



CITY OF CARMEL-BY-THE-SEA CITY COUNCIL AGENDA

Mayor Dave Potter, Councilmembers Jeff Baron,
Alissandra Dramov, Karen Ferlito, and Bobby
Richards
Contact: 831.620.2000 www.ci.carmel.ca.us

All meetings are held in the City Council Chambers
East Side of Monte Verde Street
Between Ocean and 7th Avenues

CITY COUNCIL SPECIAL MEETING Monday, December 4, 2023 4:30 PM

HYBRID MEETING ATTENDANCE OPTIONS

This meeting will be held in person and via teleconference ("hybrid"). The public is welcome to attend the meeting in person or remotely via Zoom, however, the meeting will proceed as normal even if there are technical difficulties accessing Zoom. The City will do its best to resolve any technical issues as quickly as possible. To view or listen to the meeting from home, you may also watch the live stream on the City's YouTube page at: <https://www.youtube.com/@CityofCarmelbytheSea/streams>. To participate in the meeting via Zoom, copy and paste the link below into your browser.

**<https://ci-carmel-ca-us.zoom.us/j/88661382533> Webinar ID: 886 6138 2533 Passcode:
396305 Dial in: (253) 215-8782**

HOW TO OFFER PUBLIC COMMENT

The public may give public comment at this meeting in person, or using the Zoom teleconference module, provided that there is access to Zoom during the meeting. Zoom comments will be taken after the in-person comments. The public can also email comments to cityclerk@ci.carmel.ca.us. Comments must be received at least 2 hours before the meeting in order to be provided to the legislative body. Comments received after that time and up to the beginning of the meeting will be made part of the record.

CALL TO ORDER AND ROLL CALL

PUBLIC APPEARANCES - Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Chair. Persons are not required to provide their names, however, it is helpful for speakers to state their names so they may be identified in the minutes of the meeting.

Under the Brown Act, public comment for matters on the agenda must relate to that agenda item and public comments for matters not on the agenda must relate to the subject matter jurisdiction of this legislative body. Hateful, violent, and threatening speech is impermissible public comment as it disrupts the conduct of the public meeting. This is a warning that if a member of the public attending this meeting remotely violates the Brown Act by failing to comply with these requirements of the Brown Act the

meeting, then that speaker will be muted.

CONSENT AGENDA

Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Council, Board or Commission or the public may ask that any items be considered individually for purposes of Council, Board or Commission discussion and/ or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

1. November 6, 2023, Special Meeting Minutes, November 7, 2023, Regular Meeting Minutes, and November 7, 2023, Public Improvement Authority Special Meeting Minutes
2. October 2023 Monthly Reports
3. October 2023 Check Register Summary
4. Resolution 2023-105, Establishing the meeting dates of the City Council for calendar year 2024
5. Resolution 2023-106, authorizing three (3) Free Use Days of the Sunset Center Theater and Lobby for the Carmel Unified School District annual choral, string and band festivals for Spring 2024
6. Second Reading and Adoption of Ordinance No. 2023-007 Amending the Carmel Municipal Code (CMC) Title 17 (Zoning) by Repealing and Replacing Chapter 17.42 Stormwater Quality and Utility and Chapter 17.43 Water Quality Protection

ORDERS OF BUSINESS

Orders of Business are agenda items that require City Council, Board or Commission discussion, debate, direction to staff, and/or action.

7. Urgency Ordinance of the City Council of the City of Carmel-by-the-Sea Regarding Mills Act Contracts

Recommendation: Motion to adopt Urgency Ordinance of the City Council of the City of Carmel-by-the-Sea Regarding Mills Act Contracts.

CLOSED SESSION

- A. Conference with Legal Counsel – Existing Litigation

Government Code Sections 54956.9 (d) (1)

Name of Case: Theresa Buccola v. City of Carmel-by-the-Sea; U.S District Court Northern California Case #2203877

PUBLIC COMMENT - Limited to items on closed session only

ADJOURNMENT

This agenda was posted at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, Harrison Memorial Library, located on the NE corner of Ocean Avenue and Lincoln Street, the Carmel-by-the-Sea Post Office, 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage <http://www.ci.carmel.ca.us> in accordance with applicable legal requirements.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this agenda, received after the posting of the agenda will be available for public review at City Hall located on Monte Verde Street between Ocean and Seventh Avenues during regular business hours.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2000 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).



CITY OF CARMEL-BY-THE-SEA CITY COUNCIL Staff Report

December 4, 2023
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Nova Romero, City Clerk
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	November 6, 2023, Special Meeting Minutes, November 7, 2023, Regular Meeting Minutes, and November 7, 2023, Public Improvement Authority Special Meeting Minutes

RECOMMENDATION:

Approve Draft Minutes.

BACKGROUND/SUMMARY:

The City Council routinely approves minutes of its meetings.

FISCAL IMPACT:

None.

PRIOR CITY COUNCIL ACTION:

None

ATTACHMENTS:

- Attachment 1) November 6, 2023 Minutes
- Attachment 2) November 7, 2023 Minutes
- Attachment 3) November 7, 2023 PIA Minutes

**CITY COUNCIL
SPECIAL MEETING MINUTES**

November 6, 2023

CALL TO ORDER AND ROLL CALL

Mayor Potter called the meeting to order at 4:30 pm.

Roll Call: Councilmembers Jeff Baron, Alissandra Dramov, Karen Ferlito, Mayor Pro Tem Bobby Richards, and Mayor Potter were present.

PUBLIC APPEARANCES

None

CONSENT AGENDA

No public comments received or requests to pull any item from the consent agenda for discussion.

Motion to approve consent agenda items #1-7 by Mayor Pro Tem Richards, seconded by Councilmember Baron, and approved 5-0-0-0 by the following roll call vote:

AYES: Baron, Dramov, Ferlito, Richards, Potter

NOES: None

ABSENT: None

ABSTAIN: None

Item 1 - September 29, 2023, Special Meeting Minutes, October 2, 2023, Special Meeting Minutes, October 3, 2023, Regular Meeting Minutes, and Adjourned Meeting Minutes

Item 2 - September 2023 Monthly Reports

Item 3 - September 2023 Check Register Summary

Item 4 - Resolution 2023-100, authorizing the City Administrator to execute a Construction Contract with Monterey Peninsula Engineering for the Base Bid plus a 5% contingency, in the total amount of \$1,139,566, for the FY 2021/22 Pavement Rehabilitation Program, including the San Carlos Bicycle Route, Eighth to Thirteenth Avenues, and Sidewalk Improvements Project, and approving a transfer from the CIP Contingency Fund of \$261,566 to complete the Project

Item 5 - Resolution 2023-101, authorizing the City Administrator to execute Amendment No. 1 to the Professional Services Agreement with Wallace Group for Project Management and Design Services for two capital improvement projects for a not-to-exceed fee of \$241,258

Item 6 - Resolution 2023-102, authorizing a Free Use Day of the Sunset Center Theater and Lobby for the Carmel Public Library Foundation 12th Annual Fundraiser Benefit

Item 7 - Resolution 2023-104, authorizing application for, and receipt of, State of California Regional Early Action Program (REAP 2.0) Planning Grant Program funds

CLOSED SESSION

City Attorney Pierik read the titles of the closed session items:

A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9 (d) (4) (One potential case)

B. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9 (d) (2) (One potential case: 26336 Scenic Drive Mills Act Contract)

C. Public Employee Performance Evaluation pursuant to Government Code Section 54957; Title: City Administrator

PUBLIC APPEARANCES - Limited to items on Closed Session

None

ADJOURNMENT

Council adjourned to closed session at 4:33 p.m.

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

**CITY COUNCIL
REGULAR MEETING MINUTES**

November 7, 2023

CALL TO ORDER AND ROLL CALL

Mayor Potter called the meeting to order at 4:30 pm.

Roll Call: Councilmembers Jeff Baron, Alissandra Dramov, Karen Ferlito, Mayor Pro Tem Bobby Richards, and Mayor Potter were present.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Richards led the pledge of allegiance.

EXTRAORDINARY BUSINESS

- A. **Carmel High School Report Out** - Harper, the Student Body President of Carmel High, provided a summary of upcoming events, including sports games, championships, performing arts activities such as the annual dance show and art expo, the administration's search for students to join an advisory board, a college expo, a singer-songwriter show, fundraisers, and various other community events.
- B. **Proclamation Protecting the Rights of Children** - City Clerk Romero read the proclamation.

PUBLIC APPEARANCES - the following members of the public spoke:

Hugo Ferlito
Craig Gross
Richard Kreitman
Linda Calafiore
Denise Ottersan
Alex Shchebet
Neal Kruse
Nancy Twomey

ANNOUNCEMENTS

City Administrator - Thanked staff for the annual Halloween Parade and pumpkin roll, he also announced the Veterans Day event in Devendorf Park on November 11 at 11am, and the annual Holiday tree lighting on Dec. 1st at sundown.

City Attorney – Announced there was no reportable action from closed session yesterday.

Councilmember Ferlito - Thanked staff for the Pumpkin Roll events and encouraged the high school to email the City Administrator about their upcoming events and fundraisers so that it can be added to the Friday Letter for added exposure.

Mayor Pro Tem Richards – Thanked Carmel High Unified staff, especially Sarah Hind and Graeme Robertson for supporting the students in providing updates to Council.

Councilmember Baron - Announced a few meetings, Monday, Housing Ad Hoc at 4 pm, on Tuesday, Community Meeting regarding outdoor wine tasting, and Thursday, Climate Committee meeting will be at 3:30 pm.

Mayor Potter - Congrats to the Carmel High sports team and Football team. He reported that he played in a Veterans Golf Tournament and was a judge for a Halloween Costume Contest at the Veterans Hall.

ORDERS OF BUSINESS

Item 1 - Receive a Presentation on the exploration of street addresses and provide staff with direction

Administrative Analyst Emily Garay gave a presentation to Council on street addresses. She summarized research and analysis is based on USPS Postal Operations Manual, USPS National Delivery Planning Standards, and the Carmel-by-the-Sea Municipal Code and General Plan:

- She added that based on the USPS guidelines, the mode of delivery is not dictated by whether or not the city has street addresses, the city may work with the USPS growth manager to implement the most centralized delivery method and will receive input from the communities. She noted that although street addresses and mail delivery are two separate topics, there is no way to guarantee that in the future the USPS may make changes in the future to move or close the post office in town.
- She reported that the City's own municipal code discourages any mail receptacles that would impede public safety making it not likely that it would be implemented.
- She summarized that the CA Fire Code and CA Building Code requires that new and existing buildings be provided with approved address identification that is visible in front of the street.

She concluded that the process is:

- A collaborative one, involving the USPS Growth Manager and the City.
- Proactive, and intentional steps would need to be taken to establish “door-to-door” at home delivery.

She answered questions from Council.

Public Comment:

Jill Petker
Linda Calfore
Hugo Ferlito
Joe Danucci
Betty Kullas
Neal Kruse
Richard Kreitman
Hardy Billig
Susan Vierra
Kristi Reimers
Shirley Moon
Mel Ahlborn
Cindy Lloyd
Michael
Karyl Hall

Ms. Garay clarified that the implementation of street addresses would not automatically trigger home mail delivery, and moreover the post office system is a centralized system that is acceptable. She answered questions that the California Building and Fire Code says that the curb fronting the property should have numbered identification visible.

Council discussion resumed. Mayor Potter suggested forming an ad hoc committee to explore the topic further. Councilmember Ferlito emphasized the importance of prioritizing the health and safety of the community in deciding how to proceed. She expressed support for a hybrid system that involves street addresses while keeping the post office or allowing home delivery without mailboxes. Councilmember Dramov said she would prefer directional addresses and is leery of the USPS taking control and suggested considered Apple or Google Map generated addresses. Councilmember Baron said he does not favor a tech company creating our addresses and said that speaking with a USPS Growth Manager is the next step to explore street addresses.

Mayor Potter appointed Councilmember Ferlito and Dramov, to engage the USPS Growth Manager, and requested an update to Council by February 2024, and encouraged public engagement and input.

RECESS - Council took a recess at 6:03 p.m. and returned to the dais at 6:15 p.m.

Item 2 - Mills Act Policy Discussion

Principal Planner Marnie Waffle gave a presentation on the item. She clarified that the current Mills Act Program was adopted by Ordinance and is included in the Municipal is often referred to as the “Mills Act Policy”. She summarized that in 2020 Council adopted standard contract language for Mills Act Contracts, as well as the results of an informal survey of other Cities Mills Act Policies.

City Attorney Pierik clarified that the 4 Mills Act Applications presented to Council in October would be considered under existing rules and would be unaffected by policy changes. Council members asked questions, with responses from Nick Ortega, Monterey County Assessor's office appraiser, Ms. Waffle, and Planning Director Swanson. Attorney Pierik offered to contact the City of Coronado to discuss their Mills Act Policy.

Public Comment:

Polly Osburn
Jill Petker
Karyl Hall
Chris Barlow
Jason Retterer
Christy Reimers
Mel Ahlborne
Steven Hillyard

Councilmember Baron suggested limiting Mills Act contract subsidies to restoration and rehabilitation only and exclude landscaping costs. Councilmember Dramov endorsed adopting elements from the City of Santa Barbara's application. Mayor Pro Tem Richards proposed a temporary halt on new Mills Act applications until the Council reviews and potentially streamlines the policy. He clarified that existing applications would still be considered under the current policy.

The Mayor appointed Mayor Pro Tem Richards and Councilmember Baron to form an ad hoc committee to discuss the Mills Act Policy, and the Council agreed to postpone new applications until the policy is revamped based on the day's discussion. The ad hoc will also assess any associated costs with managing the program.

Council gave the following direction:

- Do not limit the Mills Act program to certain land uses.
- Consider imposing an assessed value threshold.
- Consider establishing a maximum threshold for lost tax revenue from Mills Act properties.
- Do not allow properties that were rehabilitated prior to entering into a contract to qualify for the program if the only future work is routine maintenance. Note that this question was not part of the original survey of California jurisdictions.
- Come back at the next meeting with an Urgency Ordinance to put a moratorium on any new Mills Act applications until the current policy is reviewed and updated.

Item 3 - Level 2/Notable Home Incentive Program Proposal

Principal Planner Waffle gave a brief overview of the item and asked for Council direction whether to proceed with a pilot program or form an ad hoc committee to explore options. Historic Resources Board Member Karyl Hall summarized the proposal to protect non-historic homes from demolition or extensive remodeling in Carmel, and that the program's purpose is to preserve the

residential architectural character, offering a framework for identifying notable homes and potential incentives.

Council was asked to decide on adding the topic to the work plan, assigning a priority, and considering options like creating an ad hoc committee, starting a pilot program, adopting a policy, or making a zoning code amendment. Ms. Hall highlighted potential benefits based on similar programs in other jurisdictions.

Public comment:

Linda Calafiore
Neal Kruse
Melanie Billig
Kristi Reimers
Nancy Twomey
Hans Guter

Council discussion resumed. Council thanked Ms. Hall for her proposal and gave consensus direction to staff to hold off on pursuing the proposal until other priorities are met, such as the design traditions update, Design Review Board reinstatement, and Mills Act Policy review and update.

PUBLIC HEARINGS

Item 4 - Resolution 2023-103 selecting an Overhead to Underground Utility Conversion Project and establishing the Carmel Underground Utility District utilizing Rule 20A allocations

Councilmember Ferlito recused herself from the dais from voting on the item because she lives close to one of the proposed Utility Districts but remained in the council chambers.

Public Works Director Harary gave a brief presentation on the item and answered questions from staff. He thanked Javier Hernandez for his research and analysis of the Rule 20A options. He summarized that:

- Rule 20A was established to improve aesthetics by undergrounding utilities at qualifying locations
- The differences between “active” versus “inactive” reallocations
- The benefits to becoming “active” to lock in the allocations designated to Carmel.
- The purpose of adopting the Resolution is to designate an Underground Utility District and direct staff to submit an application to secure and utilize Rule 20A funds.

He summarized the two proposed Underground Conversion locations:

- Option #1 - located in the Del Mar parking lot from the intersection of Ocean/San Antonio Avenues, west along the southern edge of the North Dunes Habitat Restoration Site, and

approximately 800 feet to the end of the parking lot at the foot of the entrance onto Carmel Beach.

- Option #2 - located within the Mission Trails Nature Preserve from the entrance gate at Eleventh Avenue, along the west side of the Willow Trail, extending south for approximately 1,100 feet.

Public comment:

Jill Petker
Linda Calafiore
Bill Doolittle
Karen Ferlito
Betty Kullas
Melanie Billig

Motion by Mayor Pro Tem Richards to adopt Resolution 2023-103, selecting Option #2 as the Utility District Location, seconded by Mayor Potter.

Council resumed discussion expressing concerns about approving the Resolution to designate a Utility District without sufficient community outreach in the affected area, fearing potential backlash. Council expressed concerns about the process, citing lack of notification, outreach, and education, leading them to withhold support for the resolution tonight.

Mayor Pro Tem Richards rescinded his motion.

Council directed staff to postpone adopting the Resolution and instead gave consensus direction to staff to do more outreach and education regarding the Option #2 location near the Mission Trail Nature Preserve. Council tasked the Underground Utility District ad hoc, consisting of Councilmembers Dramov and Baron, to work with staff on public outreach, gauge the interest from the homeowners affected, explore funding options for homeowners who cannot afford to pay for undergrounding, and then provide an update to Council in February or March 2024.

Councilmember Ferlito returned to the dais at 8:43 p.m.

Item 5 - First Reading of Ordinance No. 2023-007 Amending the Carmel Municipal Code Title 17 (Zoning) by Repealing and Replacing Chapter 17.42 Stormwater Quality and Utility and Chapter 17.43 Water Quality Protection

Environmental Programs Manager Mary Bilse gave a brief presentation on the item and answered questions from Council. She summarized the primary purpose is the Ordinance is to update the City's Municipal Code regarding stormwater to be consistent with regional stormwater requirements.

Public comment:

Kristi Reimers

City Attorney Pierik read the title of the Ordinance.

Motion by Councilmember Baron to introduce Ordinance 2023-007, seconded by Mayor Pro Tem Richards, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

FUTURE AGENDA ITEMS:

None

ADJOURNMENT

Council adjourned the meeting at 8:55 p.m.

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

**CITY OF CARMEL-BY-THE-SEA
PUBLIC IMPROVEMENT AUTHORITY**

SPECIAL MEETING MINUTES

November 7, 2023

CALL TO ORDER AND ROLL CALL

Public Improvement Authority (PIA) Chair Potter called the meeting to order at 8:54 p.m.

Roll Call: PIA Board Members Jeff Baron, Alissandra Dramov, Karen Ferlito, Bobby Richards, and Chair Potter were present.

PUBLIC APPEARANCES

None

CONSENT AGENDA

Item 1 - Resolution PIA 2023-001, authorizing the Public Improvement Authority Chairman to execute an Easement Deed granting a 10-foot wide easement in the Vista Lobos parking lot to Pacific Gas and Electric for installation of electrical facilities to power City EV charging stations

No comments received or requests to pull consent agenda item for discussion.

Motion by Board Member Baron to adopt PIA Resolution 2023-001, seconded by Board Member Richards, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

ADJOURNMENT

PIA adjourned at 8:55 p.m.

APPROVED:

ATTEST:

Dave Potter
Public Improvement Authority Chair

Nova Romero, MMC
Public Improvement Authority Board Clerk



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

December 4, 2023
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: October 2023 Monthly Reports

RECOMMENDATION:

Review and receive monthly reports.

BACKGROUND/SUMMARY:

This is a monthly series of reports:

- City Administrator Contract Log (*no contracts under \$60K for October*)
- Community Planning and Building Department Reports
- Police, Fire, and Ambulance Reports
- Public Records Act Requests
- Public Works Department Reports

FISCAL IMPACT:

N/A

PRIOR CITY COUNCIL ACTION:

N/A

ATTACHMENTS:

Attachment 1) Police, Fire, and Ambulance Reports

Attachment 2) Community Planning and Building Department Reports

Attachment 3) Public Records Act Requests

Attachment 4) Public Works Report for October 2023



CITY OF CARMEL-BY-THE-SEA

Monthly Report

Public Safety

October 2023

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Jeff Watkins, Director of Public Safety
APPROVED BY:	Chip Rerig, City Administrator

AMBULANCE REPORT

Summary of Carmel Fire Ambulance October 2023 Calls for Service.

AMBULANCE PERFORMANCE MEASURE

The performance goal for Code-3 (life-threatening emergency lights & siren) ambulance calls with a response time of 5 minutes or less from dispatch to arrival is 95%. For the month of October 2023, the ambulance was able to meet the performance measure. The response time was 95% with (2) code-3 call over 5 minutes.

45 Calls for service in CBTS - Average response time: 3:25 min.

43 Code 3 medical calls for service with two calls over 5 min.

10/08/2023 – Scenic and 12th – Response time – 07:39 min – Did not hit on scene button.

10/21/2023 – Lincoln and 9th – Response time – 05:40 min – Did not hit the on scene button.

MONTEREY FIRE REPORT

Summary of Monterey Fire October Calls for Service

FIRE PERFORMANCE MEASURE

The performance goal for Code-3 (life-threatening emergency lights & siren) fire calls with a response time of 5 minutes or less from dispatch to arrival is 90%. For the month of October 2023, the fire department was able to meet the performance measure. The response time was 98%, with (1) code-3 calls over 5 minutes.

70 total calls for service in CBTS- Average response time: 2:52 min.

58 total Code-3 calls – One call with a response time over 5:00 min.

10/27/2023 – Camino Real and 8th – Response time – 12:56 min – Did not hit the on- scene button.

BEACH FIRES

There were no illegal beach fires extinguished during the month of October.

*The performance goal for Code-3 (life threatening emergency-lights & siren) ambulance calls with a response time of 5 minutes or less from dispatch to arrival is 95%.



RESPONSE SUMMARY REPORT BY DISTRICT
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
 Alarm Date From: 10/01/2023 To: 10/31/2023



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
100 Series (Fires)						
Building fire	10/13/2023	231013-CFA01318	00:02:54	MONTE VERDE ST	OCEAN AVE	3
		1	0:02:54			
300-321 Series (EMS)						
EMS call, excluding vehicle accident with injury	10/1/2023	231001-CFA01264	00:03:13	6TH AVE	MISSION ST	3
EMS call, excluding vehicle accident with injury	10/2/2023	231002-CFA01266	00:03:54	MISSION ST	10TH AVE	3
EMS call, excluding vehicle accident with injury	10/2/2023	231002-CFA01267	00:04:03	5TH AVE	TORRES ST	3
EMS call, excluding vehicle accident with injury	10/3/2023	231003-CFA01273	00:03:44	MONTE VERDE ST	15TH AVE	3
EMS call, excluding vehicle accident with injury	10/5/2023	231005-CFA01277	00:03:51	OCEAN AVE	SANTA RITA ST	3
EMS call, excluding vehicle accident with injury	10/5/2023	231005-CFA01279	00:02:41	OCEAN AVE	SCENIC RD	3
EMS call, excluding vehicle accident with injury	10/6/2023	231006-CFA01282	00:02:27	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/6/2023	230823-CFA001284	00:02:00	SAN CARLOS	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/6/2023	231006-CFA01286	00:02:59	JUNIPERO AVE	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/7/2023	231007-CFA01289	00:04:58	JUNIPERO AVE	10TH AVE	3
EMS call, excluding vehicle accident with injury	10/7/2023	231007-CFA01290	0:03:37	CASANOVA ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	10/8/2023	231008-CFA01294	00:01:53	SAN CARLOS ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/10/2023	231010-CFA01300	00:03:45	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/10/2023	231010-CFA01301	00:03:25	LINCOLN ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	10/10/2023	231010-CFA01302	00:03:14	LOPEZ AVE	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/11/2023	231011-CFA01308	00:02:00	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/12/2023	231012-CFA01313	00:02:54	LINCOLN ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	10/12/2023	231012-CFA01314	00:01:46	SAN CARLOS ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/13/2023	231013-CFA01320	00:00:59	MISSION ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/16/2023	231016-CFA01326	00:03:15	FOREST RD	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/16/2023	231016-CFA01327	00:01:09	OCEAN AVE	SAN CARLOS ST	3
EMS call, excluding vehicle accident with injury	10/18/2023	231018-CFA01330	00:04:15	24758 UPPER TRL		3
EMS call, excluding vehicle accident with injury	10/18/2023	231018-CFA01332	00:03:35	2992 LASUEN DR		3
EMS call, excluding vehicle accident with injury	10/19/2023	231019-CFA01335	00:02:11	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/21/2023	231021-CFA01342	00:02:18	DOLORES ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/22/2023	231022-CFA01346	00:02:17	5TH AVE	MISSION ST	3
EMS call, excluding vehicle accident with injury	10/22/2023	231022-CFA01347	00:02:47	MONTE VERDE ST	9TH AVE	3
EMS call, excluding vehicle accident with injury	10/22/2023	231022-CFA01349	00:03:12	SANTA RITA ST	1ST AVE	3
EMS call, excluding vehicle accident with injury	10/24/2023	231024-CFA01357	00:03:03	JUNIPERO AVE	8TH AVE	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS) cont.						
EMS call, excluding vehicle accident with injury	10/25/2023	231025-CFA01359	00:01:48	SAN CARLOS ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/27/2023	231027-CFA01369	00:04:51	8TH AVE	FOREST RD	3
EMS call, excluding vehicle accident with injury	10/31/2023	231031-CFA01387	00:02:05	SAN CARLOS ST	5TH AVE	3
32			0:02:57			
322-399 Series (Rescues)						
Swimming/recreational water areas rescue	10/18/2023	231018-CFA01329	00:02:43	OCEAN AVE	SCENIC RD	3
1			0:02:43			
400 Series (Hazardous Material)						
Hazardous condition, other	10/8/2023	231008-CFA01293	00:07:39	SCENIC RD	12TH AVE	2
Hazardous condition, other	10/26/2023	231026-CFA01361	00:04:19	CRESPI AVE	S MOUNTAIN VIEW AVE	2
Hazardous condition, other	10/27/2023	231027-CFA01368	00:03:00	MISSION	7TH AVE	3
3			0:04:59			
500 & 600 Series (Service Calls)						
Assist invalid	10/3/2023	231003-CFA01272	00:02:14	SAN CARLOS ST	7TH AVE	3
Assist invalid	10/13/2023	231013-CFA01315	00:02:37	3RD AVE	JUNIPERO AVE	3
Vicinity alarm (incident in other location)	10/21/2023	231021-CFA01345	00:03:36	MONTE VERDE ST	3RD AVE	3
3			0:02:49			
700 Series (False Alarms)						
False alarm or false call, other	10/12/2023	231012-CFA01310	00:04:17	MONTE VERDE ST	10TH AVE	3
False alarm or false call, other	10/13/2023	231013-CFA01317	00:03:01	2992 LASUEN DR		3
Smoke detector activation due to malfunction	10/14/2023	231014-CFA01321	00:04:48	SANTA LUCIA AVE	MISSION ST	3
Alarm system activation, no fire - unintentional	10/5/2023	231005-CFA01278	00:02:44	6TH AVE	SAN CARLOS ST	3
Alarm system activation, no fire - unintentional	10/21/2023	231021-CFA01339	00:05:40	9TH AVE	LINCOLN ST	3
5			0:04:06			
Over 5 Minute Response Times Cause of Delay: Code 3 Responses						
231008-CFA01293 Did not hit the on scene button						
231021-CFA01339 Did not hit the on scene button						
				Code 2 Calls	2	
				Code 3 Calls	43	
				Total # of Incidents	45	
				% Under 5 Minute Response Time	95%	
				Total Average Response Time	0:03:25	



CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT OCTOBER 2023 Response Summary Report by District Type

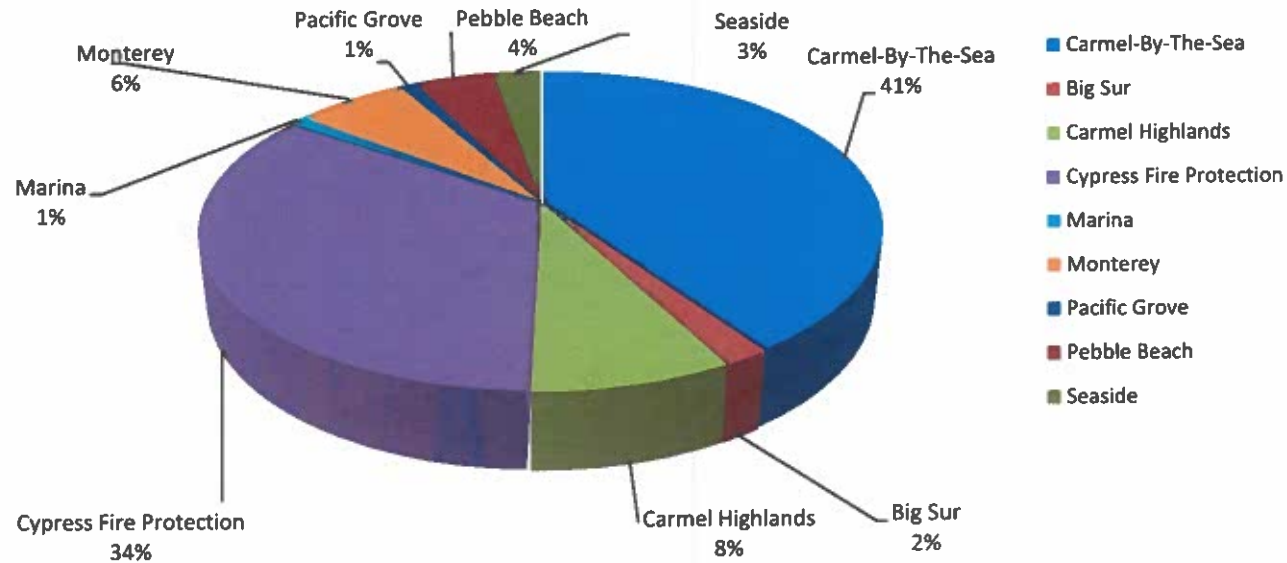


<u>District Response</u>	<u>Number</u>	<u>Average Response Time</u>
Carmel-By-The-Sea	45	3:25
Big Sur	2	32:32
Carmel Highlands	9	10:53
Cypress Fire Protection	38	5:38
Marina	1	14:40
Monterey	7	9:29
Pacific Grove	1	13:24
Pebble Beach	5	8:53
Seaside	3	11:58

Total Responses

111

12:19



Total Code 3 Calls:

43

CFA Response Times for Code 3

Calls ≤ 5 minutes:

95%



RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27060 CARMEL-BY-THE-SEA
Alarm Date From: 10/01/2023 To: 10/31/2023



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
100 Series (Fires)						
Building fire	10/13/2023 2:06 PM	231013-MNT07911	0:02:41	MONTE VERDE ST	OCEAN AVE	3
		1	0:02:41			
300-321 Series (EMS)						
Medical assist, assist EMS crew	10/31/2023 3:57 PM	231031-MNT08378	0:02:07	SAN CARLOS ST	5TH AVE	3
Medical assist, assist EMS crew	10/3/2023 9:06 AM	231003-MNT07630	0:02:20	SAN CARLOS ST	7TH AVE	2
Medical assist, assist EMS crew	10/8/2023 1:34 PM	231008-MNT07776	0:02:25	SAN CARLOS ST	OCEAN AVE	3
Medical assist, assist EMS crew	10/22/2023 12:12 AM	231022-MNT08116	0:02:46	5TH AVE	MISSION ST	3
Medical assist, assist EMS crew	10/21/2023 1:19 PM	231021-MNT08098	0:02:47	DOLORES ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/1/2023 5:28 PM	231001-MNT07588	0:00:18	6TH AVE	MISSION ST	3
EMS call, excluding vehicle accident with injury	10/20/2023 7:57 PM	231020-MNT08082	0:01:00	6TH AVE	MISSION ST	2
EMS call, excluding vehicle accident with injury	10/13/2023 7:28 PM	231013-MNT07916	0:01:07	MISSION ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/16/2023 5:42 PM	231016-MNT07978	0:01:23	OCEAN AVE	SAN CARLOS ST	3
EMS call, excluding vehicle accident with injury	10/12/2023 9:04 PM	231012-MNT07892	0:01:37	SAN CARLOS ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/11/2023 5:49 PM	231011-MNT07855	0:01:48	DOLORES ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/11/2023 7:37 PM	231011-MNT07860	0:02:11	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/13/2023 7:43 PM	231013-MNT07917	0:02:14	3RD AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	10/19/2023 7:00 PM	231019-MNT08041	0:02:14	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/25/2023 1:42 PM	231025-MNT08199	0:02:20	SAN CARLOS ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/6/2023 4:43 PM	231006-MNT07732	0:02:51	SAN CARLOS ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/6/2023 10:24 AM	231006-MNT07723	0:02:56	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/9/2023 9:49 AM	231009-MNT07789	0:02:57	SAN CARLOS ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	10/6/2023 8:05 AM	231006-MNT07719	0:03:08	CASANOVA ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	10/22/2023 7:44 AM	231022-MNT08123	0:03:09	MONTE VERDE ST	9TH AVE	3
EMS call, excluding vehicle accident with injury	10/16/2023 11:52 AM	231016-MNT07969	0:03:12	FOREST RD	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/5/2023 10:37 AM	231005-MNT07688	0:03:19	OCEAN AVE	SCENIC RD	3
EMS call, excluding vehicle accident with injury	10/7/2023 4:30 PM	231007-MNT07757	0:03:30	CASANOVA ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	10/10/2023 4:10 PM	231010-MNT07826	0:03:30	LINCOLN ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	10/6/2023 10:11 PM	231006-MNT07738	0:03:31	JUNIPERO AVE	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/10/2023 6:35 PM	231010-MNT07831	0:03:37	LOPEZ AVE	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/22/2023 12:37 PM	231022-MNT08131	0:03:39	SANTA RITA ST	1ST AVE	3
EMS call, excluding vehicle accident with injury	10/27/2023 10:33 AM	231027-MNT08254	0:03:41	8TH AVE	FOREST RD	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS) cont.						
EMS call, excluding vehicle accident with injury	10/5/2023 1:28 AM	231005-MNT07680	0:03:45	OCEAN AVE	SANTA RITA ST	3
EMS call, excluding vehicle accident with injury	10/2/2023 12:16 AM	231002-MNT07596	0:03:47	MISSION ST	10TH AVE	2
EMS call, excluding vehicle accident with injury	10/12/2023 7:24 PM	231012-MNT07890	0:03:50	LINCOLN ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	10/7/2023 1:29 PM	231007-MNT07752	0:04:12	JUNIPERO AVE	10TH AVE	3
EMS call, excluding vehicle accident with injury	10/2/2023 6:34 AM	231002-MNT07598	0:04:50	5TH AVE	TORRES ST	3
EMS call, excluding vehicle accident with injury	10/9/2023 6:57 AM	231009-MNT07787	0:00:11	6TH AVE	SAN CARLOS ST	3
		34	0:02:43			
322-399 Series (Rescues)						
Surf rescue	10/18/2023 12:14 PM	231018-MNT08015	0:02:28	OCEAN AVE	SCENIC RD	3
		1	0:02:28			
400 Series (Hazardous Material)						
Gas leak (natural gas or LPG)	10/26/2023 1:53 PM	231026-MNT08232	0:01:39	MONTE VERDE ST	13TH AVE	3
Gas leak (natural gas or LPG)	10/27/2023 10:08 AM	231027-MNT08253	0:03:10	MISSION ST	7TH AVE	3
Gas leak (natural gas or LPG)	10/28/2023 6:01 PM	231028-MNT08297	0:04:54	LOBOS ST	2ND AVE	3
Electrical wiring/equipment problem, other	10/28/2023 4:05 PM	231028-MNT08293	0:03:46	CAMINO DEL MONTE	JUNIPERO AVE	3
Biological hazard, confirmed or suspected	10/27/2023 2:08 PM	231027-MNT08263	0:01:38	OCEAN AVE	LINCOLN ST	3
Biological hazard, confirmed or suspected	10/8/2023 12:13 PM	231008-MNT07775	0:07:26	SCENIC RD	12TH AVE	2
Accident, potential accident, other	10/31/2023 1:19 PM	231031-MNT08374	0:08:33	MISSION ST	1ST AVE	2
		7	0:04:27			
500 & 600 Series (Service Calls)						
Water problem, other	10/26/2023 7:57 AM	231026-MNT08221	0:04:11	CRESPI AVE	S MOUNTAIN VIEW AVE	2
Water or steam leak	10/28/2023 1:22 PM	231028-MNT08288	0:04:58	OCEAN AVE	DEL MAR AVE	2
Assist police or other governmental agency	10/21/2023 11:25 PM	231021-MNT08115	0:04:25	MONTE VERDE ST	3RD AVE	3
Police matter	10/6/2023 7:53 AM	231006-MNT07718	0:02:44	MISSION ST	8TH AVE	3
Public service	10/15/2023 6:21 PM	231015-MNT07958	0:00:00	FOREST RD	7TH AVE	3
Public service	10/17/2023 12:21 PM	231017-MNT07994	0:01:02	CARPENTER ST	4TH AVE	3
Assist invalid	10/13/2023 11:25 AM	231013-MNT07904	0:02:31	3RD AVE	JUNIPERO AVE	3
Assist invalid	10/7/2023 8:41 AM	231007-MNT07745	0:04:25	1ST AVE	SANTA FE ST	2
Assist invalid	10/22/2023 9:13 PM	231022-MNT08143	0:04:25	MISSION ST	10TH AVE	2
Assist invalid	10/22/2023 10:49 PM	231022-MNT08144	0:04:32	MISSION ST	10TH AVE	2
No incident found on arrival at dispatch address	10/18/2023 9:11 AM	231018-MNT08012	0:02:30	4TH AVE	SAN CARLOS ST	3
No incident found on arrival at dispatch address	10/6/2023 5:43 PM	231006-MNT07734	0:03:40	LINCOLN ST	10TH AVE	3
No incident found on arrival at dispatch address	10/18/2023 6:30 PM	231018-MNT08021	0:03:50	2992 LASUEN DR		3
No incident found on arrival at dispatch address	10/30/2023 12:00 PM	231030-MNT08351	0:04:46	CARMELO ST	SANTA LUCIA AVE	3
No incident found on arrival at dispatch address	10/27/2023 2:27 PM	231027-MNT08264	0:12:56	CAMINO REAL ST	8TH AVE	3
		15	0:04:04			
700 Series (False Alarms)						
False alarm or false call, other	10/14/2023 11:27 PM	231014-MNT07945	0:03:40	MISSION ST	7TH AVE	3
Smoke detector activation due to malfunction	10/17/2023 9:31 AM	231017-MNT07989	0:03:24	LINCOLN ST	8TH AVE	3
Smoke detector activation due to malfunction	10/12/2023 7:32 AM	231012-MNT07869	0:04:10	MONTE VERDE ST	10TH AVE	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
700 Series (False Alarms) cont.						
Smoke detector activation due to malfunction	10/13/2023 11:52 AM	231013-MNT07906	0:04:13	2992 LASUEN DR		3
Smoke detector activation due to malfunction	10/14/2023 12:37 AM	231014-MNT07918	0:04:49	SANTA LUCIA AVE	MISSION ST	3
Alarm system sounded due to malfunction	10/5/2023 8:13 AM	231005-MNT07682	0:02:23	6TH AVE	SAN CARLOS ST	3
Alarm system sounded due to malfunction	10/26/2023 11:37 AM	231026-MNT08229	0:05:06	CASANOVA ST	13TH AVE	2
Alarm system sounded due to malfunction	10/26/2023 1:07 PM	231026-MNT08231	0:05:28	CASANOVA ST	13TH AVE	2
Smoke detector activation, no fire - unintentional	10/27/2023 11:12 AM	231027-MNT08256	0:01:45	SAN CARLOS ST	6TH AVE	3
Detector activation, no fire - unintentional	10/22/2023 2:43 PM	231022-MNT08135	0:03:46	CAMINO REAL ST	8TH AVE	3
Alarm system activation, no fire - unintentional	10/24/2023 8:04 PM	231024-MNT08193	0:02:51	JUNIPERO AVE	8TH AVE	3
Carbon monoxide detector activation, no CO	10/21/2023 3:42 AM	231021-MNT08088	0:03:39	9TH AVE	LINCOLN ST	3
12			0:03:46			

Over 5 Minute Response Times Cause of Delay: Code 3 Responses

231027-MNT08264 Did not push the on scene button

Code 2 Calls	12
Code 3 Calls	58

Total # of Incidents	70
% Under 5 Minute Response Time	98%



CARMEL-BY-THE-SEA
OCTOBER 2023
Response Summary Report by Incident Type

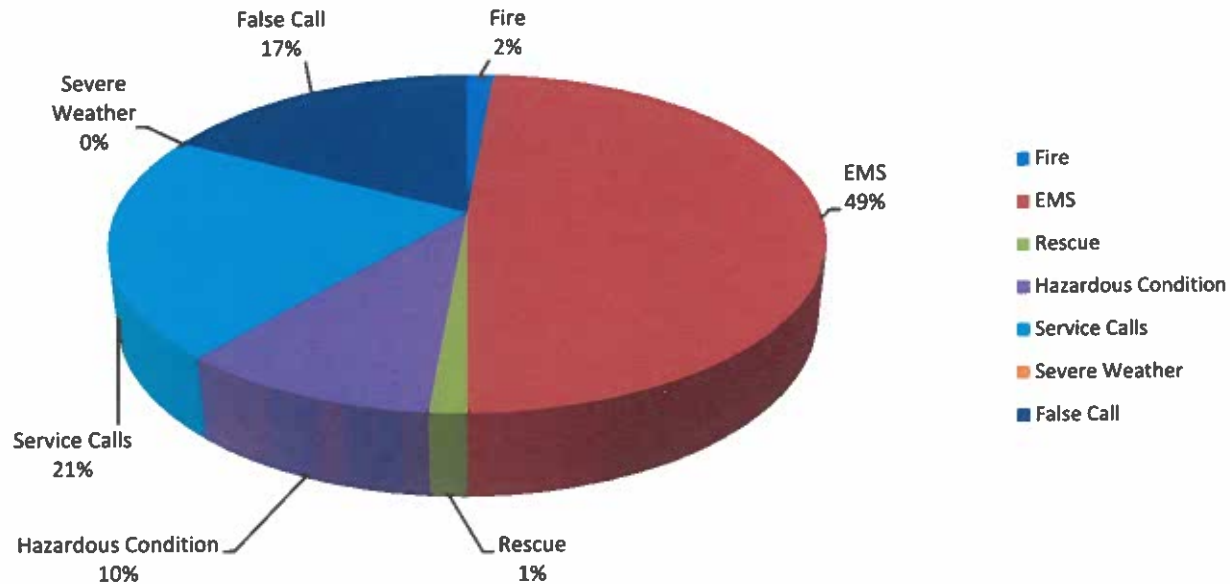


<u>Type of Call</u>	<u>Number</u>	<u>Average Response Time</u>
Fire	1	2:41
EMS	34	2:43
Rescue	1	2:28
Hazardous Condition	7	4:27
Service Calls	15	4:04
Severe Weather	0	0:00
False Call	12	3:46

Total Responses

70

2:52



Total Code 3 Calls:

58

Response Times for Code 3

Calls ≤ 5 minutes:

98%



CITY OF CARMEL-BY-THE-SEA Monthly Report

Community Planning and Building Department

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Leah Young, Administrative Coordinator
SUBMITTED ON:	December 5, 2023
APPROVED BY:	Brandon Swanson, Director of Community Planning and Building

OCTOBER 2023 – DEPARTMENT ACTIVITY REPORT

I. PLANNING PERMIT APPLICATIONS:

In October 2023, **39** planning permit applications were received.

II. BUSINESS LICENSE APPLICATIONS:

In October 2023, **9** business license applications were received.

III. BUILDING PERMIT APPLICATIONS:

In October 2023, **49** building permit applications were received.

IV. CODE COMPLIANCE CASES:

In October 2023, **5** new code compliance cases were created.

V. ENCROACHMENT PERMIT APPLICATIONS:

In October 2023, **23** encroachment permit applications were received.

VI. TREE PERMIT APPLICATIONS:

In October 2023, **32** tree permit applications were received.

Table 1 includes the following October 2023 totals:

- Planning Permit Applications
- Business License Applications
- Building Permit Applications
- Code Compliance Cases
- Encroachment Permit Applications
- Tree Permit Applications

October 2023 totals are provided alongside October 2022 totals for comparison. Compared to the same time period in the year 2022, Table 1 denotes percentage changes in the year 2023.

Table 1
Permit Application Totals and YTD Percentage Changes

	PLANNING	BUSINESS LICENSES	BUILDING	CODE COMPLIANCE	ENCROACH- MENTS	TREE REMOVAL & PRUNING
2022 YTD Totals	325	52	424	224	235	152
2023 YTD Totals	340	66	516	182	240	341
YTD % Difference	+ 4.62%	+ 26.92%	+ 21.70%	- 18.75%	+ 2.13%	+ 124.34%



Planning Permit Report

10/01/2023 - 10/31/2023

Permit #	Permit Type	Project Description	Address/Location	Date Received	Date Approved	Status
23339	Use Permit	AMENDED USE PERMIT: to allow permanent outdoor dining at L'Escargo. To include up to 24 seats at up to 8 tables in the private courtyard located at the front of the restaurant. There is no interference with the public right of way, and no easement issues as the courtyard is located within the restaurant's property. An increase of total occupancy on the property to 68 for the additional outdoor seats only. No increase to indoor seating is being sought and would remain at the current use permit of 48 persons.	Mission 2 SW of 4th	11/1/2023		Pending Assignment
23338	Reasonable Accommodation	Reasonable Accommodation to build a wood ramp to provide accessibility for the owner. Proposed wood ramp would be built on existing coverage approx 41' long with 52sf of new coverage over soil.	Carpenter 4 NW of 6th	10/31/2023		Pending Assignment
23337	Design Study	PSA 23-193 (Kim). Demolition of existing single family residence. Construction of new street level single family residence with "bonus" basement. Removal of 2 not significant trees. Connection of existing utilities to be placed underground. Landscaping to be all natural. Fencing along perimeters to remain; new fencing along front property line.	Casanova 2 NW of 9th	10/31/2023		Pending Assignment
23336	Historic Evaluation	HISTORIC EVALUATION. Proposed project: Convert existing basement into an ADU. (Met with Evan.)	7th & Camino Real	10/26/2023		In Review
23335	Historic Evaluation	HISTORIC EVALUATION - PHASE 1 INTENSIVE	Casanova 2 NE of 13th	10/26/2023		In Review

23334	Historic Evaluation	HISTORIC EVALUATION. Proposed project - DS 23-123: Replacement of an (e) deck with the addition of a garden wall around the perimeter of the deck.	3rd 2 NW of Santa Fe	10/27/2023		In Review
23333	Design Study	Re-landscape garden. Replace old concrete patio, rear walkway, front entrance with pavers. Add Artificial turf around new fire pit. Install low front fence and two gates. New planting and drip irrigation.	5 SW of Ocean Ave on Forest Ave			In Review
23332	Landscape Plan Check/Inspection	New landscape plan for single family residence.	San Antonio 3 SW of Santa Lucia	10/27/2023		In Review
23331	Use Permit	workspece, office, showroom and retail space for custom manufactured items	San Carlos 3 NW of 7th	10/26/2023		Pending Assignment
23330	Design Review	Addition to an existing restroom to provide access compliance. Renovate interior walk to provide access to ground level tenant space	NW Corner of Mission St & 8th Ave	10/30/2023		In Review
23329	Design Review	New roof access staircase at existing two story building. Scope of work includes waterproof decking with roof pedestal supports and new railings and parapet cap.	San Carlos 2 NW of 8th Avenue	10/23/2023		In Review
23328	Design Study	REMODEL & ADDITION TO AN (E) 1,320 SF SINGLE FAMILY HOUSE. ADD 78 SF TO (E) MAIN FLOOR OF HOUSE. ADD 63 SF TO (E) LOWER LEVEL STORAGE ROOM & CHANGE TO NEW HOME OFFICE. CONSTRUCT NEW DETACHED 200 SF ONE CAR GARAGE. CONSTRUCT NEW 394 SF A.D.U., ATTACHED TO REAR OF (E) HOUSE. INSTALL NEW BOARD & BATTEN WOOD SIDING, STONE SIDING, NEW ALUMINUM CLAD WINDOWS & DOORS, NEW ASPHALT SHINGLE ROOF. REPLACE (E) WOOD DECK WITH NEW. INSTALL NEW GRAPE STAKE & VERTICAL WOOD FENCING, NEW FLAGSTONE WALKWAY & PATIOS, NEW LANDSCAPING.	San Carlos 2 NE of 2nd Ave.	10/26/2023		In Review

23327	Design Study	Remodel of Existing Residence including addition of two, true-divided light wood windows (to Match existing) in the Kitchen at the West Elevation. No other exterior changes and No change to floor area or site coverage	SW Corner of Camino Real and 2nd Avenue	10/25/2023		In Review
23326	Design Study	new landscape	0 mission 2 nw of santa lucia avenue			In Review
23325	Sign	NEW SIGN: Changing name of store to "Host House," formerly known as "Social Hour." Metal frame and wood insert.	6th Avenue between Dolores & San Carlos	10/23/2023		In Review
23324	Sign	Install new 'Extra Mile' & 'Mile One' plastic faces in the existing monument sign. Install (1) new 'Extra Mile' non-illuminated wall sign above c-store entrance.	3645 Rio Road			Closed
23323	Design Study	417 SQ. FT. REMODEL OF EXISTING KITCHEN, GUEST BATH AND PRIMARY BATH. DEMOLITION: RELOCATE WALL BETWEEN EXISTING PRIMARY BEDROOM AND GUEST BATH, REMOVING EXISTING UPPERS & LOWER CASEWORK, COUNTERS AND FLOORING TO ALLOW FOR NEW WORK. NEW WORK: BUILT-IN UPPER & LOWER CABINETRY, NEW FLOORING, COUNTERTOPS, SOME APPLIANCES AND RELATED APPURTENANCES. REPLACING INDICATED EXISTING WINDOWS WITH NEW SAME SIZE WINDOWS.	SANTA FE 4 SE OCEAN AVE	10/20/2023		In Review
23322	Design Study	Replacement of historic cabin windows, new front door, new porch light fixture. Expand rear deck and second floor balcony.	Santa Rita 3 NE of 3rd	10/23/2023		In Review
23321	Sign	NEW SIGN: Install flush-mounted "Foray" sign on the wall to the right of Foray's second entrance on 5th Avenue. Exact same sign design and material as existing sign on San Carlos Avenue: 24" x 18", black background with white lettering; wood material.	NE Corner of San Carlos and 5th	10/20/2023		In Review

23320	Sign	NEW SIGN: Install (1) set of ½ " painted dimensional letter set on exisiting wall.	Ocean Ave & Mission Street, Carmel Plaza, Suite 111	10/19/2023		In Review
23319	Design Study	REPLACE 9 WINDOWS WITH RETROFIT FIBREX. LIKE FOR LIKE	NORTHEAST CORNER OF 9TH AND LINCOLN			Pending Assignment
23318	Preliminary Site Assessment	Preliminary Site Assessment	13 Avenue 2 SE of Mission Street	10/19/2023		In Review
23317	Preliminary Site Assessment	PRELIMINARY SITE ASSESSMENT. Proposal to expand and slightly raise the height of the rebuilt 1998 front elevation. Repair or replace as needed existing deteriorated windows, in kind. Add and replace some windows on the former buggy shed to bring light and ventilation into the interior. Replace and pair of windows on the West side of the Great Room with French doors for access to an outdoor garden patio. Reconstruct East bedroom into a gable more consistent with the original architectural style. Minor reconfiguration of existing exterior walkways, addition of new site wall and gas outdoor fireplace at new entry patio. Reconfiguration of existing kitchen and two bathrooms within existing building envelope. The property is on the City's Historic Resource Inventory and known as the Violet Campbell House.	13th Avenue 2 SE of Lincoln	10/17/2023		In Review
23316	Preliminary Site Assessment	Preliminary Site Assessment	Santa Fe Street 3 NE of 5th Avenue	10/17/2023		In Review
23315	Design Study	Previously approved Design Study DS 22-233 (Latham): full remodel of existing house. The plan revisions to this project are minor and qualify for a Track 1 - Minor review.	Lobos Street 2 northwest of 2nd Street	10/17/2023		In Review
23314	Landscape Plan Check/Inspection	Install fresh plants, irrigation, wood chips, gravel patio (permeable), and Flagstone, 2-3 steps in front by the street (impermeable).	9th Street 2 NE of Lincoln Street	10/16/2023		In Review

23313	Design Study	PROPOSED LANDSCAPE PLAN, DRIVEWAY GATE, AND PEDESTRIAN GATE. Information received on LD 23-312 added to this project.	LINCOLN 5 SW of 10th	10/13/2023		In Review
23312	Landscape Plan Check/Inspection	PROJECT CLOSED AFTER FEES COLLECTED. \$690 CREDIT APPLIED TO DS 23-313.	LINCOLN 5 SW of 10th	10/13/2023		Closed
23311	Sign	NEW SIGN: Pawsh Portraits	West Side of San Carlos between Ocean & 7th Avenues	10/12/2023		In Review
23310	Temporary Use Permit	New Year's Eve Event: Links Club will be hosting a special event, beginning on 12/31/23 at 8 p.m. and ending at 1 a.m. on 01/01/24. This will be an adults only event. Food & beverages provided by Links Club. The band, Scarlet, will be playing from 9 p.m. until 12:30 a.m. in the Links Club Lounge. Amplified music equipment is consistent with what is used on a weekly basis with no past issues or complaints. No outdoor seating for this event.	Carmel Plaza, Ocean Ave & Mission St., Suite 101	10/19/2023		In Review
23309	Historic Evaluation	Remodel of existing single family residence. Remodel kitchen, entry, 2 baths and bedroom/closet area. Remodel entry stairs. Replace driveway. New roofing and siding. Add 3 skylights.	Lincoln 5 NE of 3rd	10/9/2023	10/31/2023	Approved
23308	Historic Evaluation	Initial Historic Evaluation	Lincoln St, 7 SW 13th St	10/6/2023		Approved
23307	Design Review	Interior buildout of an existing space to create a Jenni Kayne fashion store.	Carmel Plaza Suite 225B	10/6/2023		In Review
23306	Street Vending	RENEWAL: Devendorf Sidewalk Vending Permit	Devendorf Park Sidewalk	10/3/2023		In Review

23305	Design Review	SIGN: One (1) sign for "Fourtane" at new location. It will be the same measurements and color, as previously approved sign located at Ocean & Lincoln location; see attached image.	Ocean 3 NW of Dolores		10/3/2023	
23304	Sign	Installation of a new business sign for "Glacier Boutique."	North Side of Ocean Avenue between Monte Verde & Lincoln	10/2/2023		In Review
23303	Design Study	Interior tenant Improvement to make suitable space for LA Golf Lounge.	Mission Street 3 NW of 6th Avenue	10/3/2023		In Review
23302	Design Study	Reducing site coverage to allow for small wood patio.	Lobos Street 4 NE of 2nd Ave.	10/3/2023		In Review
23301	Design Study	Replacement of two non-historic exterior doors with new Arcadia aluminum doors within the same openings at the 'Mrs. B.C. Bowman House' which is listed on the Carmel Historic Inventory and located at the southwest corner of 10th Avenue and Carmelo Street in the Single-Family Residential (R-1) District as depicted in the plans prepared by Ciel Studios dated October 4, 2023, stamped approved on October 23, 2023 and on file in the Community Planning & Building Department	0 SW CORNER CARMELO & TENTH	10/3/2023	10/23/2023	In Review

Total Records: 39

11/2/2023



Business License Report

10/01/2023 - 10/31/2023

Entity #	Application Type	Business Name	Business Description	Location	Date Received	Date Approved	Status
23065	New Business	Chalone Vineyard	Wine tasting room	Ocean Avenue & Mission Street	10/24/2023		In Review
23064	Ownership Change	Esperanza Carmel Commercial, LLC - Bingham Building	Commercial & Residential Property	Dolores 3 NE of 7th	10/10/2023		In Review
23063	Ownership Change	Esperanza Carmel Commercial, LLC - Bingham Building	Commercial Property	San Carlos 2 SW of 5th	10/10/2023		In Review
23062	Ownership Change	Esperanza Carmel Commercial, LLC - Bingham Building	Commercial & Residential Property	Dolores 3 NE of 7th	10/10/2023		In Review
23061	Ownership Change	Esperanza Carmel Commercial, LLC - JB Pastor Building	Commercial & Residential Property	Dolores 2 SE of 7th	10/10/2023		In Review
23060	New Business	Jade Allen	Selling clothing and accessories	San Carlos Street between Ocean & 7th Avenues	10/12/2023		In Review
23059	Business Name Change	Host House	Retail store: home furnishings, tabletop, decor	NW Corner of 6th & San Carlos	10/11/2023		Approved
23058	Location Change	Fourtane	Retail jeweler	Ocean Avenue 3 NW of Dolores Street	10/3/2023		Approved
23057	Location Change	Toro	Full service sushi restaurant	Dolores 5 SE of 5th	9/28/2023		In Review

Total Records: 9

11/2/2023



Building Permit Report

10/01/2023 - 10/31/2023

Permit #	Date Submitted	Date Approved	Project Description	Valuation	Permit Type	Property Location
230514	11/1/2023		Install new gas line from meter to fire pit.	2,500	Plumbing	Monte Verde 3 SW of Ocean
230513			Demolition of existing single family residence. Construction of new street level single family residence with "bonus" basement. Removal of 2 not significant trees. Connection of existing utilities to be placed underground. Landscaping to be all natural. Fencing along perimeters to remain; new fencing along front property line.	1,650,000	Building	Casanova 2NW 9th
230512	10/31/2023		Re-purpose (e) door and three (e) windows from residence to be installed on garage.	10,000	Building	NW Corner of Camino Real & 4th
230511	10/31/2023	10/31/2023	Repair damaged cinder block curbing which is in disrepair due to storm damage. Repair to previous condition to allow normal use of garage.	0	Exempt Work	Junipero 2 SW of 8th
230510	10/30/2023		Install electrical transfer switch.	1,000	Electrical	Monterey 2 NW of 2nd
230509	10/30/2023	11/1/2023	Paint exterior window mullions and exterior front door green match per sample provided to City 10/30/23.	0	Exempt Work	San Carlos 3 NW of 6th
230508	10/30/2023	10/30/2023	Repair of existing dry-stacked stone wall. Wall was in poor condition, repair wall with same rocks to ensure structural support.	0	Exempt Work	Camino Real 7 NE of Ocean
230507	10/30/2023		Detached ADU (ADA Compliant)	120,000	Building	Monte Verde 2 SE of 8th
230506	10/27/2023	10/31/2023	Overlay new Malarkey 30 year roof over existing roof. New roof to be Weathered Wood in color.	25,159	Roofing	SE Corner of Ocean & San Carlos

230505	10/30/2023		Install new gas pipe for fire pit.	1,200	Plumbing	Forest 5 SW of Ocean
230504	10/27/2023		Installation of new power and disconnect for new heat pump installation.	1,800	Electrical	Junipero 4 SW of Alta
230503	10/26/2023		Installation of New Generator, Grill, Firepit, & Outdoor Shower	30,000	Building	NE Corner of Casanova & 12th
230502	10/25/2023	10/25/2023	Tear off old roof and install new Presidential Composition Shake roofing in color Charcoal Black.	49,000	Roofing	SE Corner of Casanova & 7th
230501	10/25/2023	10/25/2023	Removal of flooring and replace with new laminate. Paint interior walls.	0	Exempt Work	Ocean 2 NE of Monte Verde
230500	10/25/2023	10/25/2023	Remove and replace existing single pane glass and install new energy efficient dual pane glass. Condition: If work expands to replacement of window framing a building permit will be required to be obtained.	0	Exempt Work	SE Corner of Torres & 9th
230499	10/25/2023		Partial re-roof Flat area 3sq and 1sq pitch roof area	9,000	Roofing	Santa Fe 3 SE of 1st
230498	10/25/2023		CONSTRUCT NEW ATTACHED 357 SQFT ADU W/ FINISHES, DOOR + WINDOW TO MATCH EXISTING RESIDENCE. USE APPROVED MPWMD WATER CONVERSION FROM (E) RESIDENCE TO MAKE NEW KITCHEN + BATHROOM IN ADU. ADDITION NOT VISIBLE FROM ROW.	157,000	Building	Santa Fe 2 SW of Ocean
230497	10/24/2023		Installation of new roof-mounted PV system (6.072 kW AC).	20,333	Electrical	4 Sand & Sea
230496	9/26/2023		Remodel detached garage - replace existing windows and door with new, relocate laundry from garage to house.	0	Building	Santa Fe 3 SE of Ocean
230495	10/24/2023		Installation of a new 24.00kW Roof Mounted Solar PV System.	66,000	Electrical	NE Corner Junipero & 5th

230494	10/23/2023		Deferred maintenance work, reinstall cap & pan clay tile roof, replace (E) Windows & exterior doors; Patch & repair rotted areas; Interior remodel of kitchen & bathroom; Add gable end roof over (E) Garage; New chimney cap; Repair (E) Walkways & (E) Patio; Add gas fire pit & BBQ area to (E) Patio; No changes to (E) F.A.R. & (E) Coverage.	250,000	Building	Mission 3 NE of 8th
230493	10/23/2023	10/27/2023	Roof-mounted solar PV system (1.640 kW)	9,437	Electrical	SW Corner Guadalupe and 4th
230492	10/31/2023		Replace driveway, renovate and add new patios and walkways. Replace retaining walls as necessary; add planting, irrigation, and low-voltage lighting.	150,000	Building	NW Corner of Camino Real & 4th
230491	10/23/2023		Installation of one new Tesla Powerwall 5 kW, New 200A Gateway.	20,335	Electrical	NE Corner of Lincoln & Santa Lucia
230490	10/20/2023		Install a new gas line and a new drainage system.	1,800	Plumbing	Forest 5 SW of Ocean
230489	10/19/2023		INSTALLATION OF A 26KW KHOLER ALL HOME GENERATOR WITH A 200AMP TRANSFER SWITCH.	18,000	Electrical	Torres 2 NW of 10th
230488	10/19/2023	10/19/2023	Remove and replace 9 duct runs and 1 return for the heating system,.	9,953	Mechanical	NW Corner of Guadalupe & 1st
230487	10/19/2023		Installation of new mini split system.	12,434	Mechanical	NE Corner of Santa Rita & 2nd
230486	10/19/2023		Removal of existing sprint telecom equipment. No new installations.	12,500	Demolition	NE Corner of San Carlos & 10th
230485	10/19/2023	10/19/2023	Remove existing gray fiberglass shingles and replace with new CertainTeed Landmark TL in color Platinum.	20,000	Roofing	Guadalupe 2 NE of 5th
230484	10/19/2023		Installation of new roof mounted 7.2 kw PV system.	48,000	Electrical	Lobos 2 NW of 2nd

230483	10/17/2023	10/17/2023	Prep and repair windows, flower beds, and shutters from storm damage wear and tear. Prime and paint exterior of house to match current trim colors. Treat and repair metal handrails that are rusting.	0	Exempt Work	SE Corner of San Antonio & 4th
230482	10/16/2023	10/16/2023	Bathroom remodel, remove and replace shower, toilet and vanity in existing locations. Remove and replace flooring in living/dining area with new laminate flooring.	10,000	Building	NW Corner of San Carlos & 8th
230481	10/13/2023	10/20/2023	Reroof of the residence. Replace existing asphalt shingles with class A cap & pan with Spanish clay tile roof.	30,000	Roofing	Mission 3 NE of 8th
230480	10/13/2023		New roofmount PV 13 mods, 5.395 kW, New 125A combiner box, 2 New Tesla Powerwalls 10 kW, New 200A Gateway, MPU to 200A, New SPAN panel	83,520	Building	Lincoln 3 SW of 3rd
230479	10/12/2023	10/30/2023	Replace (2) RTU's in kind	40,000	Mechanical	Carmel Plaza, Ocean Ave and Mission St.
230478	10/11/2023		Interior and exterior remodel to include full electrical rewiring of the property, addition of a tankless water heater, addition of a deck on the south side of the property, replacement of all windows, remove one window to install a french door, upgrade kitchen and bathroom.	45,000	Building	SW Corner of Mountain View & 8th
230477	10/9/2023		Whole house remodel.	640,000	Building	Camino Real 4 SE of Ocean
230476	10/9/2023	10/9/2023	Tear off cap sheet roof and install new three layer torch down system with a granulated white textured finish.	5,985	Roofing	SE Corner of San Carlos & 11th
230475	10/9/2023		Remodel existing bathroom and existing half bath. Convert into single bathroom.	12,000	Building	26225 Ladera Drive
230474	10/6/2023		Formalize ADU	0	Building	Lincoln 5 NW of Santa Lucia

230473	10/6/2023	10/10/2023	Installation of a 50 amp NEMA 14-50 receptacle for EV charger Installation of a 20 am convenience receptacle in garage.	1,200	Electrical	Carmelo 3 SE of 2nd
230472	10/5/2023	10/31/2023	Voluntary foundation upgrade: no change in footprint, no remodeling, 13 vertical cracks, add six footings, install 4 subarea fans, handle spalling on foundation	27,564	Building	SW Corner of Perry Newberry & 5th
230471	10/4/2023	10/5/2023	Repaint exterior of building, side and trim, to match existing colors using formula matching and custom paint.	0	Exempt Work	NE Corner of Ocean & San Carlos
230470	10/4/2023		Remodel two bathrooms, update electrical, relocate washer/dryer, and update two exterior doors.	48,000	Building	SW Corner of Carmelo & 10th
230469	10/3/2023		Interior tenant improvement to make suitable space for LA Golf Lounge.	45,000	Building	Mission 3 NW of 6th
230468	10/3/2023	10/3/2023	Replace approximately 45'-50' of gas line with 3/4" CSST.	1,500	Plumbing	25987 Mission Road
230467	10/2/2023	10/30/2023	New fence along property line at the south side of the lot. Repair three french posts along north side of the lot.	0	Exempt Work	Camino Real 4 NE of 9th
230466	10/2/2023	10/2/2023	Remove and replace electrical panel. Upgrade 100 amp to 200 amp panel.	3,465	Electrical	SE Corner of San Antonio & 12th

Total Records: 49

11/2/2023



Code Compliance Report

10/01/2023 - 10/31/2023

Case #	Case Date	Status	Location	Problem Description	Date Received	Date Closed
23183	10/31/2023	Open	Se Corner of Camino Real & 9th	Bathroom remodel without proper permit. Discovered by inspector during roofing inspection.	10/31/2023	
23182	10/26/2023	Open	Mission 3 SW of 13th	Construction Site Maintenance	10/26/2023	
23176	10/20/2023	Open		over pruning of city trees. pruning city trees without a permit.	10/9/2023	
23175	10/17/2023	Open	25987 Mission	No fine or penalty is warranted, inspector noticed following conditions while conducting an inspection for a gas pipe replacement under permit 23-468. Hazardous water heater installation requires vent through roof & electrical to the water heater is exposed Romex and not properly connected to the water heater, detached unit electrical panel is missing the cover, and it appears remodel work has occurred without proper permits.	10/17/2023	
23174	10/11/2023	Open	Forest 4 NW of 7th	Installation of a perimeter drainage system, installation of gas piping, prep work for a paver patio all work would require proper permits and authorization. Also no erosion/sediment controls.	10/11/2023	

Total Records: 5

11/2/2023



Encroachment Permit Report

10/01/2023 - 10/31/2023

Permit #	Permit Type	Date Submitted	Project Description	Property Location	Date Issued	Status
230239	Temp Ench	10/31/2023	PG&E to trench and backfill a 4'x4' bellhole and a 31' trench in franchise. PG&E to install new gas service. PM# 35454318.	Dolores 3 NW of 13th	10/31/2023	Issued
230238	Driveway	10/31/2023	Replace existing asphalt/brick driveway with brick/paver surface.	Junipero 2 SW of 8th		In Review
230237	Temp Ench	10/30/2023	Installation of a temporary fence to edge of street with privacy screen.	Camino Real 3 SW of 13th		In Review
230236	Temp Ench	10/26/2023	Trench from gas main to gas meter location. Excavate a 5'x5' bellhole over main with 18" clearance under main. Trench from e-pole to e-meter location.	Carmelo 4 NW of Ocean		In Review
230235	Temp Ench	10/26/2023	Sewer lateral replacement.	Carmelo 2 NW of 9th	10/31/2023	Issued
230234	Temp Ench	10/23/2023	Replace sewer lateral using pipe bursting.	San Carlos 3 SW of Vista	10/23/2023	Issued
230233	Temp Ench	10/20/2023	Trench in street to have PG&E install a gas line.	Casanova 4 NE of 10th	10/20/2023	Issued
230232	Temp Ench	10/19/2023	Dig 3'x3' bell hole and repair section of sewer lateral.	SW Corner of San Antonio & 2nd	10/20/2023	Issued
230231	Temp Ench	10/18/2023	Applicant to trench, backfill, and install electric substructures. PG&E to trench and backfill for box replacements. PG&E to replace poles, transformers, secondary & service. Tree trimming and road closure required. PM# 35457296	SE Corner of San Carlos & 1st	10/20/2023	Issued
230230	Temp Ench	10/16/2023	PG&E to replace pole and install overhead transformer. PM# 35320063.	Santa Rita 2 SW of 5th	10/17/2023	Issued

230229	Temp Ench	10/16/2023	Applicant to trench, backfill & install electric substructures. PG&E to install overhead transformer, underground service cable, and anchor. PM# 35403071.	Mission 3 SW of 13th		In Review
230228	Temp Ench	10/12/2023	Cut 5'x5' bellhole in the street to pull new 4" sdr sewer lateral, approximately 80'.	SW Corner of Camino Real & Ocean	10/16/2023	Issued
230227	Temp Ench	10/11/2023	Encroachment of a dumpster in front of the property.	Santa Rita 2 NW of 4th	10/18/2023	Issued
230226	Temp Ench	10/9/2023	Install 8'x10' asphalt patch for CalAm Job # 0919. Contact: Coastal Paving & Excavating (831) 262-1425	Casanova 4 NE of 10th	10/10/2023	Issued
230225	Temp Ench	10/9/2023	Water main replacement with new 8" line and water services, meters, meter boxes with some new fire hydrants and replacement fire hydrants on Dolores from 8th to Santa Lucia.	Dolores from 8th to Santa Lucia		In Review
230224	Driveway	10/9/2023	Replacement in driveway in conjunction with DS 23-213	Lincoln 5 NE of 3rd		In Review
230223	Perm Ench	10/9/2023	Effort to legalize previously constructed encroachments in the right of way which include brick steps at the front landing, ceramic pots on either side of the landing, adobe block edging along the east property line, a gravel parking pad running parallel to Casanova St, and a brick landing with steps down to a gate at the east property line.	SW Corner of Casanova & 11th		In Review
230222	Temp Ench	10/6/2023	PG&E to install new TX, secondary breakers, and new riser (Location 1), install tpx in conduit (location 2), install multi taps, enclosure & reroute existing tpx and conduit to new enclosure (location 3), install tpx in applicant installed conduit (location 4). PM# 35335669. Contact: PG&E (408) 478-1894	San Antonio 5 SE of 8th	10/9/2023	Issued

230221	Driveway	10/4/2023	Replace (e) asphalt driveway with new semi-permeable Calstone paver driveway. Construct new 3'D asphalt apron along street edge. No changes to driveway size or site coverage.	Lincoln 2 NW of 13th		In Review
230220	Temp Ench	10/4/2023	Painting exterior of building, keeping sidewalk open for pedestrian traffic while painters are on ladders. Contact: All Star Painting (831) 277-7497	NE Corner of Ocean & San Carlos	10/6/2023	Issued
230219	Temp Ench	10/4/2023	Replace sewer lateral connection into City main. CONDITIONS: T-Cuts on all sides, 6" of class two base rock, 95% RC, match existing thickness of AC, no less than 3", tack seal edges after rolling. No reserved parking will be allowed on the South side of Ocean and East side of Mission around Carmel Plaza. No work on Thursdays, Farmers Market. Contact: A Ramirez Heating & Plumbing (831) 809-4707	SW Corner of Ocean & Mission	10/9/2023	Issued
230218	Temp Ench	10/4/2023	Replace sewer lateral using pipe bursting. Contact: Rooter King (831) 394-5315	Carmelo 5 SE of 2nd	10/6/2023	Issued
230217	Temp Ench	10/3/2023	Applicant to trench, backfill & install electric substructures. PG&E to add and extend primary, add transformer to existing system, top & abandon joint pole & remove existing overhead service. PM# 35463802. Contact: PG&E (408) 478-1894	NE Corner of Casanova & 9th		In Review

Total Records: 23

11/2/2023



Tree Permit Report

10/01/2023 - 10/31/2023

Permit #	Permit Date	Permit Type	Location of Property	Description	Status	Approved Date
23310	10/3/2023	Tree	SE Casanova & 7th Ave, Carmel by the Sea, CA 93921	CITY TREE - PRUNING: Two (2) Pine trees.	In Review	
23311	10/3/2023	Tree	SW Corner of Monte Verde & 11th	CITY TREE - REMOVE: One (1) large, tall Pine Tree.	Approved	10/18/2023
23312	10/3/2023	Tree		CITY TREE - REMOVE: One (1) large Pine tree.	In Review	
23313	10/5/2023	Tree	San Carlos 2 SW of 1st	REMOVE ROOTS: Pine roots; three (3) roots between 2 & 6" in diameter.	In Review	
23314	10/6/2023	Tree	Santa Fe 7 SW of 8th	REMOVE: One (1) Monterey Pine with a DBH of 42" with a lean. ADDED 10/26/2023: REMOVAL of 12" Pittosporum tree growing against the telephone in the front yard. (See email from Liam Hudson citing Justin's verbal approval to Andrew.)	Approved	10/16/2023
23315	10/6/2023	Tree	Mission St. 3 NW of 4th Ave	CITY TREE - ROOT REMOVAL: Hazardous Tree Roots	Denied	
23316	10/9/2023	Tree Evaluation	Guadalupe 3 NW of 3rd	EVALUATION ONLY: Two (2) Monterey Pine trees on private property. Evaluate age and durability.	In Review	
23317	10/10/2023	Tree	25965 Junipero St Carmel, CA 93923	New construction of ADU. REMOVE: One (1), 13" diameter 20' tall Yucca Gloriosa and one (1), 25" diameter 45' tall Blackwood Acacia (Acacia Melanoxylon).	Approved	10/18/2023
23318	10/11/2023	Tree	Camino Real 2 SW of 8th Ave, next to La playa	REMOVE: One (1) Oak Tree, ~12"; tree can be viewed from the La Playa Lower Parking Lot on Carmelo. Dead oak tree in backyard, Private Property.		
23319	10/12/2023	Tree	Monte Verde 3 SW of 4th	**APPLICATION WITHDRAWN 10/16/2023.**EVALUATION ONLY: One (1) Live Oak on private property	Closed	

23320	10/16/2023	Tree w/ Construction	MISSION STREET 2 NORTHWEST OF SANTA LUCIA AVENUE	Tree Pruning/Removal Permit. Prior to scheduling for Final Details Review, the applicant shall submit a Retroactive Tree Pruning Permit Application to be reviewed and approved by the Forestry Department or Forest and Beach Commission, as appropriate, for trees #15 & #22, and adhere to any conditions or recommendations regarding corrective action regarding the pruning. Additionally, the applicant may apply (on the same application) to remove said trees. Should the Tree removal permit be not approved, the applicant shall prepare a revised design that does not require the pruning or removal of the subject branches or further impacts to the trees.	In Review	
23321	10/16/2023	Tree	Sante Fe 2 SW of 2nd	REMOVAL: One (1), 24", Pinus radiata. Private Property. Diseased Pine Removal at Back of Property. ROOT REMOVAL: 1, 24", Pinus radiata. Private Property.	In Review	
23322	10/17/2023	Tree	Palou Avenue, across the street from APN 010231006000, on City easement.	Remove dead trees. CITY TREES Diameter at 4 ft 28" and 8" Please see attached pictures, etc CITY TO PROVIDE ANY NEEDED SITE MAPS Dead (or mostly dead) per Justin on 8/30/23 and posted by PG & E Contractor on 10/16/23.	Approved	10/18/2023
23323	10/17/2023	Tree	Torres 4 SW of 8th	REMOVE: One (1) dead tree; double-trunk Coast Live Oak, 12" DBH each stem. PRUNE: Two (2) limbs. One (1) 10" & one (1) 8" diameter from neighbor's tree in the back that is hanging over our yard.	In Review	
23324	10/18/2023	Tree	SE Corner of Carpenter & 5th Ave.	REMOVE CITY TREE ON PROPERTY LINE: One (1) 120'+ Pine tree. REMOVE CITY TREE: One (1) 40' Pine tree.	In Review	
23325	10/18/2023	Tree	Camino Real 2 NE of 4th Avenue	REMOVE: One (1) dead 30" Coast Live Oak and one (1) dead 17" Monterey Cypress on private property.	In Review	
23326	10/19/2023	Tree Evaluation	SE Corner of 10th & Lincoln	EVALUATION ONLY: One (1) Monterey Pine, 20". **NOTE**Owner would like to be present for the evaluation.	In Review	

23327	10/20/2023	Tree	NE Corner of Perry Newberry & 5th Avenue; "Paradise Park Track No. 3"	CITY TREES. REMOVAL: Tree #1 & Tree #2; both are Pine trees, and Tree #1 is over electrical line. PRUNING: Tree #1 is 85' tall with 15 branches over electrical line; Pine Tree #2 is 125' tall with 27 branches. ROOT REMOVAL: Tree #1 with 20" base; Tree #2 with 28" base.	In Review	
23328	10/20/2023	Tree	Median islands on Ocean Avenue between Junipero Street & Monte Verde Street	CITY PROPERTY. REMOVE: Three (3) Monterey Pines - One (1) 6", one (1) 15', and one (1) 85'. REMOVE: One (1) 1" Shore Pine.	Approved	10/20/2023
23329	10/23/2023	Tree	NE Corner of San Carlos & 5th	Removal of two dying Monterey Pine trees from the City ROW. Trees will be replaced as part of proposed median landscape plan.	Approved	10/25/2023
23330	10/24/2023	Tree	Torres & 5th	PRUNING/REMOVE DEADWOOD: All Oak trees on property.	In Review	
23331	10/25/2023	Tree	Mission St. 3NW of 4th Ave	Trip Hazard	Closed	
23332	10/25/2023	Tree	Mission Street 4 SW of 4th	REMOVAL - PRIVATE PROPERTY: Two (2) Tree of Heaven trees with 16" DBH and 22" DBH	In Review	
23333	10/26/2023	Tree	25962 RIDGEWOOD RD Carmel, CA 93921	REMOVE - PRIVATE PROPERTY: Dead Oak tree.		
23334	10/27/2023	Tree w/ Construction	Mission 5 NW of Santa Lucia	REMOVAL - PRIVATE PROPERTY: Tree #3 per the Tree Evaluation Worksheet and Marked Survey provided by the City.	In Review	
23335	10/27/2023	Tree Evaluation	Guadalupe 3 NE 6th	EVALUATION for possible Tree Pruning: Two limbs from top of 85-90 year old Monterey Pine on private property. One heavy limb already fell in storm. Two tree services noted the danger.		
23336	10/27/2023	Tree	San Carlos 4 NW of Third Avenue	REMOVAL - PRIVATE PROPERTY: One (1) Monterey Pine, 90' tall; 80+ years old.	Approved	11/1/2023
23337	10/27/2023	Tree				
23338	10/30/2023	Tree	Santa Fe 5 NW of 3rd (Yellow 2-story with white picket fence)	REMOVAL - PRIVATE PROPERTY: One (1) Oak tree.	In Review	

23339	10/30/2023	Tree Evaluation	Sterling Way 2 NE of Perry Newberry	EVALUATE: One (1) Pine tree (dangerous lean) and all other trees on the property.	In Review	
23340	10/31/2023	Tree Evaluation	NW corner Lincoln and Tenth Avenues	Seeking appointment with City Forester to evaluate trees for trimming on City right of way and homeowner's property prior to engaging professional tree trimming service.		
23341	10/31/2023	Tree	San Antonio 2 SE of 11th Ave.	PRUNING: Remove all dead limbs, raise canopies, remove deadwood, and thin	In Review	

Total Records: 32

11/2/2023

Police Records Request Log

Attachment 3

October 2023

Request Date & Received By	10-Day Due Date	Date Completed by PSO	Requestor	Info Requested	Status
10/9/2023 ap	10/19/2023	10/12/23 DA	Theresa Buccola	officer info. Etc.	
10/10/2023 AP	10/20/2023 AP	10/10/2023 AP	METROPOLTIAN REPORTING	CA2300389	COMPLETD
9/28/23 DA	10/8/2023	10/12/23 DA	Theresa Buccola	Officer ID info, Internal Affairs Date	completed
10/13/23 DA	10/24/2023	10/14 DA	Lexis Nexis	CA2300370	completed
10/13/23 DA	10/23/2023	10/14 DA	METROPOLTIAN REPORTING	CA2300408	completed
10/19/23 DA	10/29/2023	10/20/2023 DA	Lexis Nexis	CA2300438	completed
10/19/23 DA	10/29/2023	10/20/2023 DA	Lexis Nexis	Accident Report	No Record
10/23/2023AP	11/02/2023AP		Chris Cain Law	CA Public Rec Act Request	
10/27/23 DA	11/7/2023	10/27 DA	Kristine Tataryan	CG2300469	completed
10/27/23 DA	11/7/23 DA	10/27 DA	Katherine Rishwain	CGC2300303	completed
10/27/23 DA	11/7/2023	10/27 DA	Lexis Nexis	Accident Report	No Record

City Clerk PRA Log October 2023

Attachment 3

Request Number	Date Requested	10-day Response	Records Requested	Requestor Name	Date Completed	Notes
2023-103 (Next Request ID # 23-17)	10/5/2023	10/16/2023	Request a copy of your building permit records from July 1, 2023 to the present. Please include any fields that your permitting system tracks. This includes, but is not limited to: -Permit Number -Applied/Issued Dates -Work Address -Permit Type -Permit Status -Description of the work being done -Contractor and Architect Details -Job Valuations The preferred file type is .xls/.csv or searchable pdf.	Rolex Domengiano	10/6/2023	records sent
2023-104	10/5/2023	10/16/2023	"the ordinance that adopted the Building Code for APN 010137012000" (The 5th house on the eastern side of Lincoln between 4th and 5th., constructed in 1939)	Laura Sanders	10/6/2023	sent property files to requester
2023-105	10/6/2023	10/16/2023	current contract for General Liability Claims Administration including all outlined fees	Janet Dorr	10/10/2023	records sent
2023-106	10/10/2023	10/20/2023	List of businesses (names, phone, mailing address if possible) on Lincoln St between Ocean and 6th Ave. Please mail records.	Robert Stillman	10/10/2023	records mailed
2023-107	10/13/2023	10/23/2023	records regarding the property located at 24971 Carmel Hills Drive	Scott Allen	10/13/2023	parcel is in Monterey County. Notified requester.
2023-108 (Next Request ID # 23-18)	10/16/2023	10/26/2023	All of the approved Mills Act Contracts	Chris Mitchell	10/16/2023	records sent
2023-109 (Next Request ID # 23-19)	10/16/2023	10/26/2023	Report of building permits issued from Sept. 2022 through September 2023	Michelle Zepeda	10/16/2023	records sent
2023-110	10/19/2023	10/30/2023	all records related to the decision to award a new contract with Denise Duffy and Associates for the North Dunes Habitat Restoration Project, awarded in July 2023, including the RFP, the list of 16 companies involved in the RFP process, and the list of companies and the responsive proposals received from those companies responding to the RFP	Dale Byrne	11/6/2023	sent initial records found 10/31/2023. Sent email on 11/6 to Dale to let him know the remaining documents are not digital and to contact PW Dept. to make an appt. to inspect the records (9 SOQ's from 2022 received re: Environmental Services)
2023-111	10/20/2023	10/30/2023	property records and plans on APN's 010-142-016 or 010-142-017, and documents related to Permit 12-156, for work done in 2012-2014.	Garrett Burton, Esq.	10/23/2023	Instructions on how to view property files, plans, permits prior to 2015 online were sent to the requestor on 10/20/23.
2023-112	10/23/2023	11/2/2023	1) Any permits, applications, or other records for actions permitted under SB-9 (the HOME Act). These would be any ministerial lot splits or 2-unit developments in single-family zones since SB-9 went into effect. The time period I'm looking for is 1/1/2022 - today. 2) All Building permits for new housing development in Carmel-by-the-Sea since 1/1/2019. I'm only concerned with permits that include housing units, not permits that are strictly for business use. I'm not sure if this would include new ADUs. If not, I would also like information about all new ADUs since 1/1/2019.	Sam Marshall	10/31/2023	sent records
2023-113	10/26/2023	11/6/2023	Please include the following information on the list: Vacation rental address, permit, parcel #, bedroom count, homeowner name, phone, address, property management name, phone, address	Celine Anne Bonus, cypressvacationhomes.com	10/31/2023	sent list of active property management businesses in town



CITY OF CARMEL-BY-THE-SEA

Public Works Department

October 2023 Monthly Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	November 3, 2023
APPROVED BY:	Chip Rerig, City Administrator

City Council Special Meeting of October 2, 2023

- Adopted Resolution 2023-095, approving the reformation of the Climate Committee. The re-formed committee will consist of four, rather than the original eight members, and meet as needed, rather than monthly. The next meeting is scheduled for November 16th.
- Adopted Resolution 2023-096, approving a new stop sign for westbound First Avenue at the Lincoln Street intersection, and two new stop signs on Second Avenue at the intersection of Lincoln Street, all as recommended by the Traffic Safety Committee.

City Council Meeting of October 3, 2023

- Received a presentation by Wave Astound Broadband to introduce a new Fiber Optic Project and was requested to issue an Encroachment Permit with Special Conditions of Approval. Due to concerns of installing additional overhead utility lines and other public comments, Council deferred this item until December or when responses can be developed.

Forest and Beach Commission Meeting of October 12, 2023

- At Santa Fe Street, 3 southwest of Mountain View Avenue, approved the removal of nine coast live oak trees and one tea tree to accommodate development of a vacant lot, and required planting of two upper canopy trees, all at the Applicant's expense. All is contingent on approval of a design study and issuance of a building permit.
- Received a presentation from Fire Chief Gaudenz Panholzer regarding the Community Wildfire Prevention Plan which was developed in partnership with the cities of Monterey, Pacific Grove, and Carmel. Chief Panholzer also provided a list of Action Plan projects for Carmel which included vegetation management, infrastructure resilience, and public education.
- For the North Dunes Habitat Restoration Project, Environmental Programs Manager Mary Bilse gave a presentation summarizing the restoration improvements and habitat monitoring completed during Fiscal Years (FY) 2021/22 and 2022/23, and outlining work proposed for FY 2023/24.
- Ms. Bilse re-introduced proposed guidelines to remove human-generated trash from Carmel Beach in a consistent manner, and reviewed state laws associated with keeping all ecologically natural materials on the beach as required in a Marine Sanctuary and Area of Special Biological Significance. She also presented responds to Commissioner and public comments received at the September Commission meeting, as well as additional comments from Carmel Cares. She noted that these guidelines would form the basis for a new policy for City Council consideration at their December meeting. The Commission approved their recommendation to be forwarded to Council, and requested additional research into driftwood and continued coordination with regulatory agencies and Carmel Cares.
- Ms. Bilse re-introduced two design options for a new sign to be installed in the Del Mar parking lot as proposed by the California Marine Sanctuary Foundation and Marine Protected Area Collaborative.

The sign would indicate that the beach is located in a Marine Protected Area. The Commission decided to delay approval of a sign to a date uncertain.

- Presented the Forester's Report and Public Works Department Report for September 2023.

Administration

- For the Rule 20A Undergrounding Project, prepared the staff report and resolution for the November 7th Council meeting, and met with the City Attorney's office for guidance on the proposed Underground Utility District. The public hearing notice was published, and postcard notifications were sent out.
- Updated the Quarterly Project Assignment List which includes 45 different capital improvement projects, operating budget projects, and other key initiatives in progress by Public Works collectively valued at \$11.2M.
- A \$60k budget reallocation was approved for Forestry, allowing the current temporary administrator to continue through February 2024 and a second temporary to backfill for the Administrative Analyst during his upcoming FLMA leave.
- Recruitment began for temporary Maintenance Workers to reduce the backlog of infrastructure repairs.
- All Public Works staff are completing short safety courses in Lead Awareness Training and Hazardous Materials Training.
- Held the annual Public Works Pumpkin Carving Contest as a team building event.

Carmel Cares and Other Volunteer Groups

- Carmel Cares installed 25 new cigarette butt containers attached to the City's ribbon trash cans.
- Notice to proceed was issued to a roofing contractor to apply a weatherproofing coating to the back deck at the Fire Station. Carmel Cares will cover labor costs, and the City will pay for materials.
- The Rotary Club and Carmel Cares performed a detailed cleanup along Ocean Avenue in downtown.
- At the Forest Theater, Carmel High School Interact Club students supported Carmel Cares by cleaning up, planting, and watering the landscaping and painting the gate.
- "Median Minders" volunteers continued to improve medians across the Village.
- "Downtown Detail" volunteers improved the landscaping around the Park Branch Library.
- Met with the Garden Club to discuss their appreciated, ongoing commitment to maintaining various gardens at City facilities, and to review current and long-term plans for the North Dunes Habitat Restoration site.

Environmental Programs

- For the proposed Stormwater Ordinances, prepared the staff report and resolution, and the public notice was published for the Public Hearing and first reading at the November 7th Council meeting.
- The California Coastal Commission announced approval of the City's \$500,000 Local Coastal Programs Grant to fund Phase II of the Coastal Engineering Study.
- For the Coastal Engineering Study, Phase I, the Task 5 report, regarding a review of the City's existing Local Coastal Program and related policies, was revised to incorporate City review comments and is now substantially complete. Overall, Phase I is approximately 75% complete.
- Submitted the complex and technical Annual Stormwater Report to the California Water Quality Control Board.
- Received approval from the Monterey Bay Air Resources District for a \$10,000 grant toward purchasing an EV truck to replace a deteriorated, gas-fueled truck for Forestry.
- In preparation for winter storms, the City's hydrodynamic trash separator units were cleared out by the Carmel Area Wastewater District (CAWD) Vactor truck, and the units were inspected by staff.
- Attended Monterey County's Carmel Lagoon flood hazards meeting.

Facility Maintenance

- Cleve Waters and Leo Hernandez completed the ChargePoint University course allowing them to perform basic maintenance and expedite repairs on the City's EV charging stations.
- For the FY 2023/24 ADA Upgrades Project, installed 6 ADA-compliant mirrors in park restrooms.
- For the Sunset Center Fire Recirculation Pump Project, issued notice to proceed to a contractor, parts were ordered, and the fire permit is in progress.

- For the Carpenter Hall Heater Replacement CIP Project, an initial assessment was performed, and contractors were contacted for recommendations and informal quotes.
- A vendor replaced the failed dehumidifier for the Local History vault in the Park Brand Library.
- A contractor replaced the backflow assembly at the Del Mar restroom, and backflow and sprinkler system repairs were made at several other locations.
- A contractor patched the Fire Station roof to prevent leaks.
- Patched roof leaks on the CERT Conex box in the Sunset Center north parking lot.
- Assessed the Eleventh Avenue footbridge into the entrance of Mission Trail Nature Preserve, and determined that the entire wooden superstructure must be replaced. The steel support beams below the deck are in good condition and will remain.
- Installed Halloween decorations around Devendorf Park.

Project Management for the Capital Improvement Program

4 Leaf Projects:

- For the Police Building Renovation Project, Indigo Architects submitted the second, and much improved, existing Conditions Assessment Report and a Space Programming Report. Reports were reviewed by staff, and comments were returned and reviewed with Indigo. A meeting with the Ad Hoc Committee is being scheduled in November to discuss key findings, alternatives, and seek direction.

Ausonio, Inc. Projects:

- For the Sunset Center North Wing and Harrison Memorial Library Exterior/Interior Painting Project, completed and approved the contract documents for rebidding, advertised the project for bids, and notified painting contractors. Pre-bid meeting is on November 9th, and Bids are due on December 5th.
- For the Sunset Center Portico Design Project, accepted revised fee proposal from Ten Over Studio for conceptual portico designs. Amendment No. 2 to their Professional Services Agreement is scheduled for approval at the January 2024 Council meeting.
- For the Sunset Center Retaining Walls Repair Project and San Antonio Walkway Repair Project, Second to Fourth Avenues, dismissed both fee proposals submitted by Ten Over Studio. Ausonio is contacting structural engineers and contractors for alternative implementation strategies.
- As part of Ausonio's on-call project management services, assigned project for decommissioning the unused Park Branch Library dumbwaiter. Obtained background information, researched California Department of Industrial Relations requirements, and drafted informal bidding documents.

Wallace Group Projects:

- For the FY 23/24 City-wide Paving Project and the Coastal Infrastructure Repair Project, the staff report was prepared for the November 6th Council meeting to award Amendment No. 1 to Wallace Group, for a combined fee of \$241, 258. Wallace Group will design the paving project and oversee a third party consultant for the Coastal Infrastructure Repair scoping, cost estimating, and beach access stair repair designs.

Additional Capital Projects:

- For the Mission Trail Nature Preserve (MTNP) Well and Tank/Pump House Removal Project, Bowen Engineering removed the 10,000-gallon steel tank, stone pump house, and abandoned power pole. The remaining task, decommissioning the well, will be completed upon issuance of the County Environmental Health permit.
- For the FY 2021/22 Paving Project, the staff report was prepared for Council to award the base bid, plus 5% contingency, of \$1.14 million to Monterey Peninsula Engineering, at the November 6th meeting, upon the transfer of \$261,000 from the CIP Contingency Fund.
- Advanced Design Consultants submitted: a) draft technical reports regarding electrical load capacity, conditions, and corrections needed for Electrical Panels at City Hall, Fire Station, and Vista Lobos

facilities, b) 30% design plans for the Sunset Center Electrical Panel Upgrade Project, and c) 60% plans for the Vista Lobos Parking Lot EV Charging Station Project.

- Also, for the Vista Lobos EV Charging Station Project, the staff report was prepared for the Carmel-by-the-Sea Public Improvement Authority meeting on November 7th to approve an Easement Deed allowing PG&E to install electrical equipment at the southeastern corner of the parking lot.
- For the 4 Drainage Improvements Project, Neill Engineers submitted 30% design plans which are being reviewed by staff. Two of the four sites have potential environmental and/or right-of-way impacts that are currently being evaluated by staff.
- For Cal Am Water's Dolores Street pipeline replacement project, along Dolores Street between Santa Lucia to Eighth Avenues, final plans were reviewed, Special Conditions of Approval for the Encroachment Permit were completed, and preparation is underway for Cal Am to present their project at the December Council meeting.
- CAWD submitted preliminary plans for their sewer pipe bursting and manhole rehabilitations project along Santa Rita and Guadalupe Streets, from Ocean Avenue to the north City limits.

Street Maintenance

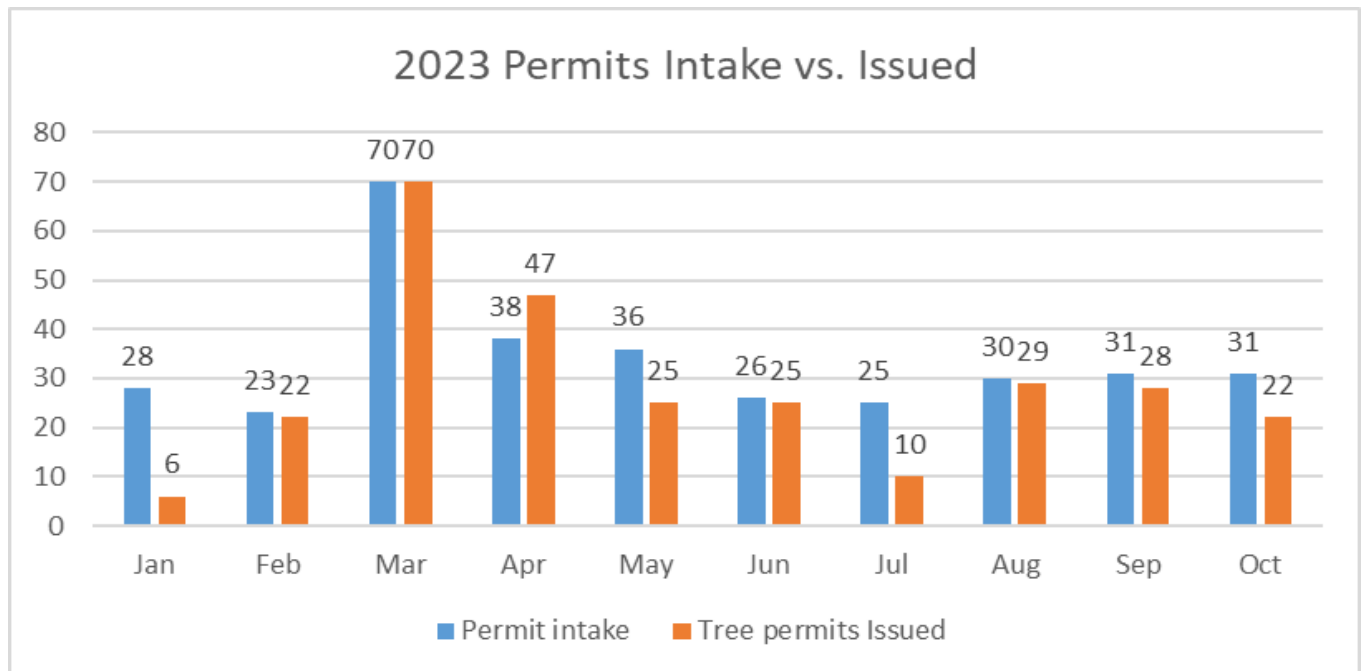
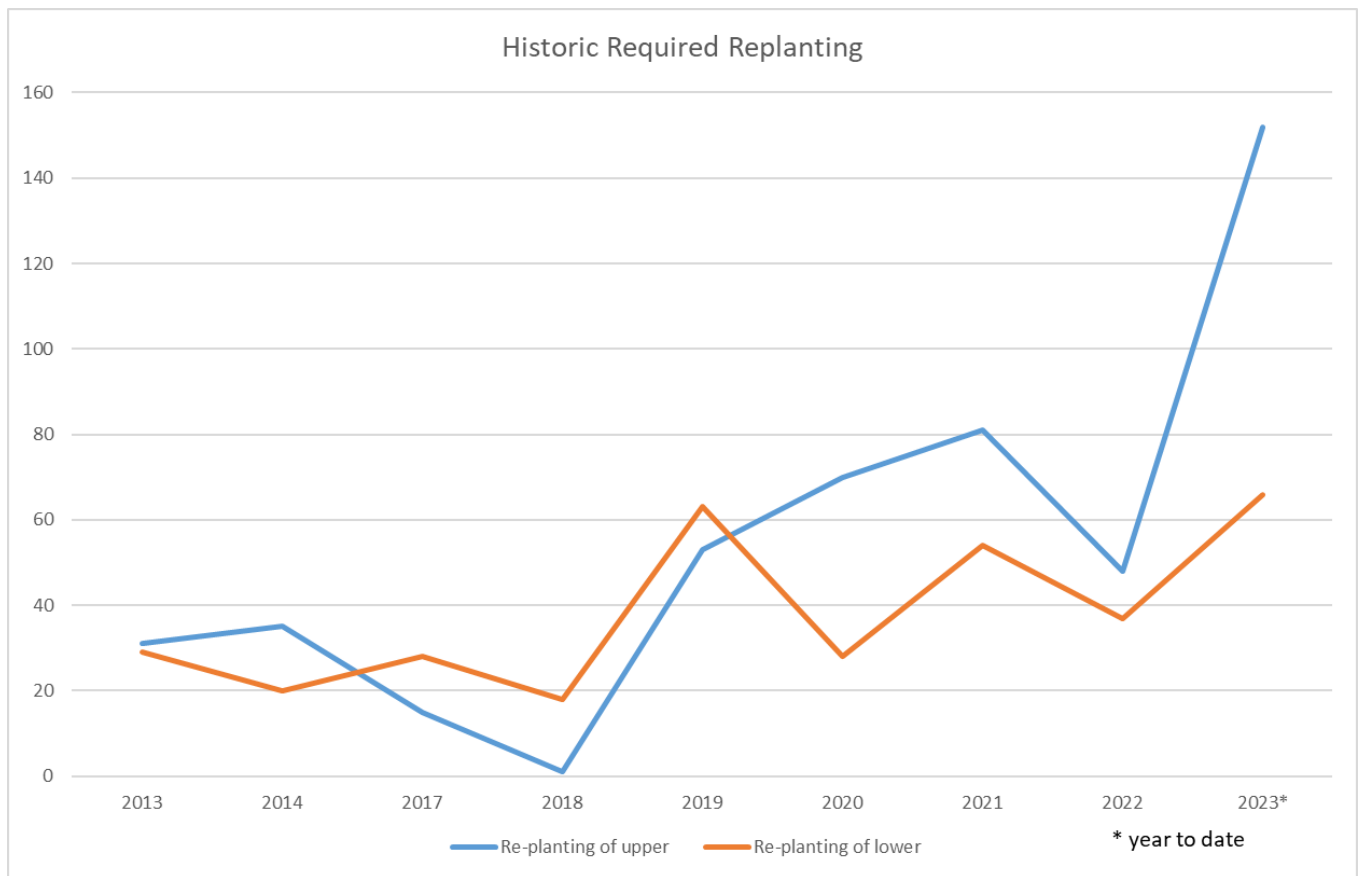
- Provided staffing, barricades, fencing, and clean up for the Pumpkin Roll event on October 28th, and supported traffic control for the October 31st Halloween Parade.
- Began the annual Storm Drain System Inspection Program to inspect every drainage channel, culvert, pipe, and catch basin. Began to clear out vegetation and debris along drainage channels.
- The storm drainage system along the shore was converted from the dry weather to wet weather configurations, to allow winter stormwater to flow out freely to the ocean.
- CAWD's Vactor truck cleared out detention ponds along Fourth Avenue.
- The public sandbag station was set up at the Vista Lobos parking lot.
- Installed drainage berms and made pavement repairs at four locations using 7 tons of hot mix asphalt.
- As approved by the Traffic Safety Committee, three new Stop signs were installed at uncontrolled intersections at Lincoln Street at First and Second Avenues.
- Closed the beach access stairs off the Scenic Pathway at Ninth Avenue due to unsafe exposed boulders at the foot of the stairs.
- Reconstructed a storm-damaged portion of fence along the Flander's Mansion driveway.
- Purchased an e-bicycle for use by Environmental and other Public Works office staff.
- An old patrol vehicle and former street sweeper were prepared for auction and posted for sale.
- Provided information to Finance to support the annual Measure X report to TAMC.
- Served on the selection panel for the City of Marina's Public Works Superintendent interviews.

Forestry, Parks, and Beach (Forester's Report)

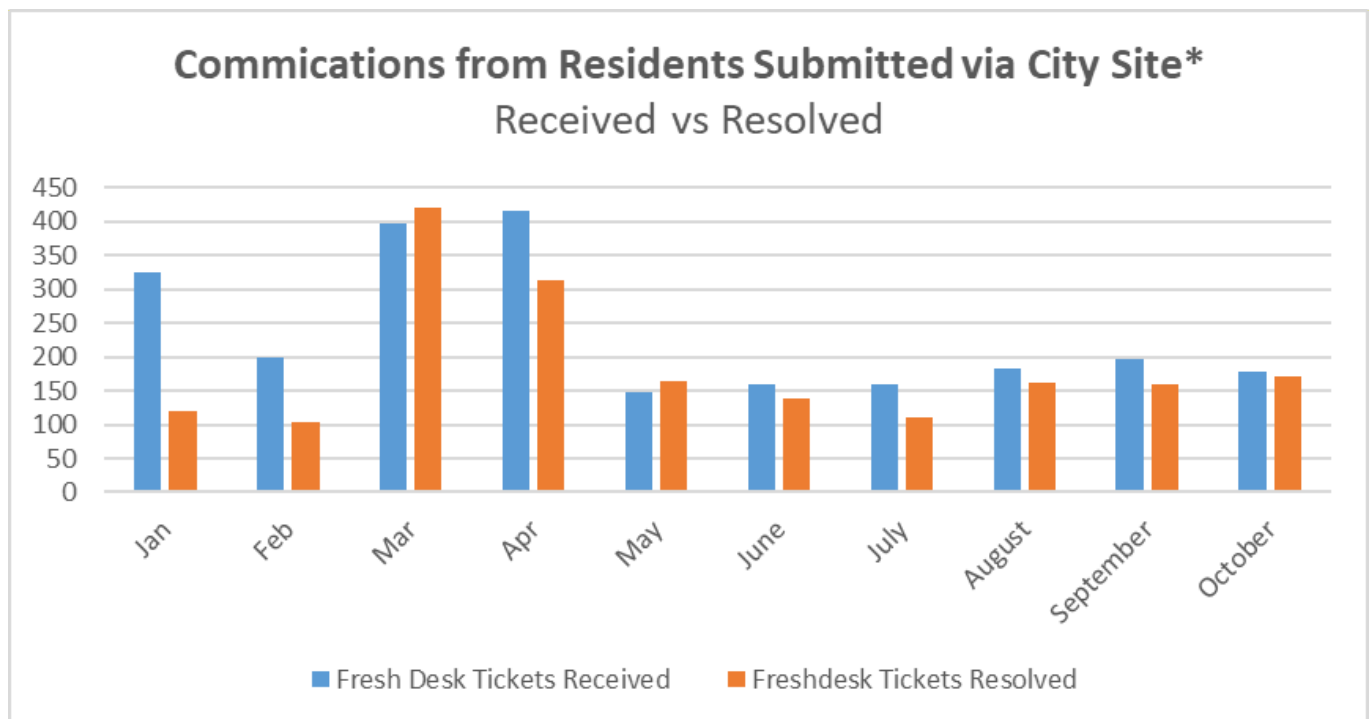
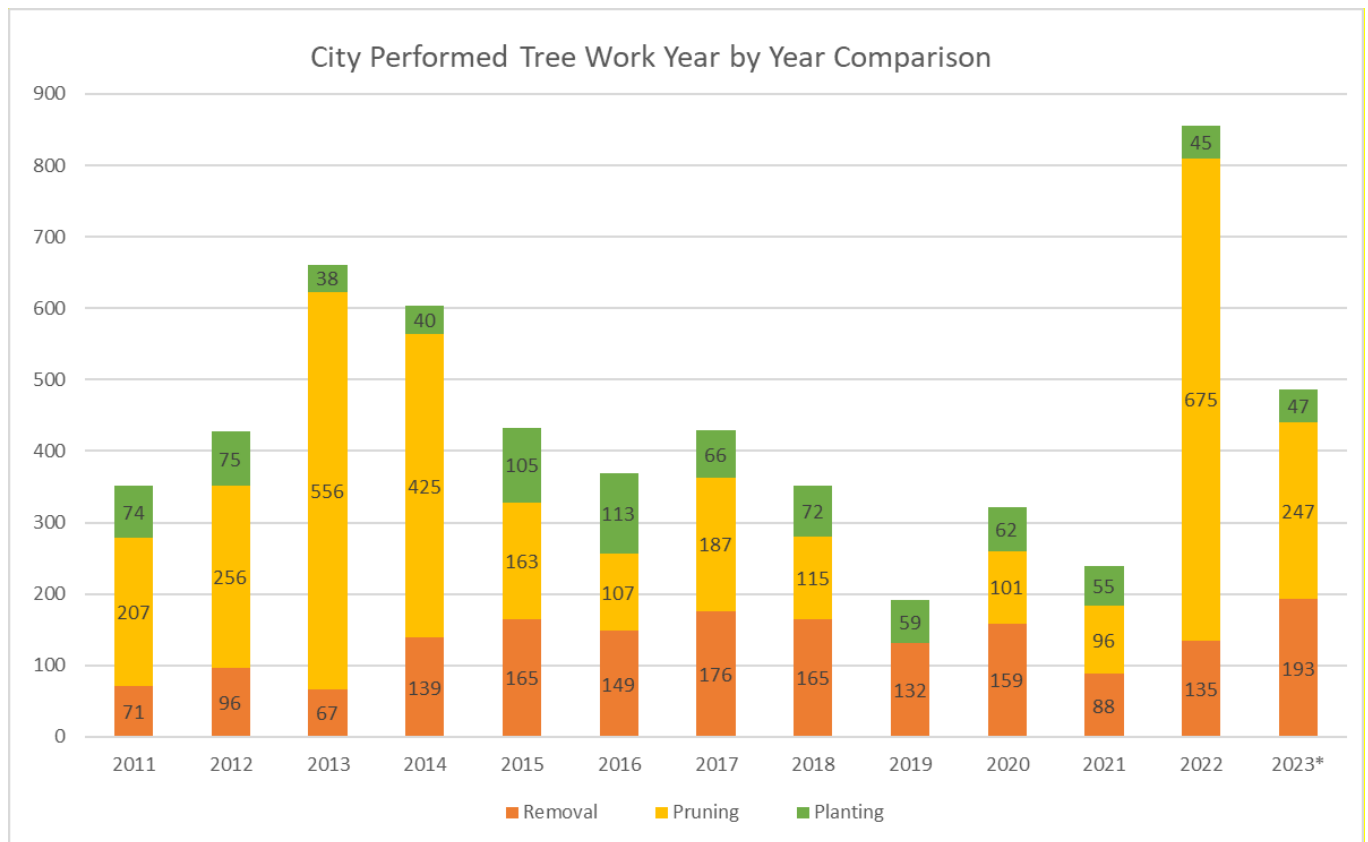
- Over 200 responses to the Urban Forest Master Plan (UFMP) Community Survey has been received. The Survey closes on November 13th.
- Status of Davey Resource Group's development of the UFMP is as follows:
 - ✓ Tree Canopy and Land Cover Assessment - complete
 - ✓ Urban Forest Resource Analysis (Eco) - complete
 - ✓ Operations Review – 99% complete
 - ✓ Draft 1 UFMP – 80% complete
 - Summarizing challenges and opportunities
 - Developing potential recommendations
 - ✓ Community Survey – In Progress
- For the UFMP Project, submitted the fourth CalFire Grant Reimbursement Status Report in a potential last attempt to recover the \$150,000 grant funds. Reports are inordinately onerous with shifting and undocumented requirements. City funds have been nearly fully expended, but no reimbursement has been received to date.
- In the MTNP, the \$75,000, Council-directed FY 2023/24 Forestry Operating Budget project was substantially completed. Resulting from winter storms, this project included removal of 20 dead/fallen trees, 7 leaning trees, and pruning of 3 large trees in concert with the Friends of MTNP.

- ## Permit Information

Historic permitted removals and required planting								
Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023*	285	196	97	218	152	66	76.49%	284
*Year To Date								



City Forestry, Parks, and Beach Activities



*Numbers only represent correspondences received via the City's website and do not include live calls, voicemails, drop-in visitors, and emails sent directly to employees from residents, nor return calls and emails from staff.



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

December 4, 2023
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: October 2023 Check Register Summary

RECOMMENDATION:

Approve the check register for October 2023.

BACKGROUND/SUMMARY:

The check register is a financial report generated from the City's financial system (Attachment 1). It categorizes checks by the responsible department or function, providing essential information such as the check number, vendor name, purchase description, check issue date, and the check amount.

Per the California Supreme Court's decision in the case of Los Angeles County Board of Supervisors v. Superior Court (Dec. 29, 2016) (2016 WL 7473802), the check register excludes the specific invoice payments for legal services incurred for pending and active investigations, pending and active litigation, as well as recently concluded matters. The Supreme Court has ruled that these specific invoices are protected under attorney-client privilege and therefore are not subject to disclosure under the Public Records Act.

As a supplement to the check register, staff have included information about the contract balances for vendors who received payments during the month of October 2023. This data can be found on the last page of the report.

The check register provides valuable insights into the City's financial transactions, ensuring transparency and accountability in our financial operations. The exclusion of certain legal services payments adheres to the California Supreme Court's guidelines, safeguarding attorney-client privilege. The contract balance information further enhances our financial transparency.

FISCAL IMPACT:

The check register summary for October 2023, totals \$1,957,476.37.

PRIOR CITY COUNCIL ACTION:

Council ratified the September 2023 check register at the November 6, 2023, special meeting.

ATTACHMENTS:

Attachment 1) October 2023 Check Register

October 2023 Check Register

Attachment 1

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 000 _____				
52275	Visit Carmel	Jul-Au 23 CHID remittance	10/24/2023	386,338.12
Total for Department: 000 _____				386,338.12
Department: 110 City Council				
52136	Monterey County Auditor-Controller	LAFCO Budget allocation FY 2023-2024	10/06/2023	17,869.14
52139	Peninsula Messenger LLC	Mail service sorting and delivery	10/06/2023	7,040.00
52145	The Pin Center	City lapel pins	10/06/2023	675.00
52158	Bobby Richards	Reimburse for League of Ca Cities conference 9/19-9/22/23 exp	10/17/2023	950.83
52216	Peninsula Messenger LLC	Mail service sorting and delivery	10/17/2023	88.00
Total for Department: 110 City Council				26,622.97
Department: 111 City Administration				
52126	Amazon Web Services Inc	Data and cloud storage fees	10/06/2023	1,034.26
52127	AT&T	Telephone service citywide	10/06/2023	2,204.74
52130	Carmel Pine Cone	Legal noticing	10/06/2023	285.00
52132	Code Publishing Company	Municipal Code updates:Web, paper and electronic	10/06/2023	431.40
52134	Digital Deployment	Website support agreement:Maint, training, security and updates	10/06/2023	700.00
52142	Robert Half	Temporary Finance assistance services - Tony Wong	10/06/2023	5,480.00
52144	SystemsUp LLC	Remote desktop services as directed by IT Manager	10/06/2023	19.50
52146	T-Mobile	Monthly cell service, usage and purchases	10/06/2023	1,485.78
52149	Verizon Wireless	Cell phone usage and sales	10/06/2023	1,821.87
52152	Alhambra	Water service-City Hall Sept 2023	10/17/2023	78.52
52156	AT&T	Telephone service citywide	10/17/2023	1,046.42
52164	Carmel Pine Cone	Legal noticing	10/17/2023	675.00
52170	City of Foster City	Calopps Recruitment services	10/17/2023	567.00
52174	Copies By-The-Sea	Agenda printing services	10/17/2023	677.66
52192	ICMA	Membership renewal: J Staker #1139386	10/17/2023	200.00
52193	Iron Mountain	Records storage and management services	10/17/2023	326.51
52194	J 4 Systems	System moderization and resiliency services directed by IT-Amend	10/17/2023	40.00
52223	Robert Half	Temporary Finance assistance services - Tony Wong	10/17/2023	5,480.00
52229	SystemsUp LLC	Remote desktop services as directed by IT Manager	10/17/2023	721.50
52254	Carmel Pine Cone	Legal noticing	10/24/2023	165.00
52256	Comcast Business	NonNGEN internet and recurring charges	10/24/2023	644.40
52261	J 4 Systems	System moderization and resiliency services directed by IT-Amend	10/24/2023	135.00
52267	Municipal Resource Group, LLC	City Administrator evaluation	10/24/2023	12,638.15
52268	Office Depot, Inc.	Office supplies Admin	10/24/2023	49.14
52271	SystemsUp LLC	Remote desktop services as directed by IT Manager	10/24/2023	39.00
52274	US Bank	Traffic control safety gloves for employees assisting with traff	10/24/2023	145.85
52277	Xerox Financial Services	Xerox copier leases citywide	10/24/2023	1,452.53
52290	Comcast	City Hall cable service	10/27/2023	68.71
52292	Copies By-The-Sea	Agenda printing services	10/27/2023	431.14
52293	Corbin Willits System	MOM Financial system monthly fee	10/27/2023	720.79
52301	Petty Cash	Pumpkins, refreshments PD swearing in	10/27/2023	179.61
52305	MRC	Printer usage fees-All departments	10/27/2023	627.35
52308	Office Depot, Inc.	Office supplies Admin	10/27/2023	284.15
52313	T-Mobile	Acct: 708856117 Monthly cell service, usage and purchases	10/27/2023	1,480.40
52316	US Bank	IT - Noncapital computer	10/27/2023	604.57
52316	US Bank	IT - Microsoft, Apple, Junction Networks, Freshworks, Zoom, Google Cloud, Backblaze	10/27/2023	3,002.22
52316	US Bank	IT expenses - telephone	10/27/2023	1,238.43
52316	US Bank	HR subscription - Metrofax	10/27/2023	11.95
52316	US Bank	Subscriptions Clerk - Constant Contact	10/27/2023	81.00
52316	US Bank	League of Cities Conference - Clerk	10/27/2023	1,151.98
52368	Robert Half	Temporary Finance assistance services - Tony Wong	10/24/2023	5,480.00
Total for Department: 111 City Administration				53,906.53
Department: 115 Community Planning & Building				
52165	Carmel Towing & Garage	FY 23-24: Gas & Oil	10/17/2023	72.15
52167	Chico State Enterprises-Accts Rec	LASERFICHE & GIS MAPPING FEATURES	10/17/2023	5,000.00
52177	De Lage Landen Financial	FY 23-24 Copier lease	10/17/2023	212.22
52183	Engineered Fire Systems	FY 23-24: Fire Systems Review	10/17/2023	1,250.00
52185	FedEx	VOLUME STUDY PLANS	10/17/2023	14.09
52187	Granicus, Inc.	ADDRESS IDENTIFICATION	10/17/2023	9,493.63
52211	Office Depot, Inc.	OFFICE SUPPLIES	10/17/2023	549.13
52240	West Coast Signings	NOTARY: BRANDON SWANSON, TRUST DOCS	10/17/2023	230.00
Total for Department: 115 Community Planning & Bu				16,821.22
Department: 116 Police				
52133	County of Monterey-Treasury Division	Ticket collections - County fees remittance FY23-24	10/06/2023	55,387.50
52153	Allied Universal	Beach patrol services	10/17/2023	702.00

52165	Carmel Towing & Garage	PD Towing expense	10/17/2023	4,162.58
52172	Comcast	PD Cable series	10/17/2023	25.57
52177	De Lage Landen Financial	PD Copier usage	10/17/2023	161.70
52200	Legal Notification Services Inc	PD:Subpoena server services	10/17/2023	704.99
52219	Portable Computer Systems, Inc	Route 1 - PD Managed subscription	10/17/2023	10,158.25
52227	Speak Write Billing Department	Report writing software - PD	10/17/2023	242.01
52228	Summit Uniforms	PD Uniform purchases	10/17/2023	130.16
52230	T2 Systems Canada Inc.	PD:Digital iris services	10/17/2023	75.00
52234	Transunion Risk & Alterna	PD: Monthly fee for information services	10/17/2023	75.00
52235	United Public Safety, Inc	Ticketing Platform for PD:Hardware, software, tech support and d	10/17/2023	165.27
52237	Urgent Investigations & Protection Services	PD - Investigative services	10/17/2023	1,250.00
52251	Alhambra	Water service-Police Dept	10/24/2023	226.48
52252	Attention to Decal	Decal expense PD	10/24/2023	382.38
52257	Community Hospital of the Monterey Peninsula	PD Testing services	10/24/2023	27.00
52259	Department of Justice/Accounting Office	PD:Fingerprinting services	10/24/2023	96.00
52262	Javier Auto Services	PD Auto Repairs	10/24/2023	2,188.23
52266	MP Express Printing	Printing services PD: Citation books, misc forms	10/24/2023	569.01
52268	Office Depot, Inc.	Office supplies PD	10/24/2023	821.20
52269	Salinas Valley Pro Squad	PD Uniform and service clothes	10/24/2023	450.07
52270	Summit Uniforms	PD Uniform purchases	10/24/2023	789.69
52272	T2 Systems, Inc	Citation collection service fees \$.63 per citation	10/24/2023	4,672.71
52273	Urgent Investigations & Protection Services	PD - Investigative services	10/24/2023	1,250.00
52290	Comcast	PD Cable series	10/27/2023	342.83

Total for Department: 116 Police	85,055.63
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Department: 117 Fire

52131	City Of Monterey	FY 23-24 Monthly fee Interim Fire Admin/Emerg Incident Mgmt	10/06/2023	245,891.60
52152	Alhambra	Water service-Fire Dept	10/17/2023	182.15
52154	Allstar Fire Equipment Inc	Safety apparel Fire Dept	10/17/2023	10,402.21
52165	Carmel Towing & Garage	Fire Dept. Gas Expense (E15)	10/17/2023	864.05
52171	City Of Monterey	Fire Dept Vehicle repairs	10/17/2023	4,109.20
52191	Hi Tech EVS, Inc.	Service fee Hurst Rescue Systems	10/17/2023	1,264.00
52205	Mission Linen Service	Fire Dept laundry service	10/17/2023	370.86
52255	City Of Monterey	Cost share Wildfire Risk Assessment	10/24/2023	16,447.48
52263	Mission Linen Service	Fire Dept laundry service	10/24/2023	123.62

Total for Department: 117 Fire	279,655.17
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Department: 118 Ambulance

52128	Bauer Compressors	Annual PM service 1 Bauer compressor	10/06/2023	1,633.36
52129	Bound Tree Medical LLC	Medical supplies	10/06/2023	251.00
52131	City Of Monterey	FY 23-24 Ambulance Administration fee	10/06/2023	1,983.56
52155	American Supply Company	Janitorial Supplies-Amb Dept	10/17/2023	127.00
52159	Bound Tree Medical LLC	Medical supplies	10/17/2023	356.75
52165	Carmel Towing & Garage	Amb Dept. Gas Expense (7166)	10/17/2023	1,114.55
52177	De Lage Landen Financial	Ambulance copier usage	10/17/2023	71.01
52217	Peninsula Welding & Medical Supply, inc.	Ambulance Dept-Oxygen/hazardous materials transport service	10/17/2023	145.02
52253	Bound Tree Medical LLC	Medical supplies	10/24/2023	454.66
52258	David Jedinak	Refund dues collected for Jan 2023 (reissue stale dated check)	10/24/2023	50.00
52262	Javier Auto Services	PD Auto Repairs	10/24/2023	60.84
52276	Wittman Enterprises, LLC	Ambulance billing service	10/24/2023	3,994.87

Total for Department: 118 Ambulance	10,242.62
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Department: 119 Public Works

52151	Airtec Inc	HVAC repairs for City facilities	10/17/2023	504.00
52152	Alhambra	Water for Public Works Dept.	10/17/2023	434.20
52155	American Supply Company	PW/FM Janitorial supplies	10/17/2023	2,027.53
52157	Ausonio, Inc	San Antonio walkway repairs	10/17/2023	267.75
52163	Carmel Cares-Dale Byrne, President	Landscaping Services for Scenic Pathway-	10/17/2023	3,105.00
52165	Carmel Towing & Garage	Fuel for PW vehicles	10/17/2023	2,140.44
52166	Carpet Caravan Inc.	Supplies and Materials for Carmel PD- 9/19/23 #CG304335	10/17/2023	2,427.87
52169	Cintas Corporation	Uniform Service for PW staff	10/17/2023	1,020.69
52173	Community Tree Service	Tree work as directed by City Forester	10/17/2023	116,377.91
52175	CSG Consultants, Inc.	Demo and prep dirt for new concrete #476 8/25/23	10/17/2023	4,750.00
52177	De Lage Landen Financial	Lease for copiers for PW	10/17/2023	205.40
52181	Edges Electrical Group	Electrical supplies, LED lights for City facilities	10/17/2023	816.00
52186	First Alarm	Alarm services-Fire Station	10/17/2023	309.12
52188	Granite Rock Company	Public Works supplies	10/17/2023	267.39
52189	Green Rubber Kennedy AG	PW Yard pressure washer wand and hose 9/12/23 #S-759119	10/17/2023	557.41
52197	Javier Hernandez	APWA Conference Javier Hernandez	10/17/2023	245.42
52198	Jessica Juico	Reinbursemnt for CASQA Conference- 9/10-9/13	10/17/2023	155.68
52202	M & S Building Supply	FM supplies	10/17/2023	72.64
52204	David Sollid Marina Backflow Company	PW/FM backflow inspections	10/17/2023	780.00
52206	MJ Murphy Lumber and Hardware	Lumber for PW	10/17/2023	2,517.38
52207	Monterey Bay Pest Control, Inc	Golpher holes at Devendorf 7/3/23 #63610	10/17/2023	450.00
52209	Napa Auto Parts	PW vehicle supplies	10/17/2023	109.80

52212	Otis Elevator Company	Library dumbwaiters service	10/17/2023	486.09
52218	Poe's Plumbing & Backflow	Plumbinf repair for City Facilities	10/17/2023	165.00
52220	PSTS, Inc.	Services:Pumping oil-water separator 8/24/23 #1085878	10/17/2023	765.00
52221	Pureserve Building Service	Janitorial services FY 23/24	10/17/2023	43,551.18
52222	Rene Aldama	Boot reimbursement per MOU-2023	10/17/2023	250.00
52224	Scarborough Lumber & Building	Forestry Supplies	10/17/2023	731.76
52225	Sentry Alarm Systems	Alarm monitoring	10/17/2023	2,879.79
52232	Tope's Tree Service Inc.	Tree services citywide as directed by City Forester	10/17/2023	4,634.00
52233	Town and Country Gardening	Landscape contractors for City locations	10/17/2023	25,800.00
52236	Universal Staffing Inc	Temporary staffing services	10/17/2023	8,000.63
52238	US Bank	Hotel for Treetopia -David Saldivar RH-6183	10/17/2023	345.88
52238	US Bank	082723 CW - Hilton Hotel	10/17/2023	976.89
52238	US Bank	Fish and fish food for Devendorf Park	10/17/2023	55.99
52238	US Bank	Home Depot - Bulbs, repair parts, brackets, paint	10/17/2023	802.94
52238	US Bank	Home Depot - Hand dryer	10/17/2023	1,090.00
52238	US Bank	Apple iCloud with storage subscription	10/17/2023	9.99
52238	US Bank	Home Depot - Impact socket swivels elbow for Gator water leak	10/17/2023	35.15
52238	US Bank	Shock absorbing lanyard - forestry supplies	10/17/2023	114.27
52238	US Bank	Treetopia Conference - Miller, Saldivar, Wood	10/17/2023	402.00
52238	US Bank	CASQA Conference Pass - Juico	10/17/2023	775.00
52238	US Bank	Hotel for CASQA - Juico	10/17/2023	693.09
52238	US Bank	Home Depot - Sweeper fan flush hose	10/17/2023	14.97
52238	US Bank	Propane for thermoplastic	10/17/2023	75.45
52238	US Bank	Travel for CASQA - Juico	10/17/2023	300.80
52238	US Bank	Winner Awards - Bench plaque	10/17/2023	360.53
52241	Wm Baxter Electric	Replace electrical conduit parking garage at Dolores St. 10/1/23	10/17/2023	488.98
52281	Ailing House Pest Control	Pest Control	10/27/2023	434.00
52282	Alhambra	Water for Public Works Dept.	10/27/2023	281.78
52283	American Supply Company	PW/FM Janitorial supplies	10/27/2023	217.45
52287	Carmel Cares-Dale Byrne, President	Landscaping Services for Scenic Pathway-	10/27/2023	2,160.00
52288	Carmel Towing & Garage	Fuel for PW vehicles	10/27/2023	2,299.70
52289	Cintas Corporation	Uniform Service for PW staff	10/27/2023	554.03
52291	Conte's Generator Service, iNC	PW/FM generator services	10/27/2023	3,996.49
52294	CSG, Inc	Demo step and prep dirt for concrete. 8/25/23 #476	10/27/2023	4,750.00
52296	De Lage Landen Financial	Lease for copiers for PW	10/27/2023	205.40
52298	Forestry Suppliers, Inc	F & B Materials and supplies	10/27/2023	1,312.11
52299	Golden State Portables	Forest Theater events maintenance/cleaning	10/27/2023	1,631.01
52300	Granite Rock Company	Public Works supplies	10/27/2023	914.42
52301	Petty Cash	Monterey County CEQA filing fee	10/27/2023	50.00
52303	David Sollid Marina Backflow Company	PW/FM backflow inspections	10/27/2023	390.00
52304	Mirage Window Cleaning	Window cleabing to City facilities	10/27/2023	2,030.00
52306	Municipal Maintenance Equipment	6 gutter brooms for sweeper-This price does not include shipping	10/27/2023	1,910.75
52308	Office Depot, Inc.	Office Supplies for PW Admin	10/27/2023	83.25
52309	Otis Elevator Company	Library dumbwaiters service	10/27/2023	416.79
52310	Poe's Plumbing & Backflow	Plumbinf repair for City Facilities	10/27/2023	1,598.95
52311	Scarborough Lumber & Building	Public Works Streets supplies	10/27/2023	27.99
52312	Sentry Alarm Systems	Alarm monitoring	10/27/2023	195.00
52314	Toyota Material Handling Northern California	Parts for Planning electric gem cart	10/27/2023	196.00
52315	Universal Staffing Inc	Temporary staffing services	10/27/2023	5,057.50
52316	US Bank	ASCE Membership- RH 6183	10/27/2023	261.00
52318	West Coast Arborists Inc .	Tree maintenance services as directed by City Forester	10/27/2023	49,812.90
52319	Wm. B. Saleh Painting, Inc	Paching and painting #21378 9/26/23	10/27/2023	2,855.00
52320	Zenda Heating & Sheet Metal, Inc	PW garage ducts - 9/27/23 #7830	10/27/2023	2,445.00

Total for Department: 119 Public Works	319,433.53
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Department: 120 Library

52138	Pacific Grove Self Storage	Storage Unit - Document storage	10/06/2023	406.00
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Total for Department: 120 Library	406.00
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Department: 121 Community Activities

52211	Office Depot, Inc.	laminating pouches, 2024 desk calendar	10/17/2023	95.47
52260	Harrison Memorial Library	Reimbursement to HML - wrong credit card charged for purchase of	10/24/2023	215.18
52265	Monterey County Pops Inc	Share cost of advertising for Monterey Pops! 4th of July concert	10/24/2023	312.00
52274	US Bank	Halloween parade car magnets & Halloween posters	10/24/2023	323.35

Total for Department: 121 Community Activities	946.00
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Department: 122 Economic Revitalization

52264	Monterey County Convention & Visitors Bureau	TID Remittance Jul-Aug 2023	10/24/2023	158,799.69
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Total for Department: 122 Economic Revitalization	158,799.69
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Department: 130 Non-Departmental

52137	Pacific Gas & Electric	Citywide gas & electric services	10/06/2023	13,033.71
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52141	Prism Public Risk Innovation	Employee assistance program	10/06/2023	676.20
52213	Pacific Gas & Electric	Citywide gas & electric services	10/17/2023	2,333.02
52286	Cal-Am Water Company	Water service citywide	10/27/2023	13,649.09

Attachment 1

Total for Department: 130 Non-Departmental	29,692.02
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Department: 311 Capital Projects

52135	Jayson Architecture	CIP:Library Master Plan Study	10/06/2023	4,436.00
52140	Potter's Electronics	PD Renovation	10/06/2023	195.53
52143	Santos Solutions	Install 2 proposed workshtations PD	10/06/2023	6,500.00
52150	4Leaf, Inc	PD Reno 9/20/23 #J4042-03L	10/17/2023	5,523.41
52157	Ausonio, Inc	CIP PD Renovation project management	10/17/2023	7,140.01
52182	EMC Planning Group, Inc	Coastal Hazard project services	10/17/2023	14,703.67
52210	Nicole Nedeff	MTNP 3 stream stability projects	10/17/2023	1,526.25
52224	Scarborough Lumber & Building	PD Reno 8/30/23 448604-4	10/17/2023	237.27
52241	Wm Baxter Electric	Installation of electrical for PD dispatch 10/1/23 #1273	10/17/2023	1,085.65
52279	4Leaf, Inc	PD Building PM	10/27/2023	3,364.26
52280	Advance Design Consultants, Inc	CIP Electrical panel upgrades	10/27/2023	9,265.00
52285	BKF Engineers	Project managment: Ocean Ave resurface/San Antoinio, San Carlos,	10/27/2023	51,906.90
52295	Davey Resource Group, Inc.	CIP:Urban Forest Master Plan Project manager services	10/27/2023	2,431.00
52297	Dudek	Environmental support:MTNP 3 Stream Stability Project	10/27/2023	1,626.25
52302	M3 Environmental Consulting	Provide lead consulting services for MTNP water tank project	10/27/2023	750.00
52317	Wallace Group	Concrete Streets	10/27/2023	1,656.50
52321	Neill Engineers Corp.	MTNP drainage engineering project - Carryover FY 22-23	10/27/2023	44,311.50

Total for Department: 311 Capital Projects	156,659.20
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Department: 411 Debt Service

52148	US BANK St. Paul	Acct 6712281600 Carmel Pub Imp Auth 2020 Ref LRBS	10/06/2023	432,897.67
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Total for Department: 411 Debt Service	432,897.67
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Grand Total	1,957,476.37
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Vendor	Contract Amt	Paid thru Oct	Contract Balance
Pen Messenger	\$ 107,730.00	\$ 55,268.00	\$ 52,462.00
City of Monterey *	\$ 2,950,699.00	\$ 737,764.80	\$ 2,212,934.20
Pureserve *	\$ 272,000.00	\$ 108,243.71	\$ 163,756.29
4Leaf Inc.	\$ 179,800.00	\$ 78,407.57	\$ 101,392.43



CITY OF CARMEL-BY-THE-SEA CITY COUNCIL Staff Report

December 4, 2023
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2023-105, Establishing the meeting dates of the City Council for calendar year 2024

RECOMMENDATION:

Adopt Resolution 2023-105 establishing the meeting dates of the City Council for calendar year 2024.

BACKGROUND/SUMMARY:

In compliance with the City's Municipal Code, Chapter 2.04, the standard schedule for City Council Meetings is set for the first Tuesday of each month at 4:30 p.m., unless otherwise established by resolution. Furthermore, Tours of Inspections, when necessary, typically take place during a Special Meeting on the Monday preceding the regular monthly meeting.

The Municipal Code requires the City Council create and adopt an annual calendar of meeting dates for the following year. This involves a pre-December meeting between the Mayor and Mayor Pro Tem to formulate and present the calendar for approval. As part of this process, the Mayor and Mayor Pro Tem have submitted a proposed schedule for the 2024 City Council Meetings.

Resolution 2023-105 "Exhibit A" (**Attachment 1**) outlines the proposed dates for Regular Council meetings for the 2024 calendar year, reserving the first Monday of each month as a Special Meeting, dedicated for Tours of Inspection. These dates have been carefully chosen to maintain a well-balanced a balanced calendar, ensuring ample time for agenda packet preparation and review, while taking into account the observance of City holidays.

FISCAL IMPACT:

No direct fiscal impact for this action.

PRIOR CITY COUNCIL ACTION:

Council adopted Resolution 2022-107 on December 6, 2022, establishing the meeting dates of the City Council for calendar year 2023.

ATTACHMENTS:

Attachment 1) Resolution 2023-105

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

RESOLUTION NO. 2023-105

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
ESTABLISHING THE MEETING DATES OF THE CITY COUNCIL FOR CALENDAR YEAR
2024**

WHEREAS, Section 2.04.010 of the City's Municipal Code stipulates that the Council regular meetings are held on the first Tuesday of the month beginning at 4:30 p.m. and the Tour of Inspection (Special Meeting) are held on the Monday prior to the regular meeting of the month, unless otherwise established from time to time by Resolution; and

WHEREAS, the Mayor and Mayor Pro Tem have proposed the 2024 Council Meeting Calendar to establish a balanced calendar, taking into consideration City Holidays, to allow sufficient time for agenda packet preparation and review; and

WHEREAS, the proposed 2024 City Council Meeting dates and a date for the Public Improvement Authority annual meeting are attached as Exhibit A.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Approve the calendar of the City Council Meetings for calendar year 2024 as attached hereto as Exhibit A.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
this 4th day of December 2023, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN

APPROVED:

ATTEST:

Dave Potter
Mayor

Nova Romero, MMC
City Clerk

EXHIBIT A

2024 City Council Meeting Dates

Special Council Meeting (Monday preceding the Regular meeting) 4:30 p.m.	City Council Regular Meeting (Tuesday) 4:30 p.m.
January 8*	January 9*
February 5	February 6
March 4	March 5
April 1	April 2
May 6	May 7
June 3	June 4
July 8*	July 9*
August 5	August 6
September 9*	September 10*
October 7	October 8
November 4	November 5
December 2	December 3

* Due to holiday the first week of the month



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

December 4, 2023
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Nova Romero, City Clerk
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2023-106, authorizing three (3) Free Use Days of the Sunset Center Theater and Lobby for the Carmel Unified School District annual choral, string and band festivals for Spring 2024

RECOMMENDATION:

Adopt Resolution 2023-106, authorizing three (3) Free Use Days of the Sunset Center Theater and Lobby for the Carmel Unified School District annual choral, string and band festivals for Spring 2024

BACKGROUND/SUMMARY:

The 2017 Agreement between the City and Sunset Cultural Center, Inc. (SCC) provides that the City shall have the right to use the theater and lobby for up to twelve (12) full days each fiscal year without charge, as long as the spaces have not already been committed to rental customers by SCC.

The Carmel Unified School District (CUSD) has requested the allocation of three (3) free use days of the Sunset Theater and lobby for its Spring 2024 music festivals. These performances have traditionally been held in the Sunset Center, and the City Council has generously provided "Free Theater Days" for CUSD in the past. This partnership has been greatly appreciated by the parents, musicians, and administration involved.

CUSD has a longstanding tradition of holding district-wide choral, string, and band festivals each Spring that bring together elementary, middle, and high school musicians to showcase the developmental progression of their music programs. These festivals are vital for celebrating the achievements of our students and CUSD greatly appreciates the City's support.

Granting Free Use Days of the Sunset Center for the annual CUSD music festival has numerous benefits:

- **Accommodating Attendees:** The facilities are well-suited to accommodate the large number of attendees, including students, families, and community members who come to support the talented young musicians.
- **Inspiring Environment:** The Sunset Center provides a remarkable and inspiring performance

environment, which enhances the overall experience for both performers and spectators.

- Community Engagement: These festivals foster community engagement by showcasing the growth and talent of our students and instilling a sense of pride in the local music programs.

CUSD has tentatively reserved the theater and lobby for three (3) days in Spring 2024 for the music festival, and kindly requests the City Council's approval of the attached Resolution, to authorize allocation of three (3) free use days of the City's theater and lobby facilities for CUSD Spring 2024 choral, string, and band festivals.

FISCAL IMPACT:

None

PRIOR CITY COUNCIL ACTION:

Council adopted a similar Resolution in 2022

ATTACHMENTS:

Attachment 1) Resolution 2023-106

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

RESOLUTION NO. 2023-106

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
AUTHORIZING THREE FREE USE DAY OF THE SUNSET CENTER THEATER AND LOBBY
FOR THE CARMEL UNIFIED SCHOOL DISTRICT ANNUAL CHORAL, STRING AND BAND
FESTIVALS FOR SPRING 2024**

WHEREAS, the City's Amended and Restated Lease Agreement with Sunset Center Cultural Center (SCC), adopted by the City Council on June 6, 2017, stipulates that the City shall have the right to use the Sunset Center theater, lobby and dressing rooms for up to twelve (12) full days (designated in the Lease Agreement as "Free Theater Days") each fiscal year without charge; and

WHEREAS, the Carmel Unified School District (CUSD) has requested the use of the Sunset Cultural Center through the City's Free Theater Days for a total of three (3) days in Spring 2024, to accommodate their annual choral, string, and band festivals; and

WHEREAS, CUSD has established a time-honored tradition of hosting their Spring Music Festival at the Sunset Center, which serves as a platform for elementary, middle, and high school musicians to present the developmental progression of their music programs; and

WHEREAS, the support of the City in facilitating these performances at the Sunset Center is deeply valued by parents, musicians, and the administration, as it allows for the accommodation of a substantial number of attendees and fosters an environment that inspires and elevates the performances of our community's young musicians.

**NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF
CARMEL-BY-THE-SEA DOES HEREBY:**

Authorize the Carmel Unified School District three (3) of the City's Sunset Center Free Theater Days for their annual spring music festival in 2024.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
this 4th day of December, 2023, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Nova Romero, MMC
City Clerk



CITY OF CARMEL-BY-THE-SEA CITY COUNCIL Staff Report

December 4, 2023
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Mary Bilse, Environmental Programs Manager
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Second Reading and Adoption of Ordinance No. 2023-007 Amending the Carmel Municipal Code (CMC) Title 17 (Zoning) by Repealing and Replacing Chapter 17.42 Stormwater Quality and Utility and Chapter 17.43 Water Quality Protection

RECOMMENDATION:

1. Motion to adopt Ordinance No. 2023-007 amending the Carmel Municipal Code Title 17 (Zoning) by Repealing and Replacing Chapter 17.42 Stormwater Quality and Utility and Chapter 17.43 Water Quality Protection.

BACKGROUND/SUMMARY:

One of the City Council's Top Strategic Priorities is to update the Carmel Municipal Code (CMC) regarding stormwater. The City's Public Works/Environmental Programs staff worked closely with the City Attorney's office to update the City's stormwater ordinances which were last updated in 2004. There have been significant changes in federal, state, and regional laws affecting stormwater and water quality, and the proposed update ensures compliance with current applicable laws.

Council held a public hearing at a Regular City Council Meeting on November 7, 2023, and introduced Draft Ordinance 2023-007 amending the Carmel Municipal Code Title 17 (Zoning) by Repealing and Replacing Chapter 17.42 Stormwater Quality and Utility and Chapter 17.43 Water Quality Protection. The purpose of Chapter 17.42, "Stormwater Quality and Utility," is to protect and enhance the water quality of watercourses and waterbodies by reducing pollutants in stormwater discharges into the storm drain system. The purpose of Chapter 17.43, "Water Quality Protection," is to protect and enhance the coastal waters within the City in accordance to the policies of the City's Local Coastal Program and Post-Construction Stormwater Management Requirements for development projects in the Central Coast Region. Council approved a motion to waive the reading in full and introduce the Ordinance with direction to make clerical corrections.

The redline version of the draft Stormwater Ordinance made by Council motion at the November 7th, 2023 City Council meeting with correction of clerical errors is included as **Attachment #1**. The clean version of the final Ordinance for adoption is included as **Attachment #2**.

Environmental Evaluation

The City has determined that Ordinance 2023-007 is exempt from review under the California

Environmental Quality Act (“CEQA”) (California Public Resources Code Section 21000, et seq.), pursuant to Section 15061(b)(3) of the CEQA Guidelines, covering activities with no possibility of having a significant effect on the environment. The Ordinance adopts local regulations in a manner that complies with federal and state regulations. The Ordinance does not directly or indirectly authorize or approve any actual changes in the physical environment and, therefore, does not require environmental review.

FISCAL IMPACT:

No direct fiscal impact for this action.

PRIOR CITY COUNCIL ACTION:

On November 7, 2023, Council held a public hearing and introduced Ordinance 2023-007, and directed staff to come back with administrative corrections as outlined in this staff report.

ATTACHMENTS:

Attachment #1 - Redline Version of the Draft Stormwater Ordinance

Attachment #2 - Clean Version of Final Ordinance 2023-007 for Adoption

ATTACHMENT 1

TRACK CHANGES OF CLERICAL CORRECTIONS TO:

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

ORDINANCE NO. 2023-007

**AN ORDINANCE OF THE CITY COUNCIL OF CARMEL-BY-THE-SEA AMENDING
THE CARMEL MUNICIPAL CODE (CMC) TITLE 17 (ZONING) BY REPEALING AND
REPLACING CHAPTER 17.42 (STORMWATER QUALITY AND UTILITY) AND
CHAPTER 17.43 (WATER QUALITY PROTECTION); AND FINDING THE SAME
EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

WHEREAS, the City of Carmel-by-the-Sea ([“City”](#)) currently regulates all stormwater and non-stormwater runoff entering the storm drain system or waterbodies throughout the City under Title 17, Chapter 17.42 and Title 17, Chapter 17.43 of the Municipal Code; and

WHEREAS, Chapter 17.42 and Chapter 17.43 was last amended in 2004; and

WHEREAS, there have been significant changes in state and regional law affecting stormwater and water quality since Chapter 17.42 and Chapter 17.43 was last amended; and

WHEREAS, the work the City does to prevent stormwater pollution is regulated under the jurisdiction of the Central Coast Regional Water Quality Control Board, Region 3, the enforcement arm of the State Water Resources Control Board; and

WHEREAS, the State Water Resources Control Board adopted the Phase II Small MS4 General Permit (Water Quality Order No. 2013-0001-DWQ). Since 2013, the State Water Board adopted five amendments to this Permit.; and

WHEREAS, the Phase II Small MS4 General Permits require the discharger to develop and implement a Stormwater Management Plan/Program with the goal of reducing the discharge of pollutants to the maximum extent practicable (MEP). MEP is the performance standard specified in Section 402(p) of the Clean Water Act. The management programs specify what best management practices (BMPs) will be used to address certain program areas. The program areas include public education and outreach; illicit discharge detection and elimination; construction and post-construction; and good housekeeping for municipal operations; and

WHEREAS, the Cities of Carmel-by-the-Sea, Monterey, Del Rey Oaks, Sand City, Seaside, Pacific Grove and the County of Monterey are seven local agencies that

have joined to develop and implement a regional storm water program for the Monterey Peninsula and surrounding areas. This group meets monthly to discuss urban runoff issues and implement components of the Monterey Regional Storm Water Management Program (MRSWMP); and

WHEREAS, the Central Coast Regional Water Quality Control Board adopted Post Construction Requirements (PCR) for development and re-development projects on July 12, 2013. These requirements were implemented by all agencies in the Region, effective March 6, 2014; and

WHEREAS, The City is required to submit an annual report as required by General Permit NO. CAS000004: Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems. The Annual Report describes permit compliance activities performed by the City to implement pollution prevention locally and protect local water quality; and

WHEREAS, on November 7, 2023 the City Council held a duly noticed public hearing on the proposed code amendments;

WHEREAS, the City determined this ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines; and

SECTION 1. CEQA Review. This Ordinance is is exempt from review under the California Environmental Quality Act ("CEQA") (California Public Resources Code Section 21000, et seq.), pursuant to Section 15061(b)(3) of the CEQA Guidelines, covering activities with no possibility of having a significant effect on the environment. The Ordinance adopts local regulations in a manner that complies with federal and state regulations. The Ordinance does not directly or indirectly authorize or approve any actual changes in the physical environment and, therefore, does not require environmental review.

SECTION 2. Repeal and Replacement of Chapter 17.42 and Chapter 17.43. Chapter 17.42 and Chapter 17.43 of Title 17 of the ~~City Carmel-by-the-Sea~~ Municipal Code is hereby repealed in its entirety and replaced with the following:

Chapter 17.42
STORMWATER QUALITY AND UTILITY

Sections:

17.42.010 Purpose.

17.42.020 Definitions.

17.42.030 Urban Runoff Water Quality and Discharge Management.

17.42.040 Enforcement.

17.42.010 Purpose.

The provisions of this chapter are intended to ensure the health, safety, and general welfare of citizens, and protect and enhance the water quality of watercourses and waterbodies in compliance with the federal Clean Water Act, the California Coastal Act, and California Porter-Cologne Water Quality Control Act (Porter-Cologne Act) by reducing pollutants in stormwater discharges to the maximum extent practicable, by prohibiting non-stormwater discharges to the storm drain system, and by managing the City's storm and surface water drainage system. Requirements of this chapter shall be implemented and enforced in accordance with schedules and requirements under the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ, National Pollution Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4), as may be amended, and any superseding order, and the Central Coast Regional Water Quality Control Board Resolution No. R3-2013-0032, Approving Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region, as may be amended, and any superseding order.

17.42.020 Definitions.

The terms used in this Chapter shall have the following meanings:

A. a) Best Management Practices (BMPs) means activities, practices, and procedures to prevent or reduce the discharge of pollutants directly or indirectly to the municipal storm drain system and waters of the United States. BMPs include but are not limited to: treatment facilities to remove pollutants from storm water; operating and maintenance procedures; facility management practices to control runoff, spillage or leaks of non-stormwater, wastewater, and drainage from materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures.

B. b) California Construction Stormwater General Permit (CGP) means NDPES No. CAS000002, State Water Resources Control Board Order No. 2009-0009-DWQ, as amended by 2010-0014-DWQ and 2012-0006-DWQ, and as may be subsequently amended.

C. c) California Industrial General Permit (IGP) means the NDPES No. CAS000001, State Water Resources Control Board Order No. 2014-0057-DWQ as amended in 2015 and 2018, as may be subsequently amended.

D. d) Illegal Discharge means any direct or indirect discharge to the City's storm drain system that is not composed entirely of stormwater, except discharges pursuant to an NPDES permit, including discharges allowed in the Phase II Permit Attachment C, Area of Special Biological Significance Specific Provisions, and discharges resulting from firefighting activities.

E. e) Illicit Connections means either of the following: 1. Any drain or conveyance, whether on the surface or subsurface, that allows an illegal discharge to enter the storm drain system, including but not limited to any conveyances that allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system, and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by a government agency; or 2. Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been permitted and approved by the City.

F. f) Low Impact Development (LID) is an approach to stormwater management that aims to replicate the site's natural hydrologic balance, using site design strategies to minimize stormwater runoff, integrated with small-scale, distributed structural BMPs that retain stormwater on site via infiltration, evaporation, evapotranspiration, or harvesting for later use.

G. g) Non-Stormwater Discharge means any discharge to the storm drain system that is not composed entirely of storm water or that contains any pollutant.

H. h) Phase II Permit means the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ National Pollution Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4), as may be subsequently amended.

I. i) Pollutant means anything that causes or contributes to water pollution, including but not limited to paints, varnishes, and solvents; oil and other automotive fluids; chemicals in dust from automotive brake pads and tires; non-hazardous liquid and solid wastes; green waste and other yard waste; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations that may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and waste; fecal coliform and other pathogens in sewage or other wastewater; dissolved and particulate metals; animal waste; waste and discharges that result from constructing a building or structure (including but not limited to sediment, slurries, and concrete rinsates); and noxious or offensive matter of any kind that may be discharged into the storm drain system or waterbodies.

J. j) Storm Drain System means any publicly-owned facilities operated by the City by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, storm drain pipes, pumping facilities, stormwater retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures that are within the City.

17.42.030 Urban Runoff Water Quality and Discharge Management.

A. Applicability. This chapter shall apply to all stormwater and non-stormwater runoff entering the storm drain system generated on any developed and undeveloped lands within the City.

B. Administration.

1. Responsibility for Administration. The Public Works Director shall administer, implement, and enforce the provisions of this section. Any powers granted to or duties of the Public Works Director may be delegated in writing by the Public Works Director to persons or entities acting in the beneficial interest of or in the employ of the City.

2. Regulatory Consistency. This section shall be construed to ensure consistency with the requirements of the Clean Water Act, Porter-Cologne Act, California Coastal Act, Phase II Permit, California Industrial General Permit (IGP), California Construction Stormwater General Permit (CGP) and statutes and regulations that amend or supplement those Acts and permits.

C. Discharge Prohibitions.

1. General Prohibition. No person shall discharge or cause to be discharged any pollutants or waters containing any pollutants into the municipal storm drain system or watercourses, or any materials that may cause or contribute to a violation of applicable water quality standards. Examples of prohibited discharges or illegal connections to the storm drain system include, but are not limited to:

- a. Water from the cleaning of gas stations, vehicle service garages, or other types of vehicle service facilities;
- b. Water, cleansers, or solvents from the cleaning of machinery or equipment, and other such commercial and industrial activities;
- c. Water from the washing or rinsing of vehicles, that contains soap, detergents, solvents, or other cleaners;
- d. Water from the washing or rinsing of vehicles, with or without soap, from auto body repair shops, including water from the cleaning or rinsing of vehicle engines, undercarriages, or auto parts;
- e. Automotive fluids;
- f. Wash Water from floor mat and hood cleaning at food service facilities;
- g. Food and kitchen cleaning water from food service facilities;

h. Grease, food, or wash water from food or kitchen service facilities, or mobile food vendors;

i. Leakage from dumpsters or other trash containers;

j. Water from the cleaning or rinsing of garbage dumpster areas and areas where garbage is stored or contained;

k. Water from pressure washing, steam cleaning, and hand scrubbing of sidewalks, gutters, plazas, alleyways, outdoor eating areas, steps, building exteriors, walls, driveways, and other outdoor surfaces;

l. Wastewater or cleaning fluids from commercial cleaning operations such as carpet and mat cleaning, pet washing, and vehicle detailing;

m. Swimming pool and spa water;

n. Wash out from concrete trucks, or ready-mix concrete washout;

o. Construction debris and fluids, such as, but not limited to, paint, dirt or sediment, chemical products, construction waste, rinse or wash waters; and

p. Sewage.

2. The commencement, conduct or continuance of any non-stormwater discharge to the storm drain system is prohibited, except for the following.

a. Discharges that are allowed in Attachment C, Area of Special Biological Significance Specific Provisions, of the Phase II Permit.

b. Any non-stormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered by the State of California or the U.S. Environmental Protection Agency; provided that 1) the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations; and 2) written approval has been granted by the City for any discharge to the storm drain system.

c. Discharges authorized by a written exemption by the City, obtained following written concurrence of the Regional Water Quality Control Board, for specific non-stormwater discharges which are not a source of pollutants to the storm drain system.

3. 2. Illicit Connections. The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether

the connection was permissible under law or practices applicable or prevailing at the time of connection.

a. The Public Works Director may require by written notice that a person responsible for an illicit connection to the storm drain system comply with the requirements of this section to eliminate or secure approval for the connection by a specified date.

b. If, subsequent to eliminating a connection found to be in violation of this section, the responsible person can demonstrate that an illegal discharge will no longer occur, the person may request City approval to reconnect. The reconnection or reinstallation of the connection shall be at the expense of the responsible person.

4. ~~3.~~ Waste Disposal. No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained any liquids, powders, refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that they may cause or contribute to any pollutant entering into the storm drain system or any watercourse. Wastes deposited in waste receptacles designated for the purposes of collection are not subject to this prohibition.

5. ~~4.~~ Discharges in Violation of Permits. Any person subject to an industrial or construction activity NPDES Storm Water Discharge Permit shall comply with all provisions of the permit. Proof of compliance with the permit may be required in a form acceptable to the Public Works Director prior to or as a condition of a subdivision map, site plan, building permit, or development or improvement plan; upon inspection of the facility; during any enforcement proceeding or action; or for any other reasonable cause.

D. Regulations and Requirements.

1. Prevention, Control, and Reduction of Stormwater Pollutants.

a. Development. The City requires the use of BMPs to control the volume, rate, and potential pollutant load of stormwater runoff from new development and redevelopment projects to minimize the generation, transport and discharge of pollutants in stormwater runoff, and to minimize adverse impacts on aquatic environments. All development shall comply with applicable BMP requirements and standards for such development set forth in the Phase II Permit; the California Regional Water Quality Control Board Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region, as adopted by the California Regional Water Quality Control Board by Resolution No. R3-2013-0032; the City's Standard Operating Guidance 17-07 Private Stormwater Drainage Systems (SOG 17-07); and the Monterey Regional Stormwater Management Program (MRSWMP) Stormwater Technical Guide for Low Impact Development (LID). All development shall be designed consistent with such standards and guidance. Applicants shall also ensure that development projects are compliant with applicable local, state, and federal laws and regulatory permit authorities, including U.S. Army Corps of Engineers, California Coastal Commission, Regional Water Quality Control Board, State Water Resources Control Board, California

Department of Fish and Wildlife, U.S. Fish and Wildlife Service, National Oceanic and Atmospheric Association (NOAA) Monterey Bay National Marine Sanctuary, and in conformance with Low Impact Development site assessment and design standards of the Phase II Permit and California Regional Water Quality Control Board Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region.

b. Construction Sites. BMPs to reduce pollutants in any storm water runoff activities shall be incorporated in any land use entitlement and/or construction or building-related permit. The owner and developer shall comply with the terms, provisions, and conditions of such land use entitlements and/or building permits as required by the City and as required by the Phase II Permit as amended thereto, including, but not limited to, the requirement to submit, implement, and maintain site-specific construction BMPs as applicable for erosion and sediment control, soil stabilization, source controls, materials and stockpile management, dewatering, and similar pollution prevention measures to prevent dumping or illegal discharges during construction into the storm drain system.

c. Any person engaged in activities or operations, or owning facilities or property that may result in pollutants entering stormwater, the storm drain system, or any watercourse, shall take all necessary measures to prevent illicit discharges.

2. Watercourse Protection. Every person owning property through which a watercourse passes, or the person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, stagnant pools of water and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse. The owner or lessee shall not remove healthy bank vegetation beyond that actually necessary for maintenance, nor remove said vegetation in such a manner as to increase the vulnerability of the watercourse to erosion. The property owner shall be responsible for maintaining and stabilizing that portion of the watercourse that is within their property lines to protect against erosion and degradation of the watercourse on site and downstream.

3. Remediation. Whenever the Public Works Director finds that a discharge of pollutants into the storm drain system or any watercourse is taking place, has occurred, or is likely to result absent remediation, the Public Works Director shall issue written notice to the owner of the property and/or the responsible person requiring that the pollution be remediated and the affected property restored within a specified time.

17.42.040 Enforcement.

A. Inspection.

1. Authority to Inspect. Whenever necessary to conduct an inspection to enforce any provision of this section, or whenever the Public Works Director has cause to believe that there exists, or potentially exists, in or upon any premises any condition which constitutes a violation of this chapter, the Director may request to enter such premises at all reasonable times to inspect the same and to inspect and copy records related to stormwater compliance. In the event the owner or occupant refuses entry after a request to enter and inspect has been made, the City is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

2. Authority to Sample, Establish Sampling Devices, and Test. During any inspection in compliance with this section, the Public Works Director may take any samples and perform any testing deemed necessary to aid in the pursuit of the inquiry or to record site activities.

B. Enforcement.

1. Violations Subject to Criminal Penalty. Any violation of this chapter shall be a misdemeanor and shall be subject to penalty in accordance with Chapter 1.16. Such violations may also violate the Clean Water Act, the California Coastal Act, and/or the Porter-Cologne Act and may be subject to penalty under state and federal law including civil and criminal penalties.

2. Violations of this chapter shall also be subject to administrative civil penalties in accordance with Chapter 18.04.

3. Violations of this chapter are declared a public nuisance and shall be subject to abatement in accordance with Chapter 15.57. Nothing in this chapter shall limit the authority of the City to undertake emergency or summary abatement in the manner authorized by law.

Chapter 17.43 WATER QUALITY PROTECTION ORDINANCE

Sections:

- 17.43.010 Purpose and Intent.**
- 17.43.020 Definitions.**
- 17.43.030 Applicability and Stormwater Management Requirements.**
- 17.43.040 Stormwater Control Requirements.**
- 17.43.050 BMP Maintenance and Conditions of Transfer.**

17.43.010 Purpose and Intent.

A. The purpose of this chapter is to protect and enhance coastal waters within the City of Carmel in accordance with the policies of the City's Local Coastal Program (LCP;

Sections O5-45 and O5-46), Sections 30230, 30231, 30232 and 30240 of the California Coastal Act, the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ (and subsequent new orders and/or amendments) National Pollution Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4) (hereafter Phase II Permit), and the Central Coast Regional Water Quality Control Board (Regional Board) Resolution No. R3-2013-0032 (and subsequent new orders and/or amendments) Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region (Central Coast PCRs).

B. The purpose of the chapter is to ensure that permitted development shall be sited and designed to conserve natural drainage features and vegetation, minimize the introduction of pollutants into coastal waters to the maximum extent practicable, limit the discharge of stormwater runoff, and protect the overall quality of coastal waters and resources.

17.43.020 Definitions.

The terms used in this Chapter shall have the following meanings:

A. a) Best Management Practices (BMPs) means activities, practices, and procedures to prevent or reduce the discharge of pollutants directly or indirectly to the municipal storm drain system and waters of the United States. BMPs include but are not limited to: treatment facilities to remove pollutants from storm water; operating and maintenance procedures; facility management practices to control: runoff, spillage or leaks of non-storm water, waste disposal, and drainage from materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures and such other provisions that the Public Works Director or designee determines appropriate for the control of pollutants.

B. b) California Construction Stormwater General Permit (CGP) means the NPDES No. CAS000002, State Water Resources Control Board Order No. 2009-0009-DWQ, as amended by 2010-0014-DWQ and 2012-0006-DWQ, and as may be subsequently amended.

C. c) California Industrial General Permit (IGP) means the NPDES No. CAS000001, State Water Resources Control Board Order No. 2014-0057-DWQ as amended in 2015 and 2018, as may be subsequently amended.

D. d) Central Coast PCRs means the California Regional Water Quality Control Board Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region, as adopted by the California Regional Water Quality Control Board by Resolution No. R3-2013-0032, as may be subsequently amended.

E. e) Environmentally Sensitive Habitat Areas (ESHA) means any areas in which plant or animal life or their habitats are either rare or especially valuable because of their special nature or role in an ecosystem and which could be easily disturbed or degraded by human activities and developments.

F. f) Low Impact Development (LID) means systems and practices that use or mimic natural processes that result in the infiltration, evapotranspiration, or use of stormwater in order to protect water quality and associated aquatic habitat.

G. g) Phase II Permit means the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ National Pollution Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4), as may be subsequently amended from time to time.

H. h) Pollutant means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure (including but not limited to sediments, slurries, and concrete rinsates); and noxious or offensive matter of any kind.

I. i) Storm Drain System means any publicly-owned facilities operated by the City by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures which are within the City.

J. j) Stormwater Control Plan (SWCP). A plan, developed by a development project applicant whose project is subject to the Central Coast PCRs, detailing how the project will achieve compliance with the applicable Post-Construction Stormwater Management Requirements.

17.43.020 Applicability and Stormwater Management Requirements.

A. All properties within the City ~~of Carmel~~ are located within the coastal zone as defined in the California Coastal Act and are subject to the policies, standards and provisions contained in the certified LCP. Where any standard provided in this chapter conflicts with any other policy or standard contained in the City's General Plan, Zoning Code or other City-adopted plan, resolution or ordinance not included in the certified Carmel LCP, and it is not possible for the development to comply with both the City Carmel LCP

and other plans, resolutions or ordinances, the policies, standards or provisions of the LCP shall take precedence consistent with the hierarchy established in CMC 17.02.090.

B. All projects defined as Regulated Projects in the Central Coast PCRs shall comply with the Stormwater Technical Guide for Low Impact Development (LID) (Technical Guide for LID) and develop a Stormwater Control Plan (SWCP). Development projects listed in Section 17.43.040 subsection (B) shall also comply with the Technical Guide for LID.

C. All private development projects shall comply with City Standard Operating Guidance 17-07 Private Stormwater Drainage Systems (SOG 17-07).

17.43.040 Stormwater Control Requirements.

A. The following projects shall submit an erosion and sediment control plan, to be approved by the Public Works Director or designee, as part of any building permit application:

1. Projects that (a) include 250 square feet or more of new floor area, or (b) disturb 500 square feet or more of soil, or (c) include any excavation whatsoever, or (d) disturb more than 50 cubic yards of soil.

2. The erosion and sediment control plan shall include controls on grading (i.e., timing and amounts), BMPs for staging, storage, and disposal of construction materials, design specification of erosion and sediment control BMPs, and landscaping/revegetation of graded or disturbed areas.

3. Such projects shall also be subject to a post-construction phase drainage plan, to be approved by the Public Works Director or designee, as part of any building permit application, detailing how stormwater and polluted runoff will be managed or mitigated. The drainage plan shall demonstrate how runoff will be diverted from impermeable surfaces into permeable areas of the property in a nonerosive manner and filter and infiltrate stormwater prior to conveyance off-site. For development which does not mitigate impacts to water quality only using site design and source control BMPs and for certain special categories of development (see subsection (C) of this section) as defined by the LCP, the drainage plan will be required to demonstrate how treatment control (or structural) BMPs will be used (in addition to site design and source control BMPs) to minimize the discharge of polluted runoff from the project and shall be certified by a California Registered Civil Engineer.

B. Construction projects with 1.0 acre or greater of land disturbance shall comply with all requirement under the State Water Resources Control Board Construction Stormwater General Permit (Order 2009-0009-DWQ as amended by 2010-0014-DWQ

and 2012-0006-DWQ and subsequent new orders and/or amendments) in addition to an erosion and sediment control plan.

C. Special Categories of Development. A SWCP shall be required for Regulated Projects as defined by the Phase II Permit that include pollutant-generating activities.

D. The SWCP shall include standard permanent and/or operation source control measures for the following pollutant generating activities and sources, designed consistent with recommendations from the California Stormwater Quality Association (CASQA) Stormwater BMP Handbook for New Development and Redevelopment:

1. ~~a)~~ Accidental spills or leaks
2. ~~b)~~ Interior floor drains
3. ~~c)~~ Parking/storage areas and maintenance
4. ~~d)~~ Indoor and structural pest control
5. ~~e)~~ Landscape/outdoor pesticide use
6. ~~f)~~ Pools, spas, ponds, decorative fountains, and other water features
7. ~~g)~~ Restaurants, grocery stores, and other food service operations
8. ~~h)~~ Refuse areas
9. ~~i)~~ Industrial processes
10. ~~j)~~ Outdoor storage of equipment or materials
11. ~~k)~~ Vehicle and equipment cleaning
12. ~~l)~~ Vehicle and equipment repair and maintenance
13. ~~m)~~ Fuel dispensing areas
14. ~~n)~~ Loading docks
15. ~~o)~~ Fire sprinkler test water
16. ~~p)~~ Drain or wash water from boiler drain lines, condensate drain lines, rooftop equipment, drainage sumps, and other sources
17. ~~q)~~ Unauthorized non-storm water discharges

18. (+) Building and grounds maintenance

17.43.040 BMP Maintenance and Conditions of Transfer.

All projects defined as Regulated Projects by the Central Coast PCRs that are required to install structural and treatment control BMPs to meet the requirements of the Central Coast PCRs shall be subject to legal restrictions to ensure the ongoing maintenance of structural and treatment control BMPs required for the project, pursuant to one of the following:

A. Requirements in conditions, covenants, and restrictions (CCRs) for residential properties assigning maintenance responsibilities to the homeowners' association for maintenance of the structural and treatment control BMPs; or

B. Deed restriction, filed with the County Recorder, requiring the present and subsequent owners to assume legal responsibility; or

C. Any other legally enforceable agreement that assigns responsibility for the maintenance of post-construction structural and treatment control BMPs.

D. All documents required under this section shall be in a form approved by the City Attorney and be executed by the applicant as a condition of project approval.

SECTION 3. Effective Date. This Ordinance shall take effect 30 days after its adoption by the City Council of the City of Carmel-by-the-Sea and after approval by the California Coastal Commission.

SECTION 4. Severability. If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining sections, subsections, provisions, sentences, clauses, phrases or words of this Ordinance.

INTRODUCED at a Regular City Council Meeting on November 7, 2023.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 5th day of December, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

ATTACHMENT 2

FINAL VERSION OF CLERICAL CORRECTIONS TO:

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

ORDINANCE NO. 2023-007

AN ORDINANCE OF THE CITY COUNCIL OF CARMEL-BY-THE-SEA AMENDING THE CARMEL MUNICIPAL CODE (CMC) TITLE 17 (ZONING) BY REPEALING AND REPLACING CHAPTER 17.42 (STORMWATER QUALITY AND UTILITY) AND CHAPTER 17.43 (WATER QUALITY PROTECTION); AND FINDING THE SAME EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the City of Carmel-by-the-Sea (“City”) currently regulates all stormwater and non-stormwater runoff entering the storm drain system or waterbodies throughout the City under Title 17, Chapter 17.42 and Title 17, Chapter 17.43 of the Municipal Code; and

WHEREAS, Chapter 17.42 and Chapter 17.43 was last amended in 2004; and

WHEREAS, there have been significant changes in state and regional law affecting stormwater and water quality since Chapter 17.42 and Chapter 17.43 was last amended; and

WHEREAS, the work the City does to prevent stormwater pollution is regulated under the jurisdiction of the Central Coast Regional Water Quality Control Board, Region 3, the enforcement arm of the State Water Resources Control Board; and

WHEREAS, the State Water Resources Control Board adopted the Phase II Small MS4 General Permit (Water Quality Order No. 2013-0001-DWQ). Since 2013, the State Water Board adopted five amendments to this Permit.; and

WHEREAS, the Phase II Small MS4 General Permits require the discharger to develop and implement a Stormwater Management Plan/Program with the goal of reducing the discharge of pollutants to the maximum extent practicable (MEP). MEP is the performance standard specified in Section 402(p) of the Clean Water Act. The management programs specify what best management practices (BMPs) will be used to address certain program areas. The program areas include public education and outreach; illicit discharge detection and elimination; construction and post-construction; and good housekeeping for municipal operations; and

WHEREAS, the Cities of Carmel-by-the-Sea, Monterey, Del Rey Oaks, Sand City, Seaside, Pacific Grove and the County of Monterey are seven local agencies that have joined to develop and implement a regional storm water program for the Monterey Peninsula and surrounding areas. This group meets monthly to discuss urban runoff

issues and implement components of the Monterey Regional Storm Water Management Program (MRSWMP); and

WHEREAS, the Central Coast Regional Water Quality Control Board adopted Post Construction Requirements (PCR) for development and re-development projects on July 12, 2013. These requirements were implemented by all agencies in the Region, effective March 6, 2014; and

WHEREAS, The City is required to submit an annual report as required by General Permit NO. CAS000004: Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems. The Annual Report describes permit compliance activities performed by the City to implement pollution prevention locally and protect local water quality; and

WHEREAS, on November 7, 2023 the City Council held a duly noticed public hearing on the proposed code amendments;

WHEREAS, the City determined this ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines; and

SECTION 1. CEQA Review. This Ordinance is exempt from review under the California Environmental Quality Act ("CEQA") (California Public Resources Code Section 21000, et seq.), pursuant to Section 15061(b)(3) of the CEQA Guidelines, covering activities with no possibility of having a significant effect on the environment. The Ordinance adopts local regulations in a manner that complies with federal and state regulations. The Ordinance does not directly or indirectly authorize or approve any actual changes in the physical environment and, therefore, does not require environmental review.

SECTION 2. Repeal and Replacement of Chapter 17.42 and Chapter 17.43. Chapter 17.42 and Chapter 17.43 of Title 17 of the City Municipal Code is hereby repealed in its entirety and replaced with the following:

Chapter 17.42 STORMWATER QUALITY AND UTILITY

Sections:

- 17.42.010 Purpose.**
- 17.42.020 Definitions.**
- 17.42.030 Urban Runoff Water Quality and Discharge Management.**
- 17.42.040 Enforcement.**

17.42.010 Purpose.

The provisions of this chapter are intended to ensure the health, safety, and general welfare of citizens, and protect and enhance the water quality of watercourses and

waterbodies in compliance with the federal Clean Water Act, the California Coastal Act, and California Porter-Cologne Water Quality Control Act (Porter-Cologne Act) by reducing pollutants in stormwater discharges to the maximum extent practicable, by prohibiting non-stormwater discharges to the storm drain system, and by managing the City's storm and surface water drainage system. Requirements of this chapter shall be implemented and enforced in accordance with schedules and requirements under the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ, National Pollution Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4), as may be amended, and any superseding order, and the Central Coast Regional Water Quality Control Board Resolution No. R3-2013-0032, Approving Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region, as may be amended, and any superseding order.

17.42.020 Definitions.

The terms used in this Chapter shall have the following meanings:

- A. Best Management Practices (BMPs) means activities, practices, and procedures to prevent or reduce the discharge of pollutants directly or indirectly to the municipal storm drain system and waters of the United States. BMPs include but are not limited to: treatment facilities to remove pollutants from storm water; operating and maintenance procedures; facility management practices to control runoff, spillage or leaks of non-stormwater, wastewater, and drainage from materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures.
- B. California Construction Stormwater General Permit (CGP) means NPDES No. CAS000002, State Water Resources Control Board Order No. 2009-0009-DWQ, as amended by 2010-0014-DWQ and 2012-0006-DWQ, and as may be subsequently amended.
- C. California Industrial General Permit (IGP) means the NPDES No. CAS000001, State Water Resources Control Board Order No. 2014-0057-DWQ as amended in 2015 and 2018, as may be subsequently amended.
- D. Illegal Discharge means any direct or indirect discharge to the City's storm drain system that is not composed entirely of stormwater, except discharges pursuant to an NPDES permit, including discharges allowed in the Phase II Permit Attachment C, Area of Special Biological Significance Specific Provisions, and discharges resulting from firefighting activities.
- E. Illicit Connections means either of the following: 1. Any drain or conveyance, whether on the surface or subsurface, that allows an illegal discharge to

enter the storm drain system, including but not limited to any conveyances that allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system, and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by a government agency; or 2. Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been permitted and approved by the City.

F. Low Impact Development (LID) is an approach to stormwater management that aims to replicate the site's natural hydrologic balance, using site design strategies to minimize stormwater runoff, integrated with small-scale, distributed structural BMPs that retain stormwater on site via infiltration, evaporation, evapotranspiration, or harvesting for later use.

G. Non-Stormwater Discharge means any discharge to the storm drain system that is not composed entirely of storm water or that contains any pollutant.

H. Phase II Permit means the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ National Pollution Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4), as may be subsequently amended.

I. Pollutant means anything that causes or contributes to water pollution, including but not limited to paints, varnishes, and solvents; oil and other automotive fluids; chemicals in dust from automotive brake pads and tires; non-hazardous liquid and solid wastes; green waste and other yard waste; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations that may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and waste; fecal coliform and other pathogens in sewage or other wastewater; dissolved and particulate metals; animal waste; waste and discharges that result from constructing a building or structure (including but not limited to sediment, slurries, and concrete rinsates); and noxious or offensive matter of any kind that may be discharged into the storm drain system or waterbodies.

J. Storm Drain System means any publicly-owned facilities operated by the City by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, storm drain pipes, pumping facilities, stormwater retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures that are within the City.

17.42.030 Urban Runoff Water Quality and Discharge Management.

A. Applicability. This chapter shall apply to all stormwater and non-stormwater runoff

entering the storm drain system generated on any developed and undeveloped lands within the City.

B. Administration.

1. Responsibility for Administration. The Public Works Director shall administer, implement, and enforce the provisions of this section. Any powers granted to or duties of the Public Works Director may be delegated in writing by the Public Works Director to persons or entities acting in the beneficial interest of or in the employ of the City.

2. Regulatory Consistency. This section shall be construed to ensure consistency with the requirements of the Clean Water Act, Porter-Cologne Act, California Coastal Act, Phase II Permit, California Industrial General Permit (IGP), California Construction Stormwater General Permit (CGP) and statutes and regulations that amend or supplement those Acts and permits.

C. Discharge Prohibitions.

1. General Prohibition. No person shall discharge or cause to be discharged any pollutants or waters containing any pollutants into the municipal storm drain system or watercourses, or any materials that may cause or contribute to a violation of applicable water quality standards. Examples of prohibited discharges or illegal connections to the storm drain system include, but are not limited to:

- a. Water from the cleaning of gas stations, vehicle service garages, or other types of vehicle service facilities;
- b. Water, cleansers, or solvents from the cleaning of machinery or equipment, and other such commercial and industrial activities;
- c. Water from the washing or rinsing of vehicles, that contains soap, detergents, solvents, or other cleaners;
- d. Water from the washing or rinsing of vehicles, with or without soap, from auto body repair shops, including water from the cleaning or rinsing of vehicle engines, undercarriages, or auto parts;
- e. Automotive fluids;
- f. Wash Water from floor mat and hood cleaning at food service facilities;
- g. Food and kitchen cleaning water from food service facilities;
- h. Grease, food, or wash water from food or kitchen service facilities, or mobile food vendors;

- i. Leakage from dumpsters or other trash containers;
 - j. Water from the cleaning or rinsing of garbage dumpster areas and areas where garbage is stored or contained;
 - k. Water from pressure washing, steam cleaning, and hand scrubbing of sidewalks, gutters, plazas, alleyways, outdoor eating areas, steps, building exteriors, walls, driveways, and other outdoor surfaces;
 - l. Wastewater or cleaning fluids from commercial cleaning operations such as carpet and mat cleaning, pet washing, and vehicle detailing;
 - m. Swimming pool and spa water;
 - n. Wash out from concrete trucks, or ready-mix concrete washout;
 - o. Construction debris and fluids, such as, but not limited to, paint, dirt or sediment, chemical products, construction waste, rinse or wash waters; and
 - p. Sewage.
2. The commencement, conduct or continuance of any non-stormwater discharge to the storm drain system is prohibited, except for the following.
- a. Discharges that are allowed in Attachment C, Area of Special Biological Significance Specific Provisions, of the Phase II Permit.
 - b. Any non-stormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered by the State of California or the U.S. Environmental Protection Agency; provided that 1) the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations; and 2) written approval has been granted by the City for any discharge to the storm drain system.
 - c. Discharges authorized by a written exemption by the City, obtained following written concurrence of the Regional Water Quality Control Board, for specific non-stormwater discharges which are not a source of pollutants to the storm drain system.
3. Illicit Connections. The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

a. The Public Works Director may require by written notice that a person responsible for an illicit connection to the storm drain system comply with the requirements of this section to eliminate or secure approval for the connection by a specified date.

b. If, subsequent to eliminating a connection found to be in violation of this section, the responsible person can demonstrate that an illegal discharge will no longer occur, the person may request City approval to reconnect. The reconnection or reinstallation of the connection shall be at the expense of the responsible person.

4. Waste Disposal. No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained any liquids, powders, refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that they may cause or contribute to any pollutant entering into the storm drain system or any watercourse. Wastes deposited in waste receptacles designated for the purposes of collection are not subject to this prohibition.

5. Discharges in Violation of Permits. Any person subject to an industrial or construction activity NPDES Storm Water Discharge Permit shall comply with all provisions of the permit. Proof of compliance with the permit may be required in a form acceptable to the Public Works Director prior to or as a condition of a subdivision map, site plan, building permit, or development or improvement plan; upon inspection of the facility; during any enforcement proceeding or action; or for any other reasonable cause.

D. Regulations and Requirements.

1. Prevention, Control, and Reduction of Stormwater Pollutants.

a. Development. The City requires the use of BMPs to control the volume, rate, and potential pollutant load of stormwater runoff from new development and redevelopment projects to minimize the generation, transport and discharge of pollutants in stormwater runoff, and to minimize adverse impacts on aquatic environments. All development shall comply with applicable BMP requirements and standards for such development set forth in the Phase II Permit; the California Regional Water Quality Control Board Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region, as adopted by the California Regional Water Quality Control Board by Resolution No. R3-2013-0032; the City's Standard Operating Guidance 17-07 Private Stormwater Drainage Systems (SOG 17-07); and the Monterey Regional Stormwater Management Program (MRSWMP) Stormwater Technical Guide for Low Impact Development (LID). All development shall be designed consistent with such standards and guidance. Applicants shall also ensure that development projects are compliant with applicable local, state, and federal laws and regulatory permit authorities, including U.S. Army Corps of Engineers, California Coastal Commission, Regional Water Quality Control Board, State Water Resources Control Board, California Department of Fish and Wildlife, U.S. Fish and Wildlife Service, National Oceanic and Atmospheric Association (NOAA) Monterey Bay National Marine Sanctuary, and in conformance with Low Impact Development site assessment and design standards of

the Phase II Permit and California Regional Water Quality Control Board Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region.

b. Construction Sites. BMPs to reduce pollutants in any storm water runoff activities shall be incorporated in any land use entitlement and/or construction or building-related permit. The owner and developer shall comply with the terms, provisions, and conditions of such land use entitlements and/or building permits as required by the City and as required by the Phase II Permit as amended thereto, including, but not limited to, the requirement to submit, implement, and maintain site-specific construction BMPs as applicable for erosion and sediment control, soil stabilization, source controls, materials and stockpile management, dewatering, and similar pollution prevention measures to prevent dumping or illegal discharges during construction into the storm drain system.

c. Any person engaged in activities or operations, or owning facilities or property that may result in pollutants entering stormwater, the storm drain system, or any watercourse, shall take all necessary measures to prevent illicit discharges.

2. Watercourse Protection. Every person owning property through which a watercourse passes, or the person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, stagnant pools of water and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse. The owner or lessee shall not remove healthy bank vegetation beyond that actually necessary for maintenance, nor remove said vegetation in such a manner as to increase the vulnerability of the watercourse to erosion. The property owner shall be responsible for maintaining and stabilizing that portion of the watercourse that is within their property lines to protect against erosion and degradation of the watercourse on site and downstream.

3. Remediation. Whenever the Public Works Director finds that a discharge of pollutants into the storm drain system or any watercourse is taking place, has occurred, or is likely to result absent remediation, the Public Works Director shall issue written notice to the owner of the property and/or the responsible person requiring that the pollution be remediated and the affected property restored within a specified time.

17.42.040 Enforcement.

A. Inspection.

1. Authority to Inspect. Whenever necessary to conduct an inspection to enforce any provision of this section, or whenever the Public Works Director has cause to believe that there exists, or potentially exists, in or upon any premises any condition which

constitutes a violation of this chapter, the Director may request to enter such premises at all reasonable times to inspect the same and to inspect and copy records related to stormwater compliance. In the event the owner or occupant refuses entry after a request to enter and inspect has been made, the City is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

2. Authority to Sample, Establish Sampling Devices, and Test. During any inspection in compliance with this section, the Public Works Director may take any samples and perform any testing deemed necessary to aid in the pursuit of the inquiry or to record site activities.

B. Enforcement.

1. Violations Subject to Criminal Penalty. Any violation of this chapter shall be a misdemeanor and shall be subject to penalty in accordance with Chapter 1.16. Such violations may also violate the Clean Water Act, the California Coastal Act, and/or the Porter-Cologne Act and may be subject to penalty under state and federal law including civil and criminal penalties.

2. Violations of this chapter shall also be subject to administrative civil penalties in accordance with Chapter 18.04.

3. Violations of this chapter are declared a public nuisance and shall be subject to abatement in accordance with Chapter 15.57. Nothing in this chapter shall limit the authority of the City to undertake emergency or summary abatement in the manner authorized by law.

Chapter 17.43 WATER QUALITY PROTECTION ORDINANCE

Sections:

- 17.43.010 Purpose and Intent.**
- 17.43.020 Definitions.**
- 17.43.030 Applicability and Stormwater Management Requirements.**
- 17.43.040 Stormwater Control Requirements.**
- 17.43.050 BMP Maintenance and Conditions of Transfer.**

17.43.010 Purpose and Intent.

A. The purpose of this chapter is to protect and enhance coastal waters within the City in accordance with the policies of the City's Local Coastal Program (LCP; Sections O5-45 and O5-46), Sections 30230, 30231, 30232 and 30240 of the California Coastal Act, the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ (and subsequent new orders and/or amendments) National Pollution

Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4) (hereafter Phase II Permit), and the Central Coast Regional Water Quality Control Board (Regional Board) Resolution No. R3-2013-0032 (and subsequent new orders and/or amendments) Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region (Central Coast PCRs).

B. The purpose of the chapter is to ensure that permitted development shall be sited and designed to conserve natural drainage features and vegetation, minimize the introduction of pollutants into coastal waters to the maximum extent practicable, limit the discharge of stormwater runoff, and protect the overall quality of coastal waters and resources.

17.43.020 Definitions.

The terms used in this Chapter shall have the following meanings:

A. Best Management Practices (BMPs) means activities, practices, and procedures to prevent or reduce the discharge of pollutants directly or indirectly to the municipal storm drain system and waters of the United States. BMPs include but are not limited to: treatment facilities to remove pollutants from storm water; operating and maintenance procedures; facility management practices to control: runoff, spillage or leaks of non-storm water, waste disposal, and drainage from materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures and such other provisions that the Public Works Director or designee determines appropriate for the control of pollutants.

B. California Construction Stormwater General Permit (CGP) means the NDPES No. CAS000002, State Water Resources Control Board Order No. 2009-0009-DWQ, as amended by 2010-0014-DWQ and 2012-0006-DWQ, and as may be subsequently amended.

C. California Industrial General Permit (IGP) means the NDPES No. CAS000001, State Water Resources Control Board Order No. 2014-0057-DWQ as amended in 2015 and 2018, as may be subsequently amended.

D. Central Coast PCRs means the California Regional Water Quality Control Board Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region, as adopted by the California Regional Water Quality Control Board by Resolution No. R3-2013-0032, as may be subsequently amended.

E. Environmentally Sensitive Habitat Areas (ESHA) means any areas in which plant or animal life or their habitats are either rare or especially valuable because of their special nature or role in an ecosystem and which could be easily disturbed or degraded by human activities and developments.

F. Low Impact Development (LID) means systems and practices that use or mimic natural processes that result in the infiltration, evapotranspiration, or use of stormwater in order to protect water quality and associated aquatic habitat.

G. Phase II Permit means the State Water Resources Control Board (SWRCB) Water Quality Order No. 2013-0001-DWQ National Pollution Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4), as may be subsequently amended from time to time.

H. Pollutant means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure (including but not limited to sediments, slurries, and concrete rinsates); and noxious or offensive matter of any kind.

I. Storm Drain System means any publicly-owned facilities operated by the City by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures which are within the City.

J. Stormwater Control Plan (SWCP). A plan, developed by a development project applicant whose project is subject to the Central Coast PCRs, detailing how the project will achieve compliance with the applicable Post-Construction Stormwater Management Requirements.

17.43.020 Applicability and Stormwater Management Requirements.

A. All properties within the City are located within the coastal zone as defined in the California Coastal Act and are subject to the policies, standards and provisions contained in the certified LCP. Where any standard provided in this chapter conflicts with any other policy or standard contained in the City's General Plan, Zoning Code or other City-adopted plan, resolution or ordinance not included in the certified Carmel LCP, and it is not possible for the development to comply with both the City LCP and

other plans, resolutions or ordinances, the policies, standards or provisions of the LCP shall take precedence consistent with the hierarchy established in CMC 17.02.090.

B. All projects defined as Regulated Projects in the Central Coast PCRs shall comply with the Stormwater Technical Guide for Low Impact Development (LID) (Technical Guide for LID) and develop a Stormwater Control Plan (SWCP). Development projects listed in Section 17.43.040 subsection (B) shall also comply with the Technical Guide for LID.

C. All private development projects shall comply with City Standard Operating Guidance 17-07 Private Stormwater Drainage Systems (SOG 17-07).

17.43.040 Stormwater Control Requirements.

A. The following projects shall submit an erosion and sediment control plan, to be approved by the Public Works Director or designee, as part of any building permit application:

1. Projects that (a) include 250 square feet or more of new floor area, or (b) disturb 500 square feet or more of soil, or (c) include any excavation whatsoever, or (d) disturb more than 50 cubic yards of soil.

2. The erosion and sediment control plan shall include controls on grading (i.e., timing and amounts), BMPs for staging, storage, and disposal of construction materials, design specification of erosion and sediment control BMPs, and landscaping/revegetation of graded or disturbed areas.

3. Such projects shall also be subject to a post-construction phase drainage plan, to be approved by the Public Works Director or designee, as part of any building permit application, detailing how stormwater and polluted runoff will be managed or mitigated. The drainage plan shall demonstrate how runoff will be diverted from impermeable surfaces into permeable areas of the property in a nonerosive manner and filter and infiltrate stormwater prior to conveyance off-site. For development which does not mitigate impacts to water quality only using site design and source control BMPs and for certain special categories of development (see subsection (C) of this section) as defined by the LCP, the drainage plan will be required to demonstrate how treatment control (or structural) BMPs will be used (in addition to site design and source control BMPs) to minimize the discharge of polluted runoff from the project and shall be certified by a California Registered Civil Engineer.

B. Construction projects with 1.0 acre or greater of land disturbance shall comply with all requirement under the State Water Resources Control Board Construction Stormwater General Permit (Order 2009-0009-DWQ as amended by 2010-0014-DWQ

and 2012-0006-DWQ and subsequent new orders and/or amendments) in addition to an erosion and sediment control plan.

C. Special Categories of Development. A SWCP shall be required for Regulated Projects as defined by the Phase II Permit that include pollutant-generating activities.

D. The SWCP shall include standard permanent and/or operation source control measures for the following pollutant generating activities and sources, designed consistent with recommendations from the California Stormwater Quality Association (CASQA) Stormwater BMP Handbook for New Development and Redevelopment:

1. Accidental spills or leaks
2. Interior floor drains
3. Parking/storage areas and maintenance
4. Indoor and structural pest control
5. Landscape/outdoor pesticide use
6. Pools, spas, ponds, decorative fountains, and other water features
7. Restaurants, grocery stores, and other food service operations
8. Refuse areas
9. Industrial processes
10. Outdoor storage of equipment or materials
11. Vehicle and equipment cleaning
12. Vehicle and equipment repair and maintenance
13. Fuel dispensing areas
14. Loading docks
15. Fire sprinkler test water
16. Drain or wash water from boiler drain lines, condensate drain lines, rooftop equipment, drainage sumps, and other sources
17. Unauthorized non-storm water discharges

18. Building and grounds maintenance

17.43.040 BMP Maintenance and Conditions of Transfer.

All projects defined as Regulated Projects by the Central Coast PCRs that are required to install structural and treatment control BMPs to meet the requirements of the Central Coast PCRs shall be subject to legal restrictions to ensure the ongoing maintenance of structural and treatment control BMPs required for the project, pursuant to one of the following:

A. Requirements in conditions, covenants, and restrictions (CCRs) for residential properties assigning maintenance responsibilities to the homeowners' association for maintenance of the structural and treatment control BMPs; or

B. Deed restriction, filed with the County Recorder, requiring the present and subsequent owners to assume legal responsibility; or

C. Any other legally enforceable agreement that assigns responsibility for the maintenance of post-construction structural and treatment control BMPs.

D. All documents required under this section shall be in a form approved by the City Attorney and be executed by the applicant as a condition of project approval.

SECTION 3. Effective Date. This Ordinance shall take effect 30 days after its adoption by the City Council of the City of Carmel-by-the-Sea and after approval by the California Coastal Commission.

SECTION 4. Severability. If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining sections, subsections, provisions, sentences, clauses, phrases or words of this Ordinance.

INTRODUCED at a Regular City Council Meeting on November 7, 2023.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 5th day of December, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

December 4, 2023
ORDERS OF BUSINESS

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Brian Pierik, City Attorney
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Urgency Ordinance of the City Council of the City of Carmel-by-the-Sea Regarding Mills Act Contracts Recommendation: Motion to adopt Urgency Ordinance of the City Council of the City of Carmel-by-the-Sea Regarding Mills Act Contracts.

RECOMMENDATION:

Motion to adopt Urgency Ordinance of the City Council of the City of Carmel-by-the-Sea Regarding Mills Act Contracts.

BACKGROUND/SUMMARY:

The Mills Act is found in Government Code Sections 50280 to 50290 (Historic Property Contracts) and the related Sections in the Revenue and Taxation Code Sections 439 to 439.4.

The Mills Act authorizes a city to contract with the owner of property for the preservation of a qualified historical property.

Section 17.32.010 of the City of Carmel-by-the-Sea ("City") Municipal Code, hereafter "CMC", describes the purposes of Chapter 17.32 "Historic Preservation" to establish standards, procedures and regulations to promote identification, and preservation, and enhancement of historic resources including buildings, structures, objects, sites, districts and archaeological resources that represent the unique architectural, cultural, historic and prehistoric identity of Carmel-by-the-Sea.

Section 17.32.100 B 6 c of the City Municipal Code identifies the findings that the Historic Resources Board (HRB) and the City Council shall make to grant approval of a Mills Act contract.

City Council Resolution No. 2016-068 limits the number of Mills Act contracts that can be approved to fifteen (15) in any three year calendar period.

On November 7, 2023, the City Council reviewed the Mills Act policies of the City which include Chapter 17.32 of the Municipal Code and Resolution 2016-068 and gave direction for an Urgency Ordinance to be

presented to the City Council whereby the City would not accept any applications for a Mills Act contract until after the City has completed its review of the City Mills Act policies.

The proposed Urgency Ordinance does not apply to the four Mills Act Contracts that were presented to the City Council at its meeting on October 3, 2023.

FISCAL IMPACT:

No direct fiscal impact for this action.

PRIOR CITY COUNCIL ACTION:

Adoption of Municipal Code Chapter 17.32 “Historic Preservation”.

Adoption of City Council Resolution No. 2016-068.

ATTACHMENTS:

Attachment 1) Urgency Ordinance No. 2022-008

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

URGENCY ORDINANCE NO. 2023-008

URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA REGARDING MILLS ACT CONTRACTS

WHEREAS, the Mills Act is found in Government Code Sections 50280 to 50290 (Historic Property Contracts) and the related Sections in the Revenue and Taxation Code Sections 439 to 439.4; and

WHEREAS, the Mills Act authorizes a city to contract with the owner of property for the preservation of a qualified historical property; and

WHEREAS, Section 17.32.010 of the City of Carmel-by-the-Sea ("City") Municipal Code, hereafter "CMC", describes the purposes of Chapter 17.32 "Historic Preservation" to establish standards, procedures and regulations to promote identification, and preservation, and enhancement of historic resources including buildings, structures, objects, sites, districts and archaeological resources that represent the unique architectural, cultural, historic and prehistoric identity of Carmel-by-the-Sea; and

WHEREAS, Section 17.32.100 B 6 c of the City Municipal Code identifies the findings that the Historic Resources Board (HRB) and the City Council shall make to grant approval of a Mills Act contract; and

WHEREAS, City Council Resolution No. 2016-068 limits the number of Mills Act contracts that can be approved to fifteen (15) in any three year calendar period; and

WHEREAS, on November 7, 2023, the City Council reviewed the Mills Act policies of the City which include Chapter 17.32 of the Municipal Code and Resolution 2016-068 and gave direction for an Urgency Ordinance to be presented to the City Council whereby the City would not accept any applications for a Mills Act contract until after the City has completed its review of the City Mills Act policies; and

WHEREAS, this Urgency Ordinance does not apply to the four Mills Act Contracts that were presented to the City Council at its meeting on October 3, 2023; and

WHEREAS, based upon the foregoing, the City Council finds pursuant to Government Code Section 36937 (b) that this Urgency Ordinance is necessary for the immediate preservation of the public peace, health and safety to allow the City sufficient time to the complete review of the City Mills Act Contract policies and make any necessary changes to those policies to ensure historic preservation as provided by Chapter 17.32 of the CMC.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Findings. The City Council of the City of Carmel- by- the-Sea incorporates the Recitals above by reference as though fully set forth here.

SECTION 2. Codification. This Ordinance shall not be codified in the City of Carmel-by-the-Sea Municipal Code.

SECTION 3. CEQA/Environmental Findings. The City Council exercises its independent judgment and finds that this Urgency Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, sections: 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment); 15060(c)(3) (the activity is not a project as defined in Section 15378); and 15061(b)(3), because the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed Urgency Ordinance maintains the status quo and prevents changes in the environment pending the completion of the contemplated municipal code review. Because there is no possibility that this Urgency Ordinance may have a significant adverse effect on the environment, the adoption of this Urgency Ordinance is exempt from CEQA.

SECTION 4. Mills Act Contracts. The City will not accept or process any applications for Mills Act Contracts during the time that this Urgency Ordinance is in effect except that this Urgency Ordinance does not apply to the four Mills Act Contracts that were presented to the City Council at its meeting on October 3, 2023.

Section 5. Authorization of City Administrator. The City Administrator and his/her designee(s) are hereby authorized to take all necessary action to implement and enforce this Urgency Ordinance.

Section 6. Severability. If any section, subsection, sentence, clause, or phrase of this Urgency Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of Urgency Ordinance. The City Council declares that it would have passed this Urgency Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this Urgency Ordinance would be subsequently declared invalid or unconstitutional.

Section 7. Effective Date and Duration. This Urgency Ordinance enacted under California Government Code Section 36937 will take effect immediately upon adoption by a four fifths (4/5) vote of the City Council. This Urgency Ordinance will remain in effect until rescinded by the City Council.

Section 8. Publication. The City Clerk is directed to certify this Urgency Ordinance and cause it to be published in the manner required by law.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL BY-THE-SEA
this 4th day of December, 2023, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Nova Romero, MMC
City Clerk