



**PLANNING DEPARTMENT**

**City of Guadalupe  
918 Obispo Street  
P.O. Box 908  
Guadalupe, CA 93434  
Tel (805) 356-3903**

**To:** Mr. Mayor and City Councilmembers  
**From:** Larry Appel, Contract City Planner  
**Date:** February 1, 2019  
**Re:** Monthly Planning Report Covering January 2019

**MINISTERIAL PROJECTS**

|                            |   |
|----------------------------|---|
| Zoning Clearances Approved | 3 |
| Zoning Clearances Denied   | 1 |
| Zoning Clearances Appealed | 0 |
| Business Licenses Approved | 0 |
| Business Licenses Denied   | 0 |

**DISCRETIONARY PROJECTS**

The following projects are in for Planning Department review and have been worked on during January:

- Guadalupe Cultural Center review of draft Easements for parking/access
- PSHH – review of zoning clearance for building permits
- Housing Authority of S. B. Co. – work on draft Initial Study (CEQA)

If any Councilmember is interested in a particular project or would like to know its status, please let me know and I would be happy to provide the information.

## Guadalupe City Planning Department Planning Processing Summary for January 2019 (02-01-19 update)

| <u>Case No.</u>      | <u>Name</u>                                                | <u>Submittal Date</u> | <u>Comp. Date</u>        | <u>Status</u>                                                                                                                                                                                                                  | <u>OK for Bldg. Permit Issuance</u> |
|----------------------|------------------------------------------------------------|-----------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| 2017-096-CUP<br>\$\$ | Guadalupe Cultural Ctr.                                    | 09-17-17              | 02-01-19                 | Easement recorded 1-22-19. Project scheduled to Council meeting on 02-12                                                                                                                                                       | NO                                  |
| 2017-130-TPM<br>\$\$ | DJ Farms South Master TPM                                  | 10-12-17              | Incomplete 03-07-18      | INC letter sent on 03-07-18. Planner met with applicant and engineer on Oct 19th to discuss resubmittal and to determine Completeness. <b>No Activity this month</b>                                                           | NO                                  |
| 2018-089-PA<br>\$    | Housing Authority of SB Co                                 | 04/20/18              | N/A                      | Preparing draft Initial Study prior to formal submittal of application.                                                                                                                                                        | NO                                  |
| 2016-043-LLA<br>\$\$ | Beachside Cooler Lot Line Adj.                             | 10-31-16              | INC No record            | LLA materials submitted along with an updated Title Report submitted 8/30. No activity this month.                                                                                                                             | YES*                                |
| 2018-134-CUP<br>\$\$ | Pioneer Street Apartment Revision                          | 08/16/18              | Deemed Complete 09/14/18 | Withdrawn by applicant on January 8th                                                                                                                                                                                          | NO                                  |
| 2018-128-ZC<br>\$    | Guadalupe Ct. Apts. (PSHH)                                 | 07-16-18              | N/A                      | Building permit issued. Still needs landscape review by Planning                                                                                                                                                               | YES                                 |
| 2018-135-GPZ<br>No\$ | General Plan amendment and Rezone of two areas of the City | 08/29/18              | N/A                      | Staff directed to continue initiation hearing to 12/11/18 after presentation by Cal Poly on the draft General Plan. No presentation as of this date, so GPZ discussion must be continued again. <b>No activity this month.</b> | N/A                                 |

| <u>Case No.</u>      | <u>Name</u>                                                | <u>Submittal Date</u> | <u>Comp. Date</u> | <u>Status</u>                                                                                                                                                                                                                     | <u>Page 2 OK for Bldg. Permit Issuance</u> |
|----------------------|------------------------------------------------------------|-----------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| 2018-135-GPZ<br>No\$ | General Plan amendment and Rezone of two areas of the City | 08/29/18              | N/A               | Staff directed to continue initiation hearing to 12/11/18 after presentation by Cal Poly on the draft General Plan. No presentation as of this date, so GPZ discussion must be continued again. <b>No activity this month.</b>    | N/A                                        |
| 2018-133-OA<br>No\$  | Round 1 Zoning Ordinance Updates                           | 8/15/18               | N/A               | First round of zoning ordinance updates heard by Council on 11-13-18 (first reading) and 12-11-18 (second reading). Additional updates are in draft form waiting for review by City Administrator. <b>No activity this month.</b> | N/A                                        |

A DISCRETIONARY permit is one that requires City Council approval

No\$ = unreimbursed planning work

\$ = projects where a fixed fee has been paid

\$\$ = projects where a variable fee / deposit is made and the applicant is billed for time beyond the initial deposit

---

**Zoning Clearances Approved – January 2018**

2019-001-ZC      Cabello paving, 325 Las Flores Drive  
2019-002-ZC      Armenta paving, 323 Las Flores Drive  
2019-005-ZC      San Jose paving, 4413 Second Street

**Zoning Clearances Denied**

2019-004-ZC      San Jose paving, 4413 Second Street

Also approved a DMV Permit for Golden Coast DMV 259 Guadalupe Street

**City of Guadalupe**  
**January 2019**  
**Civil Engineering Projects**

**The following is a list of projects in various stages of construction, design, or planning.**

- **2018 Pavement Rehabilitation Project** – The City engineer suspended the project while Pavement Engineering Inc. completed additional testing. The additional testing indicated that the asphalt mix and thickness were within allowable tolerances. The remaining items of work include raising utility covers, striping, and installation of survey monuments. Completion of the work is anticipated by the end of February.

The work includes the following segments:

- Pelican Lane from Sandpiper Lane to Surfbird Lane
  - Sandpiper Lane from Pacific Dunes Way to Pelican Lane.
- **2019 Pavement Rehabilitation Project** – Design work is ongoing on the 2019 Pavement Rehabilitation Project. The design includes Obispo Street from Main Street to 10th Street, and nearly all the existing curb ramps are non-compliant with current ADA standards. The project includes replacement of the ramps. The City Engineer has suggested that the limits of the Base Bid be from Main Street to Fir Street to allow for a future waterline upgrade in Obispo Street north of Fir Street. Available funding will determine the actual extents of the project. Work should commence in Summer 2019.
- **2019 Pavement Maintenance Project** – Design work for the 2019 Pavement Maintenance Project is ongoing. The project includes street segments identified in the Pavement Management Plan. Construction is tentatively scheduled for Summer 2019. The preliminary street list is as follows. The actual list may change due to funding.
    - All Streets with the Treasure Park Area
      - Amber Street, Second Street, Birch Street, Cedar Street, Third Street, Elm Street, Fir Street, Holly Street, Fourth Street, and Flower Avenue
    - Tognazzini Avenue – Main Street to North End
    - Calle Cesar Chavez
    - Santa Ines Street
    - Santa Barbara Street
    - San Miguel Court
- **WWTP Influent Pump Replacement Project.** During the November City Council meeting, Council approved a contract with Cushman Construction for the replacement of the influent pumps at the wastewater treatment plant. The Contractor has made submittals to Engineering for approval. Once the submittals are all approved, the Contractor will order the pumps. Pump procurement is a ten-week process. The City Council approved a contract with MKN to provide inspection and project management during construction.

- **Implementation of NPDES Permit and MS4 Requirements** – The City is in the final year of implementation of the MS4 Requirements. Staff is working on implementing the Regional Water Quality Control Board’s requirements. A Prop 1 grant is available for Disadvantaged Communities to provide free design and planning work for an identified stormwater improvement project. The Regional Water Quality Control Board has identified a couple of locations for a potential project, and engineering staff is coordinating with the project manager to secure planning and design services. For this grant, the project construction cost must be a minimum \$250,000. The City must provide a 5% to 10% match for the construction portion, but the design and planning fees are paid for by the grant. This 5% - 10% grant can come from Measure A funds that have been set aside for drainage projects. Engineering has scheduled a meeting to select the project in early February 2019.
- **ATP Cycle 3.** The Engineering Division received corrections from Caltrans permitting on January 28, 2019. The plan comments are fairly minor, and resubmittal should occur within two weeks. The City Engineer continues to negotiate with Caltrans for the inclusion of rapid flashing beacons. The project includes sidewalks on the east side of Guadalupe Street from Olivera Street to the Amtrak Station, street crossings, and handicap ramp replacements at various locations. Construction should occur in Summer/Fall 2019.
- **IRWM DAC Grant (Lift Stations and Sewer Main Replacement)** –The first phase of the grant funding is for the design phase of work on the Pioneer and Hwy 1 Lift Stations, Sewer Main, and various “High priority” Water and Wastewater capital improvement projects. MKN completed the design work in January 2019, and CDBG Funding is being sought for construction of the project.
- **Obispo Drainage Improvements** – On the west of Obispo Street across from the wetlands, undermining of the roadway has been occurring. The project will install a drainage inlet at this location to prevent further erosion and damage to the pavement.

## Development

The following developments which require engineering review/oversight are in various phases.

- **Pasadera**
  - Testing of the well site is complete. The well is operational and provides an additional 1.5 million gallon per day capacity to the water system.
  - The final plans for Lot 4 public improvements were signed in January 2019.
  - The developer submitted plan revisions for the Lot 4 grading and drainage. Engineering is reviewing the plans.
- **Beachside Cooler**
  - Lot Line Adjustment – The developer is required to complete a lot line adjustment by the development agreement. Before completing the Lot Line Adjustment, a Voluntary Merger (VM) must occur. The County has reviewed the VM and Engineering returned the comments to the applicant in January 2019.
  - Work on Peralta Street has just begun. The work includes the installation of drainage facilities, curb, gutter, sidewalk, and road reconstruction, north of 12<sup>th</sup> Street. Beachside's contractor is performing the work, and the Engineer's office is providing inspection services.
- **Apio Wastewater Reclamation System and Voluntary Merger**
  - Both applications are in various phases of review.
- **Guadalupe Court (People Self-Help Housing)**
  - Groundbreaking for the People's Self-Help Housing has occurred. The project will include City drainage facilities and water facilities. The developer will improve 11<sup>th</sup> Street, including curb, gutter, and sidewalk. The owner was also conditioned to provide plans for the construction of sidewalks on La Guardia and Gularte.
  - Engineering approved the site plans, grading and drainage plans, and public improvement plans. Due to site limitations, the developer must move alignment of a storm drain line. The City Engineer will meet on site and approve the new alignment.
- **Alvarez 11<sup>th</sup> Street Apartments**
  - The project is still under review. In December 2019, Engineering returned corrections to the applicant. When approved, the project will include the installation of a public sewer main from 11<sup>th</sup> Street to 9<sup>th</sup> Street along the City Limit Line







## Department of Public Works - Summary of Activities

NOVEMBER & DECEMBER 2018

Dated: January 4, 2019

### 1. GENERAL

- A. Completed  
Repair/clean Facilities, Wastewater, Water, Parks & Recreation, Streets and Building & Planning
- B. Ongoing  
Review of current reporting to various accounts and expenditures

### 2. FACILITIES

- A. Completed  
Power outage at Police Department restored power  
Repaired 3 vents to sub floor for pest abatement  
Repaired 1 toilet in female public restroom  
Restored power to East Basket ball mechanism in auditorium, Breaker tripped  
Restored power to Auditorium Lighting, Breaker tripped
- B. Ongoing  
Corporate yard- Proposal sought for maintenance. Obtained on Month to Month

### 3. WASTEWATER DEPARTMENT

- A. Completed  
Installed aerator's in Ponds 1&2 to reduce odor issues of seasonal turnover of sludge mat.  
Aerator #2 failed in lagoon #1, requires removal and refurbishment  
Influent pumps at headworks replaced, units sent to Perry's electric for rebuild  
Sludge pump on screw press rebuilt  
Maintenance work (air diffusers, air feed lines, impacted sludge cleaned/removed) performed on Bio-lac

|                                             | <b>This Month Dec.2018</b>                             | <b>2018 Year to Date</b> | <b>2017 Last Year to Date</b> |
|---------------------------------------------|--------------------------------------------------------|--------------------------|-------------------------------|
| <b>Influent Flow (MGD)</b>                  | 25,600,000 or 25.6 mgd                                 | 186,593,000              | 155,042,000                   |
| <b>Outflow</b>                              | n/a                                                    | n/a                      | n/a                           |
| <b>Sewer line Cleaned (ft.)</b>             | unknown                                                | 3100 (ft.)               | 1700 (ft.)                    |
| <b>Compliance with regulatory Standards</b> | 1 Violation                                            | 15                       | Unknown                       |
| <b>Complaints State Water Board or APCD</b> | Total suspended solids Level exceeded for short period | Approx 20 Odor issues    | unknown                       |

**B. Ongoing**

Grade V consultant (Grade III required) providing WWTP oversight.

Reducing storage ponds volumes to restore emergency storage capacities.

Influent pump replacements bid documents for project status unknown

Influent pumps sent to Perry Electric for refurbishment.

Develop Sanitary Sewer Maintenance Plan (SSMP)

Create weekly, monthly, semi- annual, annual, bi-annual, and other SOP documents.

**4. WATER DEPARTMENT**

**A. Completed**

All fire-flow booster pump motors remanufactured to as new 75HP condition

One 20HP booster pump motor proposal sought for remanufacture of motor

Park irrigation repairs effected upon control valve fouled with debris.

Last minute inspections of backflow devices.

State water shut down 11-2-2018

|                             | <b>This Month Dec.2018</b> | <b>2018 Year to Date</b> | <b>2017 Year to Date</b>               |
|-----------------------------|----------------------------|--------------------------|----------------------------------------|
| <b>Water Production MG.</b> | 30.25                      | 387.55MG                 | 359.15MG in 2017<br>(746.7MG to date)  |
| <b>Usage totals MG</b>      | 25.66                      | 342.52 MG                | 321.38 MG in 2017<br>(663.9MG to date) |
| <b>Shut offs</b>            | 63                         | 635                      | 567 in 2017<br>(1202 to date)          |
| <b>Opens</b>                | 50                         | 371                      | 319 in 2017<br>(690 to date)           |
| <b>Closes</b>               | 30                         | 277                      | 249 in 2017<br>(517 to date)           |
| <b>Main Breaks</b>          | 0                          | 1                        | 2 in 2017,3 to date                    |
| <b>Lateral Breaks</b>       | 1                          | 7                        | 15in 2017<br>22 to date                |

B. Ongoing

Pasadera, Lot#4, 12" water Main tie in questions, Public water well. Concerns resolved, disinfection of well feed line underway. Electronic interface/controls near completion. State-water restored to supply chain, beginning of new year will see initial allotment reduced, with increase dependent upon water availability assessments.  
Water system ; daily/ monthly monitoring, equipment maintenance.  
Pasadera, El Cielo Tract, Tognazzini well drain design consultation, Pasadera well start up and prep, Obispo yard clean-up, Obispo booster facility /treatment facility pipe coatings.

**5. PARKS AND RECREATION DEPARTMENT**

A. Completed

Restocking of consumables for rentals/special events.  
Reduction to watering (seasonal)

B. Ongoing

All trees planted by Project Re-leaf, on -going maintenance by volunteers

**6. FLEET**

A. Completed

Initial recordation of vehicle statistics for maintenance scheduling  
Tire rotation performed upon streets vehicle, others to follow.

B. Ongoing

B.A.R. Fleet report filed 1-2-2019  
Development of sustainable maintenance program for fleet vehicles(P.W.)

**7. STREET DEPARTMENT**

A. Completed

Tree cut back for Marquee exposure  
Removed graffiti in various locations in City.

B. Ongoing

Service public waste containers.  
Weed Abatement throughout city.  
Repair potholes as they present.  
Replace damaged street signs.  
Maintain Amtrak station , pressure wash /blow out debris.  
Assist departments as possible pending completion of assignments.

|                                    | This Month Dec 2018                       | 2018 year to date  | 2017              |
|------------------------------------|-------------------------------------------|--------------------|-------------------|
| Trimmed Trees                      | 11                                        | 41                 | 46                |
| Repaired Potholes                  | 0                                         | 13@2.25yds         | 12cu.ft.          |
| Replaced Sidewalk                  | 0                                         | 3.5yds 210 sq. ft. | 1115 sq.ft.       |
| Painted Street Markings            | 0                                         | 33                 | 16 +              |
| Painted Stop Bars                  | 0                                         | 126                | 16                |
| Painted Stop Legend                | 0                                         | 126                | 16                |
| Replaced Stop Signs                | 0                                         | 73                 | 34                |
| Repaired Park Signs                | 0                                         | 2                  | unknown           |
| School Crosswalks                  | 0                                         | 14                 | 14                |
| Sand Available for rain<br>12 yds. | Less due to public use<br>10 yds approx.. | unknown            | 25 yds. delivered |
| Painted Red zones                  | 0                                         | 227                | 0                 |
| Painted Green zones                | 0                                         | 3                  | 0                 |

|                                  | 2019 | This Month<br>December, 2018 | 2018 Year to Date | 2017    |
|----------------------------------|------|------------------------------|-------------------|---------|
| Auditorium/<br>Kitchen Cleaning  | 0    | 1                            | 8                 | Unknown |
| Drains cleared of<br>debris      | 44   | 0                            | 153               | Unknown |
| Broken Trees                     | 0    | 5                            | 27                | Unknown |
| Repaired damaged<br>street signs | 0    | 2                            | 6                 | Unknown |
| Recovered discards               | 0    | 1                            | 57                | Unknown |
| Items recovered                  | 0    | Sofa and cushions            | 58                | unknown |



**BUILDING DEPARTMENT**  
**City of Guadalupe**  
**918 Obispo Street**  
**Guadalupe, CA 93434**  
**Phone: (805) 356-3903**  
**Fax: (805) 343-6905**

## **BUILDING DEPARTMENT REPORT**

### **January 30, 2019**

Authorization has just been granted by the owner of the Pasadera project to submit permit applications for 31 new homes. 218 homes have been permitted. 41 permitted homes remain in various stages of completion. 177 have been finalized and issued Certificates of Occupancy since the project onset. The Owners goal is to submit 75 total permit applications for the Calendar year 2019.

Work at the Guadalupe Court 38 unit apartment complex is underway. Sound and retaining walls are being constructed. Earthwork and underground infrastructure will follow the completion of retaining walls.

The Alvarez 12 unit apartment nears permit of issuance grading, drainage, retaining walls and CMU block fence walls. The next round of building plan check should begin soon.

Planning is working expeditiously to advance the Escalante Meadows project. The project will consist of 10 separate structures, that when completed will provide 80 living units.

I remain unclear on the status of the Pioneer Apartments project. The Applicant submitted new plan sets updated to current codes. The plans have been forwarded to the JAS Plan Check Engineer. I did note a change in the floor plans to include a small but code compliant bedroom that greatly reduces the common/eating/kitchen area.

John McMillan  
Building Official  
City of Guadalupe

BUILDING DEPARTMENT ACTIVITY REPORT

Tuesday, January 1, 2019

|          |       |                   |                                                          | PASS | CORRECT | CORRECT/PROCEED |
|----------|-------|-------------------|----------------------------------------------------------|------|---------|-----------------|
| 1/2/2019 | AD 9  | 918 Obispo        | Scheduling                                               | x    |         |                 |
|          | F 11  | 4685 Fifth Street | Garage project final                                     |      | x       |                 |
|          | F 1   | 4685 Fifth Street | Final Building                                           |      | x       |                 |
|          | FR 3  | 150 Egret         | Rough Mechanical                                         | x    |         |                 |
|          | SC 3  | 150 Egret         | Scratch coat                                             |      | x       |                 |
|          | AD 4  | Pasadera offices  | Meet w/ Superintendent on Project schedule               |      |         | x               |
|          | AD 4  | 4202 11th Street  | Meet w/ Superintendent on Project schedule               |      |         |                 |
|          | FN 4  | 4202 11th Street  | Block wall footings partial - periodic inspection        |      |         | x               |
|          | AD 1  | 918 Obispo        | Jose Martinez on Coffee Shoppe TI - C/E                  |      |         | x               |
|          | AD 10 | 918 Obispo        | Permit Prep 245 Egret                                    | x    |         |                 |
|          | AD 20 | 918 Obispo        | Monthly and Annual report - Extended                     | x    |         |                 |
|          | FN 4  | 4202 11th Street  | Block wall footings partial - periodic inspection        |      |         | x               |
|          | AD 5  | 918 Obispo        | Emails from Cruz - Cultural Arts Center                  |      |         |                 |
|          | AD 5  | 918 Obispo        | Emails from Larry - Cultural Arts Center                 |      |         |                 |
|          | AD 5  | 918 Obispo        | Emails from Patrick - Cultural Arts Center               |      |         |                 |
|          | AD 5  | 918 Obispo        | Emails from Thomas B - CDGB grant                        |      |         |                 |
|          | F 11  | 4685 Fifth Street | Garage project final - Reinspection                      | x    |         |                 |
|          | F 1   | 4685 Fifth Street | Final Building - Reinspection                            | x    |         |                 |
|          | AD 4  | 918 Obispo        | Confer w/ Jack on CDBG grant                             | x    |         |                 |
|          | F 11  | 4202 11th Street  | House demo complete - Awaiting reports on haz. Materials |      |         |                 |
|          | MS 3  | 323 Fuente        | Code enforce - Hot tub without permit                    |      | x       |                 |
|          | AD 8  | 918 Obispo        | Gather info for ISO - BCEGS                              |      |         | x               |
|          | AD 7  | 918 Obispo        | Records update                                           | x    |         |                 |
| 1/3/2019 | AD 9  | 918 Obispo        | Scheduling                                               | PASS |         |                 |
|          | FR 1  | 216 Campodonico   | Rough Electric                                           | x    |         |                 |
|          | SC 2  | 216 Campodonico   | Electric meter set tag #                                 |      |         |                 |
|          | FN 4  | 4202 11th Street  | Block wall footings partial - periodic inspection        |      |         | x               |
|          | FN 4  | 4202 11th Street  | Block wall reinforcements                                |      |         | x               |

## BUILDING DEPARTMENT ACTIVITY REPORT

|          |                  |                                                             |      |         |                  |
|----------|------------------|-------------------------------------------------------------|------|---------|------------------|
| FN 5     | Lot 181          | Forms                                                       | X    |         |                  |
| FN 5     | Lot 181          | Footings                                                    | X    |         |                  |
| FN 5     | Lot 181          | Setbacks                                                    | X    |         |                  |
| FN 5     | Lot 181          | Capillary break                                             | X    |         |                  |
| FN 5     | Lot 181          | Post tension cables                                         | X    |         |                  |
| FN 5     | Lot 181          | Reinforcement                                               | X    |         |                  |
| FN 2     | Lot 181          | Grounding electrode system                                  | X    |         |                  |
| PDPW     | Hacienda         | Truncated dome install - ADA                                |      | X       |                  |
| AD 4     | 918 Obispo       | Captain Schmitz, Grant questions, Impact fees, Codes 1 hour |      |         |                  |
| AD 10    | 918 Obispo       | Permit prep 4586 Castillo PV                                | X    |         |                  |
| AD 4     | 918 Obispo       | Somolis on Building plans                                   |      |         | X                |
| FN 5     | Lot 215          | Forms                                                       | X    |         |                  |
| FN 5     | Lot 215          | Footings                                                    | X    |         |                  |
| FN 5     | Lot 215          | Setbacks                                                    | X    |         |                  |
| FN 5     | Lot 215          | Capillary break                                             | X    |         | 8 hours          |
| FN 5     | Lot 215          | Post tension cables                                         | X    |         | 28 Inspect/Tasks |
| FN 5     | Lot 215          | Reinforcement                                               | X    |         |                  |
| FN 2     | Lot 215          | Grounding electrode system                                  | X    |         |                  |
| FN 4     | 4202 11th Street | Block wall footings partial - periodic inspection           |      |         | X                |
| AD 8     | 918 Obispo       | Review planning document for SB Housing project 01/02/2018  |      |         | X                |
| FN 4     | 4202 11th Street | Block wall footings partial - periodic inspection           |      |         | X                |
| FN 4     | 4202 11th Street | Block wall reinforcements                                   |      |         | X                |
| AD 7     | 918 Obispo       | Records update                                              | X    |         |                  |
|          |                  |                                                             |      |         |                  |
| 1/4/2019 | AD 9             |                                                             | PASS | CORRECT | CORRECT/PROCEED  |
|          | FR 6             | Scheduling                                                  | X    |         |                  |
|          | F 11             | Gas piping                                                  | X    |         |                  |
|          | PDPW             | Fireplace insert installation final                         | X    |         |                  |
|          | FN 4             | El Nino & Buena Vista ramp and sidewalk                     |      |         | X                |
|          | FN 4             | CMU wall reinforce - South wall "A"                         | X    |         |                  |
|          | AD 4             | CMU wall footings - South Wall "A"                          | X    |         |                  |
|          | AD 4             | Alice on Peralta manufactured home                          |      | X       |                  |
|          | AD 4             | Alice on Guadalupe Ranch Acres project                      |      |         | X                |
|          | AD 5             | Email from planning on Guadalupe Ranch Acres project        |      |         | X                |

## BUILDING DEPARTMENT ACTIVITY REPORT

| PDPW          | Pasadera - Cielo | El Nino & Buena Vista ramp and sidewalk - reinspection |  |      |                     |
|---------------|------------------|--------------------------------------------------------|--|------|---------------------|
| SC 6          | 150 Egret        | Insulation                                             |  | X    |                     |
| SC 3          | 150 Egret        | Exterior lath                                          |  | X    |                     |
| AD 5          | 918 Obispo       | Apples email                                           |  | X    | 20 Inspect/Tasks    |
| FN 5          | Lot 216          | Forms                                                  |  | X    | PDPW .5 hours       |
| FN 5          | Lot 216          | Footings                                               |  | X    | Guadalupe 7.5 hours |
| FN 5          | Lot 216          | Setbacks                                               |  | X    |                     |
| FN 2          | Lot 216          | Grounding electrode system                             |  | X    |                     |
| AD 8          | 918 Obispo       | Review planning comments on Guadalupe Court            |  | X    |                     |
| AD 7          | 918 Obispo       | Records update                                         |  | X    |                     |
|               |                  |                                                        |  |      |                     |
|               |                  |                                                        |  | PASS | CORRECT/PROCEED     |
| 1/7/2019 AD 9 | 918 Obispo       | Scheduling                                             |  | X    |                     |
| MS 4          | 4202 11th Street | Site visit                                             |  | X    |                     |
| AD 8          | 4202 11th Street | Plan review on construction w/ Superintendent Brian    |  |      | X                   |
| AD 5          | 918 Obispo       | Review emails on PSHH                                  |  |      | X                   |
| FN 5          | Lot 214          | Forms                                                  |  | X    |                     |
| FN 5          | Lot 214          | Footings                                               |  | X    |                     |
| FN 5          | Lot 214          | Setbacks                                               |  | X    |                     |
| FN 5          | Lot 214          | Capillary break                                        |  | X    |                     |
| FN 5          | Lot 214          | Post tension cables                                    |  | X    |                     |
| FN 5          | Lot 214          | Reinforcement                                          |  | X    |                     |
| FN 2          | Lot 214          | Grounding electrode system                             |  | X    |                     |
| AD 5          | 918 Obispo       | G Alvarez on Grading plan comments                     |  | X    | 19 Inspect/tasks    |
| AD 4          | 918 Obispo       | M. Pena on 4246 encroachment permit comments           |  | X    | 7 hours             |
| FR 1          | 4202 11th Street | Rough electric to office trailer                       |  | X    |                     |
| SC 2          | 4202 11th Street | Electric panel inspection on office trailer            |  | X    |                     |
| AD 10         | 918 Obispo       | Permit prep 5079 Pacific Dunes Circle - Larsen PV      |  | X    |                     |
| AD 5          | 918 Obispo       | Email to Architect for Peralta manufactured home       |  |      | X                   |
| MS 4          | Pasadera         | Site visit                                             |  |      | X                   |
| AD 7          | 918 Obispo       | Records update                                         |  | X    |                     |
|               |                  |                                                        |  |      |                     |
|               |                  |                                                        |  | PASS | CORRECT/PROCEED     |
| 1/8/2019 AD 9 | 918 Obispo       | Scheduling                                             |  | X    |                     |



## BUILDING DEPARTMENT ACTIVITY REPORT

|          |                  |                                                               |      |  |   |                  |
|----------|------------------|---------------------------------------------------------------|------|--|---|------------------|
| MS 4     | 4202 11th Street | Site visit                                                    | X    |  |   |                  |
| MS 4     | Pasadera         | Site visit                                                    |      |  |   | X                |
| AD 2     | 4202 11th Street | Review DI report - Footing compaction testing Section 1 & 2   | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review DI report - Over excavation Wall "A"                   | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review DI report - 5 footing compaction tests Section 5       | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review DI report - 5 footing compaction tests Sections 1 to 4 | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review DI report - retaining wall compaction 1 & 2            | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review DI report - Rebar placement                            | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review DI report - Concrete placement and consolidation       | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review DI report - Over excavation Wall "A" - West            | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review Action plan for Portney Const. - Abatement             | X    |  |   |                  |
| AD 2     | 4202 11th Street | Review labor certs. For Portney demo abatement                |      |  |   |                  |
| AD 2     | 918 Obispo       | Awaiting hazardous material manifests to final demo PSHH      | X    |  |   | 19 Inspect/Tasks |
| AD 5     | 918 Obispo       | G. Alvarez on 4626 11th Street grading plan approval          | X    |  |   | 7.5 hours        |
| AD 5     | 918 Obispo       | L. Azeem on 4626 11th Street grading plan                     |      |  |   | X                |
| AD 2     | 918 Obispo       | Prepare C of O list for Alice                                 | X    |  |   |                  |
| AD 1     | 918 Obispo       | Steve Iwasko on an accessible residential TI                  |      |  |   | X                |
| MS 4     | 4588 12th Street | Courtesy inspection 4588 for Iwasko accessible TI             |      |  |   | X                |
| AD 7     | 918 Obispo       | Records update                                                | X    |  |   |                  |
| 1/9/2019 | AD 9             |                                                               | PASS |  |   | CORRECT          |
|          | SC 1             | Scheduling - Rain                                             |      |  | X | CORRECT/PROCEED  |
|          | SC 3             | Drywall nail                                                  |      |  | X |                  |
|          | AD 10            | Exterior Lath                                                 |      |  | X |                  |
|          | AD 10            | Permit prep for fireplace insert 4641 5th Street              | X    |  |   |                  |
|          | AD 10            | Permit prep for fireplace insert 123 Pelican                  | X    |  |   |                  |
|          | AD 10            | Permit prep for fireplace insert 143 Pelican                  | X    |  |   |                  |
|          | F 2              | Final Electrical                                              | X    |  |   |                  |
|          | F 1              | Final Building                                                | X    |  |   |                  |
|          | F 4              | Final Plumbing                                                | X    |  |   |                  |
|          | MS 4             | Site visit to Guadalupe Court                                 |      |  |   | X                |
|          | MS 4             | Site Visit to Pasadera                                        |      |  |   | X                |
|          | F 11             | Project final awaiting Health Department Approval             |      |  | X |                  |
|          | F 11             | Final ADA compliance                                          | X    |  |   | 16 Inspect/Tasks |



## BUILDING DEPARTMENT ACTIVITY REPORT

| MS 4      | 4202 11th Street | Site visit to Guadalupe court  |  |      |                     |
|-----------|------------------|--------------------------------|--|------|---------------------|
| F 6       | Lot 199          | Fire sprinkler flow test       |  | x    |                     |
| F 6       | Lot 199          | Fire sprinkler bell test       |  | x    |                     |
| F 11      | Lot 199          | Fire sprinkler final approval  |  | x    | 7.5 hours Guadalupe |
| AD 4      | 918 Obispo       | Jaime on Alvarez plans         |  | x    | 22 Inspect/Tasks    |
| AD 7      | 918 Obispo       | Records update                 |  | x    | x                   |
|           |                  |                                |  |      |                     |
| 1/14/2019 | AD 9             | Scheduling                     |  | PASS | CORRECT/PROCEED     |
| F 1       | Lot 199          | Final Building                 |  | x    |                     |
| F 2       | Lot 199          | Final Electrical               |  | x    |                     |
| F 3       | Lot 199          | Final Plumbing                 |  | x    |                     |
| F 4       | Lot 199          | Final Mechanical               |  | x    |                     |
| F 6       | Lot 199          | Final Smoke and Fire System    |  | x    |                     |
| F 6, F 11 | Lot 199          | Final sprinkler Install/Finish |  | x    |                     |
| F 6       | Lot 199          | Fire bell test                 |  | x    |                     |
| F 11      | Lot 199          | Project Final and C of O       |  | x    |                     |
| SW 3      | Lot 199          | Final drainage                 |  | x    |                     |
| F 8       | Lot 199          | Final landscape                |  | x    |                     |
| F 6       | Lot 198          | Fire flow test                 |  | x    |                     |
| F 6       | Lot 198          | Fire bell test                 |  | x    |                     |
| F 11      | Lot 198          | Fire sprinkler final approval  |  | x    |                     |
| F 6       | Lot 197          | Fire flow test                 |  | x    |                     |
| F 6       | Lot 197          | Fire bell test                 |  | x    |                     |
| F 11      | Lot 197          | Fire sprinkler final approval  |  | x    |                     |
| F 6       | Lot 196          | Fire flow test                 |  | x    |                     |
| F 6       | Lot 196          | Fire bell test                 |  | x    |                     |
| F 11      | Lot 196          | Fire sprinkler final approval  |  | x    |                     |
| F 6       | Lot 195          | Fire flow test                 |  | x    |                     |
| F 6       | Lot 195          | Fire bell test                 |  | x    |                     |
| F 11      | Lot 195          | Fire sprinkler final approval  |  | x    |                     |
| F 6       | Lot 194          | Fire flow test                 |  | x    |                     |
| F 6       | Lot 194          | Fire bell test                 |  | x    |                     |
| F 11      | Lot 194          | Fire sprinkler final approval  |  | x    |                     |

## BUILDING DEPARTMENT ACTIVITY REPORT

|           |            |                                                    |      |                   |
|-----------|------------|----------------------------------------------------|------|-------------------|
| F 6       | Lot 193    | Fire flow test                                     | X    |                   |
| F 6       | Lot 193    | Fire bell test                                     | X    |                   |
| F 11      | Lot 193    | Fire sprinkler final approval                      | X    |                   |
| F 6       | Lot 200    | Fire flow test                                     | X    |                   |
| F 6       | Lot 200    | Fire bell test                                     | X    |                   |
| F 11      | Lot 200    | Fire sprinkler final approval                      | X    |                   |
| F 6       | Lot 201    | Fire flow test                                     | X    |                   |
| F 6       | Lot 201    | Fire bell test                                     | X    |                   |
| F 11      | Lot 201    | Fire sprinkler final approval                      | X    |                   |
| F 6       | Lot 202    | Fire flow test                                     | X    |                   |
| F 6       | Lot 202    | Fire bell test                                     | X    |                   |
| F 11      | Lot 202    | Fire sprinkler final approval                      | X    |                   |
| F 6       | Lot 203    | Fire flow test                                     | X    |                   |
| F 6       | Lot 203    | Fire bell test                                     | X    |                   |
| F 11      | Lot 203    | Fire sprinkler final approval                      | X    |                   |
| F 6       | Lot 204    | Fire flow test                                     | X    |                   |
| F 6       | Lot 205    | Fire flow test                                     | X    |                   |
| F 6       | Lot 206    | Fire flow test                                     | X    |                   |
| F 6       | Lot 207    | Fire flow test                                     | X    |                   |
| F 6       | Lot 193    | Fire flow test                                     | X    | 8 hours Guadalupe |
| F 6       | Lot 192    | Fire flow test                                     | X    | 51 Inspect        |
| F 6       | Lot 191    | Fire flow test                                     | X    |                   |
| AD 5      | 918 Obispo | Lee Engelmyer from Smith Structural Group, Beas MH |      | X                 |
| AD 5      | 918 Obispo | Brenda Beas on Peralta Manufactured home           |      | X                 |
| AD 7      | 918 Obispo | Records update                                     | X    |                   |
|           |            |                                                    | PASS | CORRECT           |
| 1/15/2019 | AD 9       | Scheduling                                         | X    | CORRECT/PROCEED   |
|           | AD 10      | W/Alice on billing invoices                        |      |                   |
|           | AD 10      | Alvarez Apts. Public Works comments                |      | X                 |
|           | AD 10      | Lorenzo on cemetery structure project              |      | X                 |
|           | F 1        | Final Building                                     | X    | X                 |
|           | F 2        | Final Electrical                                   | X    |                   |
|           | F 3        | Final Plumbing                                     | X    |                   |

## BUILDING DEPARTMENT ACTIVITY REPORT

| F 4       | Lot 195               | Final Mechanical                                         |  |  |  |  |  |  | X |      |  |   |                 |
|-----------|-----------------------|----------------------------------------------------------|--|--|--|--|--|--|---|------|--|---|-----------------|
| F 6       | Lot 195               | Final Smoke and Fire System                              |  |  |  |  |  |  | X |      |  |   |                 |
| F 11      | Lot 195               | Project Final and C of O                                 |  |  |  |  |  |  | X |      |  |   |                 |
| SW 3      | Lot 195               | Final drainage                                           |  |  |  |  |  |  | X |      |  |   |                 |
| F 8       | Lot 195               | Final landscape                                          |  |  |  |  |  |  | X |      |  |   |                 |
| AD 1      | 918 Obispo            | Contractor Olaf on Cultural Arts Center                  |  |  |  |  |  |  |   |      |  | X |                 |
| AD 1      | 918 Obispo            | Contractor Olivera on efficiency dwelling units          |  |  |  |  |  |  |   |      |  | X |                 |
| AD 1      | 918 Obispo            | Contractor Olivera on exterior lath install              |  |  |  |  |  |  |   |      |  | X |                 |
| AD 4      | 918 Obispo            | Mike P on sidewalk plan for La Guardia - Guadalupe Court |  |  |  |  |  |  |   |      |  | X |                 |
| AD 4      | 918 Obispo            | Jaime on Guadalupe Court PIP                             |  |  |  |  |  |  |   |      |  | X |                 |
| MS 4      | 879 Guadalupe Street  | Courtesy for proposed TI at Guadalupe Restaurant         |  |  |  |  |  |  |   |      |  |   |                 |
| F 1       | 1139 Guadalupe street | Final building                                           |  |  |  |  |  |  |   |      |  | X |                 |
| F 2       | 1139 Guadalupe street | Final Electrical                                         |  |  |  |  |  |  |   |      |  | X | 8 hours         |
| F 11      | 1139 Guadalupe street | Illuminated sign project final - Dunes Center            |  |  |  |  |  |  |   |      |  | X | 23 Inspect      |
| F 11      | 946 Guadalupe Street  | Exterior Stairs final approval                           |  |  |  |  |  |  |   |      |  | X |                 |
| AD 7      | 918 Obispo            | Records update                                           |  |  |  |  |  |  |   |      |  | X |                 |
| 1/16/2019 |                       |                                                          |  |  |  |  |  |  |   |      |  |   |                 |
| AD 9      | 918 Obispo            | Scheduling - Alice off                                   |  |  |  |  |  |  |   | PASS |  |   | CORRECT/PROCEED |
| AD 5      | 918 Obispo            | Cruz email on PSHH                                       |  |  |  |  |  |  |   | X    |  |   |                 |
| AD 1      | 918 Obispo            | Customer service/counter support - Alice off             |  |  |  |  |  |  |   | X    |  |   |                 |
| AD 5      | 918 Obispo            | Dan Lemon on installation of fireplace insert            |  |  |  |  |  |  |   |      |  | X |                 |
| AD 10     | 918 Obispo            | Plan check for Mike P. electrical project at City Hall   |  |  |  |  |  |  |   |      |  | X |                 |
| AD 5      | 918 Obispo            | Mike P on electrical project                             |  |  |  |  |  |  |   | X    |  |   |                 |
| F 11      | Lot 194               | Landscape final                                          |  |  |  |  |  |  |   | X    |  |   |                 |
| F 11      | Lot 193               | Landscape final                                          |  |  |  |  |  |  |   | X    |  |   |                 |
| F 11      | Lot 192               | Landscape final                                          |  |  |  |  |  |  |   | X    |  |   |                 |
| F 11      | Lot 191               | Landscape final                                          |  |  |  |  |  |  |   | X    |  |   |                 |
| F 2       | Lot 198               | Electrical final                                         |  |  |  |  |  |  |   | X    |  |   |                 |
| F 6       | Lot 198               | Smoke protection system final                            |  |  |  |  |  |  |   | X    |  |   |                 |
| F 6       | Lot 197               | Electrical final                                         |  |  |  |  |  |  |   | X    |  |   |                 |
| F 6       | Lot 197               | Smoke protection system final                            |  |  |  |  |  |  |   | X    |  |   |                 |
| F 6       | Lot 196               | Electrical final                                         |  |  |  |  |  |  |   | X    |  |   |                 |
| F 6       | Lot 196               | Smoke protection system final                            |  |  |  |  |  |  |   | X    |  |   |                 |

## BUILDING DEPARTMENT ACTIVITY REPORT

|           |             |                               |                                                              |  |   |      |         |   |                 |                             |
|-----------|-------------|-------------------------------|--------------------------------------------------------------|--|---|------|---------|---|-----------------|-----------------------------|
| F 11      | 849 Pioneer | Reroof final                  |                                                              |  |   |      |         |   |                 |                             |
| F 1       | Lot 204     | Final Building                |                                                              |  | X |      |         |   |                 |                             |
| F 2       | Lot 204     | Final Electrical              |                                                              |  | X |      |         |   |                 | 25 Inspections<br>8 hours   |
| F 3       | Lot 204     | Final Plumbing                |                                                              |  | X |      |         |   |                 |                             |
| F 4       | Lot 204     | Final Mechanical              |                                                              |  | X |      |         |   |                 |                             |
| F 6       | Lot 204     | Final Smoke protection alarms |                                                              |  | X |      |         |   |                 |                             |
| F 11      | Lot 204     | Project Final and C of O      |                                                              |  | X |      |         |   |                 |                             |
| SW 3      | Lot 204     | Final drainage                |                                                              |  | X |      |         |   |                 |                             |
| AD 7      | 918 Obispo  | Records update                |                                                              |  | X |      |         |   |                 |                             |
| 1/17/2019 | AD 9        | 918 Obispo                    | Scheduling                                                   |  |   | PASS | CORRECT |   | CORRECT/PROCEED |                             |
|           | AD 4        | 918 Obispo                    | Alice on Somolis plan check submittal                        |  |   | X    |         |   |                 |                             |
|           | AD 4        | 918 Obispo                    | Alice and Esther on lost check from SB Housing Authority     |  |   |      | X       |   |                 |                             |
|           | SW 3        | Obispo St.                    | Bio Swales function during storm                             |  |   | X    |         |   |                 |                             |
|           | SW 3        | Pasadera                      | Detention Basin function during storm                        |  |   | X    |         |   |                 |                             |
|           | MS 4        | 4202 11th St.                 | Storm damage check                                           |  |   | X    |         |   |                 |                             |
|           | AD 10       | 918 Obispo                    | Project/Plan review Fire Dept. repeater W/ Patrick and Alice |  |   |      |         | X |                 |                             |
|           | AD 1        | 918 Obispo                    | Brian from Guadalupe Court - On site and PIP plans           |  |   | X    |         |   |                 |                             |
|           | AD 1        | 918 Obispo                    | Lorenzo on proposed structure at cemetery                    |  |   |      |         | X |                 |                             |
|           | AD 10       | 918 Obispo                    | G Alvarez on grading and retaining wall plans                |  |   |      |         | X |                 |                             |
|           | AD 4        | 918 Obispo                    | Captain Schmitz on fire fees                                 |  |   | X    |         |   |                 |                             |
|           | AD 5        | 918 Obispo                    | Mike Dwyer Gusto court gutter repair                         |  |   |      |         | X |                 |                             |
|           | MS 4        | 757 Guadalupe Street          | Courtesy inspection for TI at Guadalupe Restaurant           |  |   |      |         | X |                 |                             |
|           | MS 4        | 760 Guadalupe Street          | Brian Masatani on Commercial Kitchen TI                      |  |   |      |         | X |                 |                             |
|           | AD 1        | 918 Obispo                    | Jose Martinez from new coffee shop - Counter support         |  |   |      |         | X |                 |                             |
|           | AD 4        | Peralta Street                | Captain Schmitz on diverted drainage                         |  |   |      | X       |   |                 |                             |
|           | AD 8        | 918 Obispo                    | SB Health Dept. on Environmental Protection department       |  |   |      |         | X |                 |                             |
|           | FR 6        | 931 Guadalupe Street          | Gas Release                                                  |  |   | X    |         |   |                 | 20 Inspections<br>7.5 hours |
|           | SC 2        | 931 Guadalupe Street          | Meter set tag # 054359                                       |  |   | X    |         |   |                 |                             |
|           | AD 7        | 918 Obispo                    | Records update                                               |  |   | X    |         |   |                 |                             |
| 1/18/2019 | AD 9        | 918 Obispo                    | Scheduling                                                   |  |   | PASS | CORRECT |   | CORRECT/PROCEED |                             |
|           |             |                               |                                                              |  |   | X    |         |   |                 |                             |

**BUILDING DEPARTMENT ACTIVITY REPORT**

| MS #           | 4202 11th Street     | Site Visit                                                 | Guadalupe Court | Remarks                               | Pass | Correct | Correct/Proceed             |
|----------------|----------------------|------------------------------------------------------------|-----------------|---------------------------------------|------|---------|-----------------------------|
| AD 10          | 918 Obispo           | Site Visit                                                 | Guadalupe Court | Somolis pans to JAS, Jeff and Patrick | X    |         | X                           |
| F 4            | 245 Egret            | Final plumbing                                             |                 |                                       | X    |         |                             |
| F 11           | 245 Egret            | Fireplace insert final                                     |                 |                                       | X    |         |                             |
| MS 3           | 890 Guadalupe Street | Code enforce at subject site                               |                 |                                       | X    |         |                             |
| AD 8           | 918 Obispo           | Review JAS plan check comments for Pioneer Apartments      |                 |                                       | X    |         |                             |
| F 1            | Lot 8                | Final building                                             |                 |                                       | X    |         |                             |
| F 2            | Lot 8                | Final electrical                                           |                 |                                       | X    |         |                             |
| F 3            | Lot 8                | Final mechanical                                           |                 |                                       | X    |         |                             |
| F 6            | Lot 8                | Final smoke detection systems                              |                 |                                       | X    |         |                             |
| F 11           | Lot 8                | Fire sprinkler final                                       |                 |                                       | X    |         |                             |
| F 6            | Lot 8                | Fire sprinkler bell test                                   |                 |                                       | X    |         |                             |
| F 6            | Lot 8                | Fire sprinkler final approval                              |                 |                                       | X    |         |                             |
| F 4            | Lot 8                | Final plumbing                                             |                 |                                       | X    |         |                             |
| F 8            | Lot 8                | Final drainage                                             |                 |                                       | X    |         |                             |
| F 11           | Lot 8                | Project final                                              |                 |                                       | X    |         |                             |
| AD 2           | Lot 8                | C of O and project close out                               |                 |                                       | X    |         |                             |
| FR 1           | 918 Obispo           | Rough Electric on new light circuit                        |                 |                                       | X    |         |                             |
| F 11           | 918 Obispo           | Final approval on new lighting circuit                     |                 |                                       | X    |         |                             |
| AD 5           | 918 Obispo           | G. Alvarez on plan submittal for 155 Flower residential TI |                 |                                       | X    |         | 7.5 hours<br>25 Inspections |
| F 8            | Lot 211              | Landscape final                                            |                 |                                       | X    |         |                             |
| F 8            | Lot 212              | Landscape final                                            |                 |                                       | X    |         |                             |
| F 8            | Lot 213              | Landscape final                                            |                 |                                       | X    |         |                             |
| AD 10          | 918 Obispo           | W/Alice on plan set dispersal - Alvarez Apts. + Guad Court |                 |                                       | X    |         |                             |
| AD 7           | 918 Obispo           | Records update                                             |                 |                                       | X    |         |                             |
| 1/22/2019 AD 9 | 918 Obispo           | Scheduling                                                 |                 |                                       | PASS |         |                             |
| F 1            | Lot 193              | Final building                                             |                 |                                       | X    |         |                             |
| F 2            | Lot 194              | Final electrical                                           |                 |                                       | X    |         |                             |
| F 3            | Lot 194              | Final mechanical                                           |                 |                                       | X    |         |                             |
| F 6            | Lot 194              | Final smoke detection systems                              |                 |                                       | X    |         |                             |
| F 11           | Lot 194              | Fire sprinkler final                                       |                 |                                       | X    |         |                             |
| F 6            | Lot 194              | Fire sprinkler bell test                                   |                 |                                       | X    |         |                             |

### BUILDING DEPARTMENT ACTIVITY REPORT

|                |                  |                                                    |      |                                           |
|----------------|------------------|----------------------------------------------------|------|-------------------------------------------|
| F 6            | Lot 194          | Fire sprinkler final approval                      | X    |                                           |
| F 4            | Lot 194          | Final plumbing                                     | X    |                                           |
| F 11           | Lot 194          | Project final                                      | X    |                                           |
| AD 2           | Lot 194          | C of O and project close out                       | X    |                                           |
| F 1            | Lot 203          | Final building                                     | X    |                                           |
| F 2            | Lot 203          | Final electrical                                   | X    |                                           |
| F 3            | Lot 203          | Final mechanical                                   | X    |                                           |
| F 6            | Lot 203          | Final smoke detection systems                      | X    |                                           |
| F 11           | Lot 203          | Fire sprinkler final                               | X    |                                           |
| F 6            | Lot 203          | Fire sprinkler bell test                           | X    |                                           |
| F 6            | Lot 203          | Fire sprinkler final approval                      | X    |                                           |
| F 4            | Lot 203          | Final plumbing                                     | X    |                                           |
| F 11           | Lot 203          | Project final                                      | X    |                                           |
| AD 2           | Lot 203          | C of O and project close out                       | X    |                                           |
| PDPW           | Gusto Court      | 15 minutes                                         | X    |                                           |
| F 1            | 4578 A 12th St.  | Final building                                     | X    |                                           |
| F 2            | 4578 A 12th St.  | Final electrical                                   | X    |                                           |
| F 3            | 4578 A 12th St.  | Final mechanical                                   | X    |                                           |
| F 6            | 4578 A 12th St.  | Final smoke detection systems                      | X    |                                           |
| F 11           | 4578 A 12th St.  | Fire sprinkler final                               | X    |                                           |
| F 6            | 4578 A 12th St.  | Fire sprinkler bell test                           | X    |                                           |
| F 6            | 4578 A 12th St.  | Fire sprinkler final approval                      | X    | Guadalupe 8<br>PDPW .25<br>36 Inspections |
| F 4            | 4578 A 12th St.  | Final plumbing                                     | X    |                                           |
| F 8            | 4578 A 12th St.  | Final drainage                                     | X    |                                           |
| F 11           | 4578 A 12th St.  | Project final                                      | X    |                                           |
| AD 2           | 4578 A 12th St.  | C of O and project close out                       | X    |                                           |
| FN 5           | 4202 12th Street | Footing, reinforce for CMU wall - Partial approval | X    |                                           |
| FR 1           | 4922 Surfbird    | Rough Electrical                                   | X    |                                           |
| AD 2           | 918 Obispo       | Permit prep for Iwasco 12th Street TI              | X    |                                           |
| AD 7           | 918 Obispo       | Records update                                     | X    |                                           |
|                |                  |                                                    |      |                                           |
| 1/23/2019 AD 9 | 918 Obispo       | Scheduling                                         | PASS | CORRECT CORRECT/PROCEED                   |
| SC 9           | 150 Egret        | Scratch stucco coat                                | X    |                                           |
|                |                  |                                                    | X    |                                           |





## BUILDING DEPARTMENT ACTIVITY REPORT

| AD 7           | 918 Obispo    | Records update                                                     | X | PASS | CORRECT | CORRECT/PROCEED      |
|----------------|---------------|--------------------------------------------------------------------|---|------|---------|----------------------|
| 1/24/2019 AD 9 | 918 Obispo    | Scheduling                                                         |   | PASS |         |                      |
| F 1            | Lot 191       | Frame final                                                        |   | X    |         |                      |
| F 2            | Lot 191       | Final electrical                                                   |   | X    |         |                      |
| F 3            | Lot 191       | Final mechanical                                                   |   | X    |         |                      |
| F 6            | Lot 191       | Final smoke detection systems                                      |   | X    |         |                      |
| F 11           | Lot 191       | Fire sprinkler final                                               |   | X    |         |                      |
| F 6            | Lot 191       | Fire sprinkler bell test                                           |   | X    |         |                      |
| F 6            | Lot 191       | Fire sprinkler final approval                                      |   | X    |         |                      |
| F 4            | Lot 191       | Final plumbing                                                     |   | X    |         |                      |
| F 11           | Lot 191       | Project final                                                      |   | X    |         |                      |
| AD 2           | Lot 191       | C of O and project close out                                       |   | X    |         |                      |
| AD 1           | 918 Obispo    | Counter support - Contractor Oliveriz                              |   |      | X       |                      |
| AD 4           | 918 Obispo    | Mike Rocklin on engineering submittal                              |   |      | X       |                      |
| AD 4           | 918 Obispo    | Scott Tomlin on Guadalupe Court wall footings                      |   | X    |         |                      |
| AD 4           | 918 Obispo    | Steve Simoulis on truss calc submittal                             |   | X    |         |                      |
| AD 2           | 918 Obispo    | Review and approve DI report on footings and reinforce             |   | X    |         |                      |
| AD 4           | 918 Obispo    | Steve Iwasko on accessibility modifications                        |   |      | X       |                      |
| FR 4           | 4922 Surfbird | Rough plumbing                                                     |   | X    |         |                      |
| FR 3           | 4922 Surfbird | Rough Mechanical                                                   |   | X    |         |                      |
| SC 3           | 4922 Surfbird | Exterior lath                                                      |   | X    |         |                      |
| FR 5           | 4922 Surfbird | Rough Frame                                                        |   | X    |         | 26 Inspections       |
| AD 2           | Lot 181       | Review and approve DI report footing, tendons hold-downs reinforce |   | X    |         | Guadalupe 7.75 hours |
| AD 2           | Lot 214       | Review and approve DI report footing, tendons hold-downs reinforce |   | X    |         |                      |
| AD 2           | Lot 215       | Review and approve DI report footing, tendons hold-downs reinforce |   | X    |         |                      |
| AD 2           | Lot 216       | Review and approve DI report footing, tendons hold-downs reinforce |   | X    |         |                      |
| AD 7           | 918 Obispo    | Records update                                                     |   | X    |         |                      |
| 1/25/2019 AD 9 | 918 Obispo    | Scheduling                                                         |   | PASS |         |                      |
| F 1            | Lot 193       | Frame final                                                        |   | X    |         |                      |
| F 2            | Lot 193       | Final electrical                                                   |   | X    |         |                      |









**REPORT TO THE CITY COUNCIL  
February 12, 2019**



\_\_\_\_\_  
**Prepared by:**  
**Larry Appel, Contract City Planner**



\_\_\_\_\_  
**Approved by:**  
**Cruz Ramos, City Administrator**

**SUBJECT:**

Public Hearing to consider approval of a Design Review for the Guadalupe Cultural Arts and Education Center, 2017-096-DR, located at 1049 Guadalupe Street (APN 115-051-009).

**EXECUTIVE SUMMARY:**

The proposed project is a request to construct a pre-engineered 2,500 square foot metal building in which to operate the Guadalupe Cultural Arts and Education Center. The building would include a meeting room, a small kitchen, and two multi-occupant restrooms. The project includes 15 parking spaces along with a recorded parking agreement for use of additional parking spaces on an adjacent lot in the same ownership. The easement includes access from Guadalupe Street and use of a trash enclosure, also located on the adjacent property. A Section 15061 General Exemption was prepared for the project in accordance with California Environmental Quality Act (CEQA) Guidelines.

**RECOMMENDATION:**

It is recommended that the City Council:

- 1) Receive a presentation from staff (Larry Appel, Contract City Planner); and
- 2) Conduct a public hearing, including: a) an opportunity for the applicant to present the proposed project, and b) receive any comments from the public; and
- 3) Adopt Resolution No. 2019-07 approving the project (2017-096-DR).

**BACKGROUND:**

The Guadalupe Cultural Arts and Education Center was founded in 1999. It was first located at 1065 Guadalupe Street (current site of the Dune Center), and later relocated on an adjacent parcel (APN 115-051-005) at 1055 Guadalupe Street. The Center has operated from this location since 2000. The Center is a true asset to the City as it

provides a location for many organizations to hold their meetings, events and fundraisers. According to the owners, “the new facility will allow a greater participation of residents as well as guests who can embrace the beauty and cultural diversity we have to offer.”

**DISCUSSION:**

**Project Description**

The project consists of construction of a pre-engineered 2,500 square foot metal building. Site development includes a parking lot for 15 vehicles, landscaping, and sidewalks around the building. The parking lot contains a space for parking a vehicle with a disabled placard or a clean air vanpool vehicle. Due to the limited size of the property, some parking is being provided offsite on the adjacent parcel and in the same ownership. Even with the limited parking, the site has been designed to accommodate a turn around for a City fire truck. A trash enclosure and dumpster would be constructed on the adjacent property as well utilizing a recorded easement for additional parking and access from Guadalupe Street. The project would be developed in one phase.

Table 1: Site Information

|                             |                                                                                                                                                                |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| LOCATION                    | 1049 Guadalupe Street                                                                                                                                          |
| APNs                        | 115-051-009                                                                                                                                                    |
| ZONING                      | General Commercial (G-C)                                                                                                                                       |
| LAND USE DESIGNATION        | Central Business District (CBD)                                                                                                                                |
| PRESENT USE/ SIZE           | Vacant, 0.33 acres (14,375 sq.ft.)                                                                                                                             |
| ZONING AND SURROUNDING USES | North: R-3, single family and vacant<br>South: R-3, 2- story apartment building<br>East: G-C, Guadalupe St, commercial<br>West: R-3/parking lot, and County Ag |

**General Plan Consistency**

There are two types of commercial areas within the City: *Central Business District (CBD)* and *General Commercial (GC)*. The subject property is designated as *Central Business District, which is located in Guadalupe’s historic downtown central core. The objectives of the CBD are to concentrate development in a functional, efficient manner; and to create an attractive revitalized center for retail businesses and social activities. The General Plan identifies goals, policies, and programs that encourage revitalization of the CBD.*

**Goals**

***Goal #6 – To develop vacant and under-utilized land within the urban and suburban areas for the maximum benefit of the entire community.***

This property has remained vacant through the development of the City and at times has served as overflow parking for the existing location of the Cultural Center and Dune Center. The proposed project is consistent with this goal as it is developing a vacant parcel which will ultimately benefit the entire community.



**Goal #7 – To provide long term, high standard commercial growth of a stable and permanent nature that maintains and enhances the quality and wellbeing of the community.**

The owners of the Cultural Center have for almost twenty years provided an organization that not only encourages participation by area residents, but also provides numerous activities throughout the year that draw in visitors from all areas of the central coast and beyond. This proposed project is consistent with this goal in that it would enhance the quality and wellbeing of the community.

#### **Central Business District Policies**

**Policy #11 – The City will reserve the Central Business District for uses which primarily provide retail and service businesses which serve the entire community and visitors.**

The Cultural Center, at its new location and with the expanded size, would have the opportunity to expand its programs and activities so that they continue to serve the entire community as well as visitors. The project would be consistent with this policy.

#### **Commercial Policies**

**Policy #16 – Commercial development shall meet design and architectural standards as established by the City.**

The proposed project has been designed by a licensed architect ensuring that the highest standards are being met in its construction. The structure will meet current building code standards as well as comply with the Design Review Findings contained in Section 18.73.100. A landscape architect has designed the plans for all landscaping surrounding the property. As such, the project would be consistent with this policy.

#### **Programs**

**Policy #1 – The City will develop and implement a program which will enhance, conserve, and revitalize the historic character of the existing Central Business District.**

Until the abovementioned program is implemented, the Cultural Center will serve to revitalize the historic character of the CBD by providing programs and activities that serve to remind residents and inform visitors about the rich historic character of Guadalupe. For these reasons, the project would be consistent with this policy.

#### **Zoning Conformity Analysis**

Section 18.36.010 of the City's zoning ordinance (Title 18 of the Guadalupe Municipal Code) states the purpose of the General Commercial (G-C) zone district as follows:

***“The purpose of the G-C district is to provide an area for the orderly expansion and development of the business district as a retail shopping area to serve present and future needs of the residential community, in conformance with the General Plan.”***

In the G-C zone district, there are no permitted uses specifically for a cultural center. But under the permitted uses (Section 18.36.020), there are uses similar for which staff has determined this cultural center can be a permitted use. Similar uses include A.4 meeting halls, A.6 entertainment establishments, and C private parking lots.

### **Access, Parking, and Trash Enclosure**

The two parcels fronting on Guadalupe Street have access between them to allow parking for each building at a lower level in the rear of each lot. The subject parcel is located west of the two parcels fronting on Guadalupe Street, and the records show that the subject parcel has no legal access to Guadalupe Street, nor to the rear. It is essentially landlocked. However, all three of the parcels are in the same ownership and access has not been an issue. At some point if the owner sells either of the front parcels, the new owner could deny access and would render the subject property useless and inaccessible. To avoid that, the owner recorded a document on January 22, 2019 that will grant access to the landlocked parcel. The zoning ordinance requires a predetermined number of parking spaces based on the size of the cultural center. Since all the spaces cannot be developed within the new cultural center lot, it was necessary for the owner to record the Reciprocal Parking Agreement. This will allow the overflow vehicles to park on either of the two adjacent lots. It appears that approximately four additional spaces could be available. A recommended condition of approval requires that the owner secure an offsite location and provide shuttle or van service if an event is likely to require parking for over 18 vehicles. Due to the size of the rear parcel, the architect was unable to locate the trash enclosure within the parcel and instead showed it being constructed just to the east of the property line. In order for this to be allowed, the recorded Easement also included the enclosure and its use by the cultural center. The owner was notified during the "Incomplete" stage of the application that these documents all needed to be recorded before this project was brought to City Council for approval of the Design Review permit.

### **Landscaping**

A landscape plan has been prepared for the subject lot and provides sufficient plantings (trees, shrubs, and groundcovers) around three sides of the building and around the parking lot. A recommended condition of approval requires an additional tree around the parking lot as well as increasing the size of all trees from a 15 gallon bucket to a 24" box.

### **Neighborhood Compatibility**

The only issue identified with development of the center at this location was its compatibility with the surrounding area, and in particular with the two-story apartment building just to the south. Even though the cultural center has been an asset to the community for many years, staff questioned if this use would be appropriate next to a residential development. In order to find an answer, the owners hosted an open house for all the residents of the apartment complex. The open house was held on September 9, 2018, and was well attended by the residents. The owners provided informational packets that described the current operation of the center (located in a building just to

the east of the current proposed site) and then described how the new site was to be used. The feedback was positive, thus ensuring that the project could be developed without adversely impacting the neighborhood.

### **Consistency with Findings for Approval**

In order to recommend approval to City Council, staff must show that the project is consistent with all 13 Findings listed in the zoning code (Sec. 18.73.100). Two findings deal specifically with neighborhood compatibility. One concern is that there is a two-story apartment complex located just to the south of the proposed new cultural center building. The cultural center is 20 feet from the property line and the apartment building is only five feet from the property line, leaving only 25 feet between the two buildings. The best way of ensuring compatibility of the new use with the existing apartment building is through the General Commercial zoning code which only allows uses “**within a building.**” With the exception of guests arriving and departing, uses (and associated noises) would be contained within the building to an extent that the new use would be compatible with the apartments. Staff will be proposing hours of operation, limitation of amplified sound, and any other measures deemed necessary to ensure consistency with the Findings. If for some reason the noises were not contained and they became a nuisance to the adjacent residents, a condition of approval would activate whereby staff would meet with the complaining parties and the owners of the cultural center to try to resolve the matter. If unsuccessful, a special meeting would be held with the City Council where staff would suggest additional conditions that could achieve consistency with the Findings.

### **CEQA REVIEW:**

This project has been found to be exempt from CEQA in that it was determined that no significant impacts would occur as a result of the project being constructed and operated in this location. This project has been found to be exempt from CEQA based on the General Rule Exemption (CEQA Sec. 15061(B)(3)). The CEQA Exemption is included as Exhibit 1 in Resolution No. 2019- 07.

### **PUBLIC NOTICE:**

Staff published the required Public Hearing Notice in a newspaper of general circulation on February 1, 2019. Copies of the Public Hearing Notice were also mailed to property owners and occupants within a 300-foot radius of the subject property.

### **CONCLUSION:**

The cultural center has been an asset to the community for almost 20 years. With development of the new building, the owners have the ability to expand on the existing center and take it well into the future for the benefit of existing and future residents and visitors alike. The Findings attached to this report show that the project is consistent with the General Plan as well as the Guadalupe Municipal Code. For these reasons, staff recommends approval of the project as summarized below:

1. Adopt City Council Resolution No. 2019-07, approving the Design Review application for the Guadalupe Cultural Arts and Education Center (2017-096-

DR), in accordance with the requisite Findings set forth in Exhibit 2 and subject to the project's conditions of approval set forth in Exhibit 3.

**ATTACHMENTS:**

1. Resolution No. 2019-07, including CEQA Exemption (Exhibit 1), Approval Findings (Exhibit 2), and Conditions of Approval (Exhibit 3)
2. Recorded Easement (8 pages)
3. Reduced site plan
4. Reduced floor plan
5. Building elevations (two pages)

**RESOLUTION NO. 2019-07**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE,  
CALIFORNIA, APPROVING A DESIGN REVIEW PERMIT FOR THE GUADALUPE  
CULTURAL ARTS AND EDUCATION CENTER PROJECT - 2017-096-DR**

**WHEREAS**, the Guadalupe Cultural Arts and Education Center has submitted an application to the City of Guadalupe for a design review permit, for construction and operation of a 2,500 square foot pre-engineered metal building at 1049 Guadalupe Street within the City of Guadalupe (APN 115-051-009); and

**WHEREAS**, the Cultural Arts Center is currently operating on an adjacent parcel, 115-051-005, but wishes to expand their center onto this vacant parcel after receiving positive feedback from City Council during a Pre-Application presentation on October 27, 2015; and

**WHEREAS**, the Guadalupe Municipal Code requires sufficient parking and trash collection on a project site and while the current site plan is deficient in both, the owner/applicant has recorded on January 22, 2019, a Covenant and Easement Agreement for Common Access, Parking, and Trash Enclosure with the Santa Barbara County Recorder's Office which allows the project to be consistent with the Guadalupe Municipal Code; and

**WHEREAS**, the current City Council held a duly-noticed public hearing on February 12, 2019, at which time all interested persons were given the opportunity to be heard, and notice of said hearing was published in the Santa Maria Times at least 10 days prior to the public hearing. Said public hearing notice was also mailed to all residents and property owners within 300 feet of said property; and

**WHEREAS**, after taking public testimony and hearing evidence from City staff, the City Council finds, pursuant to the Findings attached to this resolution as Exhibit 2 and subject to the project's Conditions of Approval attached to this resolution as Exhibit 3, that the approval of the Design Review Permit, is consistent with the City's General Plan and applicable Articles of the City's Municipal Code; and

**WHEREAS**, the City Council has considered the entire administrative record, including application materials, staff report, the California Environmental Quality Act (CEQA) determination, and oral and written testimony from interested persons; and

**WHEREAS**, the City Council finds that after completely reviewing this modified project, it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore the activity is not subject to CEQA per CEQA Guidelines Section 15061(B)(3), as indicated in Exhibit 1; and

**WHEREAS**, the City Council finds that approval of the Design Review Permit would be consistent with the City's General Plan and the provisions of Title 18 (Zoning Code) of the Guadalupe Municipal Code, including the findings required for approval of a design review permit by Guadalupe Municipal Code Section 18.73.100; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Guadalupe does hereby find and determine as follows:

- Section 1. After reviewing this modified project completely, it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore the activity is not subject to CEQA per CEQA Section 15061(B)(3).
- Section 2. The Findings set forth in Exhibit 2 to this Resolution are true and correct in regards to the Design Review Permit, which are hereby adopted and incorporated herein by this reference.
- Section 3. The Design Review Permit is approved, subject to the Conditions of Approval set forth in Exhibit 3 of this Resolution.
- Section 4. The City Council Secretary shall certify as to the adoption of this Resolution.
- Section 5. The City Planner shall forward the Notice of Exemption to the Santa Barbara County Clerk.

PASSED, APPROVED, AND ADOPTED this 12th day of February, 2019 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

CITY OF GUADALUPE

BY: \_\_\_\_\_  
Ariston Julian, Mayor

ATTEST:

AS TO FORM:

\_\_\_\_\_  
Joice E. Raguz, City Clerk

\_\_\_\_\_  
Philip F. Sinco, City Attorney

Attachments:

- Exhibit 1 - CEQA General Rule Exemption
- Exhibit 2 - Findings
- Exhibit 3 - Conditions of Approval

Notice of Exemption

To: County Clerk  
County of Santa Barbara  
123 E. Anapamu Street  
Santa Barbara, CA 93101

From: City of Guadalupe  
P.O. Box 908  
Guadalupe, CA 93434

Project Title: Guadalupe Cultural Arts and Education Center

Project Applicant: Karen Evangelista

Project Location-Specific: 1049 Guadalupe Street

Project Location-City: Guadalupe

Project Location-County: Santa Barbara County

Description of Nature, Purpose, and Beneficiaries of Project:

The Cultural Center plans to relocate to this property with the construction of a 2,500 square foot pre-engineered metal building. The facility would be used throughout the year for various functions and events along with rental for private events. No outdoor uses are permitted in the General Commercial zone district.

Name of Public Agency Approving Project: Guadalupe City Council

Name of Person or Agency Carrying Out Project: Larry Appel, Guadalupe Contract City Planner

Exempt Status: (check one)

- Ministerial (Sec. 15268);
- Declared Emergency (Sec. 15269(a));
- Emergency Project (Sec. 15269(b)(c));
- Categorical Exemption. State type and section number:
- XX General Exemption (Section 15061(b)(3))

Reasons why project is exempt:

The project involves construction and use of a pre-engineered 2,500 square foot metal building on a vacant parcel in the General Commercial (G-C) zone district. The project includes landscaping around the perimeter and construction of a 15-space parking lot with additional parking through an Easement on the adjacent lot, also owned by the applicant. The building size is well below the maximum permitted with a CEQA Exemption. Proposed uses and activities within the building would not have an adverse impact the surrounding properties. After reviewing this project completely, it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore the activity is not subject to CEQA.

Contact Person: Lawrence W. Appel (Area Code) Phone Number/Ext: (805) 287-9494

Signature: \_\_\_\_\_ Title: Contract City Planner

Date received for filing at County Clerk's Office: \_\_\_\_\_

(Form prepared March 2018)



**FINDINGS FOR APPROVAL**  
**DESIGN REVIEW PERMIT**  
**GUADALUPE CULTURAL CENTER**  
**2017-096-DR**

**1.0 CEQA Findings**

**1.1 CONSIDERATION OF THE GENERAL RULE EXEMPTION AND FULL DISCLOSURE**

The City Council has considered the General Rule Exemption together with the comments received and considered during the public review process for the project. The General Rule Exemption has been completed in compliance with the California Environmental Quality Act (CEQA), and is adequate for this proposal.

**1.2 FINDING OF NO SIGNIFICANT EFFECT**

On the basis of the whole record, it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and therefore the activity is not subject to CEQA.

**1.3 LOCATION OF DOCUMENTS**

The documents and other materials which constitute the record of proceedings upon which this decision is based are in the custody of the City of Guadalupe, 918 Obispo Street, Guadalupe, CA 93434.

**2.0 Administrative Findings**

**2.1 DESIGN REVIEW FINDINGS**

Pursuant to City of Guadalupe Municipal Code, Section 18.73.100, a Design Review Permit shall be approved only if all of the following findings can be made:

- A. *The buildings, structures, and landscaping are appropriate and of good design in relation to other buildings, structures, and landscaping on-site or in the immediate vicinity of the project.*

The project site is in a suburban area characterized primarily by commercial, industrial, and residential uses. The site is vacant and has an older apartment complex adjacent to the south with the Dune Center located to the north. A parking lot for the apartment building is located to the west and the existing

Cultural Center is located to the east. The building has been designed to appear as a western barn with the primary doors located on the east face. This building will add greatly to the aesthetics of the general area. As such, the proposed project would be consistent with the existing visual character and scale of the structures in the immediate vicinity. Construction of the cultural center and the associated landscaping would be an overall improvement to the site's visual character when compared to existing conditions.

- B. That the development will be compatible with the neighborhood, and its size, bulk and scale will be appropriate to the site and the neighborhood.*

No commercial development has been proposed on this site since the area was originally rezoned to General Commercial. It has always been a vacant lot below the two properties to the east. Many of the commercial buildings in this General Commercial area are two stories. This structure will only be 20 feet tall and will be shorter than the adjacent apartment building. Due to the grade change from Guadalupe Street, and the distance from the roadway, this building will have no impact on the general area and will be compatible with the neighborhood.

- C. There is harmony of material, color, and composition of all sides of a structure or buildings as well as consistency and unity of composition and treatment of exterior elevation.*

The proposed building has been designed to mimic a barn structure, similar to other buildings in the western end of the Santa Maria Valley. The material, color and composition is consistent throughout the four sides of the building.

- D. Any mechanical or electrical equipment is well integrated into the total design concept and screened from public view to the maximum extent practicable.*

The project does not contain any roof-mounted mechanical equipment. Air conditioning units are ground mounted and would be located at the rear (west side) of the building.

- E. All visible on-site utility services are appropriate in size and location.*

All utilities would be undergrounded and therefore would have no impact on the surrounding properties.

- F. The grading will be appropriate to the site.*

There is very minor grading required to properly drain the property. All grading will be appropriate for the site.

- G. *Adequate landscaping is provided in proportion to the project and the site with due regard to the preservation of existing trees, and existing native vegetation, and adequate provision will be made for the long-term maintenance of such landscaping.*

A professional landscape architect has prepared the landscape plan for the cultural center. It includes adequate trees, shrubs and groundcover. As such, the project is consistent with this finding.

- H. *The development will not adversely affect significant public scenic views.*

This project site does not contain any significant public scenic views.

- I. *All exterior site, structure and building lighting is well-designed and appropriate in size and location.*

The proposed building will have downward lighting adjacent to doors and lighting will be provided in the parking lot utilizing downward diffusers so as not to impact surrounding properties.

- J. *The proposed development is consistent with any additional design standards as expressly adopted by the City Council.*

No additional design standards were required by the City Council.

- K. *The project architecture will respect the privacy of neighbors and is considerate of solar access.*

The project's 20-foot tall building only covers 17 percent of the parcel and is dwarfed by the size of the adjacent two-story apartment complex. As such, the project respects the privacy of neighboring properties.

- L. *The project will provide for adequate street design and sufficient parking for residents and guests in a safe and aesthetically pleasing way.*

The project does not require street design, but the parking lot is well designed as it contains an accessible space as well as sufficient space for a fire truck to turn around. The landscaping is well designed and is a great improvement over the current vacant lot.

- M. *The proposed development as shown on the project plans is in conformance with all applicable policies of the General Plan and the requirements of this title.*

The staff report provides evidence that the project is consistent with applicable goals and policies of the General Plan and consistency with the zoning ordinance.

**Guadalupe Cultural Arts and Education Center  
2017-096-DR  
CONDITIONS OF APPROVAL**

GENERAL CONDITIONS

1. Project Description: Subject to the conditions set forth below, this permit authorizes the improvements and uses requested by Case No. 2017-096-DR and shown in the project plans on file with the City of Guadalupe. The plan includes construction of a 2,500 square foot pre-engineered metal building containing an open meeting hall, kitchen, storage, and restrooms. The project includes a parking area for 15 vehicles, including one accessible space. Landscaping is provided around the building and parking lot. An offsite commercial trash enclosure will be constructed. Any deviations from the project description in the staff report, exhibits or conditions must be reviewed and approved by the City of Guadalupe for conformity with this approval. All activities other than BBQing shall occur within the building. The project shall be constructed as shown on Sheet A100-DR, stamped December 21, 2017. Deviations may require amendments to the permit, including additional CEQA review. Deviations without the above-described approval will constitute a violation of the permit approval.
2. The Applicant agrees, as a condition of approval of this resolution, to indemnify, defend and hold harmless, at Applicants expense, City and City's agents, officers, and employees from and against any claim, action or proceeding to attack, review, set aside, void or annul the approval of this permit or to determine the reasonableness, legality or validity of any condition attach hereto. City shall promptly notify Applicant of any such claim, action or proceeding to which City receives notice, and city will cooperate fully with Applicant in the defense thereof. Applicant shall reimburse the City for any court costs and attorney's fees that the City may be required to pay as a result of any such claim, action or proceeding. City may, in its sole discretion, participate in the defense of any such claim, action or proceeding, but such participation shall not relieve Applicant of the obligation of this condition. Applicant's acceptance of this permit approval or commencement of construction or operations under the approval shall be deemed to be acceptance of all conditions of approval.
3. In the event that any condition imposing a fee, exaction, or dedication is challenged by the project sponsors in an action filed in a court of law or threaten to be filed therein which action is brought within the time period provided for by law, this approval shall be suspended pending dismissal of such action, the expiration of the limitation period applicable to such action, or final resolution of such action. If any condition is invalidated by a court of law, the entire project shall be reviewed by the City and substitute conditions may be imposed.

4. In accordance with Section 18.73.120 of the City Municipal Code, this Design Review Permit approval shall expire two (2) years from the date of final approval, unless a building permit for the proposed improvements has been obtained prior to expiration.

#### PUBLIC WORKS DEPARTMENT CONDITIONS

5. The applicant shall comply with all requirements of the Guadalupe Public Works Department, including but not limited to encroachment permits for any construction within the City's public right-of-way and all current National Pollution Discharge Elimination System (NPDES) requirements to limit discharge of storm water during construction.
6. The owner shall utilize a 1" water line dedicated for future service, located on the south side of the entry driveway and extend water service to APN 115-051-009. The owner shall pay for meter and all connection fees prior to issuance of the Building Permit.
7. Each trash receptacle shall be stored in an enclosure. The final design review submitted for the building permit shall specify size and location of all trash collection areas and the enclosure shall be constructed per the approved plan. The location and design shall be approved by the Planning Department and the Public Works Department. The trash enclosure shall meet City Standards and be consistent with the architecture and style of the project. Trash areas that are located adjacent to parking spaces shall be set back a minimum of ten feet to meet the sight distance requirements for drivers backing out of the parking space.

#### CITY ENGINEER CONDITIONS

8. All of the following conditions shall be completed to the satisfaction of the City Engineer prior to issuance of certificate of occupancy for the project, unless otherwise stated herein or as agreed by the City Engineer.
9. All engineering submittals prepared by the applicant's engineer shall be signed and sealed by a California licensed civil engineer.
10. All improvements within the Caltrans Right-of-Way shall be constructed in accordance with the Caltrans Standards and/or City of Santa Maria Standard Specifications and Drawings, as applicable, or as directed by the City Engineer. The public improvements shall be approved by the City Engineer prior to construction.
11. A Caltrans and City Encroachment Permit will be necessary of all work completed in the right-of-way.
12. Prior to construction, an Erosion Control Plan must be prepared and submitted to the City Engineer for review and approval.

13. The project shall comply with all Municipal Separate Storm Sewer System (MS4) requirements. Low impact development, best management practices and similar regulations and guidelines shall be met. The design shall be in compliance with The Santa Barbara County Post Construction Requirements, Stormwater Technical Guide, and all future updates.
14. The developer shall submit a drainage study prepared by a registered civil engineer addressing pre and post-development storm water run-off. Post-development storm water management shall be addressed and shall be consistent with the State and County requirements.
15. Prior to final occupancy, an "Owner's Agreement to Construct and Maintain Private Drainage Improvements for Water Quality" must be approved, signed by the owner and City, and recorded. A template is available from the City Engineer.
16. Prior to final occupancy, a "Storm Water Control Measures Certification of Approval" must be signed and stamped by a California Registered Engineer, Architect, Geologist and/or Landscape Architect and submitted to the City Engineer. A template is available from the City Engineer.
17. Prior to construction, the developer shall provide a copy of a preliminary Title Report, no more than 6 months old to the City Engineer.
18. A geotechnical report shall be submitted with the grading and drainage plans.

#### PLANNING DEPARTMENT CONDITIONS

19. Commencement of work. The applicant shall notify City Planning Department and City Building Department staff of the start date for construction at least 5 working days in advance of the start of work. This notification shall also include an estimated construction schedule and a truck haul route for demolished and recycled materials. The applicant shall also notify such City staff of the completion of construction and demolition work no more than one working day upon completion.
20. Recycling. Excess construction materials and demolition materials shall be recycled to the extent feasible and proof of recycling in the form of a receipt from the recycling facility noting recycled materials and amounts shall be provided to City staff.
21. Fees. Prior to Zoning Clearance, the applicant shall pay all applicable permit processing fees in full.
22. Recorded Easement. The project shall at all times be consistent with the recorded document "Covenant and Easement Agreement for Common Access, Parking, and Trash Enclosure" recorded in the County Recorder's Office on January 22, 2019.

23. Exterior prohibitions. No outdoor activities, except for BBQing, are allowed with the granting of this permit per Guadalupe Municipal Code Section 18.36.020.A.
24. Hours of Operation: The Center shall adhere to the following hours for formal events, Sunday - Thursday, 9 a.m. - 9 p.m. and Friday-Saturday 9 a.m. - 10 p.m.
25. Amplification. Activities within the building may utilize sound amplification for voices and musical instruments and recordings. All amplification shall cease thirty (30) minutes prior to the end of the activity. Under no circumstances shall sound levels exceed 65 dB(a) Ldn at the property line.
26. Landscape plan. Prior to issuance of Zoning Clearance, the applicant shall revise the landscape planting plan, dated December 6, 2017 to include an additional Madrone (T1) at the southeast corner of the parking lot and all trees noted on the plan shall be increase in size to a 24" box and verified onsite by Planning prior to planting.
27. Zoning Clearance. No Building Permit shall be issued until a Zoning Clearance has first been issued by the Planning Department.
28. Agreement to Comply. Approval of this Design Review Permit is not valid until the property owner or authorized agent signs and returns the Agreement to Comply form, agreeing to the terms and Conditions of Approval. The signed form must be submitted to Planning Department prior to issuance of the Zoning Clearance.
29. Parking Management Plan. Prior to issuance of Zoning Clearance, the applicant shall provide to staff a Parking Management Plan and shall receive approval of the plan by the Director or designee. The Plan shall describe measures to be taken when an event is anticipated to have more vehicles than can be parked on the three properties noted in the recorded easement. The Plan shall include as one option, a shuttle bus service from a site within the City, including evidence of written permission of the landowner for parking on that site.
30. Compliance with Conditions. The applicant shall be in compliance at all times with these conditions. If complaints are filed with the City, staff will review the complaints and determine if a meeting with the applicant and complainants can resolve the issue(s). If no resolution is reached, a hearing will be scheduled before the City Council for staff to present a recommendation to resolve the issue(s). The applicant shall be responsible for the fees to cover staff's time.
31. Construction Hours. The Owner /Applicant, including all contractors and subcontractors shall limit construction activity, including equipment maintenance and site preparation, to the hours between 8:00 a.m. and 5:00 p.m. Monday through Friday. No construction shall occur on weekends or State holidays. Non-noise generating interior construction activities such as plumbing, electrical, drywall and painting (which does not include the use of compressors, tile saws, or other noise-generating equipment) are not subject to

these restrictions. Signs shall be posted prior to grading/building permit issuance along the southern and eastern perimeters of the project site.

The applicant is advised that building inspectors and planning staff will spot check and respond to complaints.

32. Landscaping. Landscaping shall be installed and maintained per the City-approved landscape and irrigation plan and maintained for the life of the project. The type, size, density and configuration of new plants shall be selected to maximize successful establishment and growth to achieve this landscaping objective within a reasonable period of time after installation. Final landscape and irrigation plans shall be submitted by the Applicant to the City for review and approval prior to Issuance of Zoning Clearance. All landscaping and irrigation shall be completed and installed prior to Occupancy Clearance. Plant locations may be adjusted in the field (as directed by Planning staff) to achieve landscaping objectives. The applicant shall contact City Planning staff at least 48 hours prior to request for occupancy clearance in order to verify that landscaping and irrigation has been installed according to the approved plans. Failure to comply with the requirement could jeopardize issuance of the occupancy clearance.
33. Additional Permits Required. The use and/or construction of any structures or improvements authorized by this approval shall not commence until all necessary planning and building permits are obtained. Before any Permit will be issued by the Building Department, the Owner/Applicant must obtain written clearance from all departments having conditions; such clearance shall indicate that the Owner/Applicant has satisfied all pre-construction conditions.
34. Acceptance of Conditions. The Owner/Applicant's acceptance of this permit and/or commencement of use, construction and/or operations under this permit shall be deemed acceptance of all conditions of this permit by the Owner/Applicant.
35. Design Review Expiration. The Owner/Applicant shall obtain the required Zoning Clearance within the 24 months following the effective date of this Design Review Permit. If the required Zoning Clearance is not issued within the 24 months following the effective date of this Design Review Permit, or within such extended period of time as may be authorized in compliance with Section 18.73.120.B of the Guadalupe Municipal Code, and an application for an extension has not been submitted to the Planning Department, then the Design Review permit shall be considered void and of no further effect.
36. Design Review-Void. This Design Review Permit shall become void and be automatically revoked if the development and/or authorized use allowed by this Design Review Permit is discontinued for a period of more than 12 months, or within such extended period of time as may be authorized in compliance with Section 18.73.120.B of the Guadalupe Municipal Code. Any use authorized by this Design Review Permit shall immediately cease upon expiration or revocation of this Design Review Permit. Any Zoning Clearance approved or issued pursuant to this Design Review Permit shall expire



upon expiration or revocation of the Design Review Permit. Design Review Permit renewals must be applied for prior to expiration of the Design Review Permit.

37. Plans Requirements. The Owner/Applicant shall ensure all applicable final conditions of approval are printed in their entirety on applicable pages of grading/construction or building plans submitted to the Building Department. These shall be graphically illustrated where feasible.
38. Contractor and Subcontractor Notification. The Owner/Applicant shall ensure that potential contractors are aware of City conditions and requirements. Owner/Applicant shall notify all contractors and subcontractors in writing of the site rules, restrictions, and Conditions of Approval and submit a copy of the notice to Planning staff.
39. Time Extensions-All Projects. The Owner/Applicant may request a time extension prior to the expiration of the permit or entitlement for development. The review authority with jurisdiction over the project may, upon good cause shown, grant a time extension in compliance with City rules and regulations, which include reflecting changed circumstances and ensuring compliance with CEQA. If the Owner/Applicant requests a time extension for this permit, the permit may be revised to include updated language to standard conditions and/or mitigation measures and additional conditions and/or mitigation measures which reflect changed circumstances or additional identified project impacts.

#### FIRE DEPARTMENT CONDITIONS

40. Any hazardous materials or spills encountered during the process of demolition shall be handled in accordance with all applicable state and federal regulations and disposed of at an appropriately designed hazardous materials site in accordance with existing regulations. Staff from the Santa Barbara County Fire Department's Hazardous Materials Unit (HMU) and City Fire Department staff shall be notified in the event of any such encounter of hazardous materials.
41. Prior to issuance of a building permit, the applicant shall contact staff from the Santa Barbara County Fire Department's Hazardous Materials Unit (HMU) to determine if a Hazardous Materials Business Plan is required for any equipment or components for the facility. If such a plan is required, the applicant shall prepare and submit the plan to County HMU staff for review and approval. The applicant shall submit documentation of compliance with this requirement to City Fire Department staff.
42. The project applicant shall comply with all adopted California Fire Codes requirement as well as all adopted code amendment under Guadalupe Municipal Code section 15.08.020 and 15.08.030 at the time of plan review.

END OF CONDITIONS



2019-0002407

|                                                                                                          |         |                |
|----------------------------------------------------------------------------------------------------------|---------|----------------|
| Recorded<br>Official Records<br>County of<br>Santa Barbara<br>Joseph E. Holland<br>County Clerk Recorder | REC FEE | 0.00           |
| 09:37AM 22-Jan-2019                                                                                      |         | DS Page 1 of 8 |

RECORDING REQUESTED BY, and  
WHEN RECORDED PLEASE MAIL TO:

City Clerk's Office  
918 Obispo Street  
Guadalupe, CA 93434

FR-FR  
8-1  
E17

**COVENANT AND EASEMENT AGREEMENT FOR COMMON ACCESS, PARKING,  
TRASH ENCLOSURE**

THIS COVENANT AND EASEMENT AGREEMENT is made at Guadalupe, California, this 11 day of January, 2019, between the CITY OF GUADALUPE, a Municipal Corporation, hereinafter called "City" and Joseph R. Talaugon, Trustee of the Talaugon Family Trust dated February 24, 2005, hereinafter called "Owner," under the following facts and circumstances:

WHEREAS, Owner owns certain real property located in the City of Guadalupe, County of Santa Barbara, State of California, described as follows:

**LOT 4**

Identified as County Assessor's Parcel Number 115-051-006

**LOT 5**

Identified as County Assessor's Parcel Number 115-051-005

**LOT 9**

Identified as County Assessor's Parcel Number 115-051-009

WHEREAS, Owner wishes to construct a building and parking facilities on Lot 9 which will be accessed over Lots 4 and 5 from Guadalupe Street; and

WHEREAS, as a condition of this development, designated by the project number 2017-096-DR, Guadalupe Cultural Center, City requires creation of a common driveway with access rights, common parking spaces and a trash enclosure to be used perpetually by Lots 4, 5 and 9; and

WHEREAS, Lot 4 is developed with a trash enclosure; and

WHEREAS, Lot 9 is proposed to be developed with fifteen (15) parking spaces; and

WHEREAS, under the ordinances of the City, the occupancy and development of said parcels cannot be approved by the City until there is assurance of the required access, parking and use of trash enclosure; and

WHEREAS, Owner desires to create non-exclusive easements for the purpose of providing the required access, parking and trash enclosure;

WHEREAS, it is necessary that the City be assured, by a binding agreement, that at no time will said access, parking or use of trash enclosure be altered, modified, or reduced below the standards of City in force on the date of this agreement.

NOW, THEREFORE, it is hereby agreed as follows:

1. Owner hereby dedicates and creates for itself, and all future owners of said parcels, their heirs, successors and assigns, non-exclusive easements for a) pedestrian and vehicle ingress, egress; b) parking; and c) trash enclosures over portions of their respective lots, which easements are described and shown on the description and map attached hereto and incorporated by reference as Exhibits A-1, A-2 and A-3).

In the event of a finding that the easement rights granted under this covenant and easement agreement would otherwise be extinguished or be of no effect under the doctrine of merger (due to current or future common ownership of the dominant estate property and the servient estate property), the covenant and easement agreement entered into herein shall be considered as a "Covenant Creating a Springing Easement Effective upon Date of Sale", which will result in the easement as set forth above taking effect at such time as the dominant or servient estates (or portions thereof containing or affected by the easement) are transferred, sold or conveyed in a manner so as to be under separate ownership (i.e. such merger due to common ownership shall not result in the extinguishment of this covenant and easement agreement). This covenant shall automatically create the subject easement upon the recording of a deed conveying either the dominant estate property or the servient estate property (or portions thereof containing or affected by the easement) to another party, whether or not the easement is referenced in the deed. From and after the date that the easement thus becomes effective, the affected properties shall be subject to all terms and conditions contained herein.

2. Owner covenants and agrees for himself, his heirs, successors and assigns, that he shall not erect, construct, place or maintain or permit the erection, construction, placement or maintenance of any improvement, building or structure or other thing whatsoever on the easement area other than improvements as may be consistent with use of Lots 4, 5 and 9 as shown in Exhibits A-1, A-2 and A-3, and that none of them nor their successors and assigns shall block, obstruct or prevent the free passage or use of persons and vehicles from the public street to said designated parking areas, nor prevent use of trash enclosure by Lots 4, 5 or 9.

3. On any future conveyance of Lots 4, 5 or 9: (a) such conveyance shall be subject to the terms and conditions of this Covenant and Easement Agreement, whether or not this instrument is expressly in deeds and conveyances; and (b) the Grantee of the parcels shall be subject to the terms and conditions of this Covenant and Easement Agreement and to have assumed ownership rights and obligations relating to the Lots as provided herein.

Said easements shall be at all times complied with by the parties hereto and their heirs, successors and assigns. The City of Guadalupe shall have and is hereby specifically granted the power to enforce this agreement insofar as such enforcement may be necessary to insure the said required minimum standards and terms of the said

zoning ordinance in effect on the date hereof. The parties of said agreement, and their successors, may not alter, modify, amend or terminate any part of these Grants of Easement without the consent of the City.

4. The City shall be entitled, in connection with proposed alteration, amendment, modification, or termination, to require that the parties proposing such alteration, amendment, modification or termination provide evidence satisfactory to the City as to how the aforesaid requirements for access, parking and trash enclosure are to be maintained according to the Guadalupe Municipal Code.

5. This agreement shall be binding upon the heirs, successors and assigns of all parties hereto and shall be recorded in the office of the County Recorder of the County of Santa Barbara.

6. It is understood and agreed that, without prior written approval from the City, a violation of any of the terms of this agreement shall constitute a violation of the Guadalupe Municipal Code and shall subject the party or parties responsible for such violation to the penalties provided by law therefor, including but not necessarily limited to proceeding in abatement and for the imposition of criminal penalties. The initiation of such proceedings by the City shall not deprive the City of its right to commence proceedings in law or in equity for the enforcement of this agreement.

7. The parties hereto respectively affirm that the persons signing this agreement on behalf of the respective parties are and have been duly authorized so to do by their respective corporation and entity.

8. IN WITNESS WHEREOF, we have executed this agreement on the date first hereinabove set forth.

  
Owner Joseph R. Talaygon

CITY OF GUADALUPE, a Municipal Corporation

By   
Cruz Ramos, City Administrator

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Santa Barbara

On January 11, 2019 before me, Joice Earleen Raguz, City Clerk  
(insert name and title of the officer)

personally appeared Cruz Ramos, City Administrator  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Joice E. Raguz (Seal)



## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Santa Barbara

On January 11, 2019 before me, Joice Earleen Raguz, City Clerk  
(insert name and title of the officer)

personally appeared Joseph R. Talaugon  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Joice E. Raguz (Seal)



An easement for ingress, egress, Public Utilities and a trash enclosure all benefiting Assessor's parcel number 115-051-009 and contiguous to the easement described below.

Those portions of Lots 4 and 5, Block 3, in the City of Guadalupe, County of Santa Barbara, State of California shown on the "Map of the Town of Guadalupe" filed in the office of the Santa Barbara County Recorder in Rack 1, at Map 1, in the State of California described as follows;

Beginning at the most easterly corner common to Lots 4 and 5 of said Block 3, being on the westerly line of Guadalupe Street, 80 feet wide;

Thence along the westerly line of said Guadalupe Street, S27°16'43"W, 12.99 feet;

Thence N62°31'10"W, 131.96 feet;

Thence S27°17'19"W, 12.00 feet;


Thence N62°31'10"W, 12.00 feet to the westerly line of said Lot 4;

Thence along last said westerly line, N27°17'19"E, 24.44 feet to the westerly corner common to said Lots 4 and 5;

Thence along the westerly line of said Lot 5, N27°17'19"E, 11.56 feet;

Thence S62°31'10"E, 143.95 feet to the westerly line of said Guadalupe Street;

Thence along last said line 11.01 feet to the point of beginning.

  
Leonard Lenger, LS 3877  
Dated 4-24-2018

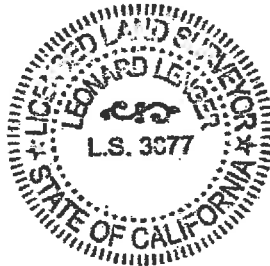


EXHIBIT "A-1"

Tr. #29,024

APN 115-051-009

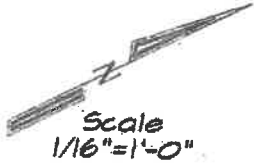
N27°17'19"E

BLOCK 3

N62°31'10"W  
12.00'

S27°17'19"W  
12.00'

Easement to benefit  
APN 115-051-009



Date

Leonard Lenger  
LS 3877

APN 115-051-006  
(Lot 4)

N62°31'10"W 15.46'

S62°44'15"W 14.56' (Lot 4 & 5)

S67°31'07"E 14.35'

BUILDING

APN 115-051-005  
(Lot 5)

ACCESS & FUEL  
(DANGER)

covered porch

covered porch

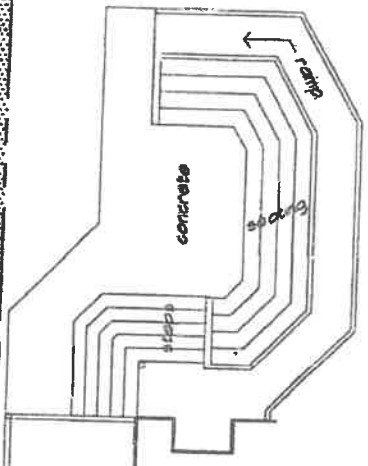
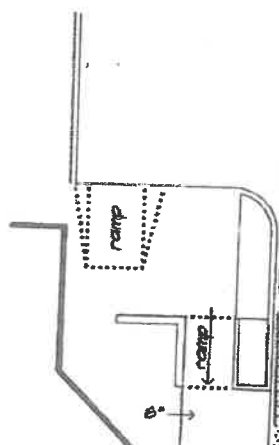
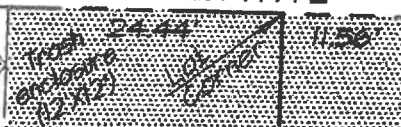
EXHIBIT "A-2"



sidewalk

D/W

Guadalupe Street



6' conc. curb

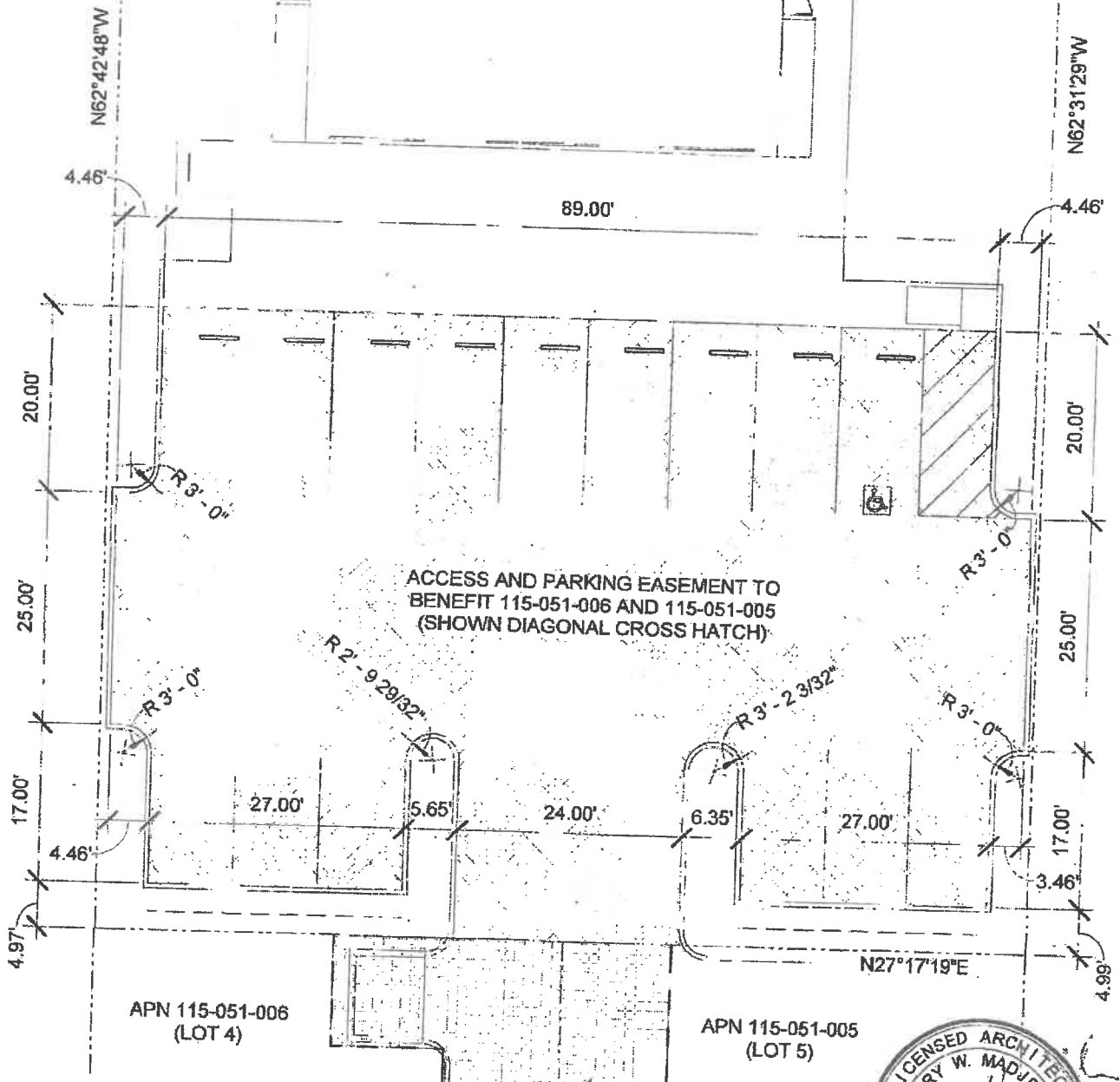
6' conc. curb

12.99' P.O.B.  
11.01'  
S27°16'43"W



NEW BUILDING

APN 115-051-009  
(LOT 9)



ACCESS AND PARKING EASEMENT TO  
BENEFIT 115-051-006 AND 115-051-005  
(SHOWN DIAGONAL CROSS HATCH)

APN 115-051-006  
(LOT 4)

APN 115-051-005  
(LOT 5)

24' WIDE ACCESS TO GUADALUPE STREET,  
P.U.E., AND TRASH ENCLOSURE  
EASEMENT TO BENEFIT 115-051-009  
*See Exhibit "A"*  
(SHOWN ORTHOGONAL CROSS HATCH)



SCALE 1/16" = 1'-0"  
7/5/2018

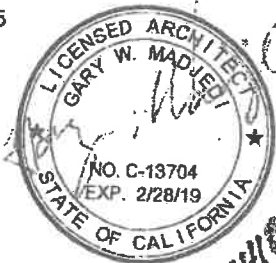


EXHIBIT "A3"



30 Jahre Plus  
 10000+ Projekte  
 T. (805) 954-4079  
 F. (805) 478-2721  
 pws@pwsusa.com  
 www.pwsusa.com

**GARY W. MAJEDI, ARCHITECT**  
 1005 GUADALUPE STREET  
 GUADALUPE, CA 95020  
 T. (408) 253-1111  
 gary@wmaajedi.com



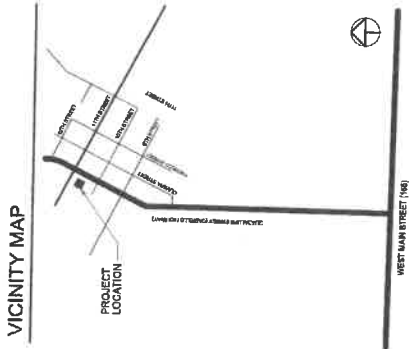
**OWNER**  
 GUADALUPE CULTURAL ARTS & EDUCATION CENTER  
 1005 GUADALUPE STREET  
 GUADALUPE, CA

**PROJECT:**  
 NEW MEETING STRUCTURE  
 BEHIND 1005 GUADALUPE ST  
 GUADALUPE, CA

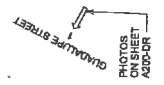
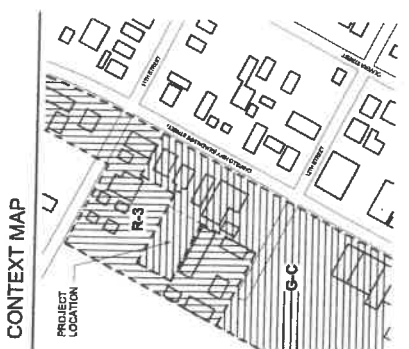
FOR DESIGN REVIEW

NOVA DATE DESCRIPTION  
 PROJECT NO. 10050  
 SHEET NO. 01/2017  
 STATUS PLAN/CHECK/CONSTRUCTION  
 SHEET NAME  
**SITE PLAN**

SHEET NO. A100-DR



**PROJECT DESCRIPTION**  
 THE PROJECT COVERS A ONE STORY, 2,500 SQ. FT. MEETING STRUCTURE METAL BUILDING. THE BUILDING IS TO BE CONSTRUCTED AS A MULTIPURPOSE CENTER TO BE RENT AND MAINTAINED BY THE GUADALUPE CULTURAL ARTS AND EDUCATION CENTER.  
 THE MEETING STRUCTURE WILL BE A METAL BUILDING WITH A GLASS FRONT AND INTERIOR FINISH. THE MEETING STRUCTURE WILL BE A METAL BUILDING WITH A GLASS FRONT AND INTERIOR FINISH. THE MEETING STRUCTURE WILL BE A METAL BUILDING WITH A GLASS FRONT AND INTERIOR FINISH.



**SITE AREAS**

| SITE AREAS                | AREA (SQF) | % OF SITE |
|---------------------------|------------|-----------|
| BUILDING FOOTPRINTS       | 1,500      | 30.00%    |
| OPEN UNDEVELOPED          | 5,417      | 108.34%   |
| HANDSCAPE PAVINGS & WALKS | 7,665      | 153.30%   |
| TOTALS                    | 15,582     | 311.66%   |

NOTE: SITE IS CURRENTLY VACANT WITH THE EXPOSURE OF THE FLAT STONE CONCRETE AREA AND GRAVEL OVER ABOUT 1/3 OF THE SITE.

**PARKING**

| AREA           | AREA (SQF) | DCU FACTOR | REQ. PARKING | PROVIDED | REMARKS |
|----------------|------------|------------|--------------|----------|---------|
| MULTI-USE HALL | 1,500      | 1.0        | 150          | 150      |         |
| KITCHEN        | 200        | 0.5        | 10           | 10       |         |
| TOTALS         | 1,700      |            | 160          | 160      |         |

1 SITE PLAN  
 1" = 20'-0"



320 Avenue Plaza  
 Phoenix, AZ 85001  
 P: (602) 944-6171  
 F: (602) 944-6172  
 gary.w.mahied@pws.com

**GARY W. MAHIED, ARCHITECT**  
 1000 West Camelback Road, Suite 100  
 Phoenix, AZ 85001  
 P: (602) 258-1000  
 gary.mahied@garymahied.com



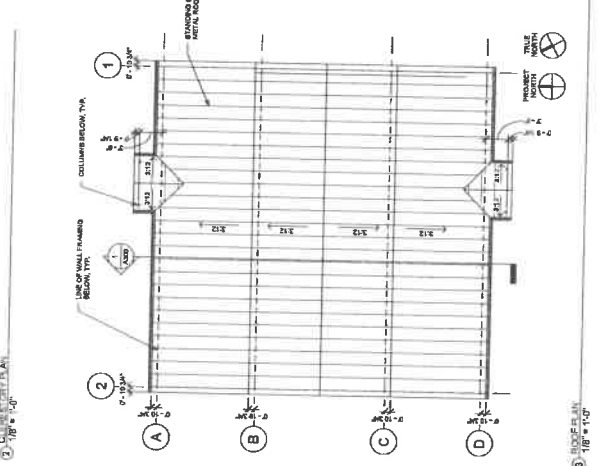
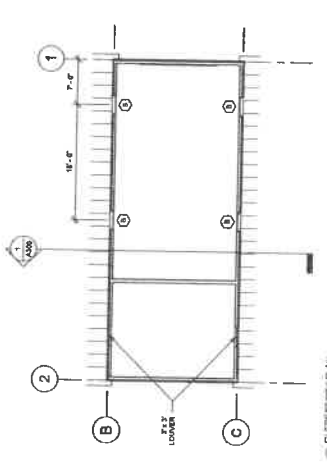
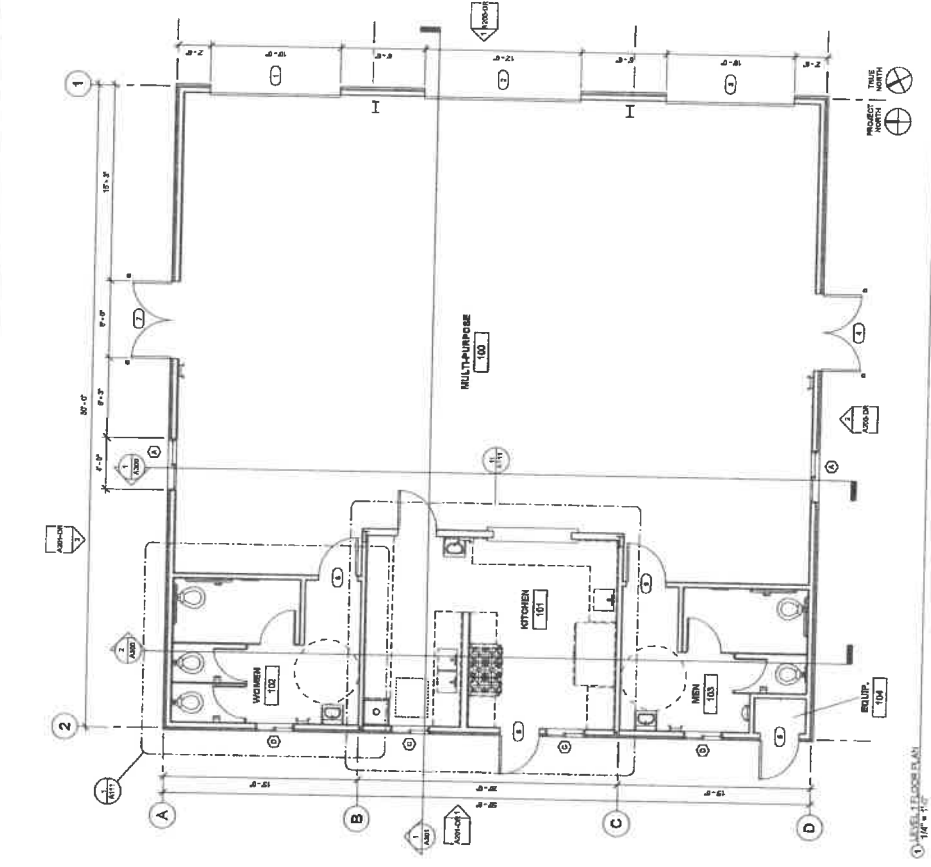
**GUADALUPE CULTURAL ARTS & EDUCATION CENTER**  
 1835 GUADALUPE STREET  
 GUADALUPE, CA

**PROJECT:**  
 NEW MEETING STRUCTURE  
 BEHIND 1835 GUADALUPE ST  
 GUADALUPE, CA

**FOR CONSTRUCTION**



|                               |                         |
|-------------------------------|-------------------------|
| DATE                          | DESCRIPTION             |
| PROJECT NO:                   | 18022                   |
| DATE                          | 07/16/2017              |
| DRAWN BY:                     | PLAN/CHECK/CONSTRUCTION |
| <b>FLOOR &amp; ROOF PLANS</b> |                         |
| SHEET NO: A110                |                         |



1 FLOOR PLAN  
 1/8" = 1'-0"

3 ROOF PLAN  
 1/8" = 1'-0"



3300 Jovan Place  
 San Diego, CA 92121  
 (619) 444-1234  
 gws@pws.com

**GARY W. MADRDI, ARCHITECT**  
 1885 GUADALUPE STREET  
 GUADALUPE, CA 94026  
 (415) 329-1111  
 gwm@madrdi.com



**OWNER:**  
 GUADALUPE CULTURAL ARTS & EDUCATION CENTER  
 1885 GUADALUPE STREET  
 GUADALUPE, CA

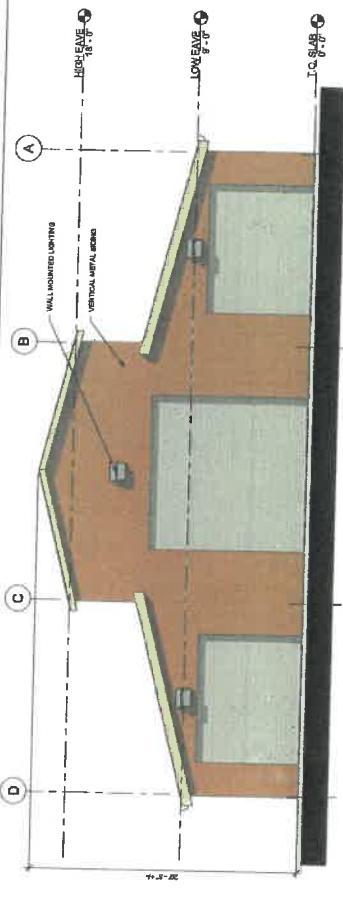
**PROJECT:**  
 NEW MEETING STRUCTURE  
 BEHIND 1885 GUADALUPE ST  
 GUADALUPE, CA

FOR DESIGN REVIEW

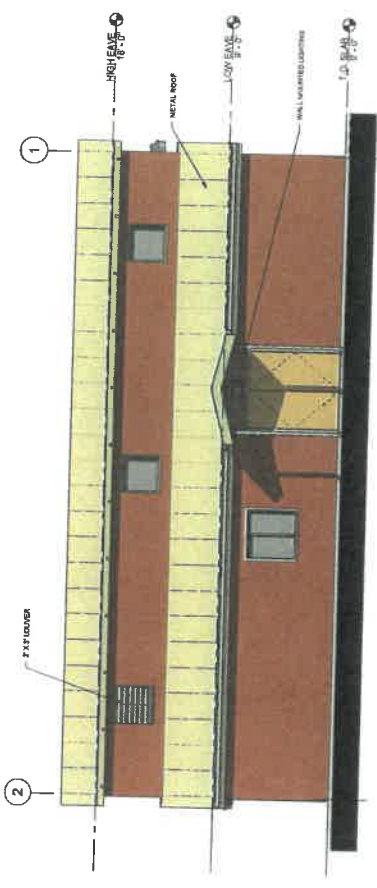
| NO. | Description | Date |
|-----|-------------|------|
| 1   | REVISIONS   |      |
| 2   |             |      |
| 3   |             |      |
| 4   |             |      |
| 5   |             |      |

PROJECT NO: 18852  
 DATE: 07/20/17  
 OFFICE: PLANCHER/CONSTRUCTION

**EXTERIOR ELEVATIONS & PHOTOS**  
 SHEET NO: A200-DR



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



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



PHOTO 1 - VIEW FROM GUADALUPE STREET TOWARDS PROJECT (NW)



PHOTO 2 - VIEW FROM PROPERTY LINE TOWARDS PROJECT (NW)



PHOTO 3 - VIEW FROM PROPERTY LINE (NW)



PHOTO 4 - VIEW FROM PROPERTY LINE (EW)



PHOTO 5 - VIEW FROM NW PROPERTY LINE (E)



PHOTO 6 - VIEW NW PROPERTY LINE (SSE)



330 Arroyo Pkwy  
 Azusa, CA 91702  
 Tel: (626) 421-2771  
 Fax: (626) 421-2772  
 www.pwsbuildings.com

**GARY W. MAJERU, ARCHITECT**  
 1055 N. WILSON AVENUE  
 SUITE 100  
 PASADENA, CA 91106  
 TEL: (626) 791-1000  
 FAX: (626) 791-1001  
 WWW.GARYWMAJERU.COM

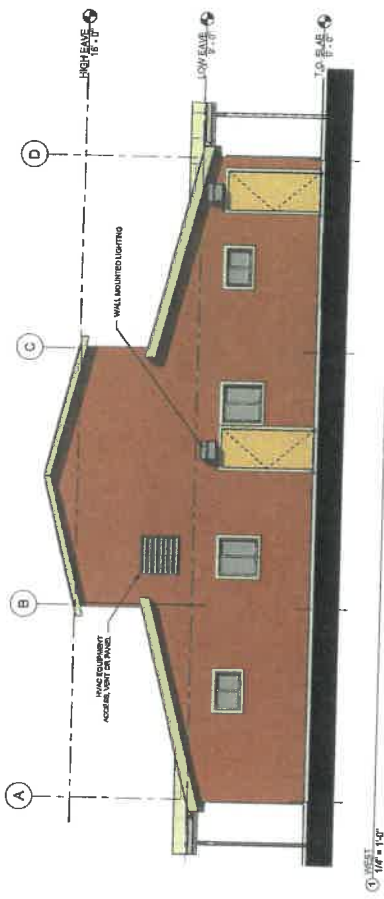
**OWNER:**  
 GUADALUPE CULTURAL ARTS & EDUCATION CENTER  
 1056 GUADALUPE STREET  
 GUADALUPE, CA

**PROJECT:**  
 NEW BUILDING STRUCTURE  
 BEHIND 1056 GUADALUPE ST  
 GUADALUPE, CA

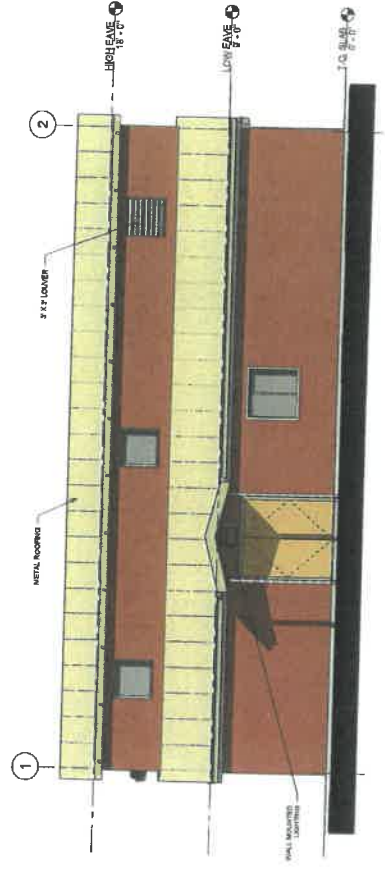
FOR DESIGN REVIEW

| NO. | Description | Date |
|-----|-------------|------|
| 1   | REVISIONS   |      |
| 2   | REVISIONS   |      |
| 3   | REVISIONS   |      |
| 4   | REVISIONS   |      |
| 5   | REVISIONS   |      |
| 6   | REVISIONS   |      |
| 7   | REVISIONS   |      |
| 8   | REVISIONS   |      |
| 9   | REVISIONS   |      |
| 10  | REVISIONS   |      |

**PROJECT NO.:** 1000  
**DATE:** 01/20/2017  
**STATUS:** PLAN/CHECK / CONSTRUCTION  
**DESIGNER:** GARY W. MAJERU, ARCHITECT  
**ARCHITECT:** GARY W. MAJERU, ARCHITECT  
**EXTERIOR ELEVATIONS**  
**SHEET NO.:** A201-DR



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



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

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE**

**Agenda of February 12, 2019**

 Cruz Ramos

Prepared by:  
Cruz Ramos, City Administrator

Approved by:

**SUBJECT:**            **APPROVAL OF SUBMISSION OF A GRANT APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FOR IMPROVEMENTS TO THE WASTEWATER COLLECTION SYSTEM**

**RECOMMENDATION:**

Approve a Resolution authorizing submission of an application for funding of Wastewater Collection System Improvements from the State of California's Community Development Block Grant Program (CDBG) and authorize the Mayor to sign the application, the Grant Agreement, and supportive documents.

**BACKGROUND:**

On November 1, 2018, the City of Guadalupe received a notice of funding (NOFA) from the State of California's Community Development Block Grant (CDBG). The City hired Mr. Thomas Brandeberry of the Rural Communities Development Corporation of California (RCDCC) to assist in the application for funding and grant administration services. Criteria for funding include: a \$3 million funding limit; the project must be ready to construct; and the application must be submitted by February 26, 2019.

The City held a public workshop on Wednesday, December 19, 2018 to get input on potential projects for CDBG Funding. Participants at the workshop identified public infrastructure projects and economic development as priorities. The project recommended for the CDBG application is the Lift Station and Trunk Sewer Main Project as identified in the 2014 Wastewater Collection System and Treatment Plant Master Plan. The project is needed, has improvement plans completed, and complies with all the CDBG Application criteria. On January 9, the CDBG

program Amended its NOFA, changing eligibility requirements for those communities with 2017 CDBG contracts, which the City has. The CDBF NOFA changes requires the City to have a shovel ready project: stamped preliminary plans, cost estimate, and timeline for the project as well as a contract with engineering firm, and all funding in place.

Since the public meeting, the engineering final stamped cost estimates are greater than first unstamped cost estimates. The city staff and RCDCC are working to address the short fall and the Resolution may need to be adjusted based on solutions found.

Finally, with the change in the NOFA, the due date was moved from February 5, 2019 to February 26, 2019. While this would be considered a favorable move, it inadvertently added an eligibility requirement to the application. The City is required to submit its Housing Element (HE) to the State by February 15, 2019. The CDBG program requires that applicants be *incompliance* with their HE at the time of the application due date. When the application due date moved to February 26, the HE has become an eligibility requirement. The staff and RCDCC are working to ensure that the HE meets the CDBG requirements by the application due date.

**DISCUSSION:**

The City Council is required to hold a public hearing to discuss the application and adopt Resolution No. 2019-08 authorizing submittal to State CDBG Program.

**FISCAL IMPACT:**

There is no local match for participation in the CDBG program. The application will be completed by RCDCC at a cost of approximately \$4,950. If the application is approved and funded by California Department of Housing and Community Development, the City of Guadalupe will get important wastewater infrastructure project funding.

**RESOLUTION NO.2019-08**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE APPROVING AN APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2018 FUNDING YEAR OF THE STATE CDBG PROGRAM**

**WHEREAS**, on November 1, 2018, the City of Guadalupe received a notice of funding (NOFA) from the State of California’s Community Development Block Grant (CDBG); and

**WHEREAS**, criteria for funding included a \$3 million funding limit, a construction-ready project, and submittal of an application by February 26, 2019; and

**WHEREAS**, the City held a public meeting on Wednesday, December 19, 2018 to get input on potential projects for CDBG funding, where participants at the workshop identified public infrastructure projects and economic development as priorities, at which a project concerning improvements to the City’s wastewater infrastructure was recommended for the CDBG application; and

**WHEREAS**, the City Council is required to hold a public hearing to discuss the application and adopt a Resolution authorizing submittal to State CDBG Program; and

**WHEREAS**, translation service, as well as an opportunity for submission of written comments, was available at the public meeting and the public hearing.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City OF Guadalupe as follows:

**SECTION 1:**

The City Council has reviewed and hereby approves an application in the amount of \$2,800,000 for the following CDBG activities, pursuant to the October 2018 CDBG NOFA:

**Activity 1.**

|                               |                    |
|-------------------------------|--------------------|
| 03J: Water/Sewer Improvements | \$2,604,651        |
| <u>General Administration</u> | \$195,349          |
| <b>Total Application</b>      | <b>\$2,800,000</b> |

**SECTION 2:**

The City acknowledges compliance with state and federal public participation requirements in the development of this application.



**SECTION 3**

The City hereby acknowledges it shall submit an application for one eligible CDBG activity, requesting a Waiver of the 50 percent Expenditure Rule.

The City further acknowledges that failure to comply with the waiver requirements may cause the disencumbrance of funds for the project approved and repayment of CDBG funds.

**SECTION 4:**

The City hereby authorizes and directs the Mayor to sign this application and act on the City behalf in all matters pertaining to this application.

**SECTION 5:**

If the application is approved, the Mayor are authorized to enter into and sign the grant agreement and any subsequent amendments with the State of California for the purposes of this grant.

**SECTION 6:**

If the application is approved, the Mayor or Interim City Administer or City Administer are authorized to sign Funds Requests and other required reporting forms.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Guadalupe held on February 12, 2019 by the following vote:

- MOTION:
- AYES:
- NOES:
- ABSENT :

\_\_\_\_\_  
Ariston Julian, Mayor

**STATE OF CALIFORNIA**

City of Guadalupe

I, Joice Earleen Raguz, City Clerk of the City Guadalupe, County of Santa Barbara, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 12th day of February 2019.


\_\_\_\_\_  
Joice Earleen Raguz,  
Clerk of the City of Guadalupe, State of California


ITEM # 8

HOUSING ELEMENT

Item in process.

**REPORT TO THE CITY COUNCIL**  
**February 12, 2019**

  
\_\_\_\_\_  
**Prepared By:**  
**Philip F. Sinco**  
**City Attorney**

  
\_\_\_\_\_  
**Approved By:**  
**Cruz Ramos**  
**City Administrator**

**SUBJECT: APPOINTMENT OF ROBERT PERRAULT AS INTERIM CITY ADMINISTRATOR PURSUANT TO GOVERNMENT CODE SECTION 21221(h) AND AS “EXTRA HELP” PURSUANT TO GOVERNMENT CODE SECTION 21224**

**RECOMMENDATION:**

That the City Council adopt a resolution appointing Robert Perrault as Interim City Administrator pursuant to Government Code §21221(h) effective March 1, 2019, until a permanent, full-time City Administrator is hired, and as “extra help” pursuant to Government Code §21224 effective as of February 18, 2019.

**BACKGROUND:**

In 2012, the Employees' Pension Reform Act of 2013 (PEPRA) was passed and went into effect January 1, 2013. One of the provisions of PEPRA governs post-retirement employment for retirees. Specifically, all CalPERS retirees working in any capacity for CalPERS employers are subject to the following requirements:

- A 180-day wait period between the retirement date and the date employment begins, unless an exception applies;
- The work is of limited duration in a retired annuitant-designated position (not a permanent part time position);
- The time worked is 960 hours or less in a fiscal year (July 1 – June 30);
- The compensation paid is an hourly pay rate that is within the salary schedule for the position; and
- No additional compensation or benefits are paid.

City Administrator Cruz Ramos resigned her position effective February 28, 2019. Recruitment for a permanent City Administrator to replace Ms. Ramos will open before February 28, 2019, and will remain open until the position is filled. Staff does not know how long it will take to recruit and hire an appropriate candidate for this very important position, and therefore, decided to investigate the possibility of hiring an interim City Administrator who could perform the

duties of the City Administrator until the position could be filled.

Staff made some inquiries and learned about Robert Perrault, a retired CalPERS annuitant who retired from the City of Grover Beach in 2016 after 10 years of service as its City Manager, and another 15 years as a City Manager for the cities of Colfax and Cloverdale. In all, Mr. Perrault has over 34 years of experience in municipal government. Since his retirement from the City of Grover Beach, Mr. Perrault has served as an interim City Manager for the cities of Willits and Greenfield.

When staff contacted him about the possibility of serving as the interim City Administrator for the City of Guadalupe, he was serving as the interim Public Works and Community Development Director for the City of Greenfield. Although Mr. Perrault indicated his willingness to serve as the Interim City Administrator for the City of Guadalupe, he advised that he could only work approximately 30 hours per week in order to keep his total hours worked under 960 hours during FY 2018-19. This information was provided to the City Council during a closed session on December 11, 2018. During this closed session, the Council was advised it could conduct recruitment for the interim City Administrator position, of if it was satisfied with Mr. Perrault's qualifications, it could proceed to offer him the position. The City Council chose to authorize staff to make an offer to Mr. Perrault, which he subsequently accepted.

#### **DISCUSSION:**

Mr. Perrault has the knowledge and experience to serve as the City's Interim City Administrator until an appropriate candidate can be hired on a permanent, full-time, basis. Staff proposes that the City Council authorize the appointment of Mr. Perrault as the Interim City Administrator effective as of March 1, 2019.

Government Code §21221(h) requires that retired annuitants be paid a similar amount as other employees performing comparable duties. Mr. Perrault will be paid at nearly the same hourly rate as the current City Administrator (i.e., he will earn \$55 per hour) but will not receive any benefits or additional compensation as required by Government Code §21221(h). Also, as required by Government Code §21221(h), this be a one-time appointment.

Because current City Administrator Cruz Ramos's last day will be February 28, 2019, Mr. Perrault cannot assume the duties of the Interim City Administrator until the position becomes vacant on March 1, 2019. However, so that he may meet with Ms. Ramos and City staff and begin performing services for the City prior to March 1, 2019, staff recommends that the City Council also appoint Mr. Perrault as "extra help" pursuant to Government Code section 21224 effective as of February 18, 2019. If the Council does so, Mr. Perrault will be available to begin working for the City of Guadalupe as necessary and as requested by the current City Administrator. Government Code §21221(h) (interim appointments) specifically permits a concurrent appointment to also be made pursuant to Government Code §21224 ("extra help" appointment).

Finally, a copy of the proposed Employment Agreement between the City of Guadalupe and Robert Perrault is attached to Resolution No. 2019-09 and by adopting the resolution, the

Council will thereby approve this agreement and authorize Mayor Julian to sign it on behalf of the City.

**FISCAL IMPACT:**

If appointed, Mr. Perrault would earn nearly the same salary as the full-time City Administrator, but since he will only be working thirty (30) hours per week, there will be some savings for the general fund (approximately \$550 per week).

**CONCLUSION**

Staff recommends that the City Council adopt Resolution No. 2019-09.

**ATTACHMENTS:**

- 1) Resolution No 2019-09 entitled "A Resolution of the City Council of the City of Guadalupe, California Appointing Robert Perrault as Interim City Administrator Pursuant to Government Code Section 21221(h) and as "Extra Help" Pursuant to Government Code Section 21224."

**RESOLUTION NO. 2019-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUADALUPE, CALIFORNIA, APPROVING THE APPOINTMENT OF ROBERT PERRAULT AS INTERIM CITY ADMINISTRATOR PURSUANT TO GOVERNMENT CODE SECTION 21221(h) AND AS "EXTRA HELP" PURSUANT TO GOVERNMENT CODE SECTION 21224**

**WHEREAS**, the City of Guadalupe will have a vacant City Administrator position as of March 1, 2019; and

**WHEREAS**, Robert Perrault is a CalPERS retired annuitant who retired as the City Manager of the City of Grover Beach in 2016, and has over 34 years of municipal government experience, including a total of 25 years as a City Manager for three different cities; and

**WHEREAS**, the City Council desires to appoint Robert Perrault as the Interim City Administrator for the City of Guadalupe to perform the duties of the City Administrator for the City of Guadalupe under Government Code section 21221(h), effective March 1, 2019; and

**WHEREAS**, the employment shall be limited to 960 hours per fiscal year; and

**WHEREAS**, pursuant to Government Code section 21221(h), the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

**WHEREAS**, the salary for this position is \$9,556.75 per month, and the hourly equivalent is \$55.14; and

**WHEREAS**, the hourly rate that will be paid to Robert Perrault will be \$55 per hour; and

**WHEREAS**, Mr. Perrault will not receive any other benefits, incentives, compensation in lieu of benefits or other form of compensation in addition to this hourly pay rate; and

**WHEREAS**, an appointment under Government Code section 21221(h) requires an active, publicly posted recruitment for a permanent replacement; and

**WHEREAS**, the current status of this recruitment is that it has not yet been opened, but will be opened and the job flyer publicly released before the effective date of the appointment of Robert Perrault as Interim City Administrator on March 1, 2019; and

**WHEREAS**, this interim appointment of Robert Perrault shall only be made once and will end once a permanent City Administrator has been hired; and

**WHEREAS**, since Robert Perrault cannot be appointed as the Interim City Administrator because the current City Administrator will serve in that capacity until February 28, 2019, but his services are required and necessary before March 1, 2019, in part, to obtain information from the current City Administrator and other staff, and to perform services as requested by the current City Administrator; and

**WHEREAS**, a retired CalPERS annuitant can be appointed as "extra help" pursuant to Government Code section 21224 (and this appointment may be made concurrently with an appointment pursuant to Government Code 21221(h)); and

**WHEREAS**, Robert Perrault is willing and available to be appointed as “extra help” as of February 18, 2019,

**WHEREAS**, the entire employment agreement between Robert Perrault and the City of Guadalupe has been reviewed by this body and is attached herein; and

**WHEREAS**, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Guadalupe that the City Council does hereby:

- (1) appoint Robert Perrault as “extra help” pursuant to Government Code section 21224 effective as of February 18, 2019; and
- (2) appoint Robert Perrault as Interim City Administrator effective as of March 1, 2019, and that he may remain in this interim appointment for a limited duration until a regular, full-time City Administrator can be hired; and
- (3) authorize Mayor Julian to sign the Employment Agreement between the City of Guadalupe and Robert Perrault, attached hereto, on behalf of the City of Guadalupe.

**PASSED AND ADOPTED** at a regular meeting on the 12<sup>th</sup> day of February 2019, by the following vote:

**Motion:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

I, **Joice Earleen Raguz, City Clerk of the City of Guadalupe** DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2019-09 has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the City Council, held February 12, 2019, and that same was approved and adopted.

ATTEST:

\_\_\_\_\_  
Joice Earleen Raguz, City Clerk

\_\_\_\_\_  
Ariston Julian, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Philip F. Sinco, City Attorney

Attachment: Employment Agreement

**AGREEMENT WITH ROBERT PERRAULT FOR  
Interim City Administrator Services**

This Agreement is made and entered into at Guadalupe, California this 12th day of February 2019 by and between the City of Guadalupe ("City") and Robert Perrault ("Perrault"). This Agreement (the "Agreement") shall have an effective date of February 18, 2019 ("Effective Date").

**RECITALS**

WHEREAS, the City requires the services of a person with proven executive and administrative qualifications to fill the position of City Administrator on an interim basis until a permanent appointment(s) can be made; and

WHEREAS, the City Council finds that this position requires specialized skills; and

WHEREAS, the City, acting by and through its City Council, desires to employ the services of Perrault as City Administrator on an interim basis for a period not to exceed nine hundred-sixty (960) hours in a fiscal year, and to appropriately compensate him for such services in compliance with relevant law;

WHEREAS, the City of Guadalupe desires to appoint Perrault as a retired annuitant to the position of Interim City Administrator under Government Code Sections 7522.56 and 21221(h) effective March 1, 2019; and

WHEREAS Government Code Section 21221(h) allows a retired person to serve in an interim position during a recruitment for a permanent position that requires specialized skills, and

WHEREAS, the City of Guadalupe also desires to appoint Perrault as a retired annuitant in an "extra help" capacity pursuant to Government Code Section 22124, effective as of February 18, 2019, until he is able to assume the position of Interim City Administrator on March 1, 2019; and

WHEREAS, Government Code Section 21221(h) specifically permits a concurrent appointment as "extra help" pursuant to Government Code section 21224; and

WHEREAS Perrault has demonstrated through experience and work history that he possesses the required specialized skills;

NOW, THEREFORE, in consideration of this Agreement, and the mutual promises, covenants and stipulations contained herein, the parties hereto agree as follows:



## TERMS

1. Appointment. The City agrees to employ and appoint Perrault to the position of Interim City Administrator for the City of Guadalupe, California, on an interim basis beginning on March 1, 2019. During the term of employment in accordance with this agreement Perrault will report and be responsible to the City Council. Perrault will perform the duties necessary to provide oversight and direction of the City including each of its departments, and will carry out all related duties. Perrault will assist the City in its recruitment of permanent personnel which may include City Administrator. Perrault agrees that he can be appointed to this position only once as a PERS retired annuitant. In addition, beginning on February 18, 2019, the City agrees to employ and appoint Perrault as “extra help” pursuant to Government Code Section 21224, and as also permitted by Government Code Section 21221(h), so that he may obtain information from City staff prior to assuming his appointment as Interim City Administrator on March 1, 2019, and to provide any requested or required services as directed by the City Administrator serving until February 28, 2019. This “extra help” appointment will terminate on or before March 1, 2019.
  
2. Compensation.
  - A. The City agrees to pay Perrault a rate of Fifty-five dollars (\$55.00) per hour for each hour of services performed (“the Hourly Rate”). Such payment, which shall be compensation for his services as provided herein, shall be in effect for the term of this Employment Agreement unless modified by mutual agreement of the parties set forth in writing. Said compensation shall be payable to Perrault at the same time and in the same manner as provided for other exempt employees of the City.
  
  - B. The Hourly Rate is the maximum compensation to which Perrault will be entitled under this Agreement, unless this Agreement is modified in accordance with its terms.
  
3. Term: Services
  - A. This Agreement shall start on February 18, 2019, and continue until the maximum of 960 hours in accordance with State Retirement Law is reached, unless terminated earlier in accordance with the terms of this agreement. Perrault will average approximately 30 hours per week unless the needs of the job require him to work more or fewer hours each week. The parties intend that Perrault will generally not work on Fridays. In no event shall Perrault work more than nine hundred-sixty (960) hours in a fiscal year, unless otherwise consistent with Government Code section 21221.

- B. Because positive and confidential relations are necessary between the City Administrator and the City Council, Perrault understands and agrees that he serves at the pleasure of the City Council and may be terminated at the will of the City Council, subject only to the notice and termination provisions set forth herein. In a like manner, nothing in this Agreement shall prevent, limit, or otherwise interfere with Perrault's right to resign at any time from the position of Interim City Administrator, subject only to the notice provisions set forth herein.
- C. In the event Perrault voluntarily resigns his position as Interim City Administrator, he shall give the City at least thirty (30) days written notice in advance, unless the parties agree otherwise.

4. Employment Working Conditions.

- A. Perrault shall provide the City with a report of hours worked by way of a weekly timesheet.
- B. Taxes and other legally required deductions will be deducted from Perrault's compensation under this Agreement. Actual payments to Perrault for performance of the Services will be made at the same time as for regular City employees, and will be the net of compensation at the Hourly Rate less legally-required deductions.
- C. The parties agree that the position of City Administrator is an exempt position under the terms of the federal Fair Labor Standards Act, and that therefore no overtime will be paid under this Agreement.
- D. Perrault agrees to remain an exclusive employee of the City during the term of this Agreement. Perrault shall dedicate his full energies and qualifications to his employment as City Administrator, and shall not engage in any non-City connected business or employment without the prior approval of the City Council.
- E. Perrault shall not engage in any activity which is or may become a conflict of interest, prohibited contract, or which may create an incompatibility of office as defined under California law. Perrault shall complete all disclosure forms required by law.
- F. It is further understood and agreed that because of the duties of City Administrator on behalf of the City and its citizenry, Perrault shall not, during the term of this Agreement, individually, as a partner, joint venturer, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of the City of Guadalupe, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without prior written consent of the City Council. For and during the term of this Agreement,

Perrault further agrees, except for any personal residence used as his personal residence, not to invest in any other real estate or property improvements within the corporate limits of the City of Guadalupe, without the prior written consent of the City Council.

5. Termination.

- A. The City Council may terminate Perrault's employment as Interim City Administrator at any time, with or without cause, and with or without notice. In the event Perrault is terminated from his position as Interim City Administrator, the City shall pay for Perrault's time already expended as Interim City Administrator. The City shall have no other obligations to Perrault.
- B. The Parties agree that Perrault's employment pursuant to this Agreement is "at-will" in accordance with California Labor Code Section 2922, and may be terminated by either party without cause in accordance with this paragraph. This Agreement contains no express or implied promise to Perrault concerning any form of continued employment as Interim City Administrator or as a permanent employee. Perrault agrees that the City has made no representation, promise or statement that may be construed to mean that Perrault has been employed on any basis other than an at-will basis in accordance with this Agreement. Perrault's temporary, at-will employment status may only be changed or superseded by a subsequent written agreement signed by authorized representatives of both Parties. This Agreement is the sole and exclusive basis for an employment relationship between Perrault and the City.
- C. The Parties agree that Perrault holds no property right in his employment by the City of Guadalupe.

6. Defense and Indemnification. The City shall defend and indemnify Perrault against any claim or action against him for injury arising out of an act or omission occurring within the scope of his employment as set forth in Section 1 of this Employment Agreement pursuant to the provisions of the California Tort Claims Act (Govt. Code Sec, 810 et seq.), as amended from time to time, except to the extent caused by any willful, intentional or reckless conduct. Perrault's conviction for any felony or a misdemeanor involving moral turpitude also shall be a basis for City's exemption of this indemnification.

7. Waiver and Release Concerning Additional Compensation.

- A. The Parties understand and agree that the consideration specified in Paragraph 2, above, is the sole compensation to which Perrault will be entitled for performance of the Services pursuant to this Agreement. By signing this Agreement, to the maximum extent allowed by law, Perrault, on behalf of himself and his heirs,

estate, executors, managers, successors and assigns waives, releases and discharges the City and its elected officials, officers, employees, agents, volunteers, attorneys, affiliated entities, successors, assigns and insurers from any and all compensation or consideration in addition (“Additional Compensation”) to that specified in Paragraph 2, above, concerning Perrault’s performance of the Services.

- B. Except as may otherwise be required by law, the “Additional Compensation” waived, released and discharged pursuant to this provision includes, but is not limited to, compensation in the form of benefits pursuant to the Public Employees Retirement System (“PERS”) concerning performance of the Services, and any and all other compensation or benefits that may otherwise be due Perrault concerning performance of the Services pursuant to the City of Guadalupe Personnel Rules or applicable law.
8. Waiver and Release of Rights Concerning Termination or Expiration of this Agreement. By signing this Agreement, to the maximum extent allowed by law, Perrault, on behalf of himself and his heirs, estate, executors, successors and assigns, waives, releases, and discharges the City and its elected officials, officers, employees, agents, volunteers, attorneys, affiliated entities, successors, assigns and insurers from any and all rights Perrault may otherwise have concerning notice, hearing or other procedural rights (“Procedural Rights”) under the City of Guadalupe Personnel Rules, or other applicable law, regulation or rule, concerning termination or expiration of this Agreement, so long as such termination or expiration is in accordance with the terms of this Agreement.
  9. Waiver and Release of Unknown Claims. By signing this Agreement Perrault understands and agrees that the waivers and releases specified in Paragraphs 7 and 8 above, waive, to the maximum extent allowable by law, any and all existing rights and claims against the City arising from the performance of the Services concerning Additional Compensation and Procedural Rights, including those which Perrault does not know or suspect to exist in Perrault’s favor at the time of executing this Agreement which, if known by Perrault would have materially affected this Agreement. Perrault specifically waives his rights under Section 1542 of the California Civil Code, which provides that, “A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor.”
  10. Indemnification for PERS Benefits and Liability. In the event a court of competent jurisdiction or an authorized PERS representative determines Perrault to be eligible for enrollment in PERS as an employee of the City, or determines Perrault and/or the City to be liable for costs, expenses, penalties or other PERS-related liability arising from or related to Perrault’s performance of the Services pursuant to this Agreement, Perrault shall indemnify, defend and hold the City harmless for payment of any employee and/or employer contributions for PERS benefits on behalf of Perrault, as well as for the

payment of any penalties or interest or other liability concerning such contributions or other PERS-related liability that would otherwise be the responsibility of the City.

11. Notices: Any notice required or authorized to be given under the terms of this Agreement must be duly and properly given to the City or Perrault in writing and personally delivered, or if mailed first class United States mail, postage thereon fully prepaid, addressed as follows:

The CITY: Mayor and City Council  
City of Guadalupe  
918 Obispo Street  
Guadalupe, CA 93434

PERRAULT: Robert Perrault  
1547 Brighton Ave  
Grover Beach, CA 93433

Or such other address as either party may from time to time designate in writing to the other party.

12. Entire Agreement; Amendments to be in Writing. This Agreement embodies the whole agreement between the parties hereto, and there are no inducements, promises, terms, conditions or obligations made or entered into by the City or Perrault than those contained herein. Any amendment to this agreement must be in writing and signed by both parties. The foregoing provisions are understood and agreed to by Perrault.
13. Miscellaneous.
  - A. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.
  - B. This Agreement shall be governed by the laws of the State of California.
  - C. The parties agree that any ambiguity in this Agreement shall not be construed or interpreted against, or in favor of, either party.
  - D. This Agreement may be executed in counterparts containing original signatures.

DATED:

\_\_\_\_\_  
ROBERT PERRAULT

DATED:

\_\_\_\_\_  
MAYOR, ARISTON JULIAN

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney