File	No.	140708	
	-		

Committee Item No.	
Board Item No	68

# **COMMITTEE/BOARD OF SUPERVISORS**

AGENDA PACKET CONTENTS LIST

Committee:		Date
Board of Su	pervisors Meeting	Date June 24, 2014
Cmte Boar		
	Motion	•
	Resolution	•
	Ordinance	
	Legislative Digest	_
	<b>Budget and Legislative Analyst</b>	Report
	Youth Commission Report	
	Introduction Form	
	Department/Agency Cover Lette	er and/or Report
	MOU	
	Grant Information Form	
	Grant Budget	
	Subcontract Budget	
	Contract/Agreement	
	Form 126 – Ethics Commission	
	Award Letter	
	Application	
	Public Correspondence	
OTHER	(Use back side if additional spa	ice is needed)
	Grant Application	
	Grant Program	
	Grant Program Supplemental A	
	1-l 0 II	Data (luna 40, 0044
•	oy: John Carroll	Date June 19, 2014
Completed I	oy: <i>-</i>	_Date

[Apply for Grant - Coastal Commission Local Coastal Planning Program - Not to Exceed \$250,000]

Resolution approving application for grants funds from the California Coastal Commission Local Coastal Planning Grant Program for an amount not to exceed \$250.000.

WHEREAS, The Budget Act of 2013 provides an appropriation of \$1,000,000 for Coastal Commission grants in FY2014-2015 to local governments to support Local Coastal Program (LCP) planning; and

WHEREAS, The California Coastal Commission, under the authority of the California Coastal Act, may provide financial assistance to support coastal planning and has approved a competitive grant program to provide such financial assistance for LCP planning; and,

WHEREAS, The goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including new understandings and concern for the effects of climate change; and

WHEREAS, Grant proposals submitted under this grant program must complete land use plan and/or zoning work to either achieve submittal for certification of a Local Coastal Program (LCP) or an Area of Deferred Certification (ADC) or of an LCP Amendment to significantly update a certified LCP or LCP segments, including with special emphasis on effects of climate change and sea-level rise; and

WHEREAS, The City and County of San Francisco has an effectively certified LCP; and

WHEREAS, The City and County of San Francisco, desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to update the LCP; and

WHEREAS, The City and County of San Francisco commits to and agrees to fully support a planning effort intended to update a certified LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the Coastal Commission staff; now, therefore, be it

RESOLVED, That the Board of Supervisors directs the Planning Department to submit the grant application package to the California Coastal Commission to provide financial and planning assistance, under authority of the California Coastal Act, in the amount not to exceed \$250,000 to fund the project more particularly described in the grant application package; and, be it

FURTHER RESOLVED, That the Director of Planning is authorized to execute, in the name of the City and County of San Francisco, all necessary applications, contracts and agreements and amendments thereto to implement and carry out the grant application package attached hereto and any project approved through approval of the grant application.

# OFFICE OF THE MAYOR SAN FRANCISCO



# EDWIN M. LEE Mayor

TO:

Angela Calvillo, Clerk of the Board of Supervisors

FROM:

Mayor Edwin M. Lee H

RE:

Apply for Coastal Commission Local Coastal Planning Grant

DATE:

June 17, 2014

Attached for introduction to the Board of Supervisors is the resolution approving application for grants funds from the California Coastal Commission Local Coastal Planning grant program.

I request that this item be referred for adoption without committee reference.

Should you have any questions, please contact Jason Elliott (415) 554-5105.

RECEIVED
REC

# **Local Coastal Program Planning Grants Application Form**

### **GENERAL INSTRUCTIONS**

Click in the shaded text fields to enter text, numbers and dates. The fields will expand to accommodate the data. Press the tab key to move between fields. Please note that the entire grant application will be public record upon submittal.

Applications are due July 7, 2014. Application packets must be RECEIVED by 5pm July 7, 2014. Proposals must be emailed or mailed; faxed responses will not be considered. Applications will not be deemed complete until an adopted resolution is received for each grant program. Applications that do not contain the final, adopted resolution(s) by July 7, 2014 will not be considered for funding. The Coastal Commission and Ocean Protection Council are expected to award grants in early fall 2014.

### APPLICANT INFORMATION

Indicate which grant programs you are applying for (can be one or both).

X OPC LCP Sea-Level Rise Grant

X Coastal Commission LCP Planning Grant

Applicant name (organization): San Francisco Planning Department

Address: 1650 Mission Street, Suite 400, San Francisco, CA 94103

Contact name: Diana Sokolove

Title: Senior Planner IV.

Telephone: 415-575-9046

Fax: 415-558-6409

Email: diana.sokolove@sfgov.org

Federal Tax ID# 94-6000417

Application prepared by: Name: Sheila Nickolopoulos Title: Grants Manager

Person authorized to sign grant agreement amendment:

Name: John Rahaim Title: Director of Planning

Signature:

Date: July 3, 2014

# PROJECT INFORMATION

Project title (start with name of city or county): San Francisco Local Coastal Program Amendment

LCP/ LCP Segment: Land Use Plan

Project location: City / Geographic area: City of San Francisco County: San Francisco

Project timeline: Start date: February 1, 2015 End date: April 30, 2017

Amount of Grant Proposal: \$196,950

# 1. WORK PROGRAM AND SCHEDULE

### SCHEDULE

Proposed starting date: <u>February 1, 2015</u> Estimated completion: <u>January 30, 2017</u>

### **WORK PROGRAM**

San Francisco Local Coastal Program Amendment	Projected Start and End Dates
Task 1. Public and Agency Engagement	
1.1 Develop public and agency engagement strategy  Deliverable: Draft and Final Public and Agency Engagement Plan	2/15-3/15
1.2 Public engagement, meeting no. 1: existing conditions  **Deliverables: Meeting materials and notes**	5/15-6/15
1.3 Public engagement, meeting no. 2: policy priorities  **Deliverables: Meeting materials and notes**	8/15-9/15
1.4 Public engagement, meeting no. 3: present draft policy document <b>Deliverables:</b> Meeting materials and notes	9/15-10/15
1.5 Public engagement, meeting no. 4: present draft final policy document  Deliverables: Meeting materials and notes, Public Outreach Summary Report	1/16-2/16
1.6 Interagency Advisory Committee meetings  **Deliverables: Meeting materials and notes**	2/15-1/17
1.7 Ocean Beach Planning Committee meetings  Deliverables: Meeting materials and notes	2/15-1/17
1.8 CCC staff meetings  Deliverables: Meeting materials and notes	2/15-1/17
Task 2. Existing Data and Analyses	
2.1 Technical Memorandum Summarizing Existing Data and Analyses  **Deliverables:Draft and final technical memorandum, maps, photos	2/15-5/15
Task 3. Policy Development	
3.1 Draft policy document no. 1  Deliverable:Draft policy document no. 1	2/15-6/15
3.2 Interagency Advisory Committee Review  Deliverables: Draft policy document no. 2, comment summary	6/15-7/15
3.3Ocean Beach Planning Committee Review  Deliverables: Draft policy document no. 3, comment summary	8/15-9/15
3.4 Public Review  Deliverables:Draft policy document no. 4, comment summary	9/15-10/15
3.5 Draft Final LCP AmendmentNo. 1 and Consistency Analysis	10/15-2/16

Comment [DS1]: Provide a work program and schedule for implementation of the project, including anticipated benchmarks for LCP or LCP amendment development and review for the project, using the template provided below. For work to be relimbursed using funds from the grant program, the start date must be after authorization is granted after execution of a grant agreement, which will likely be in April 2015 for grants from the OPC and February 2015 for grants from the Commission. For the proposals seeking funding from OPC, all work must be completed by June 30, 2017. For proposals seeking funding from Coastal Commission, work must be completed within two years of the grant agreement start date.

City and County of San Francisco

Work Program, Budget and Schedule - 1

Deliverables: Draft final LCP Amendmentno. 1, overall comment summary, California Coastal Act Consistency Analysis	
Task 4. Approvals Process	
4.1 San Francisco Planning Commission approvals process  **Deliverables: Draft final LCP Amendment no. 2, comment summary**	2/16-4/16
4.2 San Francisco Board of Supervisors approvals process  Deliverables: Draft final LCP Amendment no. 3, updated comment summary, Board resolution	4/16-6/16
4.3 California Coastal Commission approvals process  Deliverables: Final policy document (including discussion of the amendment's relationship to and effect on the other sections of the certified LCP) and amendment, summary of public and agency engagement process	6/16-1/17

BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Final Public and Agency Engagement Plan	3/15
Existing Data Technical Memorandum	5/15
Public Outreach Summary Report	2/16
San Francisco Planning Commission Action	4/16
San Francisco Board of Supervisors Action	6/16
Draft LCP Amendment Submittal to California Coastal Commission	1/17

Comment [DS2]: Please list (1) all significant and pertinent project benchmarks related to the project for which funds are being requested, (2) expected dates for reaching or completing those steps. These will be used in monitoring grant progress and in grant reporting under approved grant agreement.

2.	BUDGET

APPLICATION BUDGET INFORMATION

Funding Request: \$165,742

Total Project Cost: \$389,556

**PROJECT FUNDING SOURCES** 

Comment [DS3]: Please provide a proposed budget, including the funding request, total project cost, estimated costs per task, funding sources, and in-kind services.

Comment [DS4]: If multiple funding sources are being used, in the funding sources matrix below, list the major tasks of the proposed project and Indicate the estimated cost of each, including the source of funding for each task. These tasks should correlate with your overall Work Program. An example follows the matrix. Note that in-kind services are covered separately below.

City and County of San Francisco

Work Program, Budget and Schedule - 2

1 '	1	Ī			OPC SLR	Other Funds
Task			Applicant's	LCP Grant	Grant	(define
Number	Task Name	Total Cost	Funding	Funding	Funding	below)
1	Public and Agency Engagement	\$207,486	\$100,536	\$53,475	\$53,475	
2	Existing Data and Analyses	\$170,536	\$100,536	\$35,000	\$35,000	
3	Policy Development	\$110,536	\$100,536	\$5,000	\$5,000	
4	Approvals Process	\$110,536	\$100,536	\$5,000	\$5,000	
TOTAL		\$599,095	\$402,145	\$98,475	\$98,475	\$0

# OTHER FUNDING SOURCES (NOT INCLUDING IN-KIND SERVICES)

Source of funds	\$ Amount	Status (Committed, Applied, etc)
		· ·
,		
TOTAL	s	

		•	
4			
In-kind Services: \$402,144.60	:		

Comment [Diana5]: In-kind services or contributions include staff time, volunteer time and materials contributed to the project. Please describe and estimate value, and differentiate between expected in-kind contributions and contributions (work or other types of contributions) already obtained/completed.

### **BUDGET SUMMARY**

# **Grant Application Budget Form**

Comment [DS6]: Please use the following form to fill in your estimated budget. Double click on the table to open in excel. Fill in the fields shaded in

· · · · · · · · · · · · · · · · · · ·							_
Salaries and wages <sup>1</sup>		<u>.                                    </u>			_:		
Diana Sokolove, Planner IV (0.25 FTE * 2 yrs * \$120,000)	\$ 60,000.00						
Chris Kern, Envir Planner IV (0.05 FTE * 2 yrs * \$120,000)	\$ 12,000.00						
Planner II (0.5 FTE * 2 yrs * 87,000)	\$ 87,000.00						
GIS/Graphis (0.1 * 1 yr * \$87,000)	\$ 8,700.00						
SFPUC Staff (140 hrs * \$100/hr)		\$	5,000.00	\$	5,000.00		
SFMTA Staff (140 hrs * \$100/hr)		\$	5,000.00	5	5,000.00	Ŀ	
SFDPW Staff (140 hrs * \$100/hr)		\$	5,000.00	\$	5,000.00		
City Attorney (100 hrs * \$250/hr)		\$	12,500.00	\$	12,500.00		
Benefits (49.5% of Planning Dept staff costs)	\$ 83,011.50						
Total Personnel	\$ 250,711.50	\$	27,500.00	\$	27,500.00	\$	
Consultants <sup>3</sup>							
TBD Consultant: Outreach Facilitator		\$	30,000.00	\$	30,000.00		
TBD Consultant: Data Synthesis, Response to Comments		\$	30,000.00	\$	30,000.00		
SPUR		\$	7,500.00	\$	7,500.00		
· Total Consultants	\$ 	\$	67,500.00	\$	67,500.00	\$	
Operating Expenses							
Printing & Postage for meeting notification (15,000 * .25)		\$	1,875.00	\$	1,875.00		
Supplies/Materials <sup>4</sup>	and the second				-		
facility rental (8 meetings * \$250)		\$	1,000.00	\$	1,000.00		
refreshments (8 meetings * \$150)		\$	600.00	\$	600.00		
Indirect Costs (90.3% of Planning Dept staff costs)	\$ 151,433.10		*				
Total Operating Expenses	\$ 151,433.10	\$	3,475.00	\$	3,475.00	\$	-
Total Budget	\$ 402,144.60	\$	98,475.00	\$	98,475.00	\$	-

Total Project Cost \$ 599,094.60

City and County of San Francisco

Work Program, Budget and Schedule - 4

<sup>&</sup>lt;sup>1</sup>Attach an explanation of rate(s) and hours for each position for which funds are being requested.

<sup>2</sup>Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

<sup>&</sup>lt;sup>3</sup>All subcontractors must be selected pursuant to a competitive bidding process that seeks at least three (3) bids from \*Include a list of the major supplies and materials and how much they cost.

Travel reimbursement rates are the same as similarly situated state employees.

<sup>&</sup>lt;sup>6</sup>Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it.

### SUPPLEMENTAL FORM A - COASTAL COMMISSION LCP GRANT PROGRAM

# Adopted Priorities and Criteria

1. Public Benefit/Significance

The proposed LCP amendment would provide the following public benefits:

#### **Coastal Access and Recreation**

- Reestablishment of the sandy beach south of Sloat Boulevard
- Removal of shoreline protection structures that obstruct public access and create a hazard to beach users and surfers
- Increased public access benefits resulting from erosion management strategies

### **Coastal Habitat**

 Removal of shoreline armoring and restoration of sandy beach and erodible bluffs would preserve and en hance habitat for cliff swallows and shorebirds

#### **Climate Change Adaptation**

- Long-term managed retreat of existing infrastructure in response to shoreline erosion, sealevel rise and increased storminess due to climate change
- In addition to implementing the provisions of the Ocean Beach Master Plan that address shoreline erosion and sea-level rise for the area between Sloat and Skyline Boulevards, the proposed LCP amendment would include sea-level rise adaptation policies applicable throughout the affected areas of the City's Coastal Zone.

Through continued outreach and engaging with the public, the proposed LCP amendment will also result in increased awareness and education. The amendment will also help to enhance community resilience by promoting advanced planning for existing and future impacts of sealevel rise. Furthermore, the proposed LCP amendment will enhance San Francisco's adaptation capacity because members of the public will have increased knowledge regarding natural hazards, coastal issues such coastal erosion, flooding and inundation and how natural systems can protect communities from anticipated climate change impacts.

This is important and much needed work to ensure that our LCP accounts for the significant changes along our coastline related to sea-level rise. An amendment will chart a path forward to the long-term management and protection of San Francisco's coastal resources.

# 2. Relative Need for LCP Update/Extent of Update

San Francisco's LCP was certifiednearly thirty years ago, in 1986, and has not been updated since that time. In the past 28 years, the uses, needs, and challenges of this area have changed significantly. Most importantly, shoreline erosion has resulted in the loss of beach area and public access south of Sloat Boulevard. San Francisco's existing LCP does not address this pressing issue.

Comment [Diana1]: In addition to the project description required in part I of the application materials, provide a clear, detailed description of how the project addresses each of the Coastal Commission LCP grant adopted priorities and criteria, listed below. Please limit to five pages.

Comment [Diana2]: Please describe the extent to which the proposed LCP planning project will; (1) address issues of statewide significance and (2) maximize public benefits of the coast.

These benefits can include: preserving and enhancing coastal habitat, protecting, providing and enhancing public access, protecting priority land uses such as agriculture, coastal dependent development or recreation, Smart Growth and sustainable development initiatives, protecting and providing lower cost visitor and recreational opportunities, and addressing climate change and sea-level rise. Provisions for citizen participation must be a part of the work program.

Comment [Diana3]: Describe the need for the proposal. For example, when was the LCP last updated in whole or in part?

Is there an urgency related to the specific planning issues to be addressed?

What is the scope of the effort? Please identify the specific elements of the LCP that you are targeting to be updated. Is it targeted to a particular geographic or policy area or to the entire jurisdiction? Does the LCP need to be reformatted or reorganized to Improve the clarity and utility of the document and how it relates to other planning documents?

Describe how the proposed planning project will be effective in conserving and protecting coastal resources, and how the proposed project builds upon or complements existing efforts that may be underway or completed for your jurisdiction.

City and County of San Francisco

Supplemental Form A - 1

As San Francisco prepares for implementation of time-sensitive aspects of the Ocean Beach Master Plan, it is critical that our LCP reflect its long-range planning vision and help guide its implementation. In addition, it is important to proceed in a timely manner in order to capitalize on the relationships and consensus established during the planning process and leverage the Ocean Beach Master Plan's key findings and decisions on how to protect the western shoreline.

San Francisco's certified LCP consists of overarching transportation policies for the entire Coastal Zone and specific policies relating to the ten geographic subareas. It includes 11 objectives, many of which are still relevant, while others are outdated. The proposed amendment would add overarching sea-level rise policies that would be applicable to the entire Coastal Zone. It would also update the policies in the applicable geographic subareas, including the Ocean Beach and The Great Highway geographic subareas. A wholesale update is not recommended at this time but will be proposed once this critical amendment is approved.

### 3. Addressing the Effects of Climate Change

The western shorelineis a dynamic place: an urban recreation area, a changing coastline, a key segment of the GGNRA, a habitat corridor and a major infrastructure complex. But as much as these aspects are interdependent, the conversation invariably returns to the most pressing crisis: the erosion at the south end of the beach and the infrastructure that lies in its path. San Francisco's western shoreline represents one of the first locations in San Francisco where the effects of climate change will come to a head. The existing shoreline, already located on fill and subject to erosion, will recede further as sea levels rise, exposing both natural and built resources to coastal hazards.

To plan for the long-term maintenance and protection of coastal resources and public access, the Ocean Beach Master Plan defined an approach to coastal management that balances infrastructure needs, natural-resource values and the realities of a changing climate. It presents three options for the management of this erosion: coastal structural protection, beach nourishment, and managed retreat. In all likelihood, all of these strategies will be necessary. A key objective for the LCP amendment is to build consensus around a compromise. The amendment will represent a proactive approach to coastal management.

#### 4. Likelihood of Success/Effectiveness

The process of creating the Ocean Beach Master Plan has greatly improved coordination among local, state and federal agencies, the local community and other stakeholders. Building off the success of the Ocean Beach Master Plan process, there is mounting public and agency interest in amending San Francisco's LCP to incorporate sea-level rise and facilitate implementation of the vision presented in the plan. Attached to this grant application are many letters of support from Mayor Ed Lee, several city departments, and key stakeholders.

Even with this high level of support, we recognize that successful management and planning for San Francisco's western shoreline requires even greater strategic communications and engagement of our coastal stakeholders. There is a complex array of federal, state and local agencies that oversee the western shoreline, each with different responsibilities and priorities.

Supplemental Form A - 2

Comment [Diana4]: Please describe how the proposed project addresses the effects of climate change, including sea-level rise and other coastal hazards. How will it address shoreline protection, planned retreat and redevelopment of existing shoreline and blufftop development? How will it address other Issue areas affected by climate change, such as changes in habitat, fire hazards, and transportation and land use policies to facilitate reductions in greenhouse gas emissions and vehicle miles travelled?

Comment [Diana5]: Please describe the planning process, steps or mechanisms for coordination with the Coastal Commission staff and the public, and how this grant would advance that process.

Please describe the factors that will contribute to the success and effectiveness of your project. Consider the following questions in your response:

i.What steps or measures are proposed to help ensure that this effort will be successfully completed and implemented? If your jurisdiction is not yet certified, please explain the factors that make the success of this planning effort more likely. Similarly, if your jurisdiction previously received LCP grant funds, explain the factors that make the success of this planning effort more likely.

II. What is the level of support for the project? Please describe or include information that shows support for the project such as resolutions of intent and endorsement for the proposed work, matching funds or other complementary efforts.

iii.ls LCP or related planning work already underway? How will this grant support and further that effort?

City and County of San Francisco

Therefore, the first year of the amendment process will be dedicated to public and agency engagement, with numerous public workshops and one-on-one meetings with stakeholders. Thegrant will in part support an outreach facilitator, who can act as a neutral voice in the public engagement process. This consultant will help staff develop a detailed public and agency engagement plan to ensure the appropriate level of public and agency involvement, focus the discussions, and help reach consensus.

To complement this community engagement effort, we will hold regular meetings with an Interagency Advisory Committee, which will represent local, state and federal agencies, as well as regular meetings with the Ocean Beach Planning Advisory Committee, which will represent key community stakeholders. We also recognize the importance of frequent communication with CCC staff and will meet regularly with CCC staff throughout the process to provide plenty of opportunity for preliminary review and ensure that we are headed down the right track. We will also regularly engage decision-makers along the way. The grant will support, in part, our ability to maintain a high level of engagement with all interested parties and respond to concerns and inquiries in a timely manner.

Depending on the questions and concerns of CCC staff and the approving bodies, it can be difficult to anticipate how long the approval process will take. We anticipate two years, although acknowledge that it could take longer. The City is committed to this process and will ensure that adequate staff time is budgeted to acquire all of the necessary approvals.

### 5. Workload and Permit Streamlining

By engaging in the LCP amendment process, San Francisco hopes to demonstrate to the CCC that it is taking appropriate and responsible actions to better manage the long-standing erosion problems at Ocean Beach south of Sloat Boulevard. CCC staff will be kept informed throughout the process to set up a lasting and important collaborative effort. With collaborative agreements on the overall approach to the significant erosion problems along the western shoreline, the permitting and post-certification process should become more streamlined.

## 6. Project Integration/Leverage/Matching Funds

The intent of this project is to improve local coastal planning and response to climate change impacts by leveraging existing planning efforts and policy frameworks, including the decision-making structure and consensus reached as part of the Ocean Beach Master Plan effort. We want to improve on the network established during the Ocean Beach Master Plan process to bolster public support for appropriate policies to address sea-level rise.

By partnering with existing efforts underway, the San Francisco Planning Department will use grant funds to support needed staffing to leverage existing investments in adaptation planning by numerous federal, state and local entities. Furthermore, while working with existing partners, like SPUR, the Planning Department will use consensus-drivenstrategies to inform our policy language. The grant funds will also support the collection and distribution of relevant

**Comment [Diana6]:** Describe how this project may contribute to a more efficient and streamlined permitting and post-certification process.

Comment [Diana7]: Please describe how this grant application will contribute to efficient use of informational resources, and any existing resources. What other grant funds have been committed or applied for? Are any matching funds or significant In-kind resources available?

What other planning work (such as through the Ocean Protection Council, Coastal Conservancy or the Strategic Growth Council) is being undertaken that could help further the LCP effort? If other resources are limited or unavailable, describe the hardship circumstances that may warrant waiver of these considerations.

Comment [Diana8]: SPUR to add Information regarding the Information requested above in bold.

City and County of San Francisco

Supplemental Form A - 3

physical and social science information necessary to guide climate change adaptation planning in San Francisco, outreach, and policy development efforts.

The City and County of San Francisco has allocated 0.65 FTE over fiscal years 14-15 and 15-16 to the Planning Department to staff the LCP amendment process. We are requesting funds from the CCC to engage a consultant to help craft and implement a state-of-the-art the public and agency engagement plan, facilitate meetings, assist with data collection and dissemination, and help respond to public inquiries in a timely manner to keep the process moving along swiftly. Funds from the CCC will also support SPUR's continued involvement in the project.