23/2024	106314	\$25.86
AT&T CALNET 3	9391019469-12/20/23-01/19/24	02/23/2024	106311	\$30.04
AT&T CALNET 3	9391012281-12/25/23-01/24/24	02/23/2024	106311	\$90.48
AT&T CALNET 3	9391053651-12/25/23-01/24/24	02/23/2024	106311	\$295.68
AT&T CALNET 3	9391019469-11/20/23-12/19/23	02/23/2024	106311	\$29.94

AT&T CALNET 3	9391019469-07/20/23-08/19/23	02/23/2024	106311	\$30.82
AT&T CALNET 3	9391019469-06/20/23-07/19/23	02/23/2024	106311	\$30.07
WORLD ADVANCEMENT OF TECH FOR EMS	FEB 24-JAN 25-SB STREET LF SUPP & MAINT	02/15/2024	106307	\$3,000.00
<b>TOTAL MARINE SAFETY</b>				<b>\$5,986.78</b>
<b>1006510 - ENGINEERING</b>				
DEL MAR BLUE PRINT COMPANY, INC.	SB TRAIN STATION PRINTS	02/23/2024	106324	\$17.23
DEL MAR BLUE PRINT COMPANY, INC.	MAPS	02/23/2024	106324	\$18.49
US BANK	ARC GIS ANNUAL SUBSCRIPTION (6)	02/23/2024	106313	\$443.04
US BANK	MAINT SUPERINTENDENTS ASSOC MBRSH	02/23/2024	106313	\$105.00
US BANK	SAFETY MEETING OUTLINES	02/23/2024	106313	\$300.00
US BANK	ARC GIS ANNUAL SUBSCRIPTION	02/23/2024	106313	\$169.98
SANGIS	IMAGERY CONSORTIUM FUNDING 2 OF 3	02/23/2024	106343	\$1,466.67
SUNBELT RENTALS, INC.	SCISSORLIFT RENTAL	02/23/2024	106346	\$888.29
<b>TOTAL ENGINEERING</b>				<b>\$3,408.70</b>
<b>1006520 - ENVIRONMENTAL SERVICES</b>				
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	02/23/2024	106336	\$14.81
DIXIELINE LUMBER CO INC	SANDBAG FILLED/PALLET DEPOSIT	02/23/2024	106328	\$681.29
DIXIELINE LUMBER CO INC	SANDBAG FILLED	02/23/2024	106328	\$172.59
DIXIELINE LUMBER CO INC	SANDBAGS/PALLET DEPOSIT	02/23/2024	106328	\$681.29
DIXIELINE LUMBER CO INC	PALLET DEPOSIT REFUND	02/23/2024	106328	(\$36.96)
SANTA FE IRRIGATION DISTRICT	005506-014 - 01/03/24-02/01/24	02/15/2024	106303	\$231.19
NAPA AUTO PARTS INC	BATTERY/DEPOSIT	02/23/2024	106337	\$226.11
NAPA AUTO PARTS INC	REFND-CORE DEPOSIT	02/23/2024	106337	(\$29.09)
US BANK	DOGGIE BAG DISPENSER	02/23/2024	106313	\$282.00
DOG WASTE DEPOT	DOG WASTE BAGS	02/23/2024	106329	\$2,415.55
CORNERSTONE AGGREGATES, INC.	FILLED SANDBAGS/TRUCKING	02/23/2024	106320	\$2,146.50
<b>TOTAL ENVIRONMENTAL SERVICES</b>				<b>\$6,785.28</b>
<b>1006530 - STREET MAINTENANCE</b>				
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	02/23/2024	106336	\$24.07
SANTA FE IRRIGATION DISTRICT	011695-000 - 01/03/24-02/01/24	02/15/2024	106303	\$93.71
US BANK	PW RAIN JACKETS	02/23/2024	106313	\$74.42
US BANK	PW RAIN JACKETS	02/23/2024	106313	\$302.75
US BANK	PW RAIN JACKETS	02/23/2024	106313	\$164.71
<b>TOTAL STREET MAINTENANCE</b>				<b>\$659.66</b>
<b>1006540 - TRAFFIC SAFETY</b>				
DEPARTMENT OF TRANSPORTATION	OCT - DEC 23- TRAFFIC SIGNAL	02/23/2024	106327	\$342.98
DEPARTMENT OF TRANSPORTATION	OCT - DEC 23- TRAFFIC SIGNAL	02/23/2024	106327	\$884.02
REDFLEX TRAFFIC SYSTEMS, INC	JAN 24- RED LIGHT CAMERA ENFORCEMENT	02/23/2024	9001298	\$7,879.50
ALL CITY MANAGEMENT SERVICES, INC	CROSSING GUARD SERVICES-01/21/24-02/03/24	02/23/2024	9001292	\$11,862.27
<b>TOTAL TRAFFIC SAFETY</b>				<b>\$20,968.77</b>
<b>1006550 - STREET CLEANING</b>				
SANTA FE IRRIGATION DISTRICT	011695-000 - 01/03/24-02/01/24	02/15/2024	106303	\$55.04
SCA OF CA, LLC	JAN 24- SPECIAL STREET SWEEPING	02/23/2024	9001299	\$300.36
SCA OF CA, LLC	JAN 24- CITY-WIDE STREET SWEEPING	02/23/2024	9001299	\$3,988.39
<b>TOTAL STREET CLEANING</b>				<b>\$4,343.79</b>
<b>1006560 - PARK MAINTENANCE</b>				
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	02/23/2024	106336	\$17.58
SANTA FE IRRIGATION DISTRICT	005506-018 - 01/02/24-02/01/24	02/15/2024	106303	\$229.65
SANTA FE IRRIGATION DISTRICT	005506-019 - 01/02/24-02/01/24	02/15/2024	106303	\$413.21
SANTA FE IRRIGATION DISTRICT	005979-005 - 2/02/23-02/01/24	02/15/2024	106303	\$355.12



RANCHO SANTA FE SECURITY SYS INC	FEB 24- SECURITY PTRL	02/23/2024	106341	\$661.10
US BANK	ACTUATOR CARTRIDGE	02/23/2024	106313	\$31.24
US BANK	COMPACT FLUORESCENT BULBS	02/23/2024	106313	\$170.10
US BANK	NON-DIMMABLE YELLOW LED BULBS	02/23/2024	106313	\$84.61
US BANK	ACTUATOR CARTRIDGE	02/23/2024	106313	\$57.84

**TOTAL PARK MAINTENANCE****\$2,020.45****1006570 - PUBLIC FACILITIES**

DIXIELINE LUMBER CO INC	PRIMER SPRAY/HEAVY DUTY SPRAYER	02/23/2024	106328	\$28.55
DIXIELINE LUMBER CO INC	GLOVES	02/23/2024	106328	\$33.26
DIXIELINE LUMBER CO INC	BATTERIES	02/23/2024	106328	\$8.69
SEASIDE HEATING & AIR CONDITIONING	FY24 HVAC SERVICES-FCCC	02/23/2024	106344	\$240.00
US BANK	THERMOSTAT SOFTWARE SUBSCRIPTION	02/23/2024	106313	\$32.89
US BANK	6.5 INCH BENCH VISE	02/23/2024	106313	\$152.24
US BANK	DESK CALENDARS (5)	02/23/2024	106313	\$97.80
US BANK	5.5 INCH BENCH VISE	02/23/2024	106313	\$116.35
US BANK	4.5 INCH BENCH VISE	02/23/2024	106313	\$76.11
US BANK	EAR PROTECTION/CROSS BAR	02/23/2024	106313	\$116.79
US BANK	DRINKING WATER FAUCET	02/23/2024	106314	\$30.43
US BANK	PAINT	02/23/2024	106313	\$83.66
US BANK	6FT TABLE/SOCKETS/BITS	02/23/2024	106313	\$121.85
US BANK	TOILET TISSUE DISPENSER	02/23/2024	106313	\$288.36
US BANK	U TYPE CLIPS	02/23/2024	106313	\$35.77
US BANK	PAINT	02/23/2024	106313	\$280.68
24 HOUR ELEVATOR, INC	FEB 24- ELEVATOR MAINT	02/23/2024	106309	\$194.48
CINTAS CORPORATION NO. 2	FIRST AID SUPPLIES-CH	02/23/2024	106317	\$239.01
HABITAT PROTECTION, INC	JAN 24-PEST/RODENT CONTROL-MS	02/23/2024	9001295	\$64.00
HABITAT PROTECTION, INC	JAN 24- PEST/RODENT CONTROL-CH	02/23/2024	9001295	\$52.00
HABITAT PROTECTION, INC	JAN 24- PEST/RODENT CONTROL-LCCC	02/23/2024	9001295	\$64.00
HABITAT PROTECTION, INC	JAN 24- PEST/RODENT CONTROL-FC	02/23/2024	9001295	\$39.00
HABITAT PROTECTION, INC	JAN 24- PEST/RODENT CONTROL-FCCC	02/23/2024	9001295	\$35.00
HABITAT PROTECTION, INC	JAN 24- PEST/RODENT CONTROL-FS	02/23/2024	9001295	\$38.00
HABITAT PROTECTION, INC	JAN 24- PEST/RODENT CONTROL-PW	02/23/2024	9001295	\$35.00
CALIFORNIA OFFICE CLEANING, INC	JAN 24- JANITORIAL/CUSTODIAL SVC	02/23/2024	9001293	\$7,810.00
STATE OF CA DEPARTMENT OF INDUSTRIAL	CONVEYANCE#105983	02/23/2024	106325	\$225.00

**TOTAL PUBLIC FACILITIES****\$10,538.92****1007100 - COMMUNITY SERVICES**

US BANK	TRAINING	02/23/2024	106314	\$30.00
US BANK	OUTDOOR LIGHTS (CHRG BEING DISPUTED)	02/23/2024	106313	\$39.79
US BANK	CH GALLERY SUPPLIES	02/23/2024	106313	\$104.08
US BANK	CH GALLERY SUPPLIES	02/23/2024	106313	\$131.39
ABLE PATROL & GUARD, INC	JAN 24-FCCC GUARD SERVICE	02/15/2024	106287	\$324.00
CALIFORNIA ASSN OF PUBLIC INFORMATION	FEB 24-WEBINAR REGISTRATION	02/23/2024	106315	\$30.00

**TOTAL COMMUNITY SERVICES****\$659.26****1007110 - GF-RECREATION**

US BANK	SANTA SUIT CLEANING	02/23/2024	106313	\$91.58
US BANK	LC TREE LIGHTING EVENT	02/23/2024	106313	\$45.66
US BANK	LC TREE LIGHTING EVENT	02/23/2024	106314	\$4.34
US BANK	LC FAMILY TREE MURAL REPAIR	02/23/2024	106314	\$9.12
US BANK	LC TREE LIGHTING EVENT	02/23/2024	106314	\$3.25
US BANK	LC FAMILY TREE MURAL REPAIR	02/23/2024	106314	\$19.56
US BANK	LC FAMILY TREE MURAL REPAIR	02/23/2024	106314	\$9.78

US BANK	SUPPLIES FOR TREE LIGHTING EVENT	02/23/2024	106313	\$140.82
US BANK	WREATHS FOR TREE LIGHTING EVENT	02/23/2024	106313	\$64.46
US BANK	BREAKFAST FOR TREE INSTALL VOLUNTEERS	02/23/2024	106313	\$96.98
US BANK	COOKIES FOR TREE LIGHTING EVENT	02/23/2024	106313	\$159.68
US BANK	BREAKFAST FOR TREE INSTALL VOLUNTEERS	02/23/2024	106314	\$20.00
US BANK	SANTA SLEIGH RIDE EVENT SUPPLIES	02/23/2024	106313	\$68.04
US BANK	LC TREE LIGHTING EVENT	02/23/2024	106314	\$10.86
US BANK	LC TREE LIGHTING EVENT	02/23/2024	106314	\$8.56
US BANK	LC TREE LIGHTING EVENT	02/23/2024	106313	\$125.94
US BANK	LC MURAL REPAIR SUPPLIES	02/23/2024	106313	\$94.56
US BANK	LC MURAL REPAIR SUPPLIES	02/23/2024	106314	\$3.22
US BANK	LC MURAL REPAIR SUPPLIES	02/23/2024	106314	\$9.44
CALIFORNIA OFFICE CLEANING, INC	JAN 24-FCCC CLEANING	02/15/2024	9001284	\$180.00
<b>TOTAL GF-RECREATION</b>				<b>\$1,165.85</b>
<b>1205460 - SELF INSURANCE RETENTION</b>				
US BANK	2012 FORD REPAIRS	02/23/2024	106313	\$2,994.64
US BANK	PARMA TRANSPORTATION	02/23/2024	106314	\$20.00
US BANK	PARMA TRANSPORTATION	02/23/2024	106314	\$20.00
US BANK	PARMA TRANSPORTATION	02/23/2024	106313	\$210.39
GEORGE HILLS COMPANY, INC.	NOV 24-2401.LONDONO	02/15/2024	9001286	\$41.00
EBIX INC.	AUG-OCT 22-QTRLY FEE	02/15/2024	106292	\$552.46
EBIX INC.	NOV-DEC 22-QTRLY FEE	02/15/2024	106292	\$413.65
EBIX INC.	JAN-MAR 23-QTRLY FEE	02/15/2024	106292	\$591.30
EBIX INC.	APR-JUN 23-QTRLY FEE	02/15/2024	106292	\$591.30
EBIX INC.	JUL-SEP 23-QTRLY FEE	02/15/2024	106292	\$591.30
<b>TOTAL SELF INSURANCE RETENTION</b>				<b>\$6,026.04</b>
<b>1255465 - WORKERS COMPENSATION</b>				
CORVEL ENTERPRISE COMP INC.	JAN 24-MAINT FEE	02/15/2024	106290	\$250.00
<b>TOTAL WORKERS COMPENSATION</b>				<b>\$250.00</b>
<b>1355200 - ASSET REPLACEMENT-CTY MNGR</b>				
KOA HILLS CONSULTING, LLC	MAR 22-DATA CONVERSION	02/15/2024	106298	\$3,182.00
<b>TOTAL ASSET REPLACEMENT-CTY MNGR</b>				<b>\$3,182.00</b>
<b>1355300 - ASSET REPLACEMENT-FINANCE</b>				
KOA HILLS CONSULTING, LLC	MAR 22-DATA CONVERSION	02/15/2024	106298	\$5,105.50
<b>TOTAL ASSET REPLACEMENT-FINANCE</b>				<b>\$5,105.50</b>
<b>1355450 - ASSET REPLACEMENT-INFO SYS</b>				
US BANK	COMPUTER	02/23/2024	106313	\$1,276.13
<b>TOTAL ASSET REPLACEMENT-INFO SYS</b>				<b>\$1,276.13</b>
<b>1355590 - Asset Replacement- Codes</b>				
DOWNTOWN FORD SALES	CODE ENFORCEMENT VEHICLES- VIN:3FTTW8H38RRA29302	02/23/2024	106330	\$42,206.23
DOWNTOWN FORD SALES	CODE ENFORCEMENT VEHICLES- VIN:3FTTW8H31RRA19498	02/23/2024	106330	\$42,206.21
DOWNTOWN FORD SALES	VIN:3FTTW8H31RRA19498	02/23/2024	106330	\$0.02
<b>TOTAL Asset Replacement- Codes</b>				<b>\$84,412.46</b>
<b>2047520 - MID 9C SANTA FE HILLS</b>				
SANTA FE IRRIGATION DISTRICT	005979-014 - 01/02/34-02/01/24	02/15/2024	106303	\$226.77
SANTA FE IRRIGATION DISTRICT	005979-015 - 01/02/34-02/01/24	02/15/2024	106303	\$184.53
SANTA FE IRRIGATION DISTRICT	005979-016 - 01/02/34-02/01/24	02/15/2024	106303	\$204.69
SANTA FE IRRIGATION DISTRICT	005979-017 - 01/02/34-02/01/24	02/15/2024	106303	\$48.81
SANTA FE IRRIGATION DISTRICT	005979-024 - 01/02/34-02/01/24	02/15/2024	106303	\$219.57

SANTA FE IRRIGATION DISTRICT	005979-025 - 01/02/34-02/01/24	02/15/2024	106303	\$196.05
SANTA FE IRRIGATION DISTRICT	005979-026 - 01/02/34-02/01/24	02/15/2024	106303	\$208.69
SANTA FE IRRIGATION DISTRICT	005979-018 - 01/02/34-02/01/24	02/15/2024	106303	\$58.57
SANTA FE IRRIGATION DISTRICT	005979-019 - 01/02/34-02/01/24	02/15/2024	106303	\$99.85
SANTA FE IRRIGATION DISTRICT	005979-020 - 01/02/34-02/01/24	02/15/2024	106303	\$225.49
SANTA FE IRRIGATION DISTRICT	005979-021 - 01/02/34-02/01/24	02/15/2024	106303	\$278.29
SANTA FE IRRIGATION DISTRICT	005979-022 - 01/02/34-02/01/24	02/15/2024	106303	\$239.25
SANTA FE IRRIGATION DISTRICT	005979-023 - 01/02/34-02/01/24	02/15/2024	106303	\$239.73
SANTA FE IRRIGATION DISTRICT	005979-011 - 2/02/23-02/01/24	02/15/2024	106303	\$183.28
SANTA FE IRRIGATION DISTRICT	005979-012 - 2/02/23-02/01/24	02/15/2024	106303	\$150.40
SANTA FE IRRIGATION DISTRICT	005979-006 - 2/02/23-02/01/24	02/15/2024	106303	\$421.72
SANTA FE IRRIGATION DISTRICT	005979-007 - 2/02/23-02/01/24	02/15/2024	106303	\$438.16
SANTA FE IRRIGATION DISTRICT	005979-009 - 2/02/23-02/01/24	02/15/2024	106303	\$312.12
SANTA FE IRRIGATION DISTRICT	005979-010 - 2/02/23-02/01/24	02/15/2024	106303	\$166.84

**TOTAL MID 9C SANTA FE HILLS****\$4,102.81****2087580 - COASTAL RAIL TRAIL MAINT**

SANTA FE IRRIGATION DISTRICT	005506-020 - 01/02/34-02/01/24	02/15/2024	106303	\$1,259.36
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**TOTAL COASTAL RAIL TRAIL MAINT****\$1,259.36****2135550 - DEVELOPER PASS-THRU- PLANNING**

PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$800.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$650.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	JANUARY 2024	02/23/2024	9001296	\$500.00

**TOTAL DEVELOPER PASS-THRU- PLANNING****\$6,550.00****2146120 - FIRE MITIGATION FEES**

FIRE ETC.	BOOTS	02/23/2024	106332	\$629.44
ALLSTAR FIRE EQUIPMENT, INC	COAT/LETTERS/TURNOUT PANTS/SUSPENDERS	02/23/2024	106310	\$8,144.82

**TOTAL FIRE MITIGATION FEES****\$8,774.26****2406510 - COMM DEV BLOCK GR (CDBG)-CIP**

UT SAN DIEGO - NRTH COUNTY	NTC-BIDS-2024-01	02/23/2024	106347	\$740.60
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**TOTAL COMM DEV BLOCK GR (CDBG)-CIP****\$740.60****2466510 - PER CAPITA GRANT FUND-CIP**

WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	02/23/2024	106351	\$120,748.23
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**TOTAL PER CAPITA GRANT FUND-CIP****\$120,748.23****2556180 - CAMP PROGRAMS**

US BANK	BINOCULARS	02/23/2024	106313	\$280.58
US BANK	JG PROMO STICKERS	02/23/2024	106313	\$95.70
US BANK	JG PATCHES	02/23/2024	106313	\$462.00
US BANK	BOLARIS CPR CARD (JG)	02/23/2024	106314	\$24.00

**TOTAL CAMP PROGRAMS****\$862.28**

**2706120 - PUBLIC SAFETY- FIRE**

VERIZON WIRELESS-SD	962428212-12/29/23-01/28/24	02/23/2024	106349	\$114.03
PHARMALINK, INC	CSA.17-MIN PROC FEE CII/DISPOSAL W/INVTRY	02/15/2024	106302	\$150.00
<b>TOTAL PUBLIC SAFETY- FIRE</b>				<b>\$264.03</b>

**2706170 - PUBLIC SAFETY- MARINE SAFETY**

US BANK	CSA17 MED BAGS	02/23/2024	106313	\$64.40
<b>TOTAL PUBLIC SAFETY- MARINE SAFETY</b>				<b>\$64.40</b>

**4506190 - SAND REPLNSHMNT/RETENTION**

COASTAL FRONTIERS INC	SEP 23-JAN 24-SHORELINE MONITORING PROGRAM	02/23/2024	106318	\$9,758.00
WARWICK GROUP CONSULTANTS, LLC	JAN 24-CONSULTING SERVICES	02/23/2024	9001300	\$5,833.00
TING FIBER INC.	JAN 24 Fiber Optic - TIDE PARK	02/15/2024	9001291	\$450.00
TING FIBER INC.	JAN 24 Fiber Optic - DEL MAR SHORES	02/15/2024	9001291	\$450.00
<b>TOTAL SAND REPLNSHMNT/RETENTION</b>				<b>\$16,491.00</b>

**459 - MISC. CAPITAL PROJECTS**

SOUTHWEST PIPLINE & TRENCHLESS CORP	FY23 SEWER & STORM DRAIN RETENTION	02/23/2024	106345	(\$12,103.70)
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT RETENTION	02/23/2024	106351	(\$6,355.17)
<b>TOTAL MISC. CAPITAL PROJECTS</b>				<b>(\$18,458.87)</b>

**4596510 - MISC.CAPITALPROJECTS-ENG**

US BANK	FS WINDOW TINTING	02/23/2024	106313	\$2,306.00
VAN DYKE LANDSCAPE ARCHITECTS	NOV 23-9438.11 LCP TOT LOT	02/23/2024	106348	\$900.00
VAN DYKE LANDSCAPE ARCHITECTS	DEC 23-FCP/LCP DESIGN ADDL FUNDS	02/23/2024	106348	\$6,412.07
VAN DYKE LANDSCAPE ARCHITECTS	DEC 23-FCP/LCP DESIGN ADDL FUNDS	02/23/2024	106348	\$825.43
SOUTHWEST PIPLINE & TRENCHLESS CORP	FY23 SEWER & STORM DRAIN REHAB	02/23/2024	106345	\$242,074.00
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	02/23/2024	106351	\$6,355.17
<b>TOTAL MISC.CAPITALPROJECTS-ENG</b>				<b>\$258,872.67</b>

**5096510 - SANITATION-CIP-ENG**

SOUTHWEST PIPLINE & TRENCHLESS CORP	FY23 SEWER & STORM DRAIN REHAB	02/23/2024	106345	\$268,336.00
<b>TOTAL SANITATION-CIP-ENG</b>				<b>\$268,336.00</b>

**5097700 - SANITATION**

MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	02/23/2024	106336	\$9.26
SANTA FE IRRIGATION DISTRICT	005979-008 - 2/02/23-02/01/24	02/15/2024	106303	\$94.48
SANTA FE IRRIGATION DISTRICT	005506-014 - 01/03/24-02/01/24	02/15/2024	106303	\$693.57
SOUTHWEST PIPLINE & TRENCHLESS CORP	FY23 SEWER & STORM DRAIN RETENTION	02/23/2024	106345	(\$13,416.80)
US BANK	03/01/24-2017 SEJPA	02/23/2024	9001301	\$212,043.75
US BANK	03/01/24-2017 SEJPA	02/23/2024	9001301	\$245,000.00
US BANK	03/01/24-WW REF 2017	02/23/2024	9001301	(\$56.58)
US BANK	03/01/24-WW REF 2017	02/23/2024	9001301	\$93,403.13
US BANK	03/01/24-WW REF 2017	02/23/2024	9001301	\$320,000.00
<b>TOTAL SANITATION</b>				<b>\$857,770.81</b>

**REPORT TOTAL:****\$1,873,911.00**



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Daniel King, Interim City Manager  
**MEETING DATE:** March 13, 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 City 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 February 28, 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 02/28/2024						
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:**

\_\_\_\_\_

\_\_\_\_\_

**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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Daniel King, Interim City Manager





# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Daniel King, Interim City Manager  
**MEETING DATE:** March 13, 2024  
**ORIGINATING DEPT:** Public Works Department  
**SUBJECT:** **City Council Consideration of Resolution 2024-020 Accepting the Fire Station Garage Door Replacement Project as Complete and Authorizing the City Clerk to File a Notice of Completion**

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### **BACKGROUND:**

A Request for Bid (RFB) for door inspection, maintenance services, and as-needed repairs, including a one-time replacement of all six roll up doors was publicly advertised on December 2022, Bid No. 2022-11. On February 22, 2023, the City Council awarded a professional services agreement for maintenance and replacement of garage doors for City facilities to National Garage Door. On August 23, 2023, City Council authorized the City Manager to execute an Amendment No. 1 to the Professional Services Agreement (PSA) with National Garage Door for the replacement of a Stanley ADA Controller for City Hall, in the amount of \$3,000 for FY 2023/24, and increase the annual compensation amount for the maintenance program by \$10,000 for the remaining term of the contract.

On January 10, 2024, the City Council authorized Resolution 2024-001, which ratified the City Manager's decision to execute Amendment No. 2. This amendment added an additional \$48,000 to fund a \$64,450 change order to replace the originally purchased garage doors with doors that better matched the desired aesthetic of the Fire Station. This amendment was only for current fiscal year specifically allocated for the Fire Station Garage Doors.

This item is before the City Council for the consideration of Resolution 2024-020 (Attachment 1) to report the final project costs, accept the project as complete and direct the City Clerk to file a Notice of Completion (NOC) for the Fire Station Garage Door Replacement Project.

CITY COUNCIL ACTION:

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**DISCUSSION:**

National Garage Door completed all work on this project in accordance with the approved plans and specifications of Bid No. 2022-11 to the satisfaction of the City Engineer. The City will release the retention, in the amount of \$10,222.50, 35 days after the Notice of Completion is approved by the City Council.

**CEQA COMPLIANCE STATEMENT:**

The Project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(d) of the State CEQA Guidelines.

**FISCAL IMPACT:**

A construction contract was awarded to National Garage Door at the February 22, 2023, City Council meeting in the amount of \$140,000. An additional \$21,000 was approved for a construction contingency to cover unforeseen items during construction.

After awarding the Contract, the PSA with National Garage Door was amended twice as mentioned in the Background section of this report. Amendment No. 2 resulted in Change Order No. 1 to the current Fiscal Year's contract which was approved and executed for a total of \$64,450, for which an additional \$48,000 was appropriated. The final construction cost totaled \$204,450.

**WORK PLAN:**

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

**OPTIONS:**

- Approve Staff recommendation.
- Do not approve Staff recommendation.
- Provide direction to Staff.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2024-020:

1. Authorizing the City Council to accept, as complete, the Fire Station Garage Door Replacement Repairs Project, Bid No. 2022-11, constructed by National Garage Door Co.

2. Authorizing the City Clerk to file a Notice of Completion.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.

A handwritten signature in blue ink, appearing to read 'Daniel King', written over a horizontal line.

Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-020

**RESOLUTION 2024-020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ACCEPTING AS COMPLETE THE FIRE STATION GARAGE DOOR REPLACEMENT AND AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION**

**WHEREAS**, on February 22, 2023, the City Council awarded a construction contract for the Fire Station Garage Door Replacement Repairs Project, Bid No. 2022-11, to National Garage Door; and

**WHEREAS**, on January 10, 2024, the City Council authorized Resolution 2024-001, which ratified the City Manager’s decision to execute Amendment No. 2. This amendment added an additional \$48,000 to fund a \$64,450 change order to replace the originally purchased garage doors with doors that better matched the desired aesthetic of the Fire Station.

**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. That the City Council accepts as complete the Fire Station Garage Door Replacement, Bid No. 2022-11, constructed by National Garage Door.
3. That the City Council authorizes the City Clerk to file a Notice of Completion.

**PASSED AND ADOPTED** this 13th day of March 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:** Daniel King, Interim City Manager  
**MEETING DATE:** March 13, 2024  
**ORIGINATING DEPT:** Community Development Department  
**SUBJECT:** **Public Hearing: Request for Development Review Permit and Structure Development Permit for an Interior Remodel and Square Footage Addition Including a Partially Subterranean Garage and Storage Area with a New Primary Bedroom Suite Above and to Perform Associated Site Improvements at 322 N. Granados Avenue (Case #: DRP23-010, SDP23-012; Applicant: Elise Dabby and Owen Nieder; APN: 263-391-15; Resolution 2024-018)**

## **BACKGROUND:**

The Applicants, Elise Dabby and Owen Nieder, are requesting City Council approval of a Development Review Permit (DRP) and Structure Development Permit (SDP) for an interior remodel and a square footage addition to the existing single-family residence and perform associated site improvements. The 8,395 square-foot lot is located at 322 N. Granados Avenue within the Low Medium Residential (LMR) Zone and the Scaled Residential Overlay Zone (SROZ).

The Applicants are proposing the addition of a 637 partially subterranean garage with 130 square feet of living area attached at the lower level, a 706 square foot main floor addition of a primary bedroom suite and to remodel the existing 1,881 square foot existing single-family residence. The proposed development includes site improvements including a new driveway in the same location, new hardscape, landscaping and grading in the amount of 85 yd<sup>3</sup> cut and 65 yd<sup>3</sup> fill for site grading, 190 yd<sup>3</sup> of cut, 50 yd<sup>3</sup> of excavation for footings, and 210 yd<sup>3</sup> of export. The maximum building height of the residence is proposed at 23.83 feet above the proposed grade with the highest pole at 158.03 MSL. The project meets three thresholds for the requirement of a DRP, including: 1) grading in excess of 100 cubic yards, 2) construction in excess of 60 percent of the maximum allowable floor area, and 3) construction of a second story that exceeds 35 percent of the floor area of the first floor. The project requires an SDP because the proposed development exceeds 16 feet in height above existing grade.

CITY COUNCIL ACTION:

The issue before the Council is whether to approve, approve with conditions, or deny the Applicants’ request as contained in Resolution 2024-024 (Attachment 1).

**DISCUSSION:**

The subject property is located on the east side of N. Granados Avenue, three properties south of the intersection of N. Granados Avenue and E. Cliff Street. The lot is rectangular in shape with 119.99-foot-long north and south property lines and 69.96 feet of frontage on N. Granados Avenue (the western property line). The property slopes upward from the street as you travel east with an elevation of 137 feet above Mean Seal Level (MSL) at the street and an elevation of 148 at the rear property line. Currently, the driveway is in the northwestern corner of the lot. It will stay in the same location with the proposed project, however, the driveway would slope down to the lower elevation of the partially subterranean garage and storage area proposed in front of the existing single-family residence. The project plans are provided in Attachment 2.

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

<b>Table 1</b>			
<b>LOT INFORMATION</b>			
<b>Property Address:</b>	322 N Granados Ave	<b>Zoning Designation:</b>	LMR (4 du/ac)
<b>Lot Size (Net):</b>	8,395 ft <sup>2</sup>	<b># of Units Allowed:</b>	1 Dwelling Unit, 1 ADU, 1 JADU
<b>Max. Floor Area:</b>	3,419 ft <sup>2</sup>	<b># of Units Requested:</b>	1 Dwelling Unit
<b>Proposed Floor area:</b>	2,954 ft <sup>2</sup>	<b>Setbacks:</b>	<b>Required      Proposed</b>
<b>Below Max. by:</b>	465 ft <sup>2</sup>	Front (E)	25 ft.      25 ft.
<b>Max. Height Allowed:</b>	25 ft.	Interior Side (N)	5 ft.      5.5 ft.
<b>Max. Height Prop. :</b>	23.83 ft.	Interior Side (S)	5 ft.      5 ft.
<b>Highest Point/Ridge:</b>	158.03 MSL	Rear (W)	25 ft.      31ft.
<b>Overlay Zone(s):</b>	SROZ		
<b>PROPOSED PROJECT INFORMATION</b>			
<b>Floor Area Breakdown:</b>		<b>Requested Permits:</b>	
Proposed Subterranean Garage:	637 ft <sup>2</sup>	<b>DRP:</b> A DRP is required for a structure that exceeds 60% of the maximum allowable floor area, a new second story that exceeds 35% of the existing first floor, and grading that exceeds 100 cubic yards.	
Proposed Subterranean Stair:	130 ft <sup>2</sup>		
Existing Main Level:	1,881 ft <sup>2</sup>		
Proposed Mian Level Addition:	706 ft <sup>2</sup>		
Subtotal:	3,354 ft <sup>2</sup>	<b>SDP:</b> An SDP is required for a new structure that exceeds 16 feet in height from the existing grade	
Off-Street Parking Exemption:	- 400 ft <sup>2</sup>		
<b>Total Floor Area</b>	<b>2,954 ft<sup>2</sup></b>		
<b>Proposed Grading:</b> 85 yd <sup>3</sup> cut and 65 yd <sup>3</sup> fill for site grading, 190 yd <sup>3</sup> of excavation, 50 yd <sup>3</sup> of excavation for footings, and 210 yd <sup>3</sup> of export			
<b>Proposed Parking:</b>	Proposed Garage Addition	<b>Existing Development:</b>	
<b>Proposed Fences and Walls:</b>	Yes	Single-Family Residence	
<b>Proposed Accessory Structure:</b>	No		

The following is a discussion of the findings for a DRP and SDP as each applies to the proposed project as well as references to recommended conditions of approval contained in Resolution 2024-024.

Development Review Permit Compliance (SBMC Section 17.68.40):

A DRP is required for a structure that exceeds 60% of the maximum allowable floor area. The total floor area proposed is 2,954 square feet and 3,419 is the maximum. Therefore, the proposal is 86% of the allowable floor area. In addition, the total square footage of the second floor will exceed 35% of the floor area of the first floor.

In addition to meeting zoning requirements, the project must also be found in compliance with development review criteria. The following is a list of the development review criteria topics:

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

The Council may approve, or conditionally approve, a DRP only if all the findings listed below can be made. Resolution 2024-024 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 Applicant obtaining the required permit or approval from the other agency.

If the above findings cannot be made, the Council shall deny the DRP.

In addition to meeting zoning requirements, the project must also be found in compliance with the development review criteria. The following is a discussion of the applicable development review criteria as they relate to the proposed project.

### **Relationship with Adjacent Land Uses:**

The property is located within the LMR Zone. Properties to the north, south, and east are also located within the LMR Zone and are developed with one- and two-story, single-family residences. Properties to the west are located within the Medium High Residential Zone and are developed with a mix of one- and two-story, single-family residences as well as some multi-family developments.

The project, as designed, is consistent with the permitted uses for the MR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Low Medium Density Residential in the General Plan and intended for detached single-family residences developed at a maximum density of four (4) 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.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the Scaled Residential Overlay Zone (SROZ) and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further later in this resolution. As a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of Building or Grading Permits.

### **Building and Structure Placement:**

The 8,395 square foot lot is currently developed with an 1,881 square-foot single-family residence. The Applicants are proposing to construct an 836 square foot addition to the living area and a 637 square foot garage addition.

The LMR Zone requires a 25-foot front-yard setback, 25-foot rear-yard setback and 5-foot interior side-yard setbacks. The proposed residence would have a partially subterranean garage and storage area constructed in the northwest corner of the proposed residence. On the east side of the garage, an enclosed subterranean staircase is proposed to provide access from the garage to the existing living area of the residence and the new primary suite proposed above the garage. The existing 1,881 square foot living area of the residence will be remodeled in the same footprint and the new 706 square foot primary suite would be attached to the northwest corner of the existing residence. The main floor would consist of a 483 square foot front deck, the front entry, the family room, open kitchen/dining room, an office, powder room, laundry, and lounge as well as the primary bedroom suite and two bedrooms with ensuite bathrooms. The primary bedroom has its own 84 square foot deck off the southern elevation and a two-foot-wide balcony off the western elevation.

The SBMC parking regulations require two (2) off-street parking spaces, 9' x 19' clear, per single-family residence. The SBMC sections 17.48.040 and 17.20.030 indicate that when required parking spaces are provided within a garage, up to 200 square feet of floor



area is exempted for each required space. A 637 partially subterranean basement garage is proposed with two unobstructed garage parking spaces. Therefore, the project is afforded a 400 square-foot exemption.

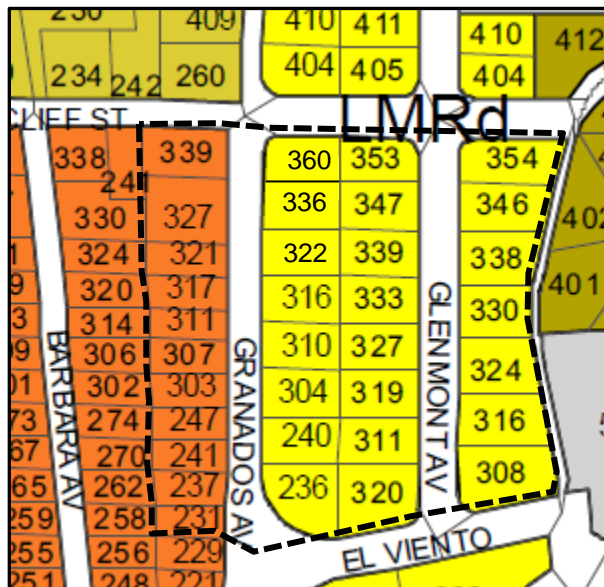
The maximum floor area for a lot of 8,395 square feet would be calculated as follows:

0.50 for first 6,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.175 for between 6,000 ft <sup>2</sup> and 15,000 ft <sup>2</sup>	419 ft <sup>2</sup>
<b>Total Allowable Floor area:</b>	<b>3,419 ft<sup>2</sup></b>

The proposed residence including the 400 square foot garage exemption would have a proposed floor area of 2,954 square feet, which is 465 square feet below the maximum allowable FAR. In addition, the proposed design meets the minimum required setback and the maximum building height for the property.

**Neighborhood Comparison:**

Staff compared the proposed project to 34 other properties within the surrounding area. This area includes properties along both sides of N. Granados Avenue and Glenmont Avenue between Cliff Street and El Viento as shown on the following map:



The properties evaluated in this comparison are located within the boundaries of the LMR and MHR Zones and the properties located in the LMR are also located within the SROZ. The properties within the MHR Zone have a FAR of .75 of the lot area. The properties in the LMR Zone have a tiered FAR similar to the subject property. The existing homes range in size from 888 square feet to 3,963 square feet, according to the County Assessor records. It should be noted that the County Assessor does not include the garage, covered porch area, unfinished basement, or accessory building area 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 proposed garage but including the basement as follows:

Project Gross Building Area:	3,354 ft <sup>2</sup>
Delete Garage:	- 637 ft <sup>2</sup>
Project Area for Comparison to Assessor's Data:	2,717 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.

Table 2						
#	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>	Lone
1	339 Granados Ave	10,500	3,306		3,788	MHR
2	331 Granados Ave	6,500	2,957		3,088	MHR
3	327 Granados Ave	6,516	2,957		3,090	MHR
4	321 Granados Ave	6,127	1,388		3,022	MHR
5	317 Granados Ave	6,308	1,456		3,054	MHR
6	311 Granados Ave	5,603	1,185		2,532	MHR
7	307 Granados Ave	6,140	2,160		3,025	MHR
8	303 Granados Ave	5,858	1,877		2,929	MHR
9	247 Granados Ave	5,700	2,750		2,850	MHR
10	241 Granados Ave	5,709	2,750		5,855	MHR
11	237 Granados Ave	5,664	3,063		2,832	MHR
12	231 Granados Ave	5,200	2,014		2,600	MHR
13	360 Granados Ave	8,300	3,227		3,403	LMR
14	336 Granados Ave	8,400	3,302		3,240	LMR
<b>15</b>	<b>322 Granados Ave</b>	<b>8,395</b>	<b>1,880</b>	<b>2,717</b>	<b>3,419</b>	<b>LMR</b>
16	316 Granados Ave	8,400	888		3,420	LMR
17	308 Granados Ave	8,400	1,640		3,420	LMR
18	302 Granados Ave	8,400	1,816		3,420	LMR
19	238 Granados Ave	8,300	1,500		3,403	LMR
20	236 Granados Ave	15,971	1,148		4,672	LMR
21	353 Glenmont Dr	8,000	3,927		3,350	LMR
22	347 Glenmont Dr	7,000	1,634		3,175	LMR
23	339 Glenmont Dr	8,400	2,786		3,420	LMR
24	333 Glenmont Dr	8,400	3,044		3,420	LMR
25	327 Glenmont Dr	8,400	2,600		3,420	LMR
26	319 Glenmont Dr	8,000	2,307		3,350	LMR
27	311 Glenmont Dr	8,000	1,708		3,350	LMR
28	320 El Viento	13,181	2,899		4,257	LMR
29	354 Glenmont Dr	9,000	3,614		3,525	LMR
30	346 Glenmont Dr	9,000	3,963		3,525	LMR
31	338 Glenmont Dr	9,000	3,552		3,525	LMR
32	330 Glenmont Dr	8,000	1,423		3,350	LMR
33	324 Glenmont Dr	9,000	3,371		3,525	LMR

<b>Table 2</b>						
#	Property Address	Lot Size in ft2 (GIS)	Existing ft2 Onsite (Assessor's)	Proposed / Recently Approved ft <sup>2</sup>	Max. Allowable ft <sup>2</sup>	Lone
34	316 Glenmont Dr	10,000	2,786		3,700	LMR
35	308 Glenmont Dr	9,000	1,249		3,525	LMR

**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.

The Applicants are proposing retaining walls on either side of the proposed driveway as well as surrounding the raised front yard area. The walls within the southwest corner of the front yard within the required front yard setback at the tallest would be approximately 3.5 feet solid with an additional two feet of fence on top that is 80% open to light as measured from the existing grade. There are existing fences and walls within the rear yard area that will not be modified with the proposed work.

Currently, the plans show fences and walls that comply with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicants decide to modify any of the proposed fences and walls or construct additional fences and walls on the project site, a condition of project approval requires compliance with the Municipal Code.

**Landscape:**

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check, or development review. The Applicants provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicants will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the approved plan. In addition, the City's consultant will perform an inspection during the construction phase of the project.

**Parking:**

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. Currently, the property is accessed from the northwest corner of the lot. The new partially subterranean level garage will be constructed in front of the existing residence and the driveway will remain in the same location but will slope down to the new garage level. The Applicants are also proposing

the construction of a paved pedestrian entry walkway south of the driveway in the required front yard setback to the proposed front entry of the residence. Storage for the trash and recycling bins is proposed in the southwest corner of the proposed garage.

The project would provide two parking spaces inside the proposed 637 square foot garage and therefore would be afforded a 400 square-foot exemption.

### **Grading:**

The project includes site grading in the amount of 85 yd<sup>3</sup> cut and 65 yd<sup>3</sup> of fill. Grading below the proposed addition includes 190 yd<sup>3</sup> of cut, 50 yd<sup>3</sup> of excavation for footings and a total of 210 yd<sup>3</sup> of export. The excavation and export below the residence are required for the construction of the partially subterranean level garage, storage, and staircase.

The site grading is proposed for the new downward slope of the driveway and raise the grade of the existing front yard in the southwestern corner of the property.

### **Lighting:**

A condition of project approval requires 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 a square footage addition to an existing single-story, single-family residence and site improvements including grading, hardscape and landscaping; therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of project approval, the Applicant will be required to pay the applicable Park Development Fee.

### **Structure Development Permit Compliance:**

The proposed structure exceeds 16 feet in height above the pre-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. The Applicants had story poles erected onsite and the Story Pole Height Certification was issued by a licensed land surveyor on December 9, 2023, which showed the highest story pole certified at 158.03 MSL and 23.83 feet above the proposed grade. Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site, which established a deadline to file for View Assessment on February 7, 2024. No applications for View Assessment were received. Therefore, if the Council is able to make the required findings to approve the DRP, the SDP would be approved administratively.

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 residence will not exceed 23.83 ft. or 158.03 MSL above the proposed grade, which is the maximum proposed structure height reflected on the project plans, should the City Council make the necessary findings to approve the project.

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

This property is located on N. Granados Avenue between El Viento and Cliff Steet. The existing right of way along N. Granados Avenue from the edge of the pavement to the property line is improved with non-standard brick edging that separates the street pavement from a non-standard pathway. If approved, all non-standard frontage improvements will be required to be removed and constructed to City standards including a concrete driveway approach, a minimum of 10 feet wide compacted DG parking/walking surfaces and a mountable concrete curb.

### **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 February 29, 2024. As of the date of preparation of this Staff Report, Staff has not received any formal correspondence from neighbors or interested parties in support of, or in 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 2024-024 for Council's consideration based upon the information in this report. The applicable SBMC sections are provided in the italicized text and conditions from the Community Development, Engineering, and Fire Departments are incorporated in the Resolution of Approval. Additionally, as a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit.

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 15303 of the State CEQA Guidelines. Class 3 consists of construction and location of limited numbers of new, small facilities or structures. Examples of this exemption include one single-family residence or second dwelling unit in a residential zone. In urbanized areas, up to three-single-family residences may be constructed or converted under this exemption.

**FISCAL IMPACT:** N/A

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation adopting the attached Resolution 2024-024.
- 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 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 and SDP. 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 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2024-024 conditionally approving a DRP and SDP for an interior remodel and a square footage addition to the existing single-family residence and perform associated site improvements at 322 N. Granados Avenue, Solana Beach.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



---

Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-024
2. Project Plans

## RESOLUTION 2024-024

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT AND STRUCTURE DEVELOPMENT PERMIT FOR AN INTERIOR REMODEL AND SQUARE FOOTAGE ADDITION INCLUDING A PARTIALLY SUBTERRANEAN GARAGE AND STORAGE AREA WITH A NEW PRIMARY SUITE ABOVE AND PERFORM ASSOCIATED SITE IMPROVEMENTS AT 322 N. GRANADOS AVENUE, SOLANA BEACH.**

**APPLICANTS: ELISE DABBY AND OWEN NIEDER  
CASE NO.: DRP23-010/SDP23-012**

**WHEREAS**, Elise Dabby and Owen Nieder (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 March 13, 2024, the City Council received and considered evidence concerning the proposed application; and

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

**WHEREAS**, the City Council found the application request exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and

**WHEREAS**, this decision is based upon the evidence presented at the 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 for an interior remodel and 836 square foot addition including a partially subterranean garage and storage area with a primary bedroom suite above the garage and to perform associated site improvements 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 Low Medium Density Residential in the General Plan and intended for single-family residential development with a maximum density of 4 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 Low Medium Residential (LMR) Zone and cited by SBMC Section 17.020.030.

The project meets the minimum number of off-street parking spaces and the required front-, side- and rear-yard setbacks and is below the maximum allowable structure height and gross floor area for the property.

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 complementary to existing development in the immediate vicinity of the project site and the surrounding neighborhood. The development as proposed shall also be compatible in scale, apparent bulk, and massing with such existing development in the surrounding neighborhood. Site planning on or near the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects.*

The property is located within the LMR Zone. Properties to the north, south, and east are also located within the LMR Zone and are developed with one- and two-story, single-family residences.



Properties to the west are located within the Medium High Residential Zone and are developed with a mix of one- and two-story, single-family residences as well as some multi-family development.

The project, as designed, is consistent with the permitted uses for the MR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Low Medium Density Residential in the General Plan and intended for detached single-family residences developed at a maximum density of four (4) 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.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the Scaled Residential Overlay Zone (SROZ) and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further later in this resolution. As a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of Building or Grading Permits.

- b. Building and Structure Placement: Buildings and structures shall be sited and designed to minimize adverse impacts on the surrounding properties and designed in a manner which visually and functionally enhance their intended use and complement existing site topography. Multi-family residential buildings shall be sited to avoid crowding and to allow for a functional use of the space between buildings.*

The 8,395 square foot lot is currently developed with an 1,881 square-foot single-family residence. The Applicants are proposing to construct an 836 square foot addition to the living area and a 637 square foot garage addition.

The LMR Zone requires a 25-foot front-yard setback, 25-foot rear-yard setback and 5-foot interior side-yard setbacks. The proposed residence would have a partially subterranean garage and storage area constructed in the northwest corner of the proposed residence. On the east side of the garage, an enclosed subterranean staircase is proposed to provide access

from the garage to the existing living area of the residence and the new primary suite proposed above the garage. The existing 1,881 square foot living area of the residence will be remodeled in the same footprint and the new 706 square foot primary suite would be attached to the northwest corner of the existing residence. The main floor would consist of a 483 square foot front deck, the front entry, the family room, open kitchen/dining room, an office, powder room, laundry, and lounge as well as the primary bedroom suite and two bedrooms with ensuite bathrooms. The primary bedroom has its own 84 square foot deck off the southern elevation and a two-foot-wide balcony off the western elevation.

The SBMC parking regulations require two (2) off-street parking spaces, 9' x 19' clear, per single-family residence. The SBMC sections 17.48.040 and 17.20.030 indicate that when required parking spaces are provided within a garage, up to 200 square feet of floor area is exempted for each required space. A 637 partially subterranean basement garage is proposed with two unobstructed garage parking spaces. Therefore, the project is afforded a 400 square-foot exemption.

The maximum floor area for a lot of 8,395 square feet would be calculated as follows:

0.50 for first 6,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.175 for between 6,000 ft <sup>2</sup> and 15,000 ft <sup>2</sup>	419 ft <sup>2</sup>
Total Allowable Floor area:	3,419 ft <sup>2</sup>

The proposed residence including the 400 square foot garage exemption would have a proposed floor area of 2,954 square feet, which is 465 square feet below the maximum allowable FAR. In addition, the proposed design meets the minimum required setbacks and the maximum building height for the property.

- 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. To the maximum extent practicable, landscaping and plantings shall be used to screen parking areas, storage areas, access roads, and other service uses of the site. Trees and other large plantings shall not obstruct significant views when installed or at maturity. Drought tolerant plant materials and water conserving irrigation systems shall be incorporated into all landscaping plans.*

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check, or development review. The Applicants provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicants will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the approved plan. In addition, the City's consultant will perform an inspection during the construction phase of the project.

- 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.*

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. Currently, the property is accessed from the northwest corner of the lot. The new partially subterranean level garage will be constructed in front of the existing residence and the driveway will remain in the same location but will slope down to the new garage level. The Applicants are also proposing the construction of a paved pedestrian entry walkway south of the driveway in the required front yard setback to the proposed front entry of the residence. Storage for the trash and recycling bins is proposed in the southwest corner of the proposed garage.

The project would provide two parking spaces inside the proposed 637 square foot garage and therefore would be afforded a 400 square-foot exemption.

- 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 project includes site grading in the amount of 85 yd<sup>3</sup> cut and 65 yd<sup>3</sup> of fill. Grading below the proposed addition includes 190 yd<sup>3</sup> of cut, 50 yd<sup>3</sup> of excavation for footings and a total of 210 yd<sup>3</sup> of export. The excavation and export below the residence are required for the construction of the partially subterranean level garage, storage, and staircase.

The site grading is proposed for the new downward slope of the driveway and raise the grade of the existing front yard in the southwestern corner of the property.

- 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).*

All new exterior lighting fixtures shall 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 a square footage addition and an interior remodel of an existing single-family residence 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 project approval, the Applicants will be required to pay the applicable Park Development 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 the 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 Applicants obtaining the required permit or approval from the other agency.*

The Applicants shall obtain approval from the California Coastal Commission prior to issuance of Building or Grading Permits.

- 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 pre-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. The Applicants had story poles erected onsite and the Story Pole Height Certification was issued by a licensed land surveyor on December 9, 2023, which showed the highest story pole certified at 158.03 MSL and 23.83 feet above the proposed grade. Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site, which established a deadline to file for View Assessment on February 7, 2024. No applications for View Assessment were received. Therefore, if the Council is able to make the required findings to approve the DRP, the SDP would be approved administratively.

A condition of approval has been added to this Resolution 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 residence will not exceed 23.83 ft. or 158.03MSL above the proposed grade, which is the maximum proposed structure height reflected on the project plans, should the City Council make the necessary findings to approve the project.

#### V. 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 and Public Use Facilities Impact Fees, as established by SBMC Chapter 15.60, Chapter 15.65, Chapter 15.66, and Resolution 2018-147.
- II. Building Permit plans must be in substantial conformance with the architectural plans presented to the City Council on March 13, 2024, and located in the project file with a submittal date of March 5, 2024.
- III. 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.

- IV. Prior to requesting a framing inspection, the Applicants shall be required to submit a height certification, signed by a licensed land surveyor, certifying that the building envelope is in conformance with City Council approval on March 13, 2024, and that the maximum height of the proposed residence will not exceed 23.83 feet above the proposed grade or 158.03 feet above MSL, which is the maximum proposed structure height reflected on the project plans.
- V. 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).
- VI. 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 a grading or building permit.
- VII. The Applicants shall provide a full Landscape Documentation Package in compliance with SBMC Chapter 17.56 and in substantial conformance with the approved landscape plan included in the project plans presented to the City Council on March 13, 2024, prior to Building Permit issuance and consistent with the building construction plan. The landscape plan and installation will be reviewed and inspected by the City's third-party landscape professional. Prior to final inspection of the building permit (and occupancy), the landscape installation shall pass inspection by the City's third-party landscape professional.
- VIII. 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.
- IX. Any new exterior lighting fixtures shall be in conformance with the City-Wide Lighting Regulations of SBMC 17.60.060.
- X. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities that render them detrimental to the surrounding area.
- XI. Construction vehicles shall be parked on the subject property at all

times when 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 N. Granados Avenue and minimize impact to the surrounding neighbors.

XII. The Applicants shall connect to temporary electrical service as soon as feasible to the satisfaction of the City.

B. Fire Department Conditions:

- I. ACCESS ROAD MINIMUM DIMENSIONS: Fire apparatus access roads shall have an unobstructed improved width of not less than 20 feet; curb line to curb line, and an unobstructed vertical clearance of not less than 13 feet 6 inches. Exception: Single-Family residential driveways; serving no more than two single-family dwellings, shall have minimum of 16 feet, curb line to curb line, of unobstructed improved width. Access roads shall be designed and maintained to support the imposed loads of not less than 75,000 pounds and shall be provided with an approved paved surface to provide all-weather driving capabilities per the Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.170 Section 503 Section 503.2.1 and 503.2.3.
- 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 503.4 and 503.2.1.
- III. 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).
- IV. 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 2022 California Fire Code Chapter 5 Section 505.1.

- 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.
- VI. SOLAR PHOTOVOLTAIC INSTALLATIONS (Solar Panels): Solar Photovoltaic systems shall be installed per Solana Beach Fire Department requirements and per the 2022 California Fire Code Chapter 12 Section 1205.

C. Engineering Department Conditions:

- I. Per Solana Beach Municipal Code Section 11.04, the Applicants are required to construct all public improvements along the street frontage. In this instance, this will include constructing a low profile mountable 9” x 9” x 12” concrete curb along the frontage of N. Granados Avenue and install a 10’ wide stabilized, compacted, decomposed granite (DG) at 2% maximum from the property line down toward the curb to the satisfaction of the City Engineer.
- II. The retaining wall to the east of the shed within the public utilities easement shall be removed.
- III. The Applicants are required to obtain an Encroachment Permit in accordance with SBMC Section 11.20 for any work performed in the public right of way. This includes, but is not limited to, the concrete driveway apron, decomposed granite parking/walking area, mailbox, mountable concrete curb and concrete ribbon gutter.
- IV. Prior to final inspection of the building permit, the Applicants shall record a City standard Hold Harmless Agreement holding the City of Solana Beach harmless in case stormwater from the public right of way enters the subterranean garage.
- V. 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.
- VI. 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.
- VII. The Applicants shall obtain a Grading Permit in accordance with Chapter 15.40 of the Solana Beach Municipal Code. Conditions prior



to the issuance of a grading permit shall include, but not be limited to, the following:

- a. The Applicants shall obtain a grading plan prepared by a Registered Civil Engineer and approved by the City Engineer. On-site grading design and construction shall be in accordance with Chapter 15.40 of the Solana Beach Municipal Code.
- b. The Applicants shall obtain a Soils Report prepared by a Registered Soils Engineer and approved by the City Engineer. All necessary measures shall be taken and implemented to assure slope stability, erosion control and soil integrity. The grading plan shall incorporate all recommendations contained in the soils report.
- c. The Applicants shall provide a Drainage Report prepared by a Registered Civil Engineer. This report shall address the design for detention basin and corresponding outflow system to ensure the rate of runoff for the proposed development is at or below that of pre-existing condition. All recommendations of this report shall be incorporated into the Preliminary Grading Plan. A detention basin easement shall be recorded for maintenance of the detention basins by the property owner(s) in perpetuity, prior to the release of the Grading Bond and Security Deposit.
- d. The Applicants shall show all retaining walls and drainage structures. Retaining walls shown on the grading plan shall conform to the San Diego Regional Standards or be designed by a licensed civil engineer. Engineering calculations for all designed walls with a surcharge and nonstandard walls shall be submitted at grading plan check. Retaining walls may not exceed the allowable height within the property line setback as determined by the City of Solana Beach Municipal Code. Contact the Community Development Department for further information.
- e. The Applicants are responsible to protect the adjacent properties during construction. If any grading, construction activity, access or potential construction-related impacts are anticipated beyond the property lines, as determined by the City Engineer, the Applicants shall obtain a letter of permission from the adjoining property owners. All required letters of permission shall be submitted to the City Engineer prior to the issuance of the grading permit.
- f. The Applicants shall pay a grading plan check fee in accordance with the current Engineering Fee Schedule at initial

grading plan submittal. Inspection fees shall be paid prior to issuance of the grading permit.

- g. The Applicants shall obtain and submit grading security in a form prescribed by the City Engineer.
- h. The Applicants shall obtain haul permit for import/export of soil. The Applicants shall transport all excavated material to a legal disposal site.
- i. The Applicants shall submit certification from the Engineer of Record and the Soils Engineer that all public or private drainage facilities and finished grades are functioning and are installed in accordance with the approved plans. This shall be accomplished by the Engineer of Record incorporating as-built conditions on the Mylar grading plans and obtaining signatures of the Engineer of Record and the Soils Engineer certifying the as-built conditions.
- j. An Erosion Prevention and Sediment Control Plan shall be prepared by the Applicants. Best management practices shall be developed and implemented to manage storm water and non-storm water discharges from the site at all times during excavation and grading activities. Erosion prevention shall be emphasized as the most important measure for keeping sediment on site during excavation and grading activities. Sediment controls shall be used as a supplement to erosion prevention for keeping sediment on site.
- k. The Applicants shall show all proposed on-site private drainage facilities intended to discharge water run-off. Elements of this design shall include a hydrologic and hydraulic analysis verifying the adequacy of the facilities and identify any easements or structures required to properly convey the drainage. The construction of drainage structures shall comply with the standards set forth by the San Diego Regional Standard Drawings.
- l. Post Construction Best Management Practices meeting City and RWQCB Order No. R9-2013-001 requirements shall be implemented in the drainage design.
- m. No increased cross lot drainage shall be allowed.
- n. Prior to obtaining a building permit, the Applicants shall submit a building pad certification statement from a soils engineer and an engineer or land surveyor licensed in Land Surveying per

SBMC 15.40.230E. If a demolition permit is required for removing existing structures before the grading permit is issued, the Applicants shall obtain the demolition permit separately in order to certify the grading prior to issuance of the Building Permit.

D. City Council Conditions:

I.

IV. 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.

V. EXPIRATION

The Development Review Permit for the project shall expire 24 months from the date of this Resolution, unless the Applicants 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.

VI. 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 13<sup>th</sup> day of March, 2024, by the following vote:

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

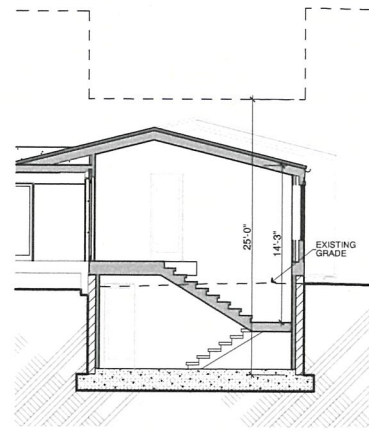
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LESA HEEBNER, Mayor

APPROVED AS TO FORM:

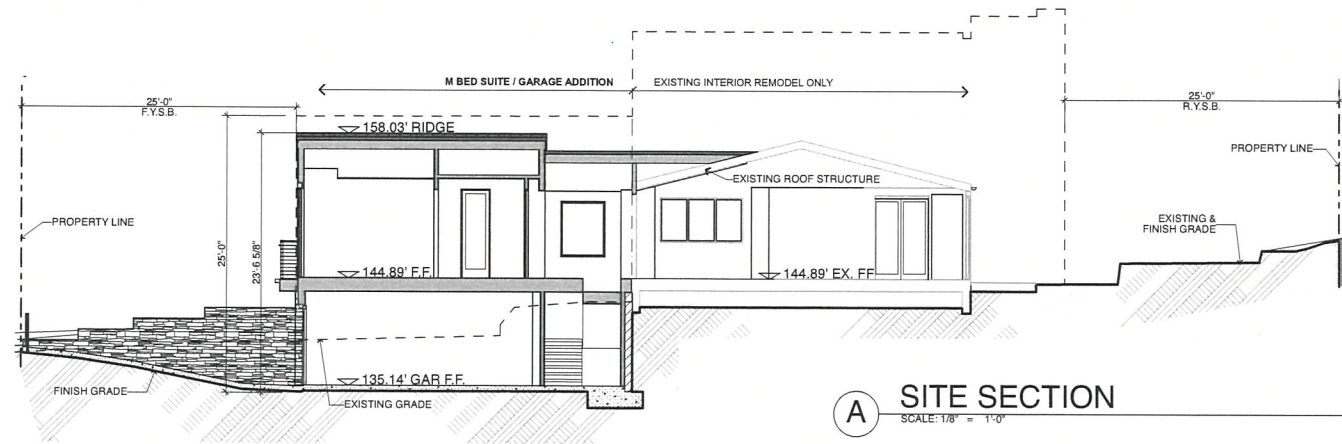
ATTEST:

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

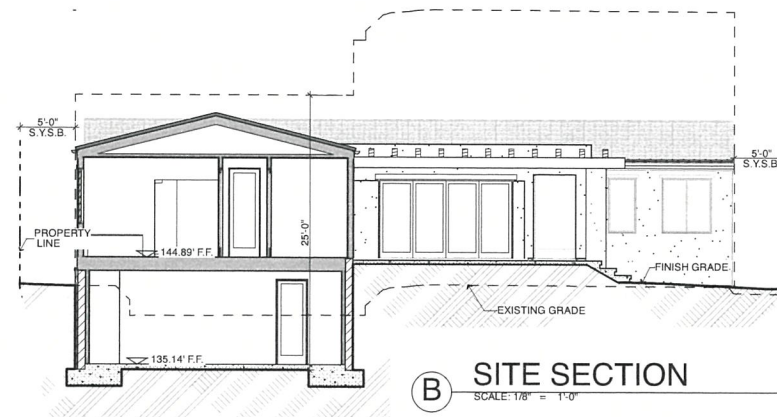
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ANGELA IVEY, City Clerk



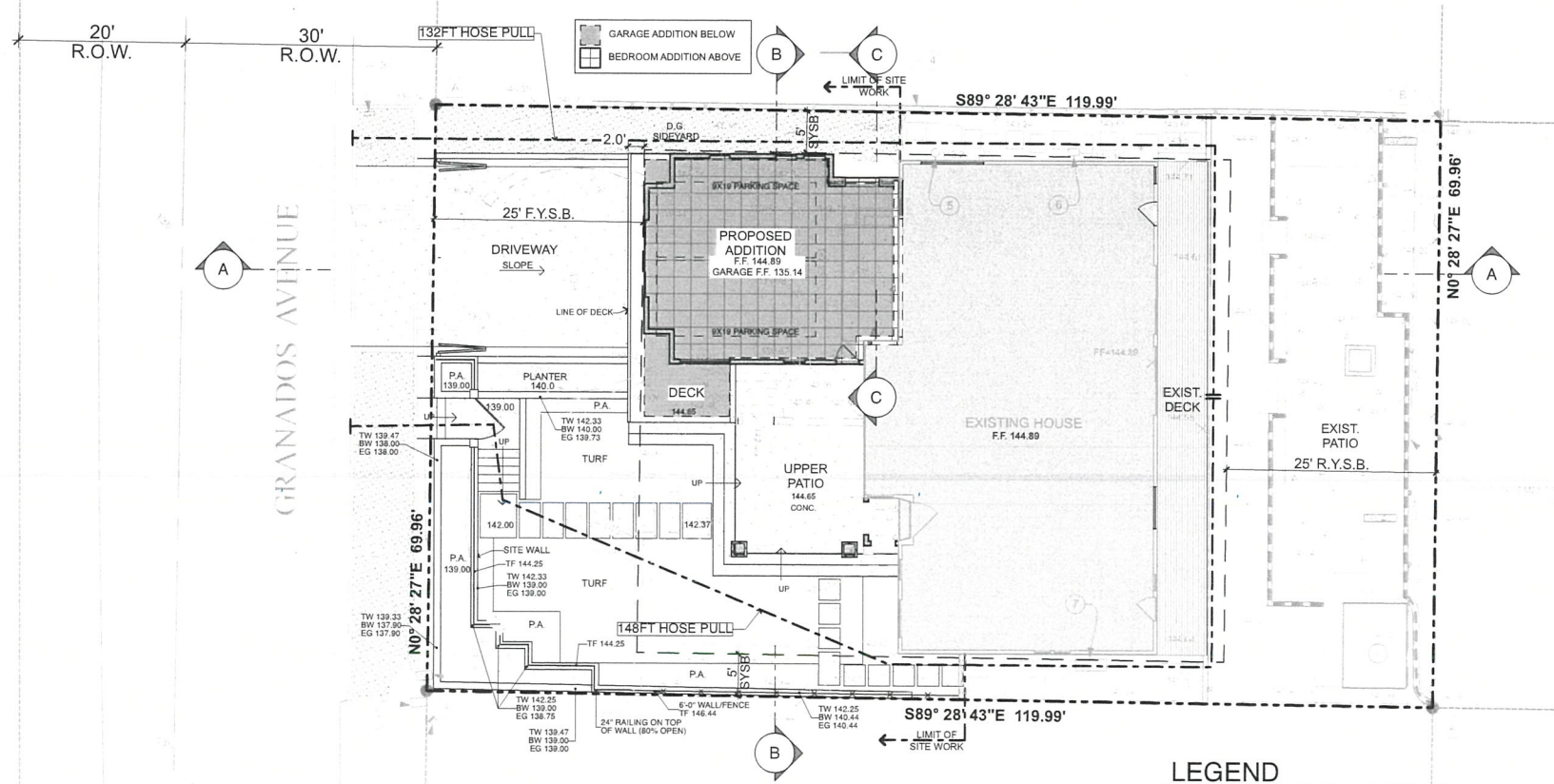
**C SITE SECTION**  
SCALE: 1/8" = 1'-0"



**A SITE SECTION**  
SCALE: 1/8" = 1'-0"



**B SITE SECTION**  
SCALE: 1/8" = 1'-0"



**SITE PLAN**  
SCALE: 1" = 10'

**LEGEND**

- 1 WATER METER
- 2 POWERPOLE
- 3 MAILBOX
- 4 CMU WALL W/WOOD FENCE
- 5 GAS METER
- 6 IRRIGATION CONTROL VALVE
- 7 A/C
- 8 SHED

**FIRE DEPARTMENT NOTES**

1. **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, in accordance with the California Fire Code and the Solana Beach Fire Department.
2. **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" stroke for residential buildings, 8" high with a 1/2" stroke for commercial and multi-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.
3. **SMOKE DETECTORS/CARBON MONOXIDE ALARMS:** Smoke detectors / carbon monoxide alarms shall be inspected by the Solana Beach Fire Department.
4. **CLASS "A" ROOF:** All Structures shall be provided with a Class "A" Roof covering to the satisfaction of the Solana Beach Fire Department.
5. **GATES:** All gates or other structures or devices, which could obstruct fire access roadways or otherwise hinder emergency operations, are prohibited unless they meet standards approval by the Fire Department.
6. **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).

**PROJECT INFORMATION**

APN: 263-391-15-00  
 SITE ADDRESS: 322 North Granados Ave., Solana Beach, CA 92075  
 LEGAL DESCRIPTION:  
 LOT 11 OF BLOCK "B" OF MARVIEW HEIGHTS UNIT NO. 1, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 2454, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY ON FEB. 6, 1948.

<b>ZONE:</b>		
LM-Rd		
<b>FRONT SETBACK:</b>	25'-0"	
<b>SIDE SETBACK:</b>	5'-0"	
<b>STREET SIDE SETBACK:</b>	10'-0"	
<b>REAR SETBACK:</b>	25'-0"	
<b>LOT AREA:</b>	<b>GROSS</b>	8,395 SF
	<b>NET</b>	8,395 SF
<b>LANDSCAPING AREA PROPOSED:</b>		84 SF
<b>MAX BUILDING HEIGHT:</b>	25'-0"	
<b>EXISTING BUILDING HGT:</b>	xxxxx	
<b>LOT AREA:</b>	<b>GROSS</b>	8,395 SF
	<b>NET</b>	8,395 SF
<b>FLOOR TO AREA RATIO ALLOWABLE:</b>		
0.50 x 6,000 =	3,000 s.f.	
0.175 x 2,395 =	419 s.f.	
	3,419 s.f. maximum allowed	

<b>PROPOSED BUILDING AREA:</b>		
EXISTING RESIDENCE:		PRINCIPLE 1,881 SF
PROPOSED PRINCIPAL RESIDENCE ADDITION:		636 SF
MAIN FLOOR 706 SF + LOWER FLOOR 130 SF		
PROPOSED GARAGE		637 SF
<b>TOTAL AREA</b>		3,354 SF
<b>PARKING EXEMPT:</b>		-400 SF
<b>TOTAL FLOOR AREA:</b>		2,954 SF

2,954 SF / 3,419 SF (FAR ALLOWABLE) = 86.4%

<b>OFF STREET PARKING:</b>	2 SPACES REQUIRED
<b>OFF STREET PARKING:</b>	2 SPACES PROVIDED IN GARAGE
<b>REGULAR PARKING:</b>	2 SPACES PROVIDED

<b>GRADING:</b>	
<b>SITE GRADING:</b>	
CUT:	85 CY
FILL:	65 CY
<b>RESIDENCE GRADING:</b>	
CUT:	190 CY
FILL:	0 CY
REMEDIAL:	0 CY
<b>TOTAL GRADING (SITE, RESIDENCE &amp; REMEDIAL):</b>	340 CY
<b>EXCAVATION FOR THE FOOTINGS:</b>	50 CY
<b>REMOVAL AND RE-COMPACT:</b>	0 CY
<b>TOTAL EXPORT:</b>	210 CY

**TYPE OF CONSTRUCTION:** V-B  
**FIRE SPRINKLERS:** NOT REQUIRED (PER SBFD)

**OWNER:**  
 Elise & Owen Dabby  
 322 North Granados Ave.  
 Solana Beach, CA. 92075  
 ph 949.698.2605

**OWNER'S REPRESENTATIVE:**  
 CRAIG FRIEHAUF  
 FRIEHAUF ARCHITECTS INC.  
 341 South Cedros Suite F  
 Solana Beach, CA. 92075  
 ph 858.792.6116

**SCOPE OF WORK**

New master bedroom addition with partial subterranean garage below. Interior remodel and new exterior entry wall. New trellis structure. New landscape, hardscape, and site walls in front yard only. New driveway sloped to garage.

**VICINITY MAP**



**DABBY/NIEDER ADDITION**  
 322 North Granados Ave.  
 Solana Beach, CA. 92075



**FRIEHAUF ARCHITECTS**  
 341 South Cedros Avenue, Suite D  
 Solana Beach, California. 92075  
 858.792.6116 Tel  
 friehaufinc@sbcglobal.net

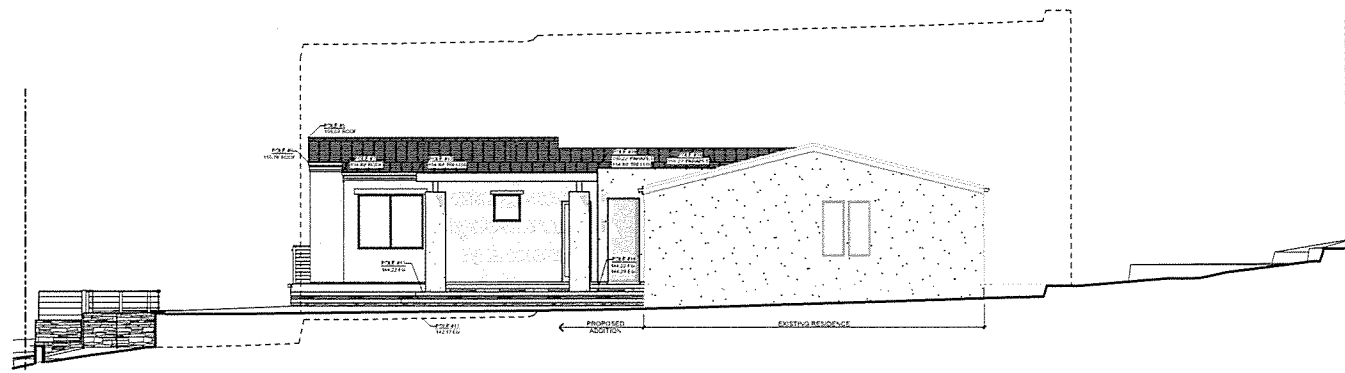
DATE:

AUG 21, 2023  
 OCT 12, 2023  
 DEC 11, 2023  
 MARCH 4, 2024

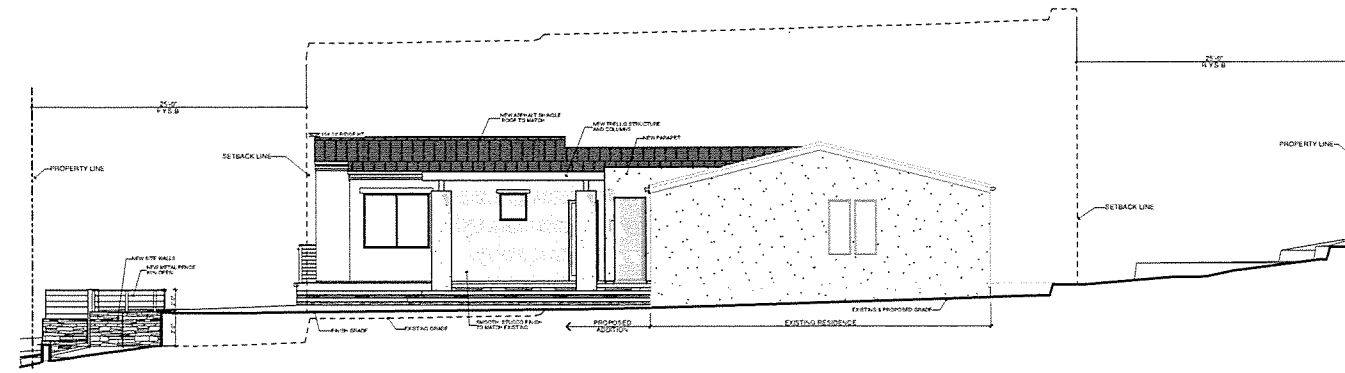
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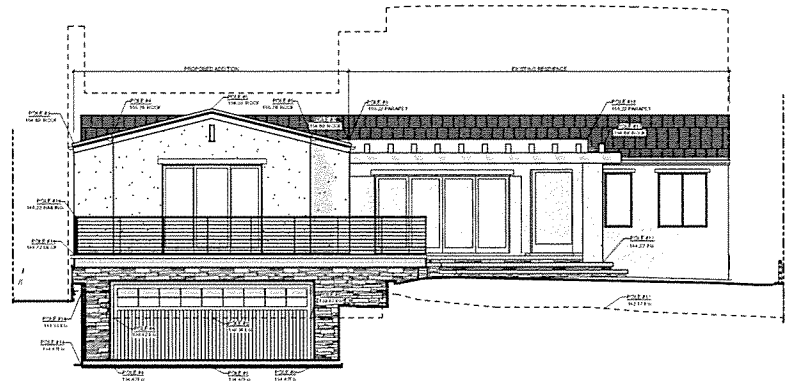




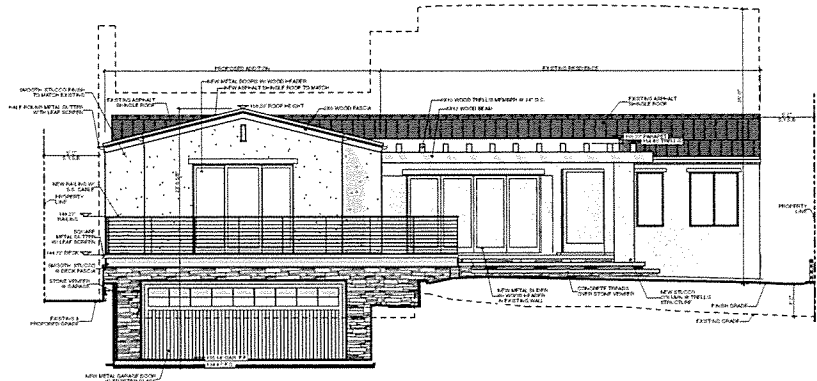
**SOUTH ELEV- STORY POLES**  
SCALE 1/8" = 1'-0"



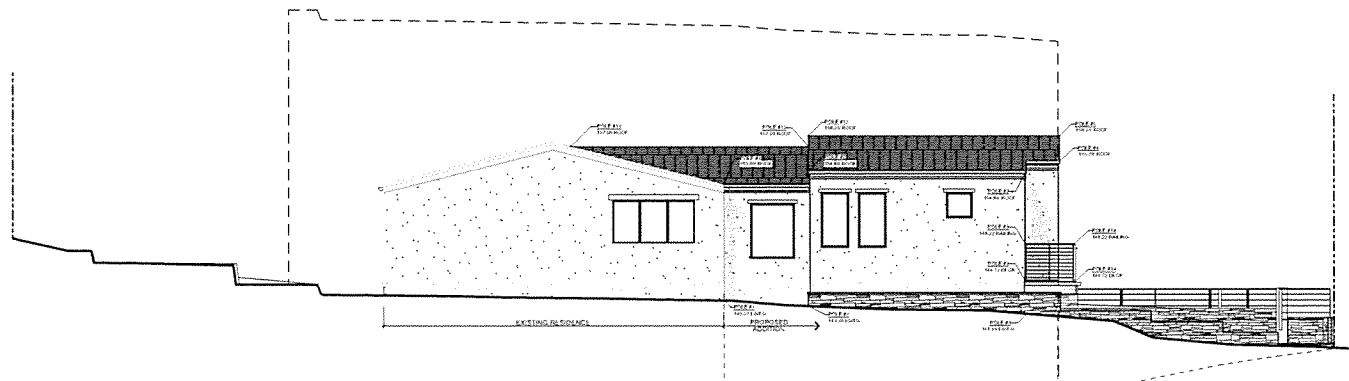
**SOUTH ELEVATION**  
SCALE 1/8" = 1'-0"



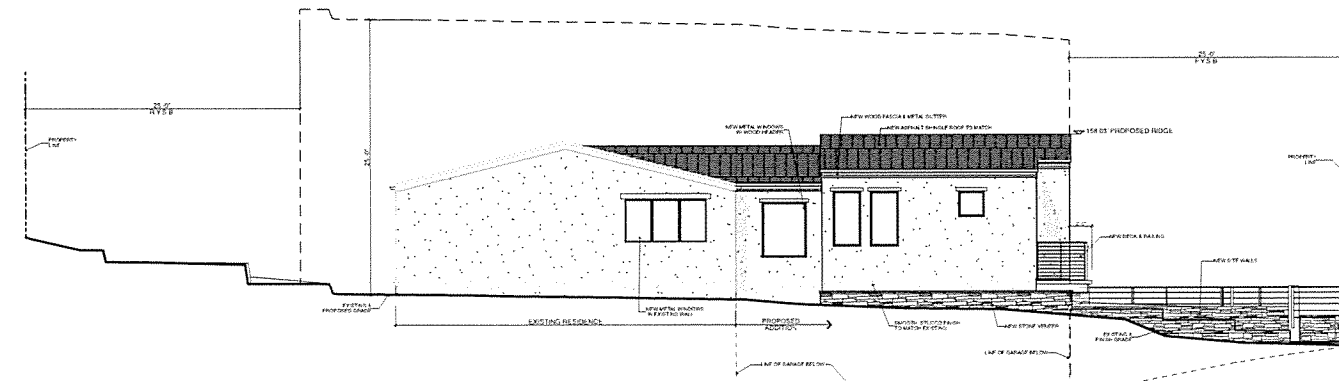
**WEST ELEV. - STORY POLES**  
SCALE 1/8" = 1'-0"



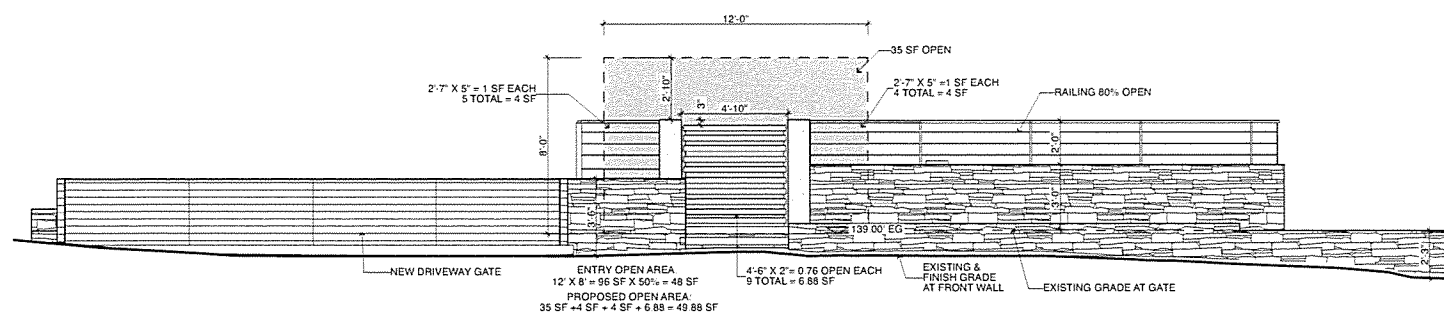
**WEST ELEVATION**  
SCALE 1/8" = 1'-0"



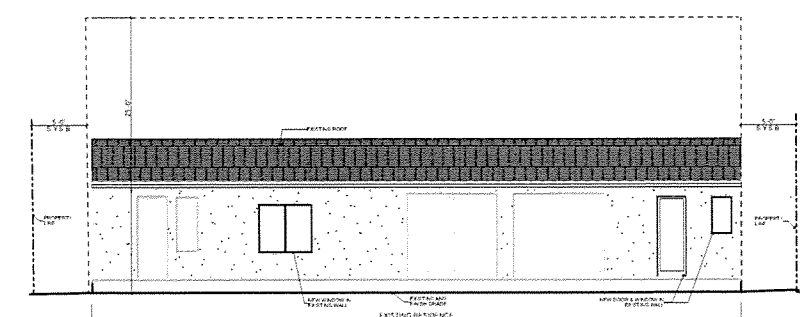
**NORTH ELEV - STORY POLES**  
SCALE 1/8" = 1'-0"



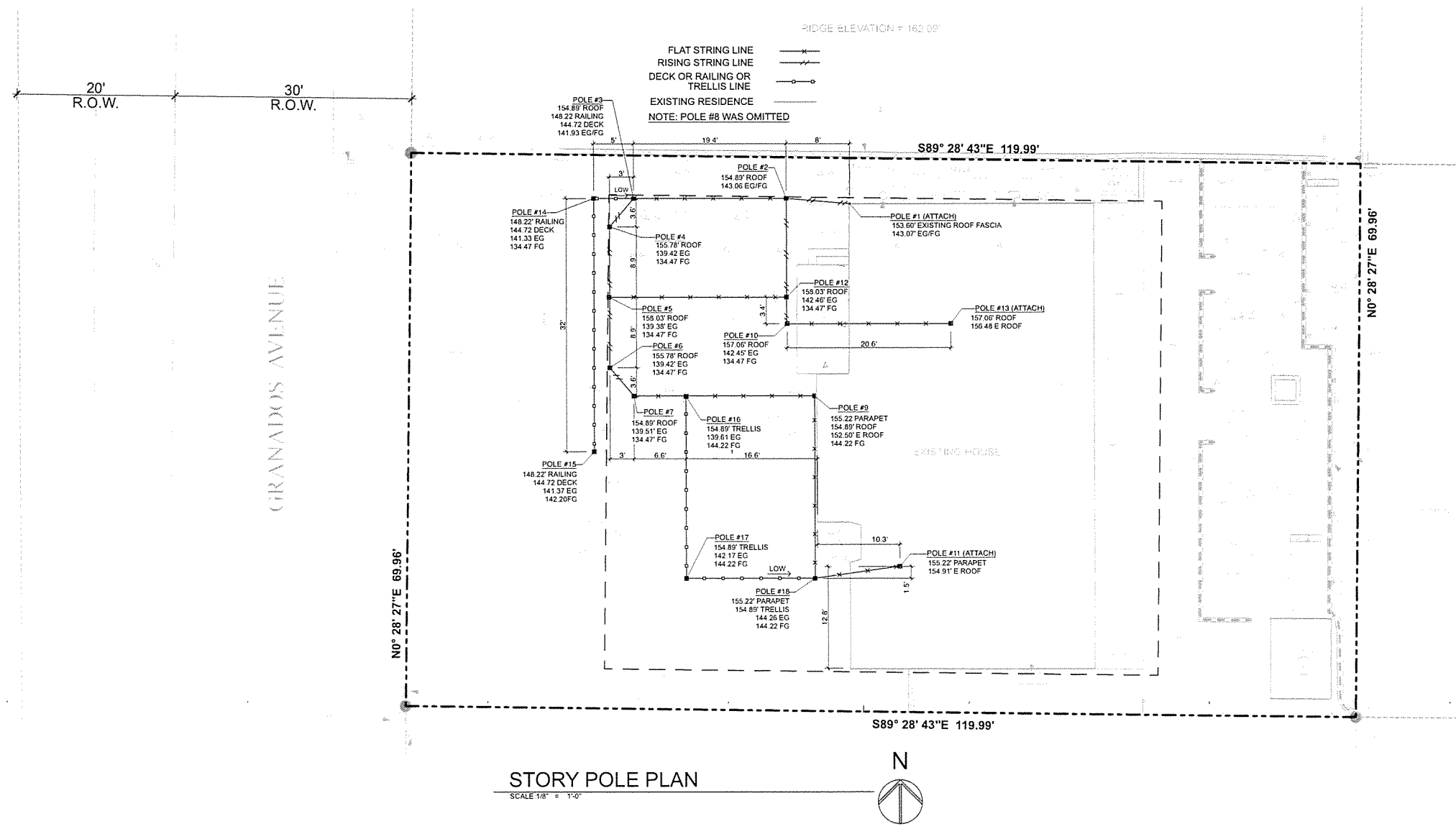
**NORTH ELEVATION**  
SCALE 1/8" = 1'-0"



**ENTRY GATE**  
SCALE 1/4" = 1'-0"

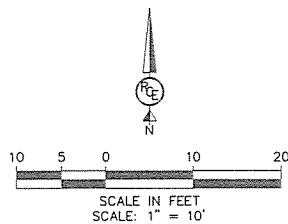


**EAST ELEVATION**  
SCALE 1/8" = 1'-0"





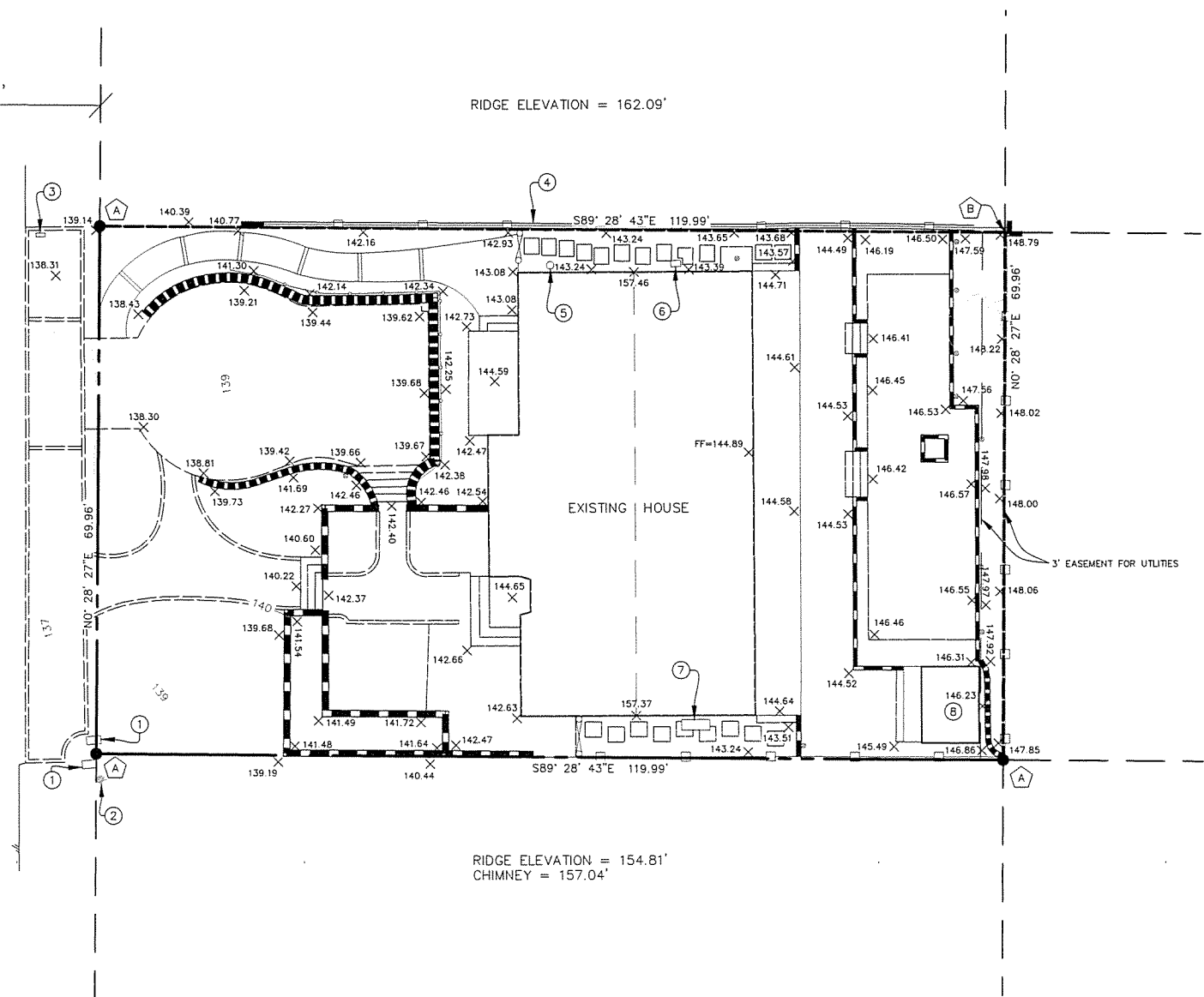
# TOPOGRAPHIC SURVEY



## LEGEND

- MEASURED BOUNDARY
- CALCULATED BOUNDARY
- EDGE OF PAVEMENT
- MOW CURB/PAVER
- CONCRETE
- WOOD FENCE
- GATE
- KEYSTONE WALL
- CONCRETE MASONRY UNIT WALL
- PAVER
- CONCRETE
- WOOD
- TREE
- DRAIN
- ① WATER METER
- ② POWERPOLE
- ③ MAILBOX
- ④ CMU WALL W/WOOD FENCE
- ⑤ GAS METER
- ⑥ IRRIGATION CONTROL VALVE
- ⑦ A/C
- ⑧ SHED

GRANADOS AVENUE



## LEGAL DESCRIPTION

LOT 11 OF BLOCK "B" OF MARVIEW HEIGHTS UNIT NO.1, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 2454, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY ON FEBRUARY 6, 1948.

## BOUNDARY NOTE

- BOUNDARY PLOTTED PER RECORD INFORMATION PROVIDED IN CORNER RECORD NO. 26535
- **THIS IS NOT A PRECISE BOUNDARY SURVEY**
- DUE TO A MISSING PROPERTY CORNER MONUMENT, IF PROPERTY LINES, PROPERTY CORNERS, AND/OR PROPERTY LINE SETBACKS ARE CRITICAL FOR THIS PROJECT THE MISSING MONUMENT WILL NEED TO BE SET AND A CORNER RECORD FILED WITH THE COUNTY OF SAN DIEGO MUST BE PERFORMED.
- A PRELIMINARY TITLE REPORT WAS NOT MADE AVAILABLE AT THE TIME OF THIS SURVEY THEREFORE EXISTING EASEMENTS, IF ANY, HAVE NOT BEEN PLOTTED HEREON.



**RANCHO COASTAL**  
ENGINEERING & SURVEYING  
SINGLE SOURCE DEVELOPMENT CONSULTANT  
310 VIA VERA CRUZ, #205  
SAN MARCOS, CA. 92078  
(760) 510-3152 Ph / (760) 510-3153 Fax

## MONUMENT NOTE

- A FOUND 3/4" IRON PIPE, OPEN, ACCEPTED AS MONUMENT PER MAP NO. 2454.
- B SEARCH FOR, NOT FOUND

## BENCH MARK

BENCHMARK FOR THIS SURVEY IS POINT ID NO. 2001, DESIGNATED AS SOLB-1, A 2.5" BRASS DISC SET IN CONCRETE DRAINAGE INLET ON THE EAST SHOULDER OF HIGHWAY 101, 0.1 MILES SOUTH OF LOMAS SANTA FE DRIVE IN THE CITY OF SOLANA BEACH, CA., HAVING A PUBLISHED NAVD 88 ELEVATION OF 71.45'.

## PRIVATE CONTRACT

SHEET 1	COUNTY OF SAN DIEGO APN: 263-391-15	1 SHEETS
TOPOGRAPHIC SURVEY		
<b>ELISE DABBY &amp; OWEN NIEDER</b> 322 N GRANADOS AVENUE SOLANA BEACH CA 92075		
MAILING ADDRESS:	TELEPHONE:	
SURVEYOR OF WORK: JAKE D. LOGAN	CHECKED BY:	JOB NO. 7909
PLS 9042		

**GENERAL NOTES**

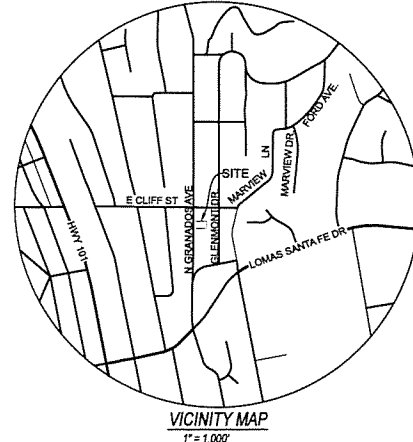
- APPROVAL OF THIS GRADING PLAN DOES NOT CONSTITUTE APPROVAL OF VERTICAL OR HORIZONTAL ALIGNMENT OF ANY PRIVATE ROAD SHOWN HEREIN FOR PUBLIC ROAD PURPOSES.
- FINAL APPROVAL OF THESE GRADING PLANS IS SUBJECT TO FINAL APPROVAL OF THE ASSOCIATED IMPROVEMENT PLANS WHERE APPLICABLE. FINAL CURB GRADE ELEVATIONS MAY REQUIRE CHANGES IN THESE PLANS.
- IMPORT MATERIALS SHALL BE LEGALLY OBTAINED.
- A SEPARATE PERMIT FROM THE CITY ENGINEER WILL BE REQUIRED FOR ANY WORK IN THE PUBLIC RIGHT-OF-WAY.
- ALL SLOPES OVER THREE (3) FEET IN HEIGHT SHALL BE LANDSCAPED AND IRRIGATED.
- THE CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OF ALL UTILITIES BEFORE COMMENCING WORK. NOTICE OF PROPOSED WORK SHALL BE GIVEN TO THE FOLLOWING AGENCIES:  
UNDERGROUND S.A. (800)-227-2600
- A SOILS REPORT SHALL BE PROVIDED AS REQUIRED BY THE CITY OF SOLANA BEACH PRIOR TO ISSUANCE OF A GRADING PERMIT.
- APPROVAL OF THESE PLANS BY THE CITY ENGINEER DOES NOT AUTHORIZE ANY WORK OR GRADING TO BE PERFORMED UNTIL THE PROPERTY OWNER'S PERMISSION HAS BEEN OBTAINED AND A VALID GRADING PERMIT HAS BEEN ISSUED.
- THE CITY ENGINEER'S APPROVAL OF THESE PLANS DOES NOT CONSTITUTE THE BUILDING OFFICIAL'S APPROVAL OF ANY FOUNDATION FOR STRUCTURES TO BE PLACED ON THE AREA COVERED BY THESE PLANS. NO WAIVER OF THE GRADING ORDINANCE REQUIREMENTS CONCERNING MINIMUM COVER OVER EXPANSIVE SOILS IS MADE OR IMPLIED.
- ALL OPERATIONS CONDUCTED ON THE PREMISES, INCLUDING THE WARMING UP, REPAIR, ARRIVAL, DEPARTURE OR RUNNING OF TRUCKS, EARTHMOVING EQUIPMENT, CONSTRUCTION EQUIPMENT AND ANY OTHER ASSOCIATED GRADING EQUIPMENT SHALL BE LIMITED TO THE PERIOD BETWEEN 7.00 a.m. AND 6.00 p.m. EACH DAY, MONDAY THROUGH FRIDAY, AND NO EARTHMOVING OR GRADING OPERATIONS SHALL BE CONDUCTED ON THE PREMISES ON SATURDAYS, SUNDAYS OR HOLIDAYS WITHOUT THE WRITTEN PERMISSION OF THE CITY ENGINEER.
- ALL MAJOR SLOPES SHALL BE ROUNDED INTO EXISTING TERRAIN TO PRODUCE A CONTOURED TRANSITION FROM CUT OR FILL FACES TO NATURAL GROUND AND ADJUTING CUT OR FILL FACES.
- NOTWITHSTANDING THE MINIMUM STANDARDS SET FORTH IN THE GRADING ORDINANCE, AND NOTWITHSTANDING THE APPROVAL OF THESE GRADING PLANS, THE PERMITTEE IS RESPONSIBLE FOR THE PREVENTION OF DAMAGE TO THE ADJACENT PROPERTY. NO PERSON SHALL EXCAVATE ON LAND SO CLOSE TO THE PROPERTY LINE AS TO ENDANGER ANY ADJOINING PUBLIC STREET, SIDEWALK, ALLEY, FUNCTION OF ANY SEWAGE DISPOSAL SYSTEM, OR ANY OTHER PUBLIC OR PRIVATE PROPERTY WITHOUT SUPPORTING AND PROTECTING SUCH PROPERTY FROM SETTLING, CRACKING, EROSION, SILTING SCOUR OR OTHER DAMAGE WHICH MIGHT RESULT FROM THE GRADING DESCRIBED ON THIS PLAN. THE CITY WILL HOLD THE PERMITTEE RESPONSIBLE FOR CORRECTION ON NON-DEDICATED IMPROVEMENTS WHICH DAMAGE ADJACENT PROPERTY.
- SLOPE RATIOS: CUT 1:2 FILL 1:2  
CUT: 275 CY FILL: 65 CY EXPORT: 210 CY  
(NOTE: A SEPARATE VALID PERMIT MUST EXIST FOR OFFSITE IMPORT OR EXPORT AREAS)  
\*\* THE QUANTITIES ESTIMATED ABOVE ARE FOR PERMIT PURPOSES ONLY AND SHOULD NOT BE USED FOR CONSTRUCTION BIDS. CONTRACTORS ARE RESPONSIBLE FOR THEIR OWN EARTHWORK QUANTITIES.
- SPECIAL CONDITIONS: IF ANY ARCHAEOLOGICAL RESOURCES ARE DISCOVERED ON THE SITE OF THIS GRADING DURING GRADING OPERATIONS, SUCH OPERATIONS WILL CEASE IMMEDIATELY, AND THE PERMITTEE WILL NOTIFY THE CITY ENGINEER OF THE DISCOVERY. GRADING OPERATIONS WILL NOT COMMENCE UNTIL THE PERMITTEE HAS RECEIVED WRITTEN AUTHORITY FROM THE CITY ENGINEER TO DO SO.
- ALL GRADING SHOWN ON THIS PLAN SHALL BE COMPLETED AS A SINGULAR UNIT WITH NO PROVISION FOR PARTIAL RELEASES. SHOULD IT BE ANTICIPATED THAT A PORTION OF THIS PROJECT BE COMPLETED SEPARATELY, A SEPARATE PLAN AND PERMIT APPLICATION SHALL BE SUBMITTED FOR APPROVAL.
- THE CONTRACTOR SHALL NOTIFY THE CITY OF SOLANA BEACH 858.720.2470 24 HOURS BEFORE GRADING OPERATIONS BEGIN.
- FINISHED GRADING AND PLANTING SHALL BE ACCOMPLISHED ON ALL SLOPES PRIOR TO OCTOBER 1, OR IMMEDIATELY UPON COMPLETION OF ANY SLOPES GRADED BETWEEN OCTOBER 1 AND APRIL 1. PRIOR TO ANY PLANTING, ALL LANDSCAPING SHALL BE APPROVED BY THE PLANNING DEPARTMENT AT THE DEVELOPMENT REVIEW STAGE, OR BY SEPARATE LANDSCAPE PLAN.
- ALL OFF-SITE HAUL ROUTES SHALL BE SUBMITTED BY THE CONTRACTOR TO THE CITY ENGINEER FOR APPROVAL 72 HOURS PRIOR TO THE BEGINNING OF WORK.
- UPON FINAL COMPLETION OF THE WORK UNDER THE GRADING PERMIT, BUT PRIOR TO FINAL GRADING APPROVAL AND/OR FINAL RELEASE OF SECURITY, AN AS-GRADED CERTIFICATE SHALL BE PROVIDED STATING: "THE GRADING UNDER PERMIT NO. SBGR-XXX HAS BEEN PERFORMED IN SUBSTANTIAL CONFORMANCE WITH THE APPROVED GRADING PLAN OR AS SHOWN ON THE ATTACHED AS-GRADED PLAN". THIS STATEMENT SHALL BE FOLLOWED BY THE DATE AND SIGNATURE OF THE CIVIL ENGINEER WHO CERTIFIES SUCH A GRADING OPERATION.
- THE CONTRACTOR SHALL DESIGN, CONSTRUCT, AND MAINTAIN ALL SAFETY DEVICES INCLUDING SHORINGS, AND SHALL BE RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE, AND FEDERAL SAFETY AND HEALTH STANDARDS, LAWS AND REGULATIONS.

**EROSION CONTROL NOTES**

- STORM WATER AND NON-STORM WATER DISCHARGE CONTROL: BEST MANAGEMENT PRACTICES SHALL BE DEVELOPED AND IMPLEMENTED TO MANAGE STORM WATER AND NON-STORM WATER DISCHARGES FROM THE SITE AT ALL TIMES DURING EXCAVATION AND GRADING ACTIVITIES.
- EROSION AND SEDIMENT CONTROL: EROSION PREVENTION SHALL BE EMPHASIZED AS THE MOST IMPORTANT MEASURE FOR KEEPING SEDIMENT ON SITE DURING EXCAVATION AND GRADING ACTIVITIES. SEDIMENT CONTROLS SHALL BE USED AS A SUPPLEMENT TO EROSION PREVENTION FOR KEEPING SEDIMENT ON SITE.
- EROSION CONTROL ON SLOPES SHALL BE MITIGATED BY INSTALLING LANDSCAPING AS PER APPROVED LANDSCAPE PLANS AS REQUIRED BY THE DEVELOPMENT REVIEW CONDITIONS, OR BY TEMPORARY EROSION CONTROL CONFORMING TO THE FOLLOWING:  
NON-IRRIGATED HYDROSEED MIX WITH A FIBER MATRIX APPLIED AT 4,000 LBS/ACRE  

LBS/ACRE	% PURITY/ACRE	SEED SPECIES
20	70% PLUS	ATRIPLEX GLAUCA
50		PLANTAGE INSULARIS
8		ENCELIS FARINOSA
6	SCARIFIED	LOTUS SCOPARIUS
7	50% PLUS	EXCHSCHOLTZIA CALIF.
91		
- THE TOPS OF ALL SLOPES TALLER THAN 5' SHALL BE DIKED OR TRENCHED TO PREVENT WATER FLOWING OVER CRESTS OF SLOPES.
- CATCH BASINS, DESILTING BASINS, AND STORM DRAIN SYSTEMS SHALL BE INSTALLED TO THE SATISFACTION OF THE CITY ENGINEER.
- SAND BAG CHECK DAMS, SILT FENCES, FIBER ROLLS OR OTHER APPROVED BMP'S SHALL BE PLACED IN UNPAVED AREAS WITH GRADIENTS IN EXCESS OF 2%, AS WELL AS AT OR NEAR EVERY POINT WHERE CONCENTRATED FLOW LEAVE THE SITE.
- SAND BAGS SHALL BE PLACED ON THE UPSTREAM SIDE OF ALL DRAINAGE INLETS TO MINIMIZE SILT BUILDUP IN THE INLETS AND PIPES.
- THE CONTRACTOR SHALL REPAIR ANY ERODED SLOPES AS DIRECTED BY THE OFFICE OF THE CITY ENGINEER.
- THE CONTRACTOR SHALL SWEEP ROADWAYS AND ENTRANCES TO AND FROM THE SITE ON A REGULAR BASIS TO KEEP THEM FREE OF SOIL ACCUMULATION AND AT ALL OTHER TIMES DIRECTED BY THE CITY ENGINEER.
- THE CONTRACTOR SHALL WATER SITE ON A CONTINUOUS BASIS TO MINIMIZE AIR BORNE DUST CREATED FROM GRADING AND HAULING OPERATIONS OR EXCESSIVE WIND CONDITIONS, AND AT ALL TIMES DIRECTED BY THE CITY ENGINEER.
- IN THE EVENT SILT DOES ENTER THE EXISTING PUBLIC STORM DRAIN SYSTEM, REMOVAL OF THE SILT FROM THE THE SYSTEM WILL BE DONE AT THE DEVELOPER'S EXPENSE.

**PRELIMINARY GRADING PLAN  
322 N GRANADOS AVENUE  
DRP23-010/SDP23-012**



**LEGAL DESCRIPTION**

LOT 11 IN BLOCK "B" OF MARVIEW HEIGHTS UNIT NO. 1, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 2454, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, FEBRUARY 6, 1948.

**A.P.N.:** 263-391-15-00  
**SITE ADDRESS:** 322 N GRANADOS AVENUE, SOLANA BEACH, CA 92075  
**OWNER/PERMITTEE:** ELISE DABBY & OWEN NIEDER, 322 N GRANADOS AVENUE, SOLANA BEACH, CA 92075  
**TOPOGRAPHIC SURVEY:** RANCHO COASTAL ENGINEERING & SURVEYING, 760-510-3152, JOB NO. 7909

**OWNER'S CERTIFICATE**

I, \_\_\_\_\_ AS OWNER/DEVELOPER OF THE PROPERTY DESCRIBED HEREIN ACKNOWLEDGE THESE PLANS HAVE BEEN PREPARED AT MY DIRECTION WITH MY FULL CONSENT. I FULLY UNDERSTAND AND ACCEPT THE TERMS AND CONDITIONS CONTAINED HEREIN AND AS ATTACHED BY REFERENCE ON THIS GRADING PLAN.

IT IS AGREED THAT FIELD CONDITIONS MAY REQUIRE CHANGES TO THESE PLANS.

IT IS FURTHER AGREED THAT THE OWNER (DEVELOPER) SHALL HAVE A REGISTERED CIVIL ENGINEER MAKE SUCH CHANGES, ALTERATIONS OR ADDITIONS TO THESE PLANS WHICH THE CITY ENGINEER DETERMINES ARE NECESSARY AND DESIRABLE FOR THE PROPER COMPLETION OF THE IMPROVEMENTS.

I FURTHER AGREE TO COMMENCE WORK ON ANY IMPROVEMENTS SHOWN ON THESE PLANS WITHIN EXISTING CITY RIGHT-OF-WAY WITHIN 60 DAYS OF THE CONSTRUCTION PERMIT AND TO PURSUE SUCH WORK ACTIVELY ON EVERY NORMAL WORKING DAY UNTIL COMPLETED, IRRESPECTIVE AND INDEPENDENT OF ANY OTHER WORK ASSOCIATED WITH THIS PROJECT OR UNDER MY CONTROL.

ELISE DABBY & OWEN NIEDER DATE \_\_\_\_\_  
 322 N GRANADOS AVENUE  
 SOLANA BEACH, CA 92075

**DECLARATION OF RESPONSIBLE CHARGE**

I, BRIAN M. ARDOLINO, HEREBY DECLARE THAT I AM THE ENGINEER OF WORK FOR THIS PROJECT, THAT I HAVE EXERCISED RESPONSIBLE CHARGE OVER THE DESIGN OF THE PROJECT AS DEFINED IN SECTION 6703 OF THE BUSINESS AND PROFESSIONS CODE, AND THE DESIGN IS CONSISTENT WITH CURRENT STANDARDS AND THE CITY OF SOLANA BEACH RESOLUTION No. 2007-170.

I UNDERSTAND THAT THE CHECK OF PROJECT DRAWINGS AND SPECIFICATIONS BY THE CITY OF SOLANA BEACH IS CONFINED TO A REVIEW ONLY AND DOES NOT RELIEVE ME OF RESPONSIBILITIES FOR PROJECT DESIGN.

By: *Brian Ardolino* 10/06/23  
 BRIAN ARDOLINO  
 R.C.E. No. 71651 EXP 12/31/2023  
 ARDOLINO COASTAL ENGINEERING



**WORK TO BE DONE**

THE IMPROVEMENTS CONSIST OF THE FOLLOWING WORK TO BE DONE ACCORDING TO THESE PLANS AND THE LATEST EDITIONS OF:

**STANDARD SPECIFICATIONS**

- STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION INCLUDING THE REGIONAL SUPPLEMENTAL AMENDMENTS.
- CALIFORNIA DEPARTMENT OF TRANSPORTATION "MANUAL OF TRAFFIC CONTROLS FOR CONSTRUCTION AND MAINTENANCE WORK ZONES"
- STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS

**STANDARD DRAWINGS**

- SAN DIEGO REGIONAL STANDARD DRAWINGS
- STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD PLANS

**LEGEND**

ITEM DESCRIPTION	SYMBOL
PROPERTY LINE	---
CENTERLINE OF ROAD	---
PROPOSED SETBACKS	---
PROPOSED HARDSCAPE PER LANDSCAPE ARCHITECT PLANS	[Pattern]
PROPOSED CONTOUR LINE	151
EXISTING CENTOUR LINE	---
PROPOSED ARCHITECTURAL WALL	[Pattern]
EXISTING RETAINING WALL	[Pattern]
PROPOSED ROOF DOWN SPOUT	[Symbol]
PROPOSED HARDSCAPE PER LANDSCAPE ARCHITECT PLANS	[Pattern]
PROPOSED GRASS PER LANDSCAPE ARCHITECT PLANS	[Pattern]
PROPOSED PERVIOUS PAVERS	[Pattern]

**ABBREVIATIONS:**

TOP OF WALL	TW
TOP OF WALL @ FINISHED GRADE	TW@FG
BOTTOM OF WALL @ FINISHED GRADE	BW@FG
TOP OF FOOTING	TF
GRADE BREAK	GB
CENTER LINE	CL
FLOWLINE	FL
PROPERTY LINE	PL
PROPOSED	PROP
EXISTING	EX
FINISHED GRADE	FG
FINISHED SURFACE	FS
FACE OF CURB	FC
PROPOSED ELEVATION	XXXX
EXISTING ELEVATION	(XXXX)
FINISHED FLOOR	FF
TOP OF GRATE	TG
INVERT ELEVATION	IE
TOP OF STEP	TS
BOTTOM OF STEP	BS
FRONT YARD SETBACK	FYSB
SIDE YARD SETBACK	SYSB
REAR YARD SETBACK	RYSB

**EARTHWORK QUANTITIES:**

SITE GRADING (OUTSIDE OF STRUCTURE):  
 CUT: 85 CY  
 FILL: 65 CY  
 RESIDENCE GRADING (BELOW STRUCTURE):  
 CUT: 190 CY  
 FILL: 0 CY  
 REMEDIAL: 0 CY  
 TOTAL GRADING (SITE, BUILDING & REMEDIAL): 340 CY  
 TOTAL EXPORT: 210 CY

\* EARTHWORK QUANTITIES ARE ESTIMATED FOR PERMIT PURPOSES ONLY AND REPRESENT COMPACTED (IN PLACE) VOLUMES ONLY. THESE VALUES ARE CALCULATED ON A THEORETICAL BASIS. ACTUAL QUANTITIES MAY VARY DUE TO OBSERVED SHRINKAGE AND/OR SWELL FACTORS.



COASTAL COMMISSION PERMIT NO. \_\_\_\_\_

ENGINEER OF WORK	CITY APPROVED CHANGES	APPD	DATE	RECOMMENDED FOR APPROVAL	APPROVED FOR CONSTRUCTION	BENCH MARK	CITY OF SOLANA BEACH	DRAWING NO.
JQO By: <i>Brian Ardolino</i> Date: 10/06/23 Name: BRIAN ARDOLINO				By: _____ Review Engineer	By: _____ City Engineer R.C.E.	DESCRIPTION: 2.5" BRASS DISC PT. 2001 "SOLB-1" LOCATION: SE CORNER OF A DRAINAGE INLET ON A 5' SETBACK FROM THE EDGE OF THE PAVEMENT ON E. SIDE OF HWY 101 RECORD FROM: BGS NO. 16977	PRELIMINARY GRADING PLAN FOR: <b>322 N GRANADOS AVENUE</b>	

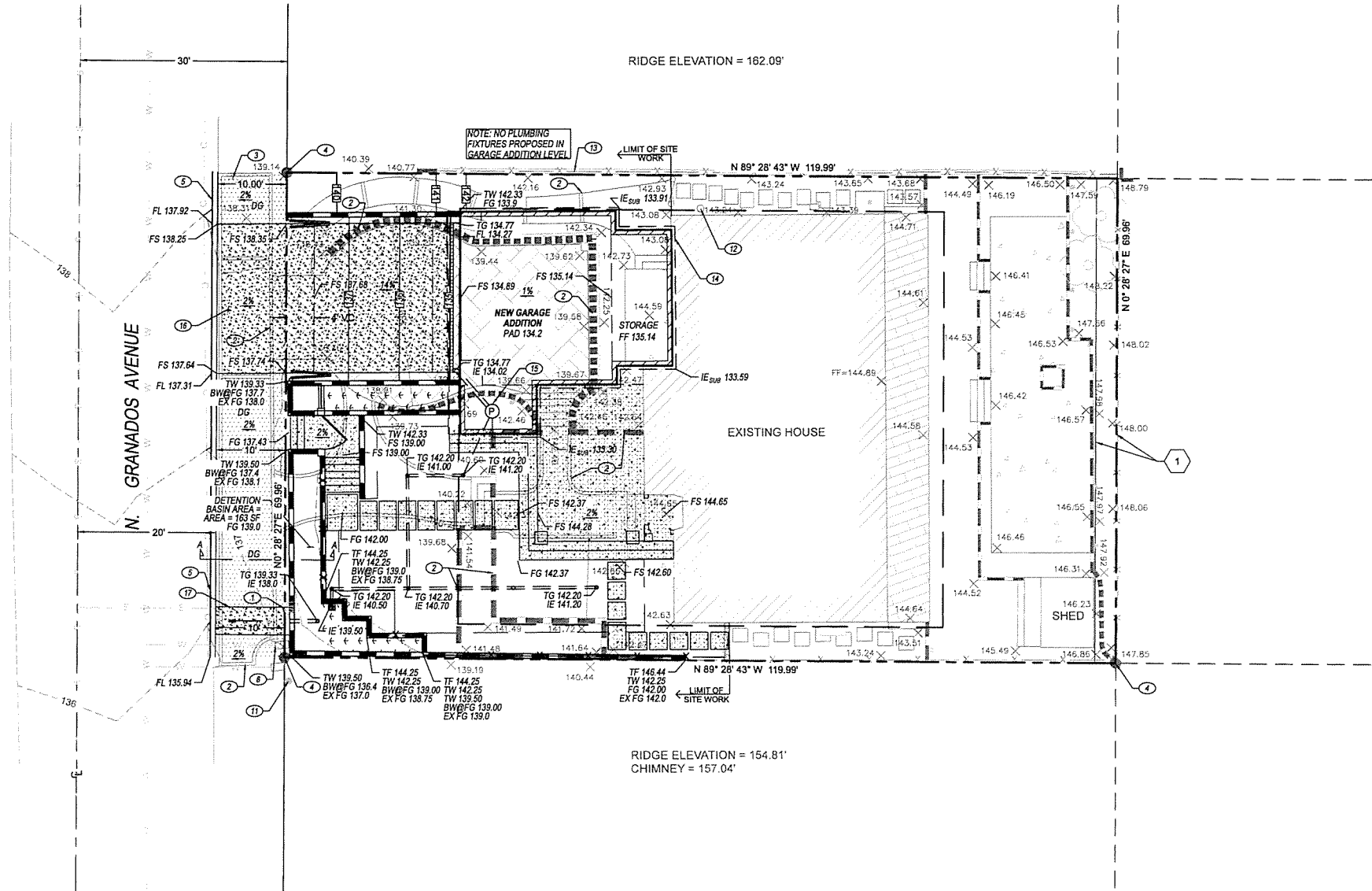
**KEY NOTES**

- ① APPROXIMATE LOCATION EXISTING SEWER LATERAL. CONTRACTOR TO VERIFY LOCATION, ELEVATION AND CONDITION.
- ② DEMOLISH EXISTING IMPROVEMENTS
- ③ REMOVE AND REPLACE EXISTING MAIL BOX
- ④ PROTECT EXISTING SURVEY MONUMENT IN-PLACE
- ⑤ 9" BY 12" MOUNTABLE CURB. SEE DETAIL.
- ⑥ PROTECT EXISTING WATER METER & SERVICE IN-PLACE
- ⑦ STORM WATER BIOINFILTRATION BASIN
- ⑧ PROTECT EXISTING WATER METER AND SERVICE IN-PLACE.
- ⑨ PROPOSED CUSTOM PERVIOUS PAVERS
- ⑩ PROPOSED STORM DRAIN
- ⑪ PROTECT EXISTING UTILITY POLE IN-PLACE
- ⑫ PROTECT EXISTING GAS METER IN-PLACE
- ⑬ PROTECT EXISTING FENCE IN-PLACE
- ⑭ PROPOSED 4" PERFORATED BUILDING SUBDRAIN
- ⑮ PROPOSED SUMP PUMP
- ⑯ MODIFIED DRIVEWAY APRON PER SDRSD G-14A
- ⑰ PROPOSED 4" WIDE PCC RIBBON GUTTER

**EASEMENT**

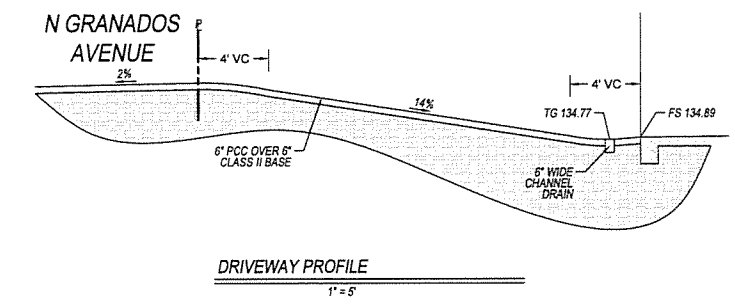
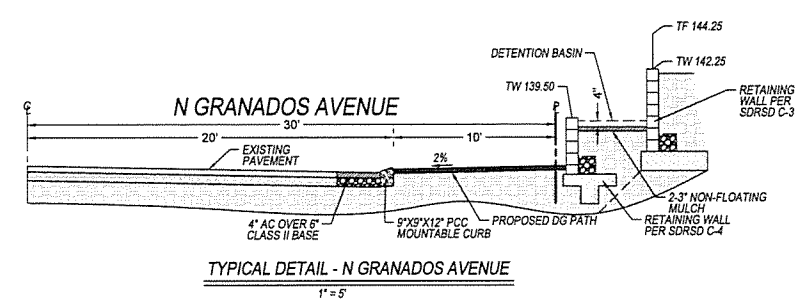
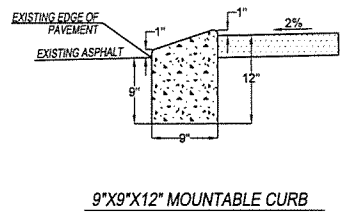
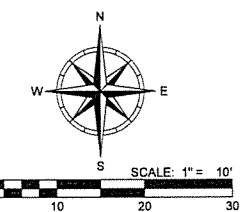
- ① EXISTING EASEMENT FOR PUBLIC UTILITIES PER MAP 2454

**PRELIMINARY GRADING PLAN  
322 N GRANADOS AVENUE  
DRP23-010/SDP23-012**



DRAINAGE BASIN AREAS		
SURFACE TYPE	EXISTING AREA (SF)	PROPOSED AREA (SF)
BUILDINGS	1,967	2,834
HARDSCAPE	3,003	2,496
TOTAL IMPERVIOUS	4,970	5,330
TOTAL PERVIOUS	3,425	3,065
TOTAL BASIN	8,395	8,395

\*INCREASE OF 360 SF IMPERVIOUS AREA



**ARDOLINO COASTAL ENGINEERING**  
P.O. BOX 1226, CARDIFF BY THE SEA, CA 92007  
brian@coast-eng.com 760-334-1373



COASTAL COMMISSION PERMIT NO.

ENGINEER OF WORK JCO By: <i>Brian Ardolino</i> Date: 10/06/23 Drawn By: Name: <i>Brian Ardolino</i>	CITY APPROVED CHANGES	APPD DATE	RECOMMENDED FOR APPROVAL By: Review Engineer	APPROVED FOR CONSTRUCTION By: City Engineer R.C.E.	BENCH MARK DESCRIPTION: 2.5" BRASS DISC PT. 2001 "SOLB-1" LOCATION: SE CORNER OF A DRAINAGE INLET ON A 5' SETBACK FROM THE EDGE OF THE PAVEMENT ON E SIDE OF HWY 101 RECORD FROM: RGS NO. 18971	CITY OF SOLANA BEACH PRELIMINARY GRADING PLAN FOR: <b>322 N GRANADOS AVENUE</b>	DRAWING NO. SHEET 2 OF 2
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ARDOLINO COASTAL ENGINEERING  
PO BOX 1226  
CARDIFF, CA 92007



**LANDSCAPE NOTES:**

- MINIMUM TREE SEPARATION DISTANCE  
TRAFFIC SIGNAL, STOP SIGN - 20 FEET  
UNDERGROUND UTILITY LINES - 5 FEET (SEWER - 10 FEET)  
ABOVE GROUND UTILITY STRUCTURES - 10 FEET  
DRIVEWAYS - 10 FEET  
INTERSECTIONS - 25 FEET
- ALL LANDSCAPE AND IRRIGATION SHALL CONFORM TO THE STANDARDS OF THE CITY MUNICIPAL CODE, THE GREEN BUILDING CODE AND THE CITY OF ENCINITAS LANDSCAPE STANDARDS AND OTHER LANDSCAPE RELATED CITY AND REGIONAL STANDARDS.
- PROVIDE FULL COVERAGE IRRIGATION TO ALL PLANTING AREAS AS SHOWN. THE PERMANENT IRRIGATION SYSTEM SHALL BE BOTH DRIP AND BUBBLER/SPRAY WITH WATER-BUDGETING FEATURES.
- PLANTING AREAS SHOWN ON LEGEND ARE FOR CONTRACTOR'S CONVENIENCE IN ESTIMATING ONLY. CONTRACTOR IS RESPONSIBLE FOR PROVIDING PLANT MATERIALS SUFFICIENT TO COVER AREAS SHOWN ON PLANS AS APPROVED BY LANDSCAPE ARCHITECT.
- CONTRACTOR SHALL INSTALL A 3" THICK LAYER OF 3/8" - 1/2" BARK MULCH IN ALL SHRUB AREAS.
- ALL PLANT MATERIAL SHALL BE APPROVED BY OWNER PRIOR TO INSTALLATION. PLANTS NOT APPROVED BY OWNER SHALL BE SUBJECT TO REJECTION AT ANY TIME.
- AFTER PRELIMINARY APPROVAL, CONTRACTOR SHALL MAINTAIN NEW PLANTING AREAS FOR A PERIOD OF SIXTY (60) DAYS PRIOR TO OWNER'S ACCEPTANCE OF PLANTING INSTALLATION. MAINTENANCE SHALL INCLUDE WEEDING, WATERING, TRASH PICK UP AND ANY OTHER MEANS NECESSARY TO PROMOTE NORMAL PLANT GROWTH AND ESTABLISHMENT.
- ALL TREES SHALL BE ERECTED IN A VERTICAL MANNER AND CONTRACTOR SHALL MAINTAIN PLANTS IN A VERTICAL CONDITION AND BE RESPONSIBLE FOR THE STABILITY OF ALL PLANTS.
- CONTRACTOR SHALL PROVIDE AN AGRICULTURAL SUITABILITY TEST FOR RECOMMENDATIONS FOR PLANTING BACKFILL, AMENDMENT SAND FERTILIZER RECOMMENDATIONS. PLANT AMENDMENT RECOMMENDATIONS SHALL BE APPROVED BY OWNER AND AN EXTRA TO THE CONTRACT PRICE PRIOR TO INCORPORATION INTO THE SOIL.

**CITY OF SOLANA BEACH REQUIREMENTS:**

- The landscape design plan, at a minimum, shall:
- Be prepared by a licensed landscape architect, licensed civil engineer, licensed architect or other landscape professional licensed by the state to do this work.
  - Include a statement signed under penalty of perjury by the person who prepared the plan that provides, "I am familiar with the requirements for landscape and irrigation plans contained in the City of Solana Beach Water Efficient Landscape Regulations. I have prepared this plan in compliance with those regulations and the Landscape Design Manual. I certify that the plan implements those regulations to provide efficient use of water."
  - Address fire safety issues and demonstrate compliance with applicable requirements for defensible space around buildings and structures and shall avoid the use of fire prone vegetation.
  - Show features and characteristics of the property and project including but not limited to property lines, streets, street names, previous and impervious hardscapes such as driveways, walkways, and other paved areas, the footprint of existing and proposed buildings and structures, water features, fences, and retaining walls. Elevations may be required for new structures in the landscaped areas such as trellises, fences, gazebos, etc.
  - Include a list of all vegetation by common and botanical plant name, which exists in the proposed landscaped area. The plan shall state what vegetation will be retained and what will be removed.
  - Include a list of all vegetation by common and botanical plant name that will be added to each landscaped area. Provide the plant factor for each species on the list. The plan shall include the total quantities by container size and species. If the applicant intends to plant seeds, the plan shall describe the seed mixes and applicable purity and germination specifications.
  - The plan shall be accompanied by a drawing showing on a page or pages the specific location of all vegetation, retained or planted, the plant spacing and plant size, natural features, water features, and hardscape areas. The drawing shall include a legend listing the common and botanical plant name and plant factor of each plant shown on the drawing.
  - All plants shall be grouped in hydrozones and the irrigation shall be designed to deliver water to hydrozones based on the moisture requirements of the plant grouping. A hydrozone may mix plants of moderate and low water use or mix plants of high water use with plants of moderate water use. No high water use plants shall be allowed in a low water use hydrozone. The plan shall also demonstrate how the plant groupings accomplish the most efficient use of water.
  - The plan shall be accompanied by a drawing showing on a page or pages each hydrozone and specifying each as low, moderate, high water or mixed water use. Hydrozones shall be delineated and labeled by number, letter or other method.
  - Identify areas permanently and solely dedicated to edible plants.
  - Demonstrate that landscaping when installed and at maturity will be positioned to avoid obstructing motorists' views of pedestrian crossings, driveways, roadways and other vehicular travel ways. If the landscaping will require maintenance to avoid obstructing motorists' views, the plan shall describe the maintenance, the frequency of the proposed maintenance and the party responsible for maintenance.
  - Avoid the use of landscaping with known surface root problems adjacent to a paved area, unless the plan provides for installation of root control barriers or other appropriate devices to control surface roots.
  - Plants in a transitional area shall consist of a combination of site adaptive and compatible native and/or non-native species. No invasive species shall be introduced or tolerated in a transitional area. The irrigation in a transitional area shall be designed so that no overspray or runoff shall enter an adjacent area that is not irrigated.
  - Include a detailed description of each water feature that will be included in the landscaped area, including at a minimum feature type and surface area.
  - Identify type of mulch and application depth.
  - Identify type and quantity of soil amendments.
  - Identify location, installation details and 24-hour retention or infiltration capacity of any applicable stormwater best management practices that encourage onsite retention and infiltration of stormwater. Stormwater best management practices are encouraged in the landscape design plan. (See Section 23.26.190.)
  - Identify areas irrigated with recycled water.
  - Identify any applicable rain harvesting or catchment technologies as discussed in Section 23.26.190 and their 24-hour retention or infiltration capacity.
  - Identify any applicable graywater discharge piping, system components and areas of distribution.
  - On a project other than a single-family residence, the plan shall identify passive and active recreational areas. (Ord. 2016-01)

**MATERIALS LEGEND:**

SYM.	BOTANICAL NAME/ COMMON NAME	BOX SIZE	MATURE SIZE	WUCOLS	QTY
	CERCIS 'FOREST PANSEY'	48" BOX	18" x 18"	LOW/3	1
	OLEA EUROPA 'LITTLE OLLIE'	5 GAL	6" x 6"	LOW/3	4
	LOMANDRA LONGIFOLIA/ 'PLATINIUM BEAUTY'	2 GAL	2.5" x 3"	LOW/3	36
	LOMANDRA LONGIFOLIA/ LOMANDRA 'LITTLE LIME'	2 GAL	2" x 2"	LOW/3	9
	ALOE STRIATA/ GHOST ALOE	2 GAL	18" x 18"	LOW/3	2
	AGAVE ATTENUATA 'RAY OF LIGHT'/ SOFT TIP AGAVE	5 GAL	3" x 3"	LOW/3	3
	LAUREL CHERRY 'BRIGHT & TIGHT'	15 GAL	10" w 6"	MED/6	10
	PASSIFLORA/ PASSION FRUIT VINE	15 GAL	7" x 7"	MED/6	2
	TRACHAELOSPERMUM JASMINOIDES/ STAR JASMINE	5 GAL	4" x 4"	MED/6	2
	ACACIA COGNATA 'COUSIN ITT'/ COUSIN ITT WATTLE	15 GAL	3" x 4.5"	MED/6	13
	KURAPIA NODIFOLIA/ KURAPIA	1 GAL	4" x 2"	LOW/3	-
	ROSA/ FLOWER CARPET WHITE ROSE	5 GAL	3" x 3"	MED/6	25
	CRASSULA UNDULATIFOLIA 'RUFFLE'/ WAVY JADE	5 GAL	2.5" x 3.5"	LOW/3	10

**REHABILITATED LANDSCAPE AREAS SF:**

	Existing (SF)	Proposed Total (SF)
Non-landscaped Area <sup>a</sup>	700	700
Non-irrigated Landscape <sup>b</sup>	0	0
Irrigated Landscape <sup>c</sup>	1,200	1,179
Water Features <sup>d</sup>	0	0
Decorative Hardscape <sup>e</sup>	1,200	1,492
Total Lot Area	8,395	8,395

	Area of Work <sup>f</sup> (SF)
Irrigated Landscape	1,179
Water Features <sup>d</sup>	0
Decorative Hardscape <sup>e</sup>	1,492
Aggregate Landscape Area <sup>g</sup>	1,961

New development projects: If aggregate landscape area > 500 sf, a landscape package is required.  
 Rehabilitated Landscape: If aggregate landscape area > 2,500 sf, a landscape package is required.  
 A landscaped area does not include the footprint of a building, deck, patio, sidewalk, driveway, parking lot, or other hardscape that does not meet the criteria in SBMM 17.56.150.  
 An area without irrigation designated for nondevelopment such as designated open space area with existing native vegetation.  
 A design element where open water performs an aesthetic or recreational function: A water feature includes a pond, lake, waterfall, fountain, artificial streams, spa and swimming pool.  
 Rock and stone or pervious design features, such as decomposed granite ground cover, that are adjacent to a vegetated area (includes artificial turf).  
 Area of replacement and/or new irrigated landscape, water features, and/or decorative hardscape associated with the project.



**ESTIMATED TOTAL WATER USE (ETWU) WORKSHEET**

Applicant Last Name	Dabby Neider	Project/Plan Client Number	-	Project Address	316 North Granados Ave
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The project's Estimated Total Water Use is calculated using the following formula:  $ETWU = (ETo \times 0.62) \left( \frac{PF \times HA}{IE} + SLA \right)$

- ETWU = Estimated total water use per year (gallons per year)
- ETo = Evapotranspiration rate (inches per year)
- PF = Plant Factor from SCLCOES (see Definitions)
- HA = Hydro-zone Area (square feet). Define hydro-zones by water use: very low, low, moderate and high.
- SLA = Special Landscape Area (square feet). Edible plants, irrigated with recycled water, or turf used for active play.
- 0.62 = Conversion Factor (to gallons per square foot)
- IE = Irrigation Efficiency

Line	Hydro-zone Number (1 - 4 below - use as many tables as necessary to complete all hydrozones)	Hydrozone				SLA
		1A	2B	3C	4D	
Evapotranspiration Rate (ETo) See "A" below	1	Use 41 (west of I-5) / 47 (east of I-5)				
Conversion Factor - 0.62	2	0.62				
(Line 1 x Line 2)	3	25.42 (west of I-5) / 29.14 (east of I-5)				
Plant Factor (PF) See "B" below	4	.6	.3	.6	.6	
Hydrozone Area (HA) - in square feet	5	162	700	263	54	
(Line 4 x Line 5)	6	97.2	210	157.8	32.4	
Irrigation Efficiency (IE) See "C" below	7	.81	.81	.81	.81	
(Line 6 x Line 7)	8	120	259	194	40	
TOTAL of all Line 8 boxes + SLA	9	613				
Line 3 x Line 9	10	15,582				

**MAXIMUM APPLIED WATER APPLICATION (MAWA) calculation:**

Evapotranspiration adjustment factor (EAF) = 0.5 (residential)

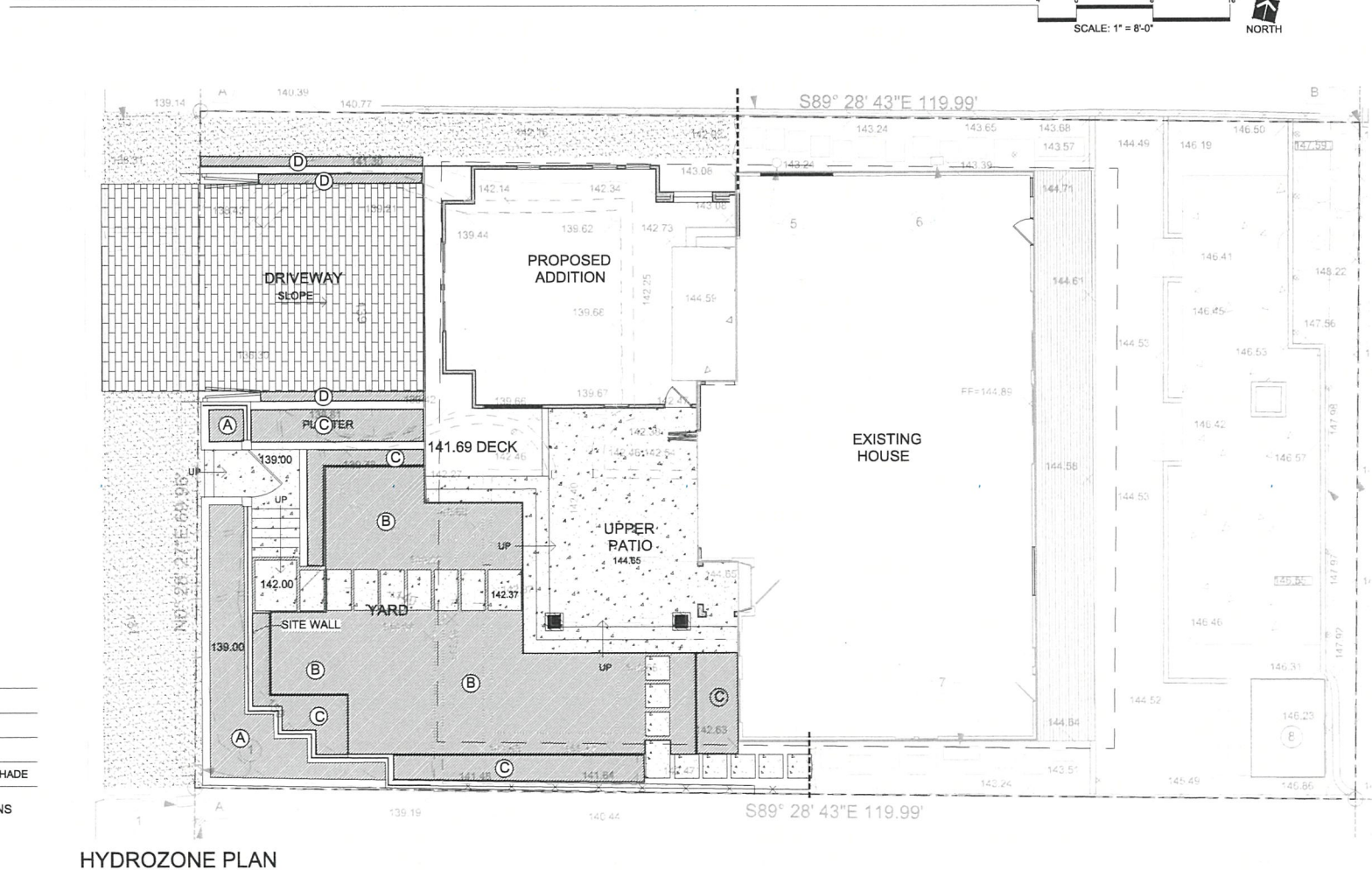
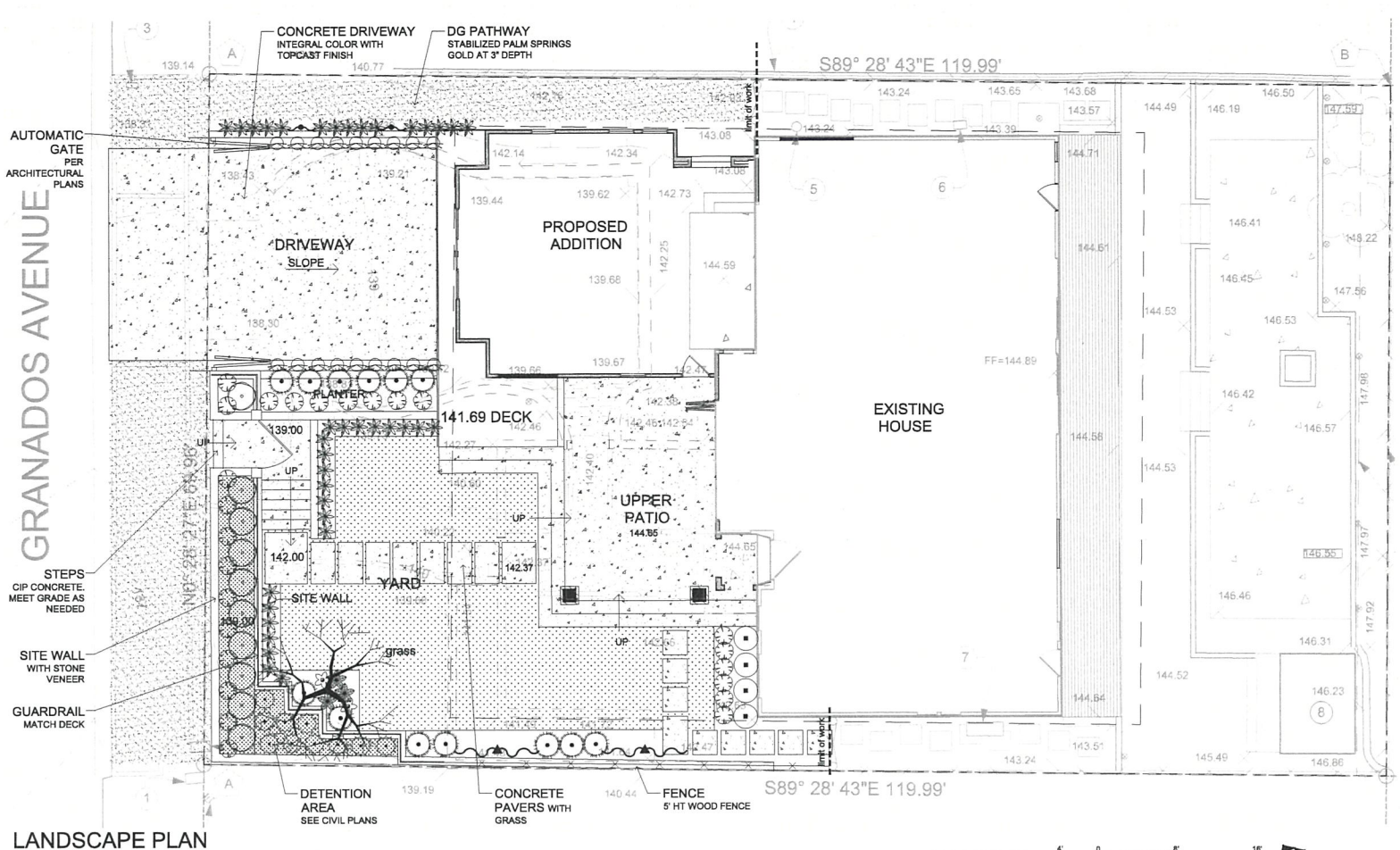
$$25.42 \left( \frac{55}{(EAF \times 1,179)} \right) + (1 - EAF \times 0) = \text{MAWA } 16,483$$

**HYDROZONE LEGEND**

HYDRO-ZONE	SF	PLANT FACTOR	DESCRIPTION	EXPOSURE
A - 1	163	MED/6	SHRUBS	FULL SUN
B - 2	700	LOW/3	WALK ON GROUND COVER	FULL SUN
C - 3	263	MED/6	SHRUBS	PART SUN
D - 4	54	MED/6	VINES PLANTS BY WALL	PART SUN/SHADE

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY OF SOLANA BEACH WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

*Monica Mroz*  
 MONICA MROZ LANDSCAPE ARCHITECT DATE 2/13/23



**Monica Mroz, ASLA**  
 Landscape Architect  
 4970 Cresita Drive  
 San Diego CA 92115  
 619 286 2203  
 mjm-design@pacbell.net  
 www.moncamroz.com



LANDSCAPE PLAN FOR:  
**THE DABBY NIEDER RESIDENCE**  
 316 North Granados Ave  
 Solana Beach, CA 92075  
 PREPARED FOR ELISE DABBY AND OWEN NIEDER

Date	Issue
2-13-23	PRELIMINARY PLAN
2-24-23	SCHEMATIC PLAN
5-31-23	CITY REVIEW
10-9-23	CITY REVIEW

Project No. MJM 2104  
 Sheet Title

**FRONT YARD LANDSCAPE IMPROVEMENT PLAN**

Sheet # 1 OF 1



ANY CHANGES OR DEVIATIONS FROM THIS DRAWING ARE THE RESPONSIBILITY OF THE OWNER. INSTALLATION SHALL COMPLY WITH ALL LOCAL CODES AND INDUSTRY STANDARDS. DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION. ALL IDEAS, DESIGNS AND WRITTEN MATERIALS REPRESENTED BY THIS DRAWING ARE THE PROPERTY OF MONICA MROZ AND SHALL NOT BE USED BY OR DISCLOSED TO ANY ONE WITHOUT THE WRITTEN CONSENT OF MONICA MROZ.





# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Daniel King, Interim City Manager  
**MEETING DATE:** March 13, 2024  
**ORIGINATING DEPT:** Community Development Department  
**SUBJECT:** **City Council Consideration of Conduit Financing for the SOHI Seniors Affordable Housing Project**

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### **BACKGROUND:**

This item is a public hearing in connection with the proposed issuance of revenue bonds by the California Municipal Finance Authority (CMFA), a joint exercise of powers authority and public entity of the State of California.

The issue before the Council is to consider adoption of a resolution under the Tax and Equity Fiscal Responsibility Act (TEFRA) in connection with the issuance of revenue bonds in an amount not to exceed \$15,000,000 (Bonds), to finance or refinance the acquisition, construction, improvement and equipping of a senior multifamily rental housing project located at 821 Stevens Avenue, Solana Beach, California.

### **DISCUSSION:**

The Borrower, SOHI Affordable LP (the "Borrower") a partnership of H.G. Fenton Property Company, requested that the CMFA serve as the municipal issuer of the Bonds in an aggregate principal amount not to exceed \$15,000,000 of tax-exempt revenue bonds. The proceeds of the Bonds will be used to finance or refinance the acquisition, construction, improvement and equipping of a senior multifamily rental housing project (Project) located at 821 Stevens Avenue, Solana Beach, California.

In order for all or a portion of the Bonds to qualify as tax-exempt bonds, a public hearing (the "TEFRA Hearing") must be held providing for the members of the community an opportunity to speak in favor of or against the use of tax-exempt bonds for the financing of the Project. Prior to such TEFRA Hearing, reasonable notice must be provided to the members of the community. Following the close of the TEFRA Hearing, an "applicable elected representative" of the governmental unit hosting the Project must provide its approval of the issuance of the Bonds for the financing of the Project.

CITY COUNCIL ACTION:

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### **CALIFORNIA MUNICIPAL FINANCE AUTHORITY:**

The CMFA was created on January 1, 2004 pursuant to a joint exercise of powers agreement to promote economic, cultural and community development, through the financing of economic development and charitable activities throughout California. To date, over 350 municipalities, including the City of Solana Beach, have become members of CMFA.

The CMFA was formed to assist local governments, non-profit organizations and businesses with the issuance of taxable and tax-exempt bonds aimed at improving the standard of living in California. The CMFA's representatives and its Board of Directors have considerable experience in bond financing.

### **PUBLIC HEARING NOTICE:**

Notice of the City Council Public Hearing for the project was published in the Union Tribune. As of the publication of this Staff Report, no correspondence or inquiries regarding the proposed project have been received.

### **FISCAL IMPACT:**

The Bonds to be issued by the CMFA for the Project will be the sole responsibility of the Borrower, and the City will have no financial, legal, moral obligation, liability or responsibility for the Project or the repayment of the Bonds for the financing of the Project. All financing documents with respect to the issuance of the Bonds will contain clear disclaimers that the Bonds are not obligations of the City or the State of California but are to be paid for solely from funds provided by the Borrower.

The Board of Directors of the California Foundation for Stronger Communities, a California non-profit public benefit corporation (the "Foundation"), acts as the Board of Directors for the CMFA. Through its conduit issuance activities, the CMFA shares a portion of the issuance fees it receives with its member communities and donates a portion of these issuance fees to the Foundation for the support of local charities. With respect to the City of Solana Beach, it is expected that that a portion of the issuance fee attributable to the City will be granted by the CMFA to the general fund of the City. Such grant may be used for any lawful purpose of the City.

### **CEQA COMPLIANCE STATEMENT:**

This action for project financing is not considered a project as defined by the California Environmental Quality Act. The City adopted Resolution 2018-131 and certified the Final Environmental Impact Report that was prepared for the Solana Highlands Project on December 17<sup>th</sup>, 2018.

### **DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council conduct the Public Hearing and consider adopting the resolution approving the issuance of the Bonds by the CMFA for the benefit of SOHI Affordable LP (the "Borrower") a partnership of which H.G. Fenton Property Company (the "Developer") or a related person to the Developer is the general partner, to provide for the financing of the Project. Such adoption is solely for the purposes of satisfying the requirements of TEFRA, the Code and the California Government Code Section 6500 (and following).

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



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Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-021

**RESOLUTION 2024-021**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE ISSUANCE OF THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY EXEMPT FACILITY BONDS FOR A QUALIFIED RESIDENTIAL RENTAL PROJECT IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$15,000,000 FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION, CONSTRUCTION, IMPROVEMENT AND EQUIPPING OF SOHI SENIOR MULTIFAMILY RENTAL HOUSING AND CERTAIN OTHER MATTERS RELATING THERETO**

**APPLICANTS: SOHI Affordable LP**  
**PROJECT: TEFRA Hearing**  
**821 Stevens Avenue, Solana Beach, CA**

**WHEREAS**, SOHI Affordable LP (the "Borrower") a partnership of which H.G. Fenton Property Company (the "Developer") or a related person to the Developer is the general partner, has requested that the California Municipal Finance Authority (the "Authority") adopt a plan of financing providing for the issuance of exempt facility bonds for a qualified residential rental project pursuant to Section 142(a)(7) of the Internal Revenue Code of 1986 (the "Code") in one or more series issued from time to time, including bonds issued to refund such exempt facility bonds in one or more series from time to time, and at no time to exceed \$15,000,000 in aggregate principal amount (the "Bonds"), to finance or refinance the acquisition, construction, improvement and equipping of a senior multifamily rental housing project located at 821 Stevens Avenue, Solana Beach, California (the "Project"); and

**WHEREAS**, pursuant to Section 147(f) of the Code, the issuance of the Bonds by the Authority must be approved by the City of Solana Beach (the "City") because the Project is located within the territorial limits of the City; and

**WHEREAS**, the City Council of the City (the "City Council") is the elected legislative body of the City and is one of the "applicable elected representatives" required to approve the issuance of the Bonds under Section 147(f) of the Code; and

**WHEREAS**, the Authority has requested that the City Council approve the issuance of the Bonds by the Authority in order to satisfy the public approval requirement of Section 147(f) of the Code and the requirements of Section 4 of the Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004 (the "Agreement"), among certain local agencies, including the City; and

**WHEREAS**, pursuant to Section 147(f) of the Code, the City Council has, following notice duly given, held a public hearing regarding the issuance of the Bonds, and now desires to approve the issuance of the Bonds by the Authority.

**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. The City Council hereby approves the issuance of the Bonds by the Authority. It is the purpose and intent of the City Council that this resolution constitute approval of the issuance of the Bonds by the Authority, for the purposes of (a) Section 147(f) of the Code by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is located, in accordance with said Section 147(f) and (b) Section 4 of the Agreement.
- III. The issuance of the Bonds shall be subject to the approval of the Authority of all financing documents relating thereto to which the Authority is a party. **The City shall have no responsibility or liability whatsoever with respect to the Bonds.**
- IV. The adoption of this Resolution shall not obligate the City or any department thereof to (i) provide any financing to acquire or construct the Project or any refinancing of the Project; (ii) approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the acquisition, construction, rehabilitation, installation or operation of the Project; (iii) make any contribution or advance any funds whatsoever to the Authority; or (iv) take any further action with respect to the Authority or its membership therein.
- V. The officers of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction approved hereby.
- VI. This resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Solana Beach, California, held on the 13<sup>th</sup> day of March 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



# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Daniel King, Interim City Manager  
**MEETING DATE:** March 13, 2024  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **Highway 101 North End Pedestrian Crossing Update**

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### **BACKGROUND:**

Evaluation and construction of a pedestrian crossing at the north end of Highway 101 near the City's jurisdictional boundary with the City of Encinitas has been in the City's Work Plan for the past few years. In February 2018, the City engaged the professional services of STC Traffic, Inc. (STC) to perform a high-level concept analysis (Study) for a pedestrian crossing at this location. The Study evaluated three alternatives including a pedestrian bridge crossing over Highway 101, a tunnel crossing under Highway 101 and an at-grade crossing. The results of the Study, including the cost and environmental impacts of all alternatives, were presented to the City Council during the Work Plan workshop in 2019. Council directed Staff to continue the evaluation process for the at-grade alternative due to significant environmental impacts of both the below grade (tunnel) and the above grade (bridge) alternatives. The City Council also directed Staff to work closely with staff from the City of Encinitas as the proposed crossing is located in Encinitas and would impact both agencies.

This item is being presented to the City Council to provide an update and receive direction from the City Council for the further design development and construction of the proposed project and for the consideration of Resolution 2024-027 (Attachment 1) that would execute Amendment No. 1 to the Professional Services Agreement (PSA) with STC Traffic, Inc. for as-needed traffic engineering services.

### **DISCUSSION:**

Following the City Council's direction, City Staff, in collaboration with staff from the City of Encinitas, engaged the professional services of STC to further study the feasibility of an at-grade pedestrian crossing. This study included a standard traffic signal similar to the one that currently exists on Highway 101 near the railroad undercrossing just south

COUNCIL ACTION:

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of downtown Encinitas. A full signal operates like any signalized intersection with full yellow signal to give vehicles advanced warning before the red light is illuminated. The traffic signal would remain on green mode for vehicular traffic when there are no pedestrian activities at the road crossing.

The second option was the feasibility of a High Intensely Activated Crosswalk (HAWK). This traffic control system, while different than a typical traffic signal, is primarily used for safe pedestrian crossings. When activated, the HAWK uses a red indication to inform drivers to stop, thereby creating a pre-determined time period long enough for pedestrians to safely cross the major roadway. While engineering staff from the City of Encinitas agreed that the HAWK option met guidelines and standards, they did not recommend this option due to inconsistency with other traffic control devices in their system. The traffic engineers generally agreed that these two alternatives were most suitable for the current condition of Highway 101 at this location, which includes two lanes of traffic per direction.

A third at-grade crossing was evaluated with Rapid Rectangular Flashing Beacons (RRFB). This option is similar to the pedestrian crossing installed on Highway 101 near the Solana Beach Train Station. In general, traffic engineers recommend against this type of pedestrian crossing at this location primarily because of the speed of vehicular traffic and the rural environment. One particular concern is the long distance of the crossing between opposing curbs and exposure of pedestrians to high-speed vehicular traffic. Traffic engineers expressed this concern may be addressed by reducing the distance a pedestrian would be exposed to the traffic, combined with introduction of physical improvements to reduce the vehicular speed as well as provision for lighting to increase visibility, especially for dusk and night hours.

During the 2023-2024 Work Plan workshop, the City Council expressed interest in and directed Staff to explore:

- 1- Provision of a safe pedestrian crossing at a different location such as the intersection of Ocean Street and HWY 101.
- 2- Continuation of the City's existing Coastal Rail Trail (CRT) from its current terminus northerly to the City's jurisdictional boundary with the City of Encinitas where the subject crossing is currently proposed.

With respect to the first item, based on the analysis performed by the City's on-call traffic engineer, the most suitable location for pedestrians to cross HWY 101 would be at the intersection of Ocean St. and HWY 101, however, this intersection needs to be signalized to implement a pedestrian crossing at that location. The signalized intersection would accommodate an eastbound left turn movement from Ocean Street onto HWY 101 (currently restricted), and would accommodate a more efficient northbound left turn from HWY 101 onto westbound Ocean St. However, after data collection and performing the analysis, a traffic signal at this intersection is not warranted. Additionally, Ocean St. is not where most of the pedestrians currently cross HWY 101.

With respect to the second item, Council's expressed interest is in harmony with the analysis performed by the City's on-call traffic engineer for installation of a RRFB crossing.

It is important to note that the extension of CRT to the City's jurisdictional boundary, while may be constructed mostly within the existing City right-of-way, may require close coordination with the Nature Collective organization as some of their trail system has been constructed within the City's right-of-way. This alternative may require environmental studies to evaluate the construction impacts of the concrete and DG trails along Highway 101.

### **Proposed Project Features:**

Staff worked closely with STC to develop a concept plan that would include the four prominent features listed below. A copy of the Pedestrian Crossing Concept Plan is included as Attachment 2.

1. **Pedestrian Crossing:** A mid-block pedestrian crossing would be installed with Rectangular Rapid Flashing Beacon at the existing Seaside State Beach trail head and the north entrance of the Harbaugh Seaside Trails (at San Elijo Lagoon) in the City of Encinitas where pedestrians currently cross Highway 101. This is a "Z" crossing within a proposed raised median island similar to the ones constructed on Highway 101 in the Solana Beach downtown area. This proposal will reduce vehicular traffic speed in both directions and reduce the roadway crossing distance for pedestrians by introducing a median island and reducing the number of travel lanes from two lanes per direction to one lane per direction. The pedestrian pathway will only be illuminated when pedestrians are actively crossing the road and the lights will automatically turn off when the RRFB is not operational.
2. **CRT Extension:** The CRT would be extended from the current terminus at Ocean Street to the proposed pedestrian crossing at the City's jurisdictional boundary with the City of Encinitas, which will consist of an 8 foot concrete multi-use path, 2-foot-wide decomposed gravel (DG) shoulder on either side of the path and a 2-foot-wide bioswale east of the DG shoulder.
3. **Bicycle Movement Enhancement:** In the southbound direction, two Class II bike lanes (one with buffer) will be installed from north of the Seaside State Beach driveway intersection to Ocean Street. In the northbound direction, one Class II bike lane will be maintained from Solana Vista Drive to the existing cycle track in the City of Encinitas. A second-Class II bike lane (with buffer) will be provided from the proposed pedestrian crossing to the Seaside State Beach driveway intersection. To accommodate the proposed roadway geometry, the existing shoulder lane will be utilized, and the median width will be reduced.

- 4. Pedestrian Movement Enhancement:** Along the eastside of HWY 101, pedestrians will enjoy a concrete walkway and 2 DG walking paths all the way to the City's northerly jurisdictional boundary. Pedestrians will have the option of crossing Highway 101 to the beach or return back to the City staying on the CRT. On the west side of Highway 101, pedestrians would have the option of continuing the trip northerly on the concrete sidewalk along the seaside parking lot proposed by the City of Encinitas, or cross Highway 101 and use the CRT to return back to the City.

#### **Traffic Considerations:**

Traffic counts were collected at all study area intersections and roadway segments when schools were in session. Counts were collected on Thursday, August 24<sup>th</sup> and Saturday August 26, 2023. Peak period intersection turning movement counts (vehicle, pedestrian, and bicycle) were collected from 7:00 AM to 10:00 AM and 3:00 PM to 6:00 PM on Thursday and from 11:00 AM to 2:00 PM on Saturday. Mid-block roadway segment counts (vehicle only) were collected for a 24-hour period on both Thursday and Saturday. The collected data were professionally analyzed by STC. Based on the analysis, the project alternatives do not cause any adverse effect on the roadway operations.

With the proposed design, no changes would be made to the Harbaugh Seaside Trails. The mid-block pedestrian crossing (where the pedestrians are currently crossing) would provide direct access to the Seaside State Beach from the Harbaugh Seaside Trails and the proposed CRT extension. Although the proposed design reduces the travel lanes from four lanes to two lanes, the traffic demand is not high enough to cause traffic backup. At the proposed mid-block pedestrian crossing, motorists are not expected to experience long delays.

Staff met with the engineering staff from the City of Encinitas several times. While they conceptually agreed with the recommended design, they expressed concerns about the cost sharing arrangement as the proposed improvements within the City of Solana Beach are more than what is proposed in the City of Encinitas. Additionally, the City of Encinitas does not have any funding dedicated to moving this project forward.

If the proposed design is conceptually approved by the City Council, Staff would approach the Coastal Commission's staff to explore if a Coastal Development Permit would be required. Staff would also engage with the Nature Collective Organization and seek their input on the proposed project. Lastly Staff will have to continue engagement with the City of Encinitas staff as their cooperation is essential for the implementation of this project. The timing of the future phases of this project depends on successful collaboration with these stakeholders.

**CEQA COMPLIANCE STATEMENT:**

Providing an update is not considered a project per the California Environmental Quality Act (CEQA) Guidelines. Once project components have been identified, they will be evaluated and environmental review will be conducted as may be needed.

**FISCAL IMPACT:**

Detailed construction costs have not been developed at this time. During the final design phase of the project, estimated construction costs will be developed and reported to the City Council.

The existing PSA with STC was initially executed with a start date of July 1, 2023, with a not to exceed amount of \$25,000. The one-year agreement has three remaining extensions, each also has a not to exceed amount of \$25,000. In order to properly fund the preliminary design work that has taken place and is expected to continue requires an increase to the PSA with STC, in the amount of \$20,000, which would bring the not to exceed amount of the PSA to \$45,000 for the 2023/24 Fiscal Year. Funding for this increase to the PSA would come from the Traffic Safety Professional Services Budget Account.

**WORK PLAN:**

This project is consistent with Item B.9 of the Community Character Priorities of the FY 2023/24 Work Plan.

**OPTIONS:**

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Provide direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2024-027:

1. Authorizing the City Manager to execute an amendment to the Professional Services Agreement, in the amount of \$20,000, with STC Traffic Inc., for as-needed traffic engineering services, for a not to exceed amount of \$45,000 for Fiscal Year 2023/24.
2. Authorizing an appropriation of \$20,000 from the Traffic Safety Professional Services Budget Account 1006540.65300.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.

A handwritten signature in blue ink, appearing to read 'Daniel King', written over a horizontal line.

Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-027
2. Pedestrian Crossing Concept Plan

## RESOLUTION 2024-027

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH STC TRAFFIC, INC. FOR AS-NEEDED TRAFFIC ENGINEERING SERVICES

**WHEREAS**, evaluation of a pedestrian crossing at the north end of Highway 101 near the City's jurisdictional boundary with the City of Encinitas has been in the City's Work Plan for the past few years; and

**WHEREAS**, in February 2018, the City engaged the professional services of STC Traffic, Inc. (STC), to perform a high-level concept analysis for a pedestrian crossing at this location; and

**WHEREAS**, recent preliminary design of the Highway 101 pedestrian crossing has been performed by STC under the as-needed traffic engineering services Professional Services Agreement that was executed with a start date of July 1, 2023; and

**WHEREAS**, in order to properly fund the preliminary design work that has taken place and is expected to continue requires an increase to the PSA with STC, in the amount of \$20,000, which would bring the not to exceed amount of the PSA to \$45,000 for the 2023/24 Fiscal Year.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, 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, in the amount of \$20,000, with STC Traffic Inc., for as-needed traffic engineering services, for a not to exceed amount of \$45,000 for Fiscal Year 2023/24.



3. That the City Council authorizes an appropriation of \$20,000 from the Traffic Safety Professional Services Budget Account 1006540.65300.

**PASSED AND ADOPTED** this 13<sup>th</sup> day of March 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 –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

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

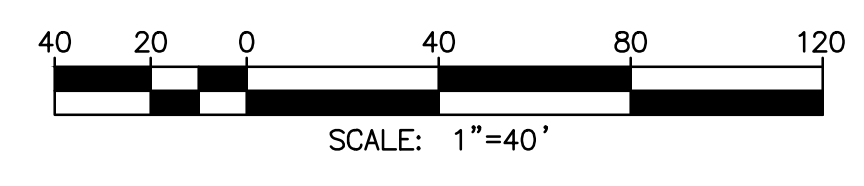
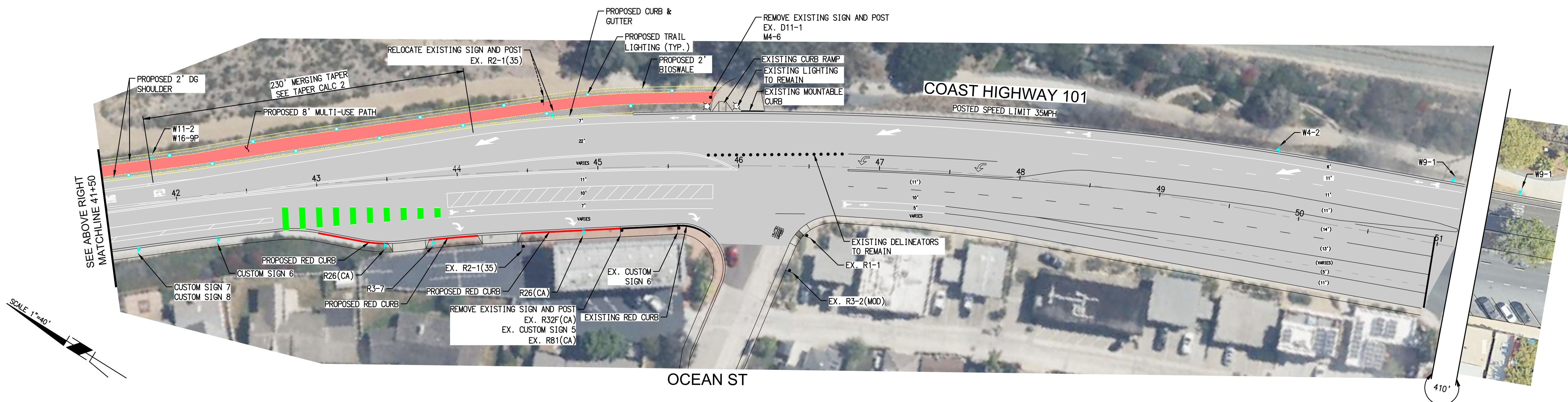
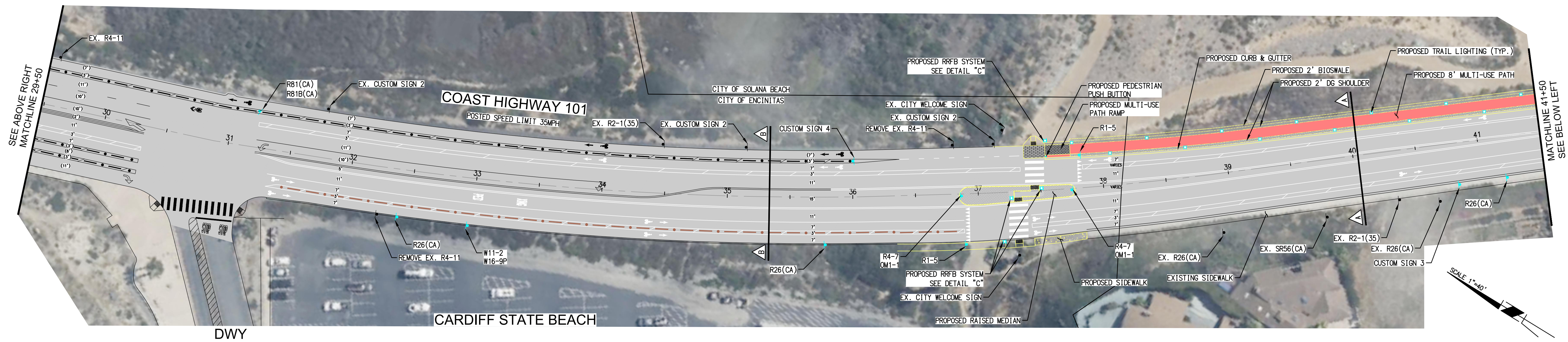
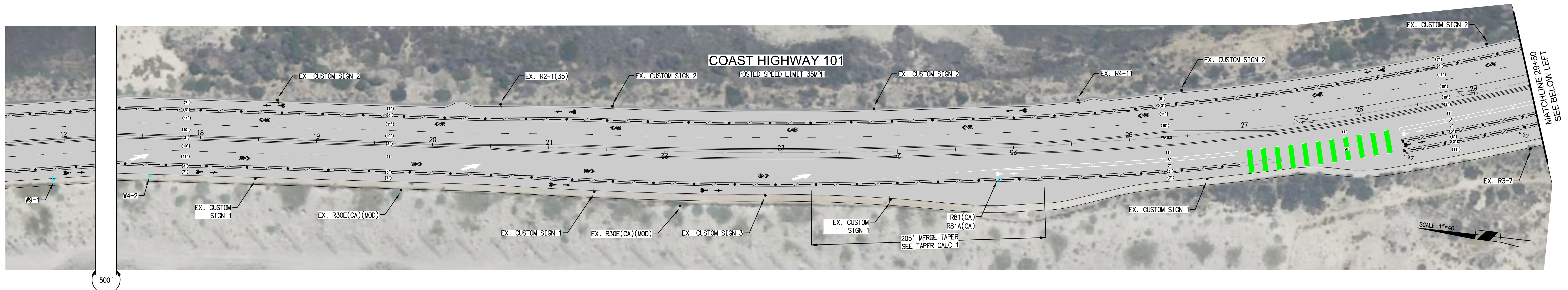
APPROVED AS TO FORM:


ATTEST:

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

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



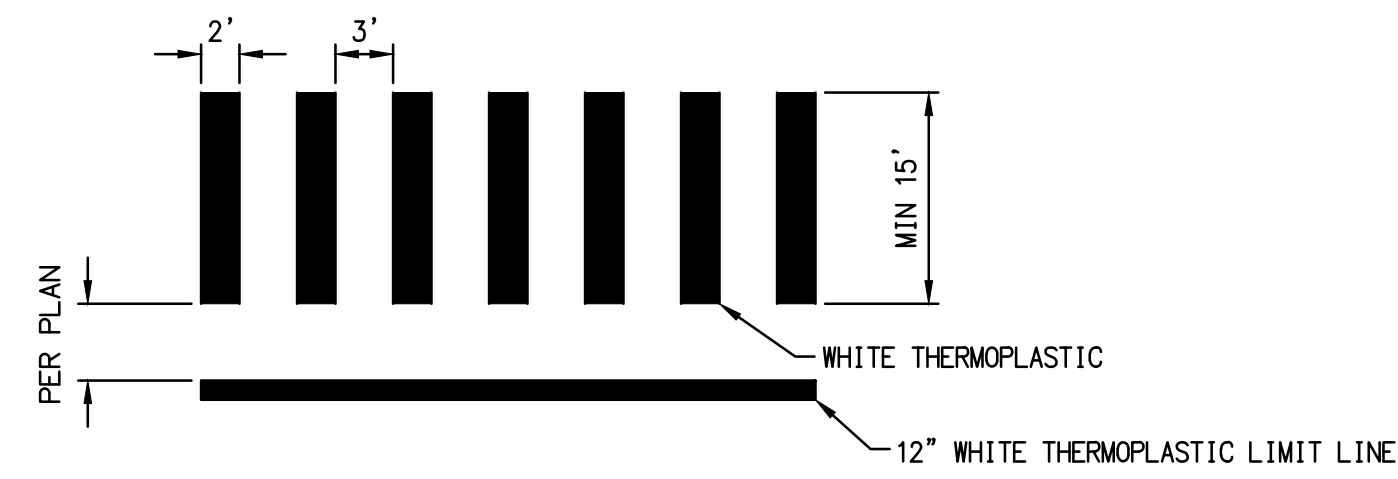



 5973 AVENIDA ENCINAS, #218  
 CARLSBAD, CA 92008  
 PH: 760-602-4290  
 WWW.STCTRFFIC.COM



**HIGHWAY 101 COASTAL RAIL TRAIL EXTENSION  
 PEDESTRIAN CROSSING AND MOBILITY ENHANCEMENTS  
 CONCEPT EXHIBIT**

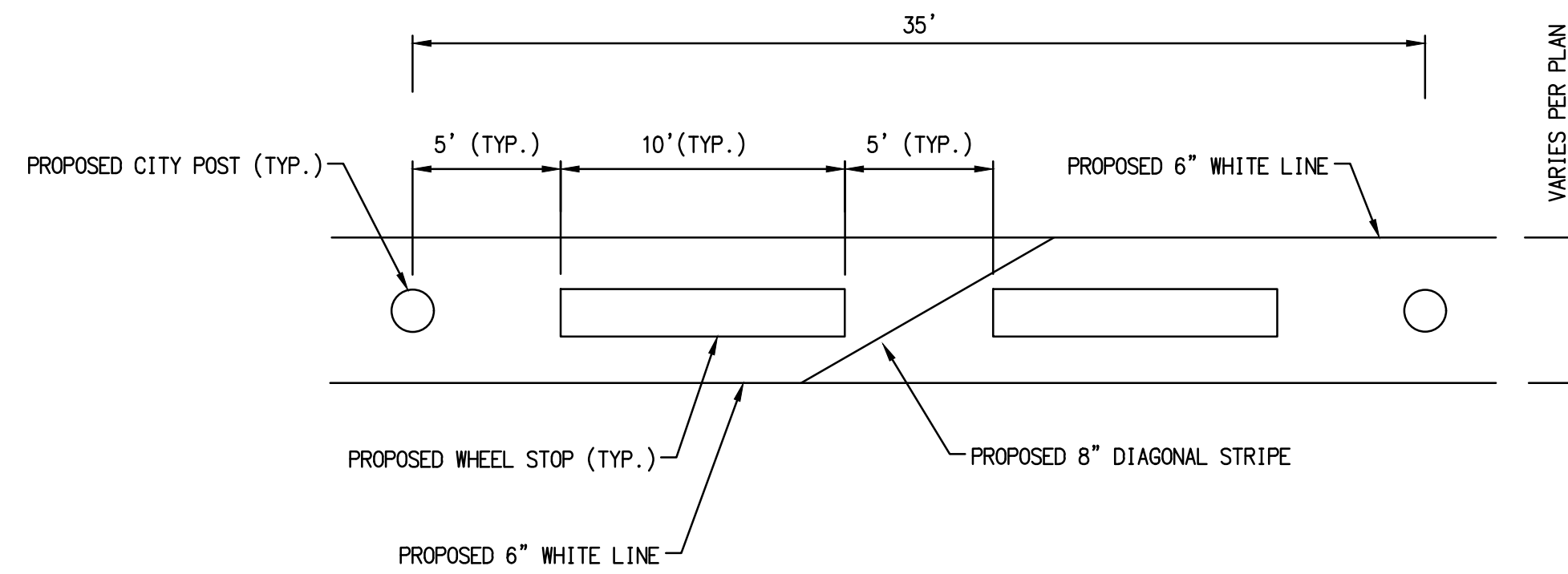




**DETAIL "A"**  
CONTINENTAL CROSSWALK MARKINGS  
NOT TO SCALE

**NOTES:**

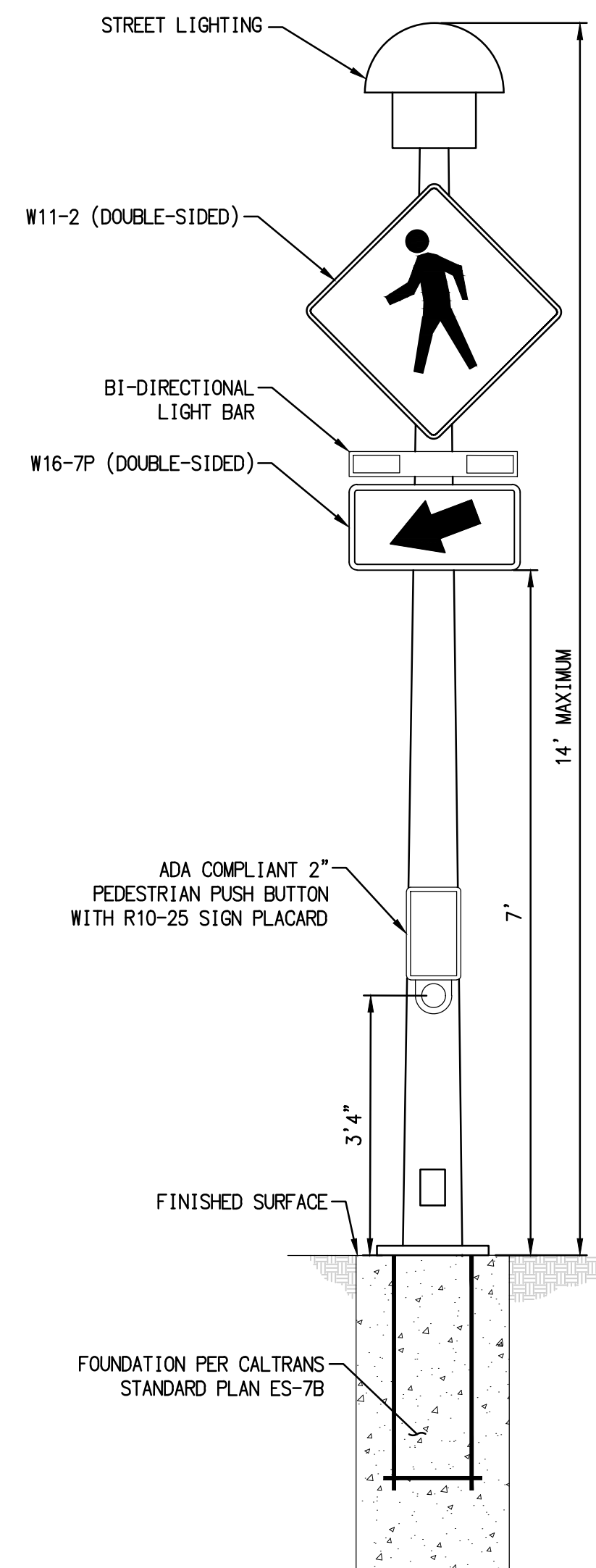
1. CONTINENTAL CROSSWALK MARKINGS SHALL BE ALIGNED PARALLEL TO THE DIRECTION OF VEHICULAR TRAVEL.
2. MARKED CROSSWALKS SHALL BE A MINIMUM OF 15 FEET IN WIDTH, PLACEMENT OF CONTINENTAL CROSSWALKS SHALL COMPLY WITH ACCESSIBILITY REGULATIONS PER THE MOST RECENT VERSION OF AMERICANS WITH DISABILITIES ACT (ADA) STANDARDS.
3. CONTINENTAL CROSSWALK BARS SHALL BE UNIFORM WITHIN THE SAME CROSSING. NO PARTIAL BARS SHALL BE INSTALLED.
4. CROSSWALK MARKINGS SHALL BE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA-MUTCD) RETROREFLECTIVITY COMPLIANT AND SKID RESISTANT.



**DETAIL "B"**  
PROTECTED BIKE LANE BUFFER  
NOT TO SCALE

**NOTES:**

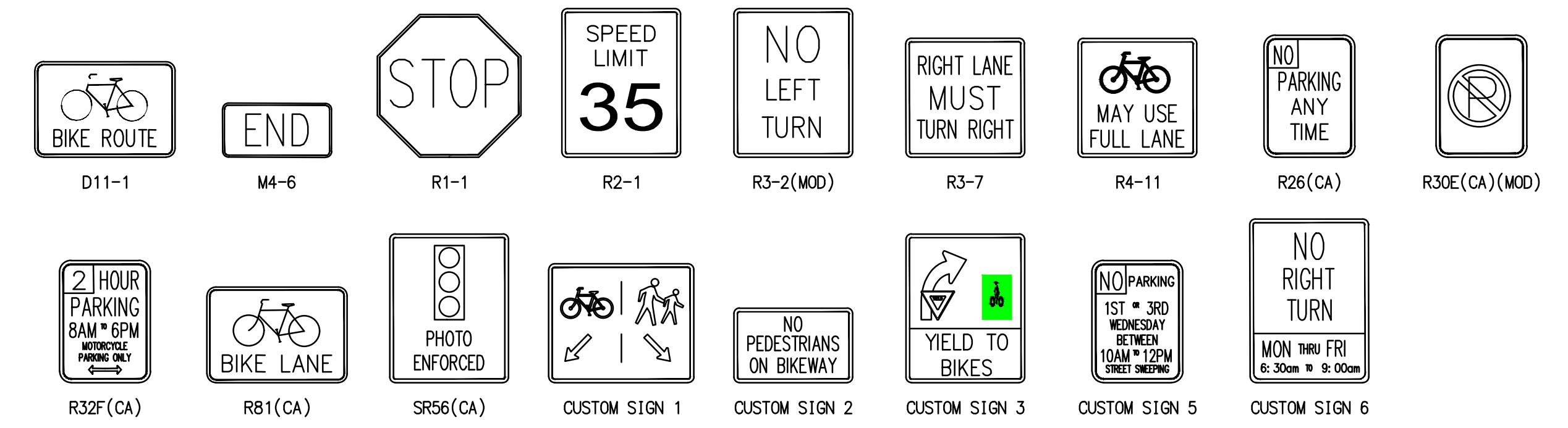
1. BOLLARD AND WHEEL STOP SHALL BE INSTALLED IN CENTER OF BUFFER UNLESS OTHERWISE SHOWN ON PLANS.



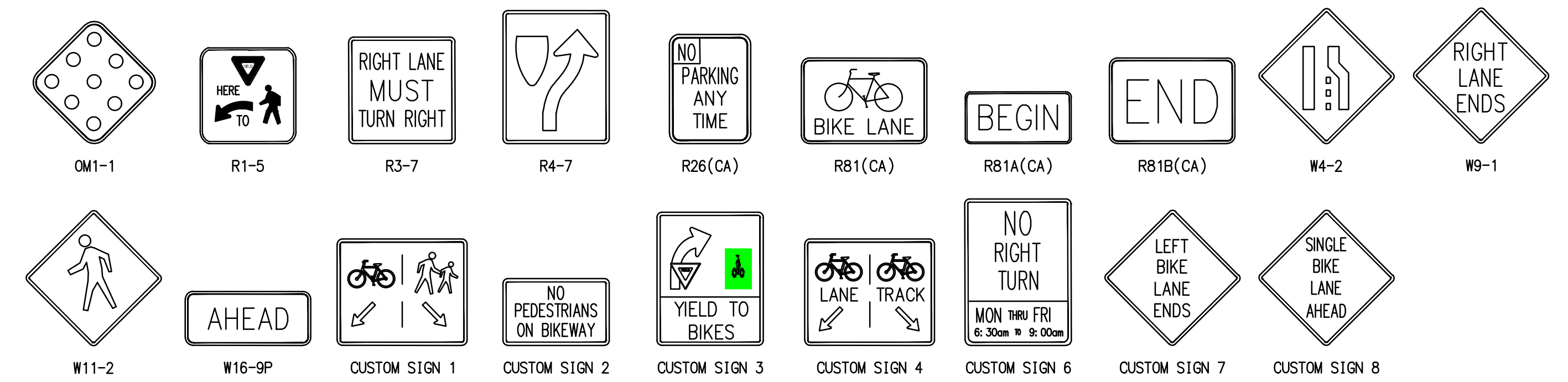
**DETAIL "C"**  
RRRFB AND STREET LIGHTING ON  
TYPE 1-A POLE  
N.T.S

**SIGN LEGEND:**

**EXISTING:**



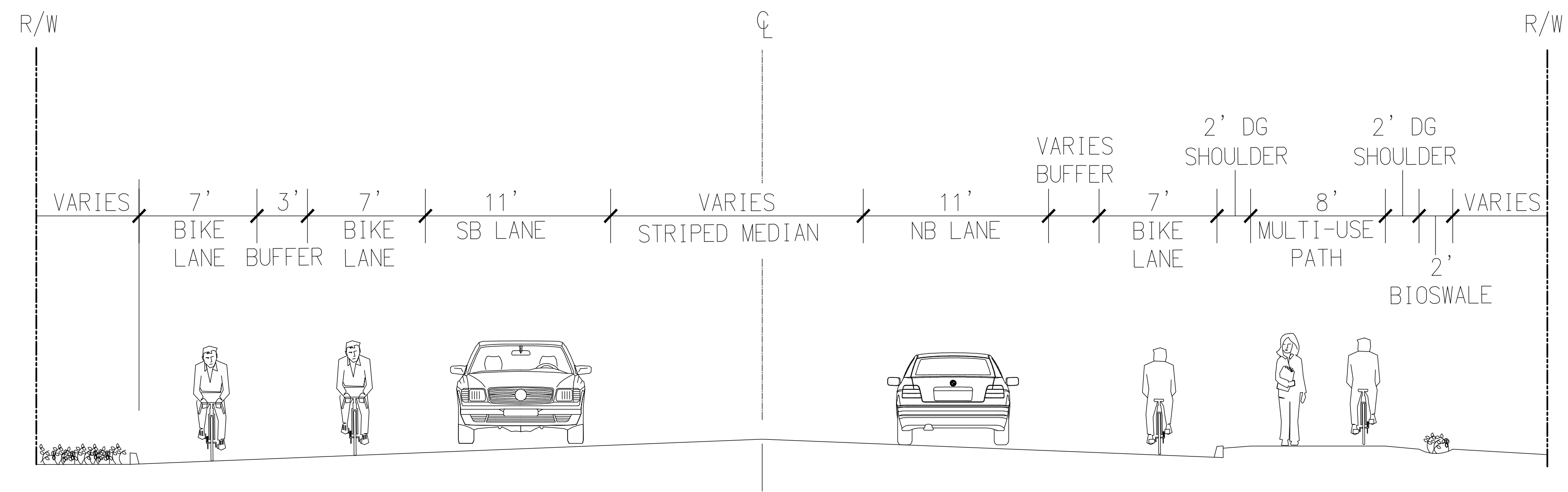
**PROPOSED:**



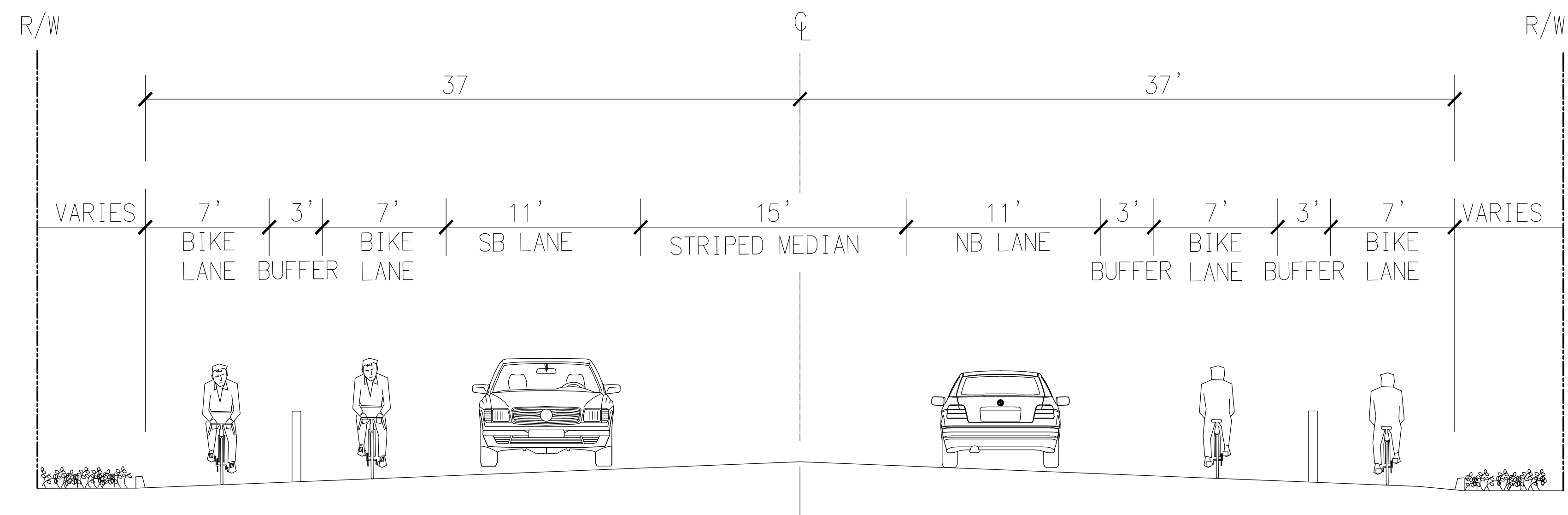
**TAPER LENGTH CALCULATIONS**

1. MIN. MERGE TAPER =  $L = (10') \times (35^{\circ}2) / 60 = 204' \rightarrow 205'$
  2. MIN. MERGE TAPER =  $L = (11') \times (35^{\circ}2) / 60 = 225' \rightarrow 230'$
- $L$  = LENGTH OF TRANSITION FOR SPEEDS OF 40 MPH OR LESS  
 $= W \times S^{\circ}2 / 60$   
 $W$  = OFFSET  
 $S$  = APPROACH SPEED

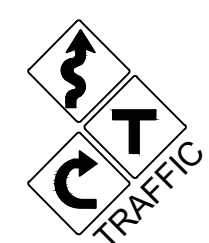
# PROPOSED CROSS SECTION



SECTION A-A  
COAST HIGHWAY 101



SECTION B-B  
COAST HIGHWAY 101



5973 AVENIDA ENCINAS, #218  
CARLSBAD, CA 92008  
PH: 760-602-4290  
WWW.STCTRAFFIC.COM

CITY OF SOLANA BEACH



HIGHWAY 101 COASTAL RAIL TRAIL EXTENSION  
PEDESTRIAN CROSSING AND MOBILITY ENHANCEMENTS  
CONCEPT EXHIBIT



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dan King, Interim City Manager  
**MEETING DATE:** March 13, 2024  
**ORIGINATING DEPT:** City Manager's  
**SUBJECT:** **City Council Consideration of Resolution 2024-025  
 Authorizing the FY 2024-25 Community Grant Program**

## **BACKGROUND:**

On May 4, 2004, the City Council adopted Resolution 2004-68 approving Council Policy No. 14, establishing the Community Grant Program (“Grant Program”) and Application Guidelines for the Grant Program. On September 27, 2006, the City Council amended the policy to specify grant monies are only intended to be provided to non-governmental organizations.

The Fiscal Year (FY) 2024-25 Adopted Budget has \$35,000 allocated for the Grant Program. Included in the \$35,000 allocation is \$15,000 in funding from the EDCO Franchise Agreement negotiated by the City.

This item is before City Council to consider approving Resolution 2024-025 (Attachment 1) authorizing the FY 2024-25 Community Grant Program for the City of Solana Beach.

## **DISCUSSION:**

The following is a list of key points for the implementation of the Community Grant Program for FY 2024-25:

### Application Criteria

Applications will be judged and selected based upon the following criteria:

1. The applicant is a non-profit 501(c)(3) or a recognized community-based organization serving the Solana Beach community.
2. Fair and justifiable program costs (budget required).
3. Collaboration/Partnerships.
4. Leveraging of matching funds/resources.
5. Originality and creativity. Preference will be given to projects or programs which are new and unique to the community or which provide a new or unique aspect to an existing program.

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

6. Applicants must submit a financial conditions statement (Balance Sheet) as well as the applicant(s) revenue/expenditure statements and tax return statements for the prior operating year.
7. Completion of project between the grant award and May 31, 2025 (an exception to the May 31, 2025 completion date can be made with proof of good cause).

### Grant Award Amounts

Grants will be funded upon approval by the City Council. The City Council, at its own discretion, may modify the grant awards to qualified recipients based on qualifying criteria, number of qualified applications received, and purpose of request to meet policy areas as enumerated in the City Council's Work Plan to benefit the Solana Beach community.

### Grant Award Expenditures

Grantees' expenditures must be directly related to services or materials of the proposed activity during the grant award period (date of grant approval through May 31, 2025). Grantees will be required to maintain records to support claimed expenditures and project accomplishments. Grants must not be used to replace or offset funding sources normally available for any portion of the project, nor be used by the applicant(s) to fund/supplement its own monetary contributions.

### Final Report and Receipts

Grantees will submit copies of paid receipts/invoices and a written report to the City Manager's Department to ensure that funds were spent in compliance with the Program and consistent with the grantees' application. Applicant(s) will be required to reimburse the City of Solana Beach for any inappropriately expended funds.

### Prior Financial Assistance

Information provided on the application will be used to review prior grant management and performance history. Non-compliance issues will be taken into consideration and may affect future decisions by the City Council.

### Community Grant Program FY 2024-25 Key Dates:

- |                |  |
|----------------|--|
| April 25, 2024 | Distribute Request for Proposals and issue press/social media notifications.   |
| May 23, 2024   | <u>Deadline for Request for Financial Assistance Applications.</u> City Manager will review each application and make recommendations based upon: <ol style="list-style-type: none"><li>1) Completed application, with any required attachments;</li><li>2) Clear indication of the grant amount requested and reasons therefore; and</li><li>3) Benefit to Solana Beach community and conformity with program criteria.</li></ol> |

- June 12, 2024      First Council Review: All eligible grant applications will be considered by the City Council. Review and public comment/presentations will be accepted.
  
- June 29, 2024      Final Council Review: City Council approves grant recipients. Following City Council award, the City Manager will be directed to issue awards to recipients. Announcement of recipients will be made to the community via public notification.
  
- May 1, 2025        Letter will be sent to FY 2024-25 recipients reminding them to submit their reports and copies of receipts by May 31, 2025.
  
- May 31, 2025      All FY 2024-25 recipients must submit copies of paid receipts/invoices and a written report that includes the number of citizens served and outcome of grant funded activity. If no report and/or paid receipts/invoices are received, recipient will be required to immediately reimburse City of Solana Beach grant funds.
  
- July 2025            At the City Council Meeting in July 2025, the City Manager provides the Final Report for FY 2024-25 Grant Recipients to the City Council.

If a determination is made that funds were expended inappropriately, City Council will direct recipients to reimburse the City of Solana Beach for the designated amount of award.

Submittals

The City is requesting that all grant applications be submitted electronically to [dking@cosb.org](mailto:dking@cosb.org) and [pletts@cosb.org](mailto:pletts@cosb.org). If the applicant does not have access to email, applicants may submit applications in person at City Hall by the proposed deadline.

Community Grant Total Request to Budget

Staff researched the past ten (10) years of total funding requested, total amount awarded and the amount budgeted to determine if enough funding has been allocated to meet the needs of the community. The total funding requested, amount awarded and budgeted are shown below:

Fiscal Year (FY)	Total Funding Requested	Total Awarded	City Budget (Including EDCO)
FY 2023/24	\$79,630	\$66,000	\$35,000
FY 2022/23	\$60,770	\$60,000	\$25,000
FY 2021/22	\$66,568	\$55,000	\$25,000
FY 2020/21	\$61,468	\$45,000	\$25,000
FY 2019/20	\$48,440	\$45,000	\$25,000
FY 2018/19	\$63,100	\$45,000	\$25,000
FY 2017/18	\$48,000	\$48,000	\$25,000
FY 2016/17	\$42,900	\$41,900	\$25,000
FY 2015/16	\$52,000	\$30,000	\$25,000
FY 2014/15	\$73,618	\$30,000	\$25,000

The Council has done a tremendous job stretching limited resources to fund a significant portion of the qualified requests; however, this was also largely possible through the generous donations of the Santa Fe Christian (SFC) schools to supplement the City's budget. The Council may want to consider revisiting the annual amount budgeted to increase the number of grant recipients, considering the significant funding requests in recent years. In addition, there is no guarantee that SFC will continue to partner with the City in future years.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:**

The approved FY 2024-25 Budget contains fiscal appropriations in the amount of \$35,000 to be used to fund community grants. All fiscal appropriations are budgeted under the Mayor/City Council Fund 100-5100-65320 – Contribution to Other Agencies.

**WORK PLAN:**

N/A

**OPTIONS:**

- Approve Staff recommendation
- Approve Staff recommendation with modifications
- Deny Staff recommendation

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council approve Resolution 2024-025 authorizing the FY 2024-25 Community Grant Program.

**CITY MANAGER RECOMMENDATION:**

Approve Department Recommendation

A handwritten signature in blue ink, appearing to read 'Daniel King', is written over a horizontal line.

Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-025
2. FY 2024-25 Application Guidelines
3. FY 2024-25 Grant Application



**RESOLUTION 2024-025**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING AND AUTHORIZING THE COMMUNITY GRANT PROGRAM FOR FISCAL YEAR 2024-25**

**WHEREAS**, the City Council approves the allocation of \$35,000 for the purpose of funding the Community Grant Program in the Fiscal Year (FY) 2024-25 Proposed Budget; and

**WHEREAS**, the City Council approves the solicitation and request for proposals for grant applications to be initiated on April 25, 2024 and the application period to close on May 23, 2024, at 5:00 p.m.

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

1. That the above recitations are true and correct.
2. That the annual solicitation of grant proposals from community service organizations who meet the grant program guidelines for the Community Grant Program for the FY 2024-25 funds of \$35,000 are approved and authorized.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Solana Beach, California, held on the 13<sup>th</sup> day of March 2024, by the following vote:

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

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

APPROVED AS TO FORM:

ATTEST:

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

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

**City of Solana Beach**  
**Community Grant Program**  
Request for Financial Assistance

**FY 2024-25 APPLICATION**

*All Applications MUST BE RECEIVED by 5:00 p.m. Thursday, May 23, 2024.*

Please fill out this application completely. Print clearly or type.

Please refer to the Community Grant Program Application Guidelines for selection criteria and additional information.

Name of Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Required Attachments (See Application Guidelines for additional information)

1. W-9
2. Summary of organization's budget
3. Proposed program budget
4. Financial and Tax Statements
5. A copy of the California Franchise Tax Board Entity Status Letter showing exemption under Cal. Rev. and Tax. Code Section 23701d or Internal Revenue Code section 501(c)(3). Organizations that are recognized community-based organizations but have not formally filed, will be considered at the City Council's discretion.

Questions

1. Has your organization received financial assistance from the City before?  
Yes  No

2. If yes, what activities and which fiscal year? \_\_\_\_\_  
\_\_\_\_\_

3. Grant amount requested for FY 2024-25  
\$ \_\_\_\_\_

4. Proposed Total Program Costs: \$ \_\_\_\_\_  
(Includes all estimated costs to conduct proposed activity/program.)

5. Title of Proposed Program/Service:  
\_\_\_\_\_

6. Grant funds must be used for services or materials directly associated to proposed activity. Please describe how grant funds will be used:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach extra sheet, if necessary.)

7. Estimated number of Solana Beach residents to be served by proposed program: \_\_\_\_\_

8. Program Dates/Location:  
\_\_\_\_\_  
\_\_\_\_\_

9. Anticipated Program Objectives or Accomplishments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. How will the organization acknowledge the City's financial contribution to the community/beneficiaries of the proposed activity?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Will there be any matching funds or other grants that would be applied to this program or service? If awarded this grant, will that enable other funding sources?

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12. Will volunteers be used for the proposed program or service and, if so, will they reduce expenses?

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13. If the proposed program or service is only awarded partial funding, will it still move forward? Will the program or service be scaled back and/or is there a threshold at which it will not move forward?

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**Acknowledgment of Responsibility:**

*The individual signing below warrants they have been authorized on behalf of the Applicant to execute this application. Applicant acknowledges they have read and understand the Community Grant Program Application Guidelines. Applicant assumes all responsibility for developing and implementing proposed activities or events in this application, including public acknowledgment of the City's financial contribution. Applicant will comply with all accounting and budget procedures, as set forth in the Community Grant Program Application Guidelines and as required by the City. Applicant agrees to hold harmless the City of Solana Beach from all losses, claims, accidents and problems associated, directly or indirectly with the development and implementation of proposed activities or events.*

\_\_\_\_\_  
**Applicant / Authorized Signature of Organization**

\_\_\_\_\_  
**Date**

**ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE COMPLETED AS A CONDITION FOR BEING CONSIDERED FOR A COMMUNITY GRANT BY THE CITY COUNCIL OF SOLANA BEACH.**

# City of Solana Beach Community Grant Program

## Request for Financial Assistance

FY 2024-25

### APPLICATION GUIDELINES

The City of Solana Beach is soliciting grant applications until 5:00 p.m., Thursday, May 23, 2024. The City Council has a total of \$35,000 available for community organizations. A maximum of two grant applications may be submitted per community organization. Grants will be awarded with a maximum award of \$6,000.

Request for grants are limited to non-governmental, nonprofit organizations serving the Solana Beach community. Excluded entities include the following: County of San Diego, Municipal Organizations, Special or Water Districts, school districts or schools (but not their supporting organizations), and private individuals.

#### **Grant Application & Documents Required**

Applicants must complete the attached application form and provide the following documents:

- Summary of organization's (overall) budget
- Proposed program budget detailing costs which are fair and reasonable.
- Financial Statements including the Balance Sheet and Revenue/Expenditure Statement, and the Tax Statements filed for the prior year.
- W-9 Form
- California Franchise Tax Board Entity Status Letter showing nonprofit status
  - Organizations which have filed as a nonprofit with the State of California must attach a copy of either its current year 501(c)3 nonprofit certification form or determination letter pursuant to Cal. Rev. and Tax. Code Section 23701d. Note: Organizations that are recognized community-based organizations but have not formally filed, will be considered at the City Council's discretion.

#### **Applications will be judged and selected on the following criteria:**

- Must serve the residents of Solana Beach.
- Proposed program costs that are fair and justifiable.
- Preference will be given to non-profit organizations that provide either services/goods to Solana Beach groups or to Solana Beach residents with special economic needs that are not being met in the economic environment. These can be non-profits whose funding has been reduced or eliminated and are unable to serve these populations in need.
- Preference will be given new programs or ones that provides a new or unique aspect to an existing program.
- Consideration may be given to applications that collaborate or partner with other

- organizations.
- Consideration may be given to applications which receive matching funds from other organizations.
  - Information provided on application will be used to review prior grant management and performance history. Significant non-compliance issues will be taken into consideration and may affect future funding decisions by the City Council.
  - City Council has full discretion regarding any decisions made concerning the community grant process and any and all decisions are final.

**Application Submittal and Deadline: NO LATER THAN 5:00 p.m. Thursday, May 23, 2024**

It is the City's preference that completed forms be submitted via email to [dking@cosb.org](mailto:dking@cosb.org) and copied to [pletts@cosb.org](mailto:pletts@cosb.org). If email submission is not possible for an applicant, hard copies may be submitted in person at City Hall 635 South Highway 101, Solana Beach, CA. 92075, Attn: Community Grants Program. Mail applications will not be accepted. All applications must be received by the 5:00 p.m. on Thursday, May 23, 2024 and no late applications will be accepted or considered.

Please contact Dan King, Assistant City Manager, at (858) 720-2477 if you need additional information.

**Grant Award:**

The City Council, at its discretion, may determine the grant award to qualified applicants based on qualifying criteria, number of qualified applicants received, and purpose of request to meet areas as enumerated by the City Council that benefit the Solana Beach community. Awarded grants will be provided as a one-time, lump-sum monies to the selected organization(s). The total of all grant awards may not exceed \$35,000.

Grants will be funded after the approval by the City Council.

**Final Report and Expenditures:**

Grantees' expenditures must be directly related to services or materials of proposed activity during the grant award period (date of grant approval through May 31, 2025). No later than May 31, 2025, grantees are required to submit a final written report to ensure that funds were spent in compliance with the approved application. The City Manager's Office will review submitted copies of paid receipts/invoices and a written report. Grantees will be required to maintain records to support claimed expenditures and project accomplishments. Grants must not be used to replace or offset funding sources normally available for any portion of the project, nor be used by the applicant to fund/supplement its own monetary giving. Applicant(s) will be required to reimburse the City of Solana Beach all inappropriately spent funds.

**PROGRAM FY 2024-25 KEY DATES:**

April 25, 2024	Grant Application Program Applications available for distribution and solicitation.
May 23, 2024	<u>DEADLINE for Request for Financial Assistance Applications (5:00pm).</u> The City Manager's Office will review each application and make recommendations to City Council based upon: 1) Completed application, including required attachments; 2) Clear indication of the grant amount requested and reasons therefore; and 3) Benefit to Solana Beach community and conformity with program criteria.
June 12, 2024	<u>First Council Review:</u> All eligible grant applications for Fiscal Year 2024-25 will be considered by City Council. Review and public comment/presentations will be accepted.
June 26, 2024	<u>Final Council Review:</u> City Council makes decision and approves grant recipients. The City Manager will be directed to issue awards to recipients. Announcement of grant award recipients is made to community via public notification.
May 1, 2025	Letter will be sent to FY 2024-25 grant recipients reminding them to submit their reports and copies of receipts by May 31, 2025. (Exception to the May 31, 2025 completion date can be made with proof of good cause.)
May 31, 2025	All FY 2024-25 grant recipients must submit copies of paid receipts/invoices and written report, that includes the number of citizens served and outcome of grant funded activity. If no paid receipts/invoices are received, recipient will be required to immediately reimburse City of Solana Beach grant funds.

All grant recipients' final reports will be submitted before the City Council for approval of expenditures. If determination is made that funds were expended inappropriately, Council will direct Grant recipients to reimburse the City of Solana Beach for the designated amount of award.