



AGENDA

SOLVANG CITY COUNCIL MONDAY MARCH 24, 2025 5:00 PM SPECIAL CLOSED SESSION 6:30 PM REGULAR MEETING

City Council:

David Brown, Mayor
Mark Infanti District 1
Claudia Orona Mayor pro tem, District 2
Louise Smith District 3
Elizabeth Orona District 4

1644 Oak Street, Solvang, Ca 93463
Virtual & in Council Chamber

AGENDA AND SUPPORTING MATERIALS – Available for viewing 8:00a.m.-5:00p.m. at City Hall, 1644 Oak Street, Solvang, and on the City's website <https://www.cityofsolvang.com/agendacenter>. Additional writings distributed to a majority of the City Council after the posting of the agenda will be made available at City Hall and on the City's website.

AGENDA POSTING NOTIFICATION - Subscribe to receive email or text message notifications when agendas are posted online through "Notify Me" at: <https://www.cityofsolvang.com/List.aspx>

PUBLIC COMMENT - The public is encouraged to address the City Council in-person, virtually, or in-writing on agenda and non-agenda items. If provided in writing, comments must be submitted to the City Clerk at cityclerk@cityofsolvang.com by 5:00 p.m. on the Friday before the meeting to be considered. Your comment will be recorded and distributed appropriately. Comments on agenda items will be heard at the time each item is considered, including non-agenda items. In-person speakers will be invited to make public comments first. Virtual speakers will follow.

CAMPAIGN CONTRIBUTION DISCLOSURE - Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council [or commission] in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but not later than the beginning of the proceeding.

AMERICANS WITH DISABILITIES ACT - If, as a participant of this meeting, you need special assistance the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk at either (805) 688-5575 x206 or cityclerk@cityofsolvang.com. 72- hours' notice is requested.

LET YOUR VOICE BE HEARD! Do you have about one minute a month to help make Solvang better? The City of Solvang is working with FlashVote to engage the community and gather valuable input from residents to inform our decisions. We encourage residents to sign up at www.flashvote.com/Solvang or call 775-235-2240 to participate by phone or text only.

PARTICIPATING IN THE MEETING -City Council meetings will be in person and conducted by video/teleconferencing through Zoom. The meeting will also be broadcast live on Channel 23 and streamed on the City's website, Vimeo, and YouTube <https://www.youtube.com/@CityofSolvang1/>

- To join by Zoom, visit <https://zoom.us/j/3066529195>. If you wish to speak, please use the "raised hand" symbol.
- To join by phone, call **(888) 788-0099** and enter Meeting ID: **306 652 9195#**. The phone line will be open 30 minutes before the meeting.

5:00 PM SPECIAL CLOSED SESSION

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

1. PUBLIC COMMUNICATIONS ON CLOSED SESSION ONLY

This section is intended to provide members of the public with the opportunity to comment on Closed Session Items. This section is limited to 30 minutes. Each speaker will be afforded three minutes and may speak only once.

2. RECESS TO CLOSED SESSION

- a. **CONFERENCE WITH LEGAL COUNCIL – EXISTING LITIGATION** – The closed Session is authorized by Government Code Section 54956.9(d)(1)

Name of Case:

S.Y. Valley Residents Association v. City of Solvang, et al.
Case No. 25CV01519

- b. **CONFERENCE WITH LABOR NEGOTIATORS** – The Closed Session is authorized by Government Code Section 54957.6

AGENCY REPRESENTATIVE:

Randy Murphy, City Manager

EMPLOYEE ORGANIZATION:

All Unrepresented Employees

- c. **CONFERENCE WITH LABOR NEGOTIATOR** – The Closed Session is authorized by Government Code Section 54957.6

AGENCY DESIGNATED REPRESENTATIVE:

Dave Fleishman, Assistant City Attorney

EMPLOYEE ORGANIZATION:

Teamsters Union Local 986

RECONVENE TO OPEN SESSION

3. ANNOUNCEMENT OF CLOSED SESSION ACTIONS

4. ADJOURNMENT

6:30 PM REGULAR MEETING

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

1. PROCLAMATIONS, COMMENDATIONS AND CEREMONIAL ITEMS

2. PRESENTATIONS

- a. Fire Chief Year in Review Presentation

5

3. PUBLIC COMMUNICATIONS – NON- AGENDA AND CONSENT ITEMS

This section is intended to provide members of the public with the opportunity to address the Council on items not on the Agenda and on Consent. This section is limited to 30 minutes. Each speaker will be afforded three minutes and may speak only once. State law does not allow the Council to discuss or act on issues not on the agenda, except to briefly respond or ask Staff to follow up on such items.

4. CITY MANAGER REPORT AND ADVANCE CALENDAR

Informational Report

26

5. GC SECTION 53232.3(d) (aka AB 1234) and GC SECTION 84308 (aka SB 1439), REPORT OUT, EX-PARTE COMMUNICATIONS, COUNCIL COMMENTS, REQUESTS

Reports of meetings attended, contributions made or received, communications, and Comments and requests from City Council Members.

6. CONSENT ITEMS

Consent is designed for routine; administrative city matters and is approved by roll call vote with one motion. These items are discussed only at the request of council members. Members of the public were afforded an opportunity to speak on Consent items during the Public Communications portion of this agenda.

- a. Approve Order of Agenda as Presented.
- b. Approve City Council Minutes: March 10, 2025 27
- c. Approve an Agreement with Tetra Tech Inc for Development of Cross-Connection Control Plan and Hazard Assessment, for the total amount not to exceed \$108,596 for the term March 24, 2025 – December 31, 2029, and authorize the Mayor to execute on behalf of the City. 31
- d. Approve the Fifth Amendment to the Agreement with Carollo Engineers Inc to Support Solvang’s USDA Grant Application for the WWTP Project to extend the term to June 30, 2026, and authorize the Mayor to execute on behalf of the City. 72
- e. Adopt Resolution No. 25-1281 in Support of the Santa Ynez Valley Community Aquatics Complex. 75
- f. Adopt Resolution No. 25-1284 authorizing the City Manager to Execute an FTA 5311 Grant Agreement with Caltrans for Operation Assistance for Public Transit. 80
- g. Adopt Resolution No. 25-1283 Authorizing the Filing of a Claim with the Santa Barbara County Association of Governments for Allocation of Transportation Development Act funds for Fiscal Year 2025-2026. 83
- h. Receive and file January and February Financial Reports. 86
- i. Receive and file letter in support of HR 1267 to Congressman Carbajal. 88

7. PUBLIC HEARINGS

None

8. DISCUSSION ITEMS:

- a. Discussion and possible action to Receive and file the Fire Abatement and Brush Removal Program update. 90
- b. Discussion and possible direction to Staff regarding Vacation Rental/Short Term Rental Ordinance Amendment (Solvang Municipal Code 11-12-20) 95
- c. Discussion and possible action to receive and file the 2024 Annual General Plan and Housing Element Progress report. 104
- d. Discussion and possible action to Approve Amendment 2 to the Agreement with JJ Fisher Construction, Inc. for PW 24-04 Concrete Repairs Change Order 2 for an additional \$2,300 for a total Contract Amount of \$537,300, to Accept as Complete PW 24-04, and authorize the City Engineer to Record the Notice of Completion with the County Recorder. 171

9. COUNCIL CLOSING COMMENTS

10. ADJOURNMENT

AFFIDAVIT OF POSTING

I, Annamarie Porter, City Clerk for the City of Solvang, California, DO HEREBY CERTIFY under penalty of perjury under the laws of the State of California, that the foregoing revised notice was posted at the City of Solvang City Hall bulletin board at 1644 Oak Street, Solvang, CA and on the City of Solvang website not less than 72 hours prior to the meeting, per Government Code 54954.2.

Dated this 19th day of March 2025.

2024 Public Safety Annual Review

(Calendar Year)

Mark A. Hartwig
Fire Chief/Fire Warden



CITY OF **SOLVANG**
CALIFORNIA

Answering the call since 1926



**Vehicle
Accidents**



**Vegetation
Fires**



**Hazardous
Materials**



**Structure
Fires**



Water Rescue



**Medical
Emergencies**



Community Outreach



Up to 80% of car seats are installed incorrectly

Secure yours with the help of experts

Seat Check Saturday

Drive-up car seat inspection
Free proper installation

Seat Check Saturday

Saturday, January 28, 2023
10 a.m. – 1:30 p.m.
Santa Barbara County Fire Station 11
6901 Frey Way, Goleta

Appointments are recommended but not required. To register visit: wejoinin.com/sheets/uzlmh

For more information, please call Santa Barbara Cottage Hospital Trauma Services at 805-569-7521 or visit cottagehealth.org/seatcheck.

Vehicle, child and car seat must be present.
No citations issued; no driver license or vehicle registration required.

- Safety Trailer
- Car Seat Installation
- Defensible Space Inspections
- Community CPR
- CERT

Regional Fire Communications Center (RFCC)



- Anticipated Cutter-Over Date: Week of May 12th
- Ribbon Cutting Ceremony **TBD**
- Regional Fire Communications Center (RFCC) and Emergency Operations Center expansion
- Provides dispatch services for all emergency medical services and non-federal resources:
 - Santa Barbara County Fire Department
 - Carpinteria-Summerland Fire Protection District
 - Santa Barbara City Fire Department
 - Montecito Fire Protection District
 - Lompoc Fire Department
 - Guadalupe Fire Protection District
 - Santa Maria Fire Department



Office of Emergency Management

- Placed under the Santa Barbara County Fire Department in 2023
- Expansion of the existing Emergency Operation Center Ribbon Cutting **TBD**
- Includes a Joint Information Center and Call Center to support the communication needs of Santa Barbara County residents during emergencies.



Santa Barbara County EMS Transport Services



- Update



SBC CANINES HELP AND SERVE



Search & Rescue Canine Dee, accompanied by Capt. Eric Gray, is stationed at Station 12. Emotional Support Canine Rhonda, partnered with Firefighter Sam Dudley, is based at Station 15.



Month Day, Year City Council/Committee Meeting Name /



CITY OF **SOLVANG**
CALIFORNIA

Station 30 provides specialty equipment and trained personnel that can respond with the following equipment:

24/7 staffing:

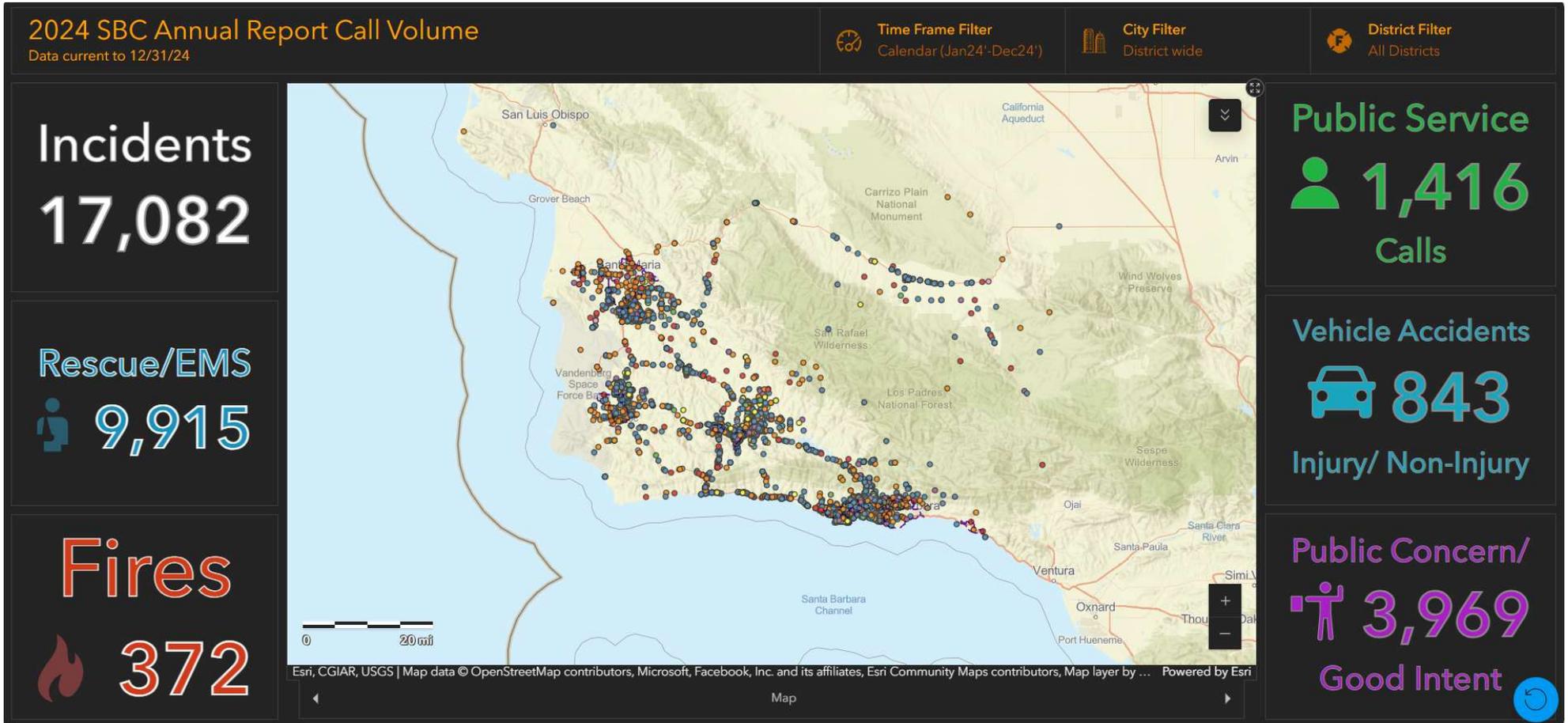
- Captain
- Engineer
- Firefighter Paramedic
- Firefighter EMT

- Medic Engine 30
- Medic Truck 30
- Engine 330 (4x4 brush engine)

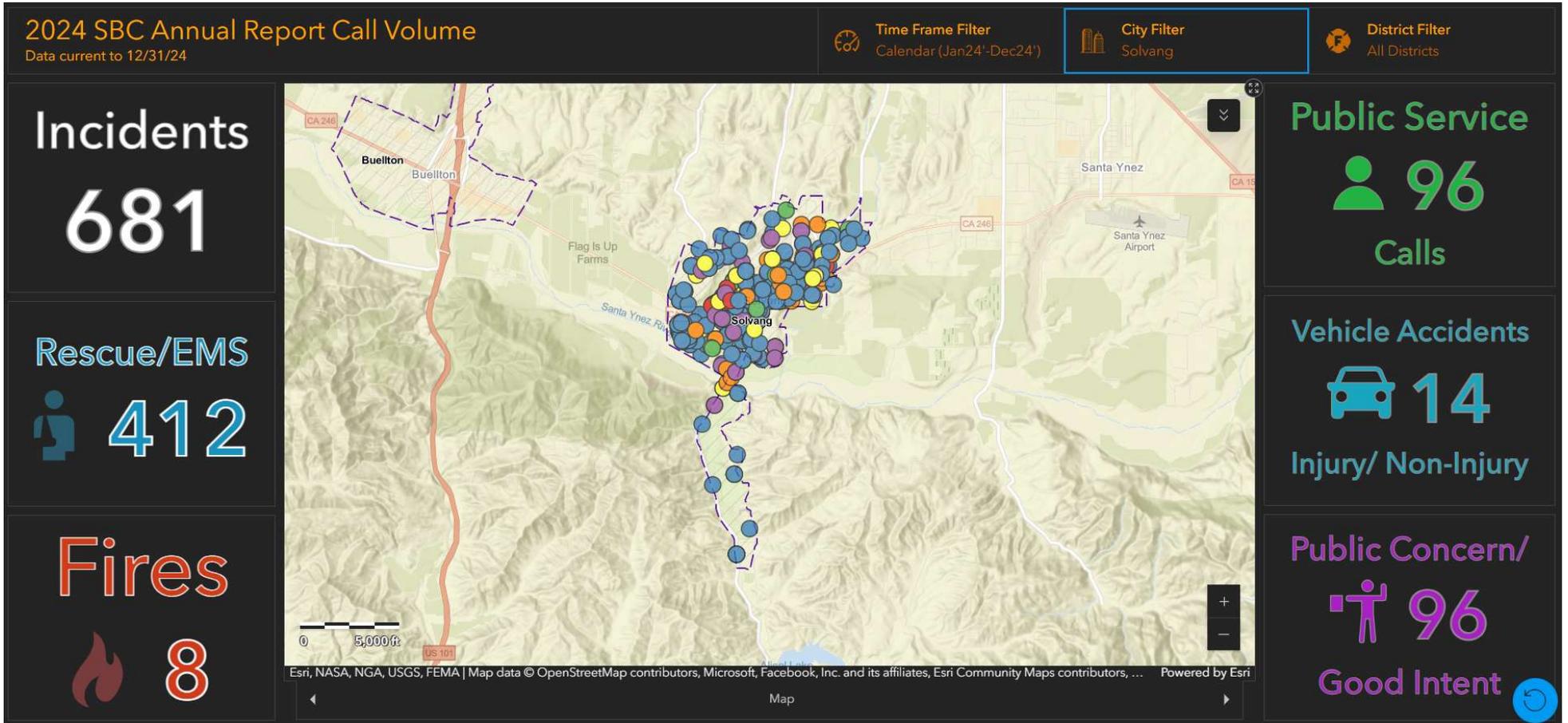


Annual Statistics 2024

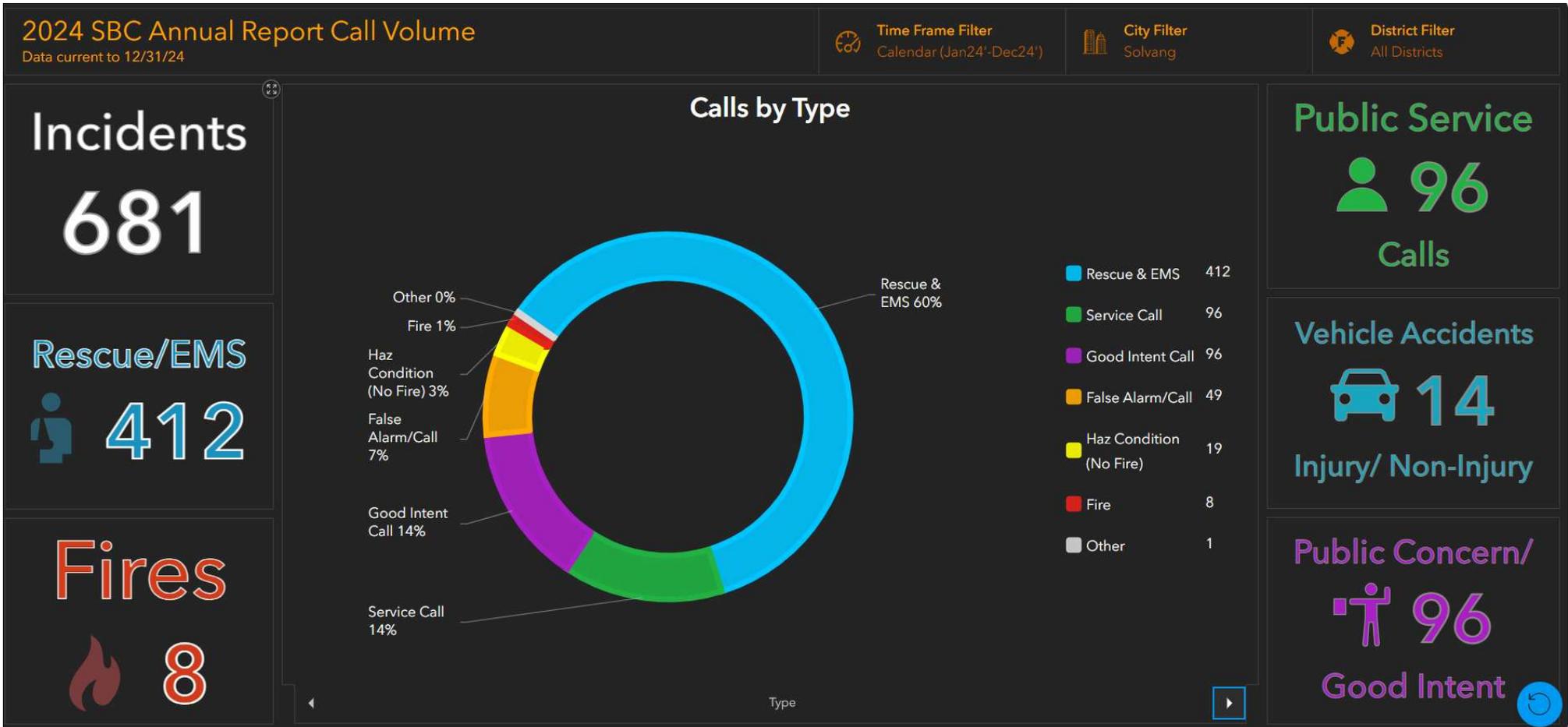
SBC Annual Statistics 2024



City of Solvang Statistics 2024



City of Solvang Calls by Type

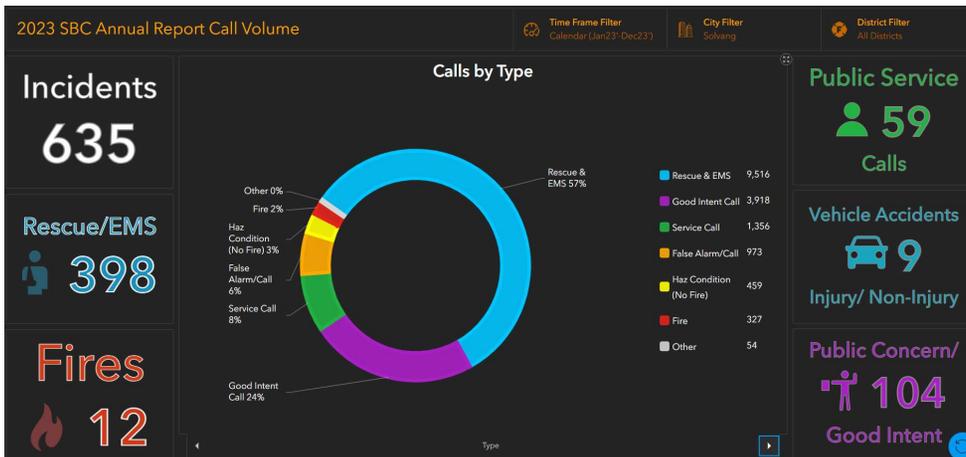


2024



Calendar Year Comparison 2023 vs. 2024

2023

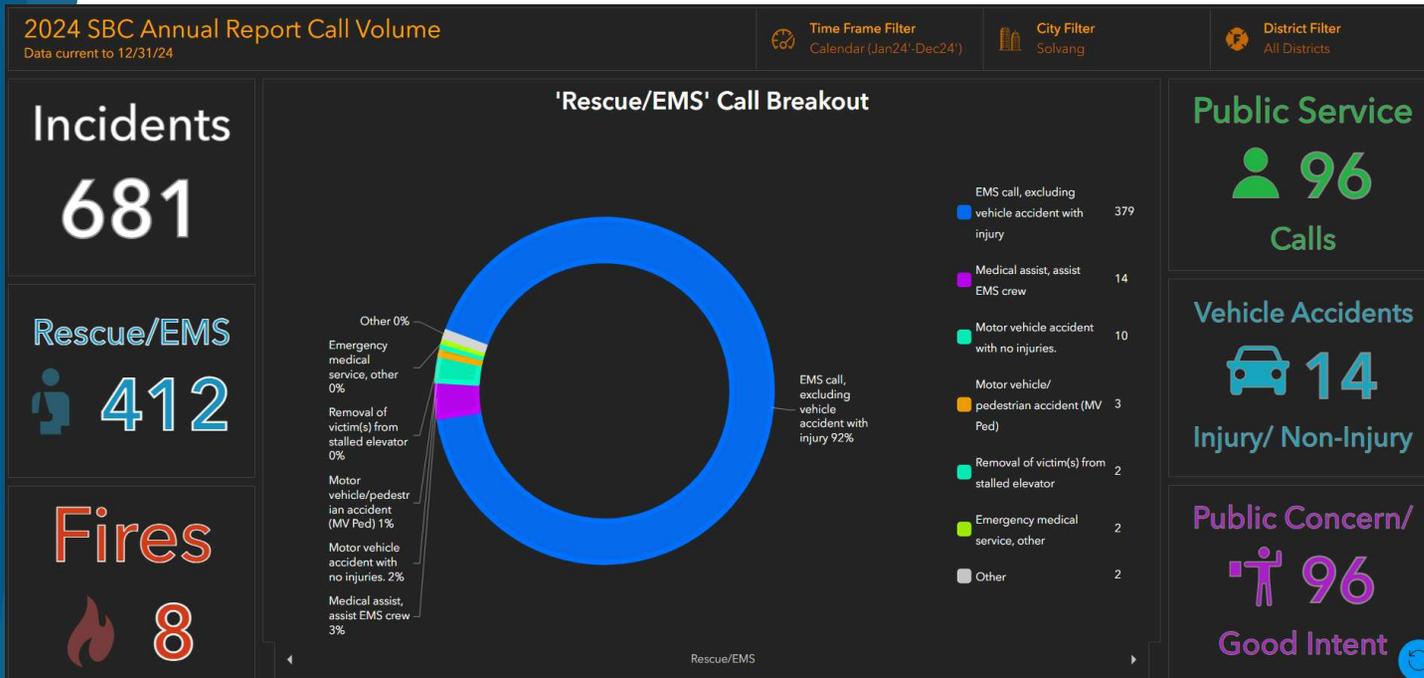


- Incidents: ↑ 7.24%
- Rescue/EMS: ↑ 3.5%
- Fires: ↓ 33.3%
- Public Service: ↑ 62.71%
- Vehicle Accidents: ↑ 55.56%
- Good Intent: ↓ 7.69%

Rescue / EMS



CITY OF SOLVANG
CALIFORNIA



Fires



CITY OF SOLVANG
CALIFORNIA

2024 SBC Annual Report Call Volume
Data current to 12/31/24

Time Frame Filter
Calendar (Jan24-Dec24)

City Filter
Solvang

District Filter
All Districts

Incidents

681

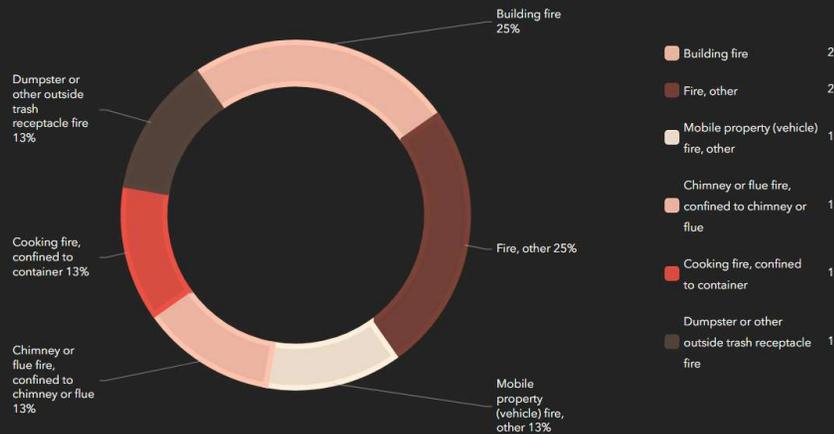
Rescue/EMS

412

Fires

8

'Fires' Call Breakout



Public Service

96
Calls

Vehicle Accidents

14

Injury/ Non-Injury

Public Concern/
Good Intent

96

Fires

8

Year Comparison
2023-24

2024: 8

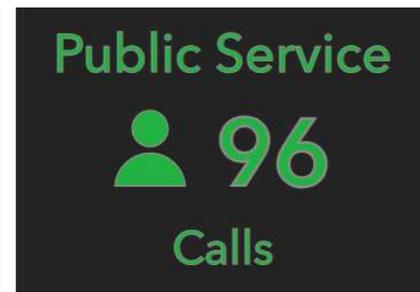
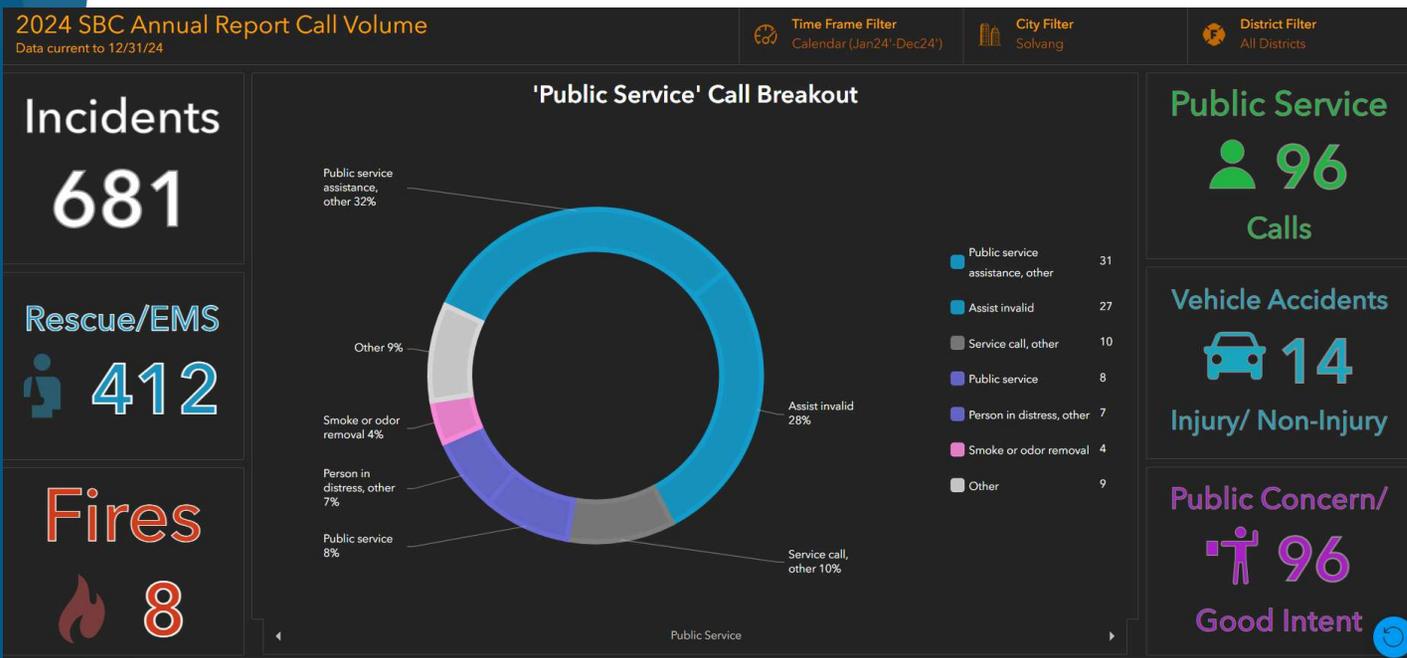
2023: 12

Percentage Decrease: 33.3%

Public Service



CITY OF SOLVANG
CALIFORNIA



Vehicle Accidents



CITY OF SOLVANG
CALIFORNIA

2024 SBC Annual Report Call Volume
Data current to 12/31/24

Time Frame Filter
Calendar (Jan24-Dec24)

City Filter
Solvang

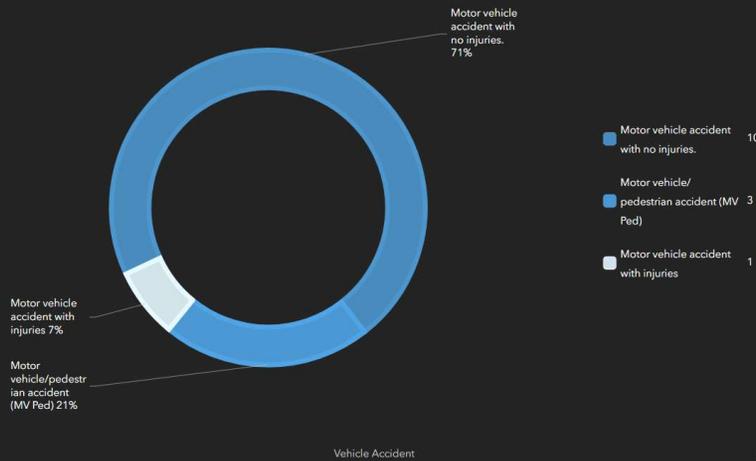
District Filter
All Districts

Incidents
681

Rescue/EMS
412

Fires
8

'Vehicle Accident' Breakout



Public Service
96
Calls

Vehicle Accidents
14
Injury/ Non-Injury

Public Concern/
96
Good Intent

Vehicle Accidents

14

Injury/ Non-Injury

Year Comparison 2023-2024

2024: 14

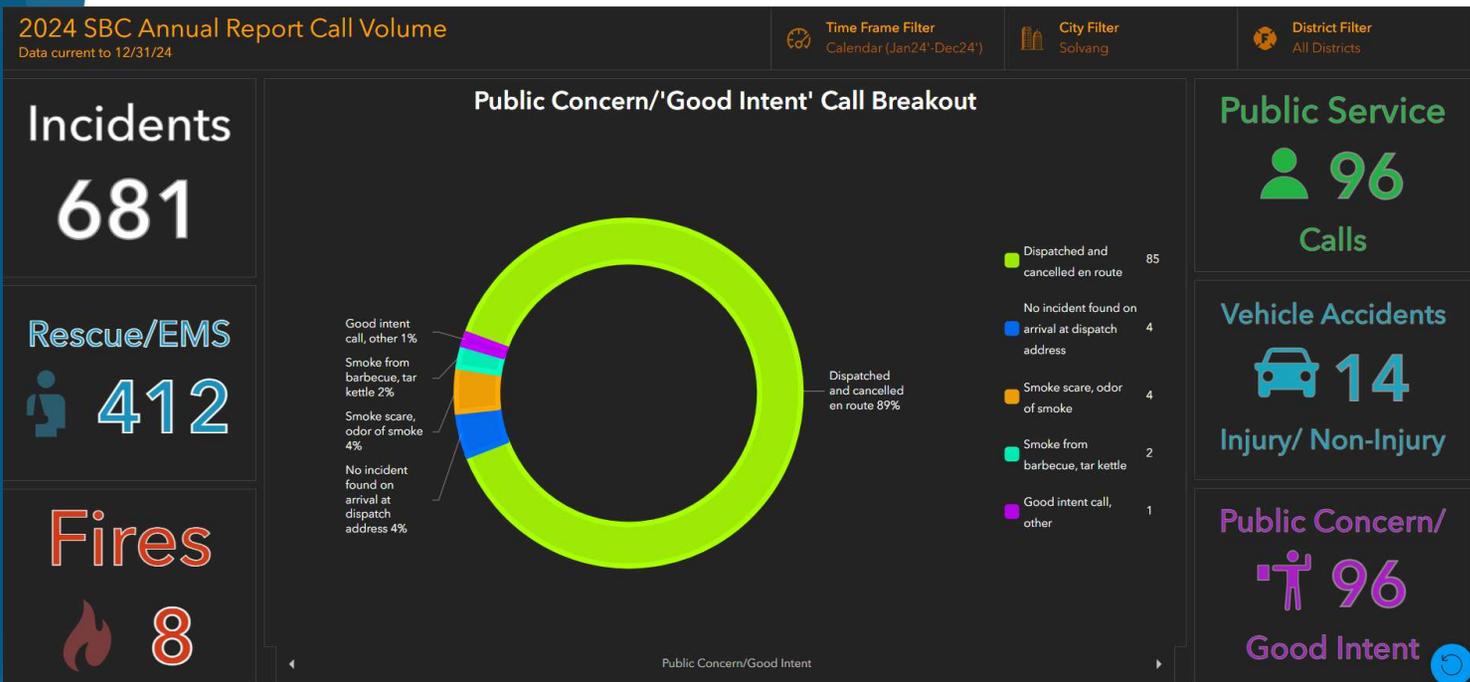
2023: 9

Percentage Decrease: 55.56%

Public Concern / Good Intent



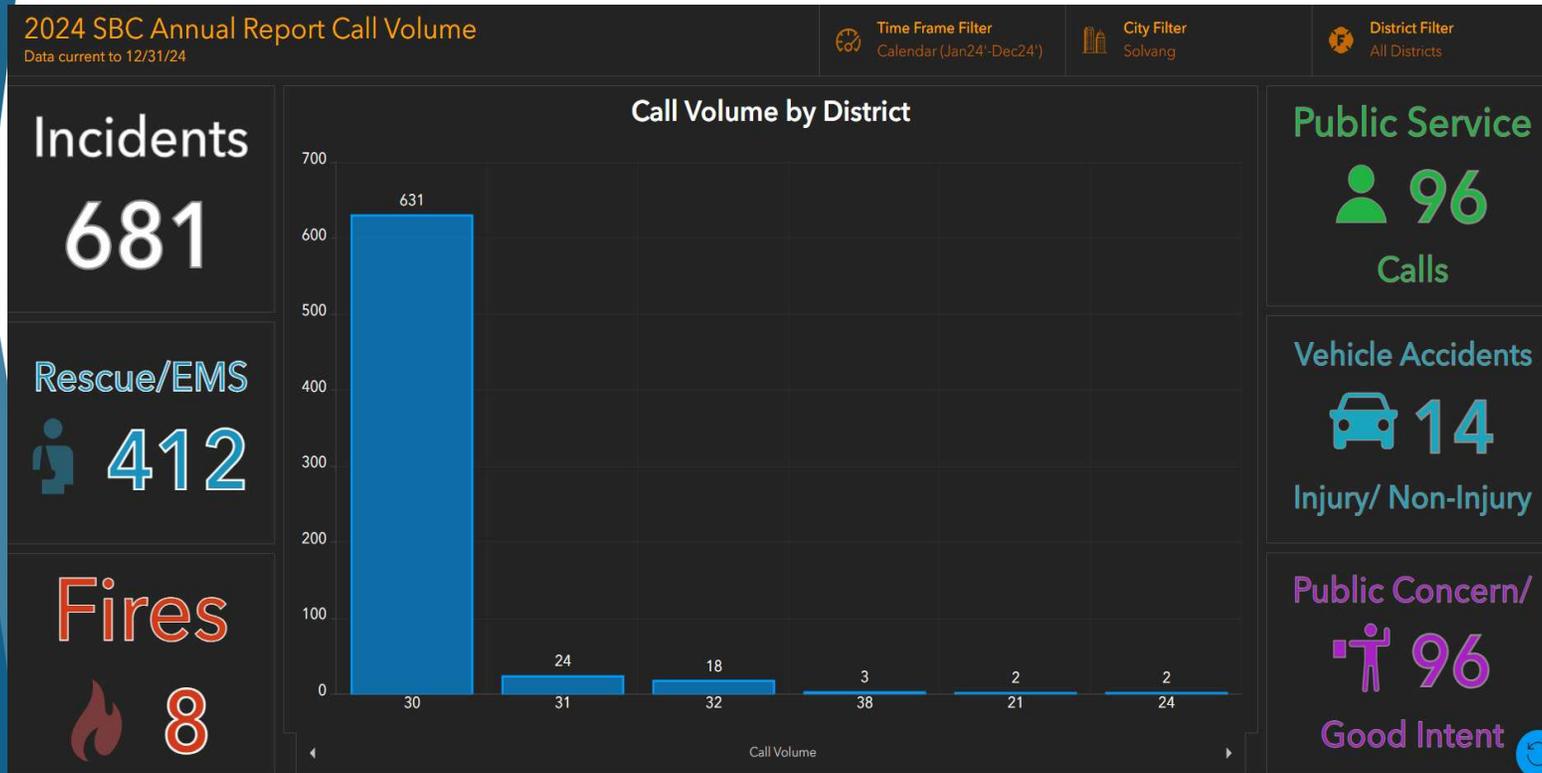
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2024 Call Volume by District



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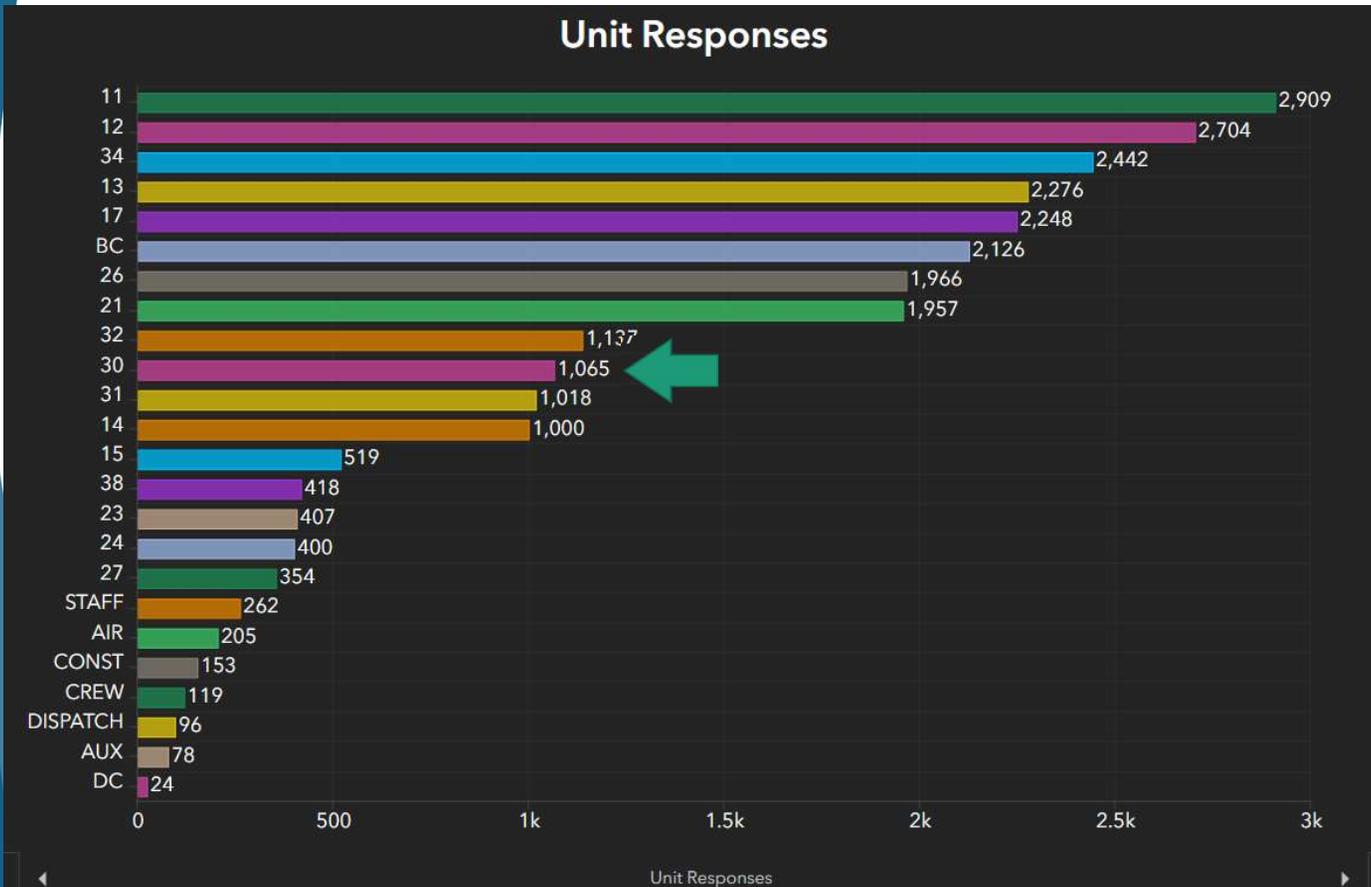


Station 30 Call Volume by District:
2024: 681
2023: 635
Percentage Increase: 7.24%

Solvang Unit Response



CITY OF SOLVANG
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Station 30 Unit Response:
2024: 1065
2023: 850

Percentage Increase: 25.3%



CITY OF **SOLVANG**
CALIFORNIA

Questions?



CITY COUNCIL ADVANCE CALENDAR

Meeting Date	Agenda Item	Agenda	Dept
14-Apr	Donate Life Proclamation	Proclamation	Mayor
	Measure U Direction Resolution	Discussion	City Manager
	Grant Funding Applicants Review	Discussion	Administration
	Transit responsibility Divestment	Discussion	Public Works
	Solvang Mesa LLMD Annual Assessment	Consent	Public Works
28-Apr	Adopt Fee Schedule Reso	Public Hearing	Administration
	Child Abuse Awareness and Sexual Assault Awareness	Proclamation	Administration
	Grant Funding Presentations	Discussion	Administration
	Water Services Proclamation	Proclamation	City Clerk
	Emergency Generator Purchase	Consent	Utilities
	WWTP Improvements Contract Amendments	Consent	Utilities
	Zoning Code Amendments direction	Discussion	Planning
	Quarterly Financial Reports	Consent	Administration
	Quarterly Public Records Requests Report	Consent	City Clerk
	Quarterly Marketing Update	Presentation	Parks & Rec
12-May	PublicWorks Week Proclamation	Proclamation	City Clerk
27-May	Fire Hazard Severity Zone Ordinance 1st reading	Discussion	City Manager
	Preliminary Budget Review	Public Hearing	Administration
9-Jun	Fire Hazard Severity Zone Ordinance 2nd reading	Consent	City Manager
	Draft Budget Discussion	Discussion	Administration
	Flag Etiquette	Presentation	Mayor
23-Jun	Final Budget Adoption	Consent	Administration
Future Meetings	RFQ Interim Financing WWTP Administration	Discussion	Finance
	Storm drain modification	Discussion	Public Works
	Outdoor dining ordinance	Public Hearing	Planning
	Modify City Code Title 9, Chapter 3, 9-3D-3 Water Conservation	Public Hearing	Utilities
	Award Nyborg Estates Water Mainline Replacement Contract unfunded liability	Discussion	Utilities
	Calpers Debt Reduction Plan	Discussion	City Manager

Council Requested Agenda Items

Target Date	Agenda Item	Agenda	Dept
12-May	Guidebook for development standards	Discussion	Planning
12-May	DRC Role & Processing Procedures	Discussion	Planning
14-Apr	On-street Parking Restrictions Policy Direction	Discussion	Public Works

Annual Reports

	Agenda Item	Agenda	Dept
January	Annual Comprehensive Financial Report	Discussion	Finance
January (odd years)	Brown Act, Public Records Act, Levine Act Training	Presentation	City Attorney
January (odd years)	Appointment to Boards, Commissions, Committees	Discussion	City Clerk
January	Fee Schedule Review	Discussion	Finance
January	Investment Policy Annual Review	Discussion	Finance
February (even years)	Budget to Actual	Discussion	Finance
February	Measure A 5-Year Local Program of Projects	Public Hearing	Public Works
February	Mid-Year Budget Adjustments		Finance
February (even years)	Council Budget Goal Setting	Public Workshop	City Manager
March	Housing General Plan Annual Report	Discussion	Planning
March	SB1 RMRA project List	Public Hearing	Public Works
March	Solvang Mesa LLMD Annual Assessment	Public Hearing	Public Works
March	FTA 5311 Grant Agreement	Consent	Public Works
March	TDA (Transit Development Act) Grant Funding	Consent	Public Works
May (even years)	Ordinance 1st Reading & Adoption Conflict of Interest	Public Hearing	City Attorney
May	Grant Funding Applications review	Discussion	Finance
Oct/Jan/April/July	Quarterly Financial Reports	Consent	Finance
Oct/Jan/April/July	Quarterly Marketing Update	Presentation	Parks & Rec
Oct/Jan/April/July	Quarterly Public Records Requests Report	Consent	City Clerk
June	Preliminary Budget	Discussion	Finance
June	Two-Year Financial Plan Development or Supplemental Budget adoption	Discussion	Finance
June	Capital Improvement Program	Discussion	FIN/Public Works
June/July	Amend Appropriation Limit (GANN)	Public Hearing	
November	Stormwater Management Program Annual Report	Consent	Public Works
December	AB 1600 Report	Discussion	Public Works
December	City Council Reorganization - Appointment of Mayor pro tem	Discussion	City Clerk
December (even years)	City Council Reorganization Council selection of representatives to Committees and Agencies	Discussion	City Clerk



**MINUTES
SOLVANG CITY COUNCIL
MONDAY, MARCH 10, 2025**

Special Closed Session – 5:30 PM
Regular Meeting – 6:30 PM

5:30 PM REGULAR MEETING

CALL TO ORDER

Mayor Brown called the Special Closed Session meeting to order at 5:30 p.m. in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

ROLL CALL

Present: Mayor David Brown, Mayor pro tem Claudia Orona, Councilmembers Elizabeth Orona, Mark Infanti, Louise Smith

Staff: City Manager Randy Murphy, Acting City Attorney Craig Steele, Assistant City Attorney Dave Fleishman, City Clerk Annamarie Porter

PLEDGE OF ALLEGIANCE

Councilmember Infanti led in the Pledge of Allegiance.

1. PUBLIC COMMUNICATIONS ON CLOSED SESSION ONLY - None

2. RECESS TO CLOSED SESSION

- a. **CONFERENCE WITH LABOR NEGOTIATOR** – The Closed Session is authorized by Government Code Section 54957.6

AGENCY DESIGNATED REPRESENTATIVE:

Dave Fleishman, Assistant City Attorney

EMPLOYEE ORGANIZATION:

Teamsters Union Local 986

RECONVENE TO OPEN SESSION – 6:22 PM

3. ANNOUNCEMENT OF CLOSED SESSION ACTIONS

Acting City Attorney Steele stated there was no reportable action taken during Closed Session.

4. ADJOURNMENT

Mayor Brown adjourned the Closed Session at 6:22 PM.

6:30 PM REGULAR MEETING

CALL TO ORDER

Mayor Brown called the regular meeting to order at 6:30 p.m. in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

ROLL CALL

Present: Mayor David Brown, Mayor pro tem Claudia Orona, Councilmembers Elizabeth Orona, Mark Infanti, Louise Smith

Staff: City Manager Randy Murphy, Acting City Attorney Craig Steele, City Clerk Annamarie Porter; Planning Manager Rafael Castillo

PLEDGE OF ALLEGIANCE

Lori McConnell led in the Pledge of Allegiance.

1. PROCLAMATIONS, COMMENDATIONS AND CEREMONIAL ITEMS

a. Danish Sisterhood Flora Danica Lodge #177 Proclamation

Received by Lori McConnell.

2. PRESENTATIONS

a. California Consulting Grant Writing presentation

Tereza Sarkisyan, Steve Samuelian, Clayton Owens, Sammy D'Ambrosio of California Consulting, detailing the work done for Solvang identifying and accessing grant opportunities, ensures eligibility, and crafts the applications.

Discussion followed regarding changes in grant funding from the federal government, how the grant match percentage is assessed, the likelihood of winning the grant.

City Manager Murphy stated the work cannot be replicated within Solvang at the same cost and is confident that they will achieve a grant soon.

3. PUBLIC COMMUNICATIONS – NON- AGENDA AND CONSENT ITEMS

Scott Love

4. CITY MANAGER REPORT AND ADVANCE CALENDAR

City Manager Murphy reported an updated Fire Hazard Severity Map, the City is nominated for Best Main Street, Best Small Town in the West, and Best Small Town Food Scene for USA Today's Readers' Choice Awards, community cleanup day May 17th, an upcoming discussion on community homelessness on March 12, 2025, the second informational grant meeting on March 11, 2025, the workshop to discuss things related to zoning updates with the Planning Commission and the DRC on March 13, 2025, the Measure U Committee on March 25, 2025 and Fire Awareness Mitigation meeting on March 31, 2025.

5. GC SECTION 53232.3(d) (aka AB 1234) and GC SECTION 84308 (aka SB 1439) REPORT OUT, COUNCIL COMMENTS, REQUESTS

Councilmember Smith reported attending the Women Winemakers and Culinarrians Celebration on March 8th.

Mayor pro tem Claudia Orona reported attending the Water Education for Latino Leaders 2025 Conference.

Councilmember Elizabeth Orona reported attending the February meeting of the DRC, the JPA representing three ESA's releasing the biannual reading and assessment of the wells to report on the health and sustainability of Solvang's water table and is posted on the JPA website.

Councilmember Infanti reported attending the Groundwater Sustainability Agency for the Eastern Management area and the JPA meeting.

Mayor Brown requested a volunteer advisor to represent the City at the Air Pollution Control District.

6. CONSENT ITEMS

- a. Approve Order of Agenda as Presented.
- b. Approve City Council Minutes: February 24, 2025
- c. Receive and file SYVT Transit Appreciation Day
- d. Adopt Resolution 25-1280 Approving a Joint Powers Agreement between the City of Solvang and the Lompoc Valley Medical Center for Healthcare Services, and Authorize the Mayor to execute on behalf of the City

Motion by Councilmember Infanti, to approve the Consent Calendar, as presented, seconded by Councilmember Elizabeth Orona, and carried 5-0.

7. PUBLIC HEARINGS - None

8. DISCUSSION ITEMS

- a. **Discussion and possible action to Approve the Agreement with BrightView Landscape Services Inc for Landscape Services for the Solvang (Skytt) Mesa LLMD in the amount of \$274,824.00 plus a 10% Contingency of \$27,500.00 for a Total Amount not-to-exceed \$302,324 for the term April 1, 2025 – December 31, 2027, and Authorize the Mayor to execute on behalf of the City.**

There were no public comments on this item.

Motion by Mayor pro tem Claudia Orona to approve the agreement with BrightView Landscape Services Inc for Landscape Services for the Solvang (Skytt) Mesa LLMD in the amount of \$274,824.00 plus a 10% Contingency of \$27,500.00 for a Total Amount not-to-exceed \$302,324 for the term April 1, 2025 – December 31, 2027, and Authorize the Mayor to execute on behalf of the City, seconded by Councilmember Infanti, and carried 5-0.

- b. **Discussion and possible direction to Staff regarding Future Infrastructure and Land Use Planning.**

Planning Manager Castillo narrated a PowerPoint presentation on Future Infrastructure and Land Use Planning.

Discussions ensued regarding water independence and State mandates, getting the previous urban growth boundary removed, considering what Council could do about annexing developable space right outside City boundaries and opportunity for City growth, the sphere of influence, urban growth planning, spending time and energy to learn the options, exploring conditions under which the City could grow or annex, involving the public and accepting Option 2 of the report.

Mayor Brown invited public comments.

Dennis Bebee

There were no other public comments.

9. COUNCIL CLOSING COMMENTS

Mayor pro tem Claudia Orona requested a newsletter be created with information about current issues and upcoming projects to increase transparency with Solvang residents.

10. ADJOURNMENT

The meeting was adjourned at 8:24 p.m.

Respectfully submitted:

Annamarie Porter, CMC, City Clerk



Agenda Item 6.c

Meeting Date: March 24, 2025

SUBJECT: Approve an Agreement with Tetra Tech Inc for development of Cross-Connection Control Plan and Hazard Assessment, for the total amount not to exceed \$108,596 for the term March 24, 2025 – December 31, 2029, and authorize the Mayor to execute on behalf of the City

PREPARED BY: Jose Acosta, Utility Director

DISCUSSION:

Introduction:

Backflow prevention is essential for maintaining a safe, reliable, and adequate water supply for the City's customers. Protecting the City's drinking water distribution system from contaminants is vital to safeguarding public health. A well-managed backflow prevention program ensures that pollutants, bacteria, and other harmful substances are kept out of the water supply. This report outlines the need for updating the City's backflow prevention program to comply with the newly adopted State Water Resources Control Board (SWRCB) Cross-Connection Control Policy Handbook (CCCPH) and recommends contracting with Tetra Tech to assist with the compliance process.

Background:

The City currently maintains a backflow protection program under City Code, Title 9 Chapter 4, which addresses cross-connection control. However, with the adoption of the CCCPH by the SWRCB on December 19, 2023, the City's program must be reviewed, modified, and adopted by ordinance to ensure full compliance with the new state policy.

The CCCPH was created to enforce standards for California public water systems (PWSs) to protect public health and safeguard drinking water distribution systems from backflow incidents, as outlined in the California Health and Safety Code (CHSC) section 11655(a)(2). All public water systems in California are required to adhere to these standards, and the City of Solvang is no exception.

The City must compile, submit, and receive approval for its Cross-Connection Control Plan (CCCP) by July 1, 2025. Given the City's more than 1,000 service connections, the CCCP must be developed under the supervision of a certified Cross-Connection Control Specialist. The City Water Division has two operators with Backflow Prevention Assembly Tester certification, but the assistance of a consultant will be necessary to ensure the City meets compliance deadlines and standards.

Consultant Selection Process:

City staff solicited proposals from several consultants to assist with the development of the CCCP, recommend necessary program modifications, and ensure compliance with the SWRCB policy. The requested proposal details included:

- Project management and coordination of meetings
- Review of the current backflow program for compliance
- Modifications to ensure compliance with the CCCPH
- Preparation and submission of the CCCP, including coordination with the SWRCB for approval
- Public outreach, notifications, and educational materials
- Hazard assessment planning and completion
- Ongoing support from a certified Cross-Connection Control Specialist through implementation

Additionally, consultants were asked to provide their company history, credentials of staff involved, and references for similar projects.

Other proposals were incomplete, unresponsive, and lacked sufficient detail. Staff had to make multiple attempts to clarify information and obtain full pricing. Additionally, the other consultants were located farther away, raising concerns about their responsiveness for fieldwork or in-person meetings.

Hazard Assessment:

A key component of the CCCP is the hazard assessment, which involves inspecting all sectors of the water distribution system and customer facilities to identify actual or potential points of cross-connection. The assessment will also establish a reporting procedure to rectify these issues. A certified Cross-Connection Control Specialist must oversee and sign off on the hazard assessment phase to ensure compliance.

Tetra Tech Proposal:

Tetra Tech submitted a comprehensive proposal outlining their approach to developing the CCCP, reviewing and modifying the City's current backflow program, planning and completing hazard assessments, and providing ongoing support. Their proposal also includes an optional task for creating training materials for educational workshops aimed at the public, City staff, backflow testers, new hires, and other interested parties.

Tetra Tech's proposal spans a five-year period and includes the following cost breakdown:

- 2025: \$21,575
- 2026: \$24,997
- 2027: \$20,073
- 2028: \$20,669
- 2029: \$21,283

This cost breakdown spreads the total cost over five fiscal years, allowing for budget flexibility.

Recommendation:

After careful review of the proposals and internal discussions, staff recommends contracting with Tetra Tech to assist the City in meeting the requirements of the CCCPH. Tetra Tech provided the most comprehensive and responsive proposal. As a local agency, they are readily available for on-site inspections and meetings. They have successfully completed similar plans for other local agencies, including the City of Buellton and Vandenberg Space Force Base (VSFB), and are familiar with the City's infrastructure.

Conclusion:

The City must comply with the newly adopted SWRCB policy to ensure the safety and integrity of its water distribution system. Tetra Tech's proposal offers the expertise and local presence needed to help the City achieve full compliance with the CCCPH, complete the necessary hazard assessments, and meet the deadline for submitting the CCCP to the SWRCB.

It is recommended that the City enter into a contract with Tetra Tech to oversee and assist with this important project.

ALTERNATIVES:

The Council may direct staff to solicit more proposals to complete the CCCP and hazard assessment tasks. The City is required to meet the submittal deadline date of July 1, 2025.

FISCAL IMPACT:

The fiscal impact is in the amount of \$108,596, this is inclusive of the optional task of development and implementation of educational materials and workshops, in the amount of \$11,776.

ATTACHMENTS:

A- Tetra Tech Inc. Professional Services Agreement



CITY OF SOLVANG PROFESSIONAL SERVICES AGREEMENT

PARTIES AND DATE. This Agreement is made and entered into **this 24th day of March, 2025** (“Effective Date”) by and between the **CITY OF SOLVANG**, a Municipal Corporation and Charter City organized under the Constitution and laws of the State of California with its principal place of business at 1644 Oak Street, Solvang, CA 93463 (“City”) and **TETRA TECH INC**, a Delaware Corporation with its principal place of business at 3475 E. Foothill Blvd, Pasadena, CA 91107 (“Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement. The parties hereto, in consideration of the mutual covenants contained herein, hereby agree to the following terms and conditions:

1.0 GENERAL PROVISIONS

1.01 **Term:** This agreement will become effective on the date of execution set forth below, and will continue in effect until terminated as provided herein.

1.02 **Services:** Consultant shall perform the **scope of work (tasks)** described and set forth in **Exhibit A**, attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the **project schedule** which is also set forth in **Exhibit A**.

Consultant shall determine the method, details and means of performing the above-referenced services.

Consultant may, at their own expense, employ such assistants and subconsultants, as Consultant deems necessary to perform the services required of Consultant by this agreement. However, Consultant may not assign this agreement to any other person or entity in the performance of required project-related services, and the City may not control, direct or supervise Consultant’s assistants or employees in the performance of those services.

1.03 **Standard of Performance:** Consultant’s services shall be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant’s profession currently practicing under similar conditions. Whenever the scope of work requires or permits approval by the City, it is understood to be approval solely for the purposes of conforming to the requirements of the scope of work and not acceptance of any professional or other responsibility for the work. Such approval does not relieve the Consultant of responsibility for complying with the standard of performance or laws, regulations, industry standards, or from liability for damages caused by negligent acts, errors, omissions, noncompliance with industry standards, or the willful misconduct of Consultant or its subcontractors. By delivery of completed work, Consultant certifies that the work conforms to the requirements of this contract and all applicable federal, state and local laws. If Consultant is retained to perform services requiring a license, certification, registration or other similar requirement under California law, Consultant shall maintain that license, certification, registration or other similar requirement throughout the term of this Contract.

1.04 **Compensation:** In consideration for the services to be performed by Consultant, City agrees to pay Consultant monetary consideration for professional services in accordance with the **fee schedule** set forth in **Exhibit A**. The parties agree that total compensation for fees and costs for the services detailed in **Exhibit A** shall not exceed the sum of **\$108,596**, unless and until this Agreement is amended as provided herein.

1.05 **Billing/Payment Terms.** All charges for Consultant's services and authorized related reimbursable expenses shall be billed monthly, and all undisputed charges will be paid by City within 30 (thirty) days of receipt. The bills shall list all tasks under this Agreement, the task budget, project total budget, percentage completed for each task for that month, associated percentage billing against each task, and total billing for that month. In the event the Agreement is based on time & materials billing up to a not-to-exceed amount, the bill shall itemize by date all services and expenses provided during the invoice period (under this Agreement) including a brief description of the nature of work performed, the person or vendor performing them, the applicable billing rate, and the time expended. All Consultant service invoices must be approved by the City Manager prior to payment.

2.0 OBLIGATIONS OF CONTRACTOR

2.01 **Contract Management and Service Performance:** Principal shall serve as the project manager and will personally prepare, or direct and supervise the preparation of, all work product called for by this agreement. Consultant represents that it has the qualifications, experience and facilities to properly perform all services hereunder in a thorough, competent, timely, and professional manner and shall, at all times during the term of this Agreement, have in full force and effect all licenses required of it by law. Consultant agrees to devote the hours and the human resources necessary to timely perform the services set forth in this agreement in an efficient, professional, and effective manner.

2.02 **Avoidance of Conflict of Interest.**

(a) Consultant may represent, perform services for, and be employed by additional individuals or entities, in Consultant's sole discretion, as long as the performance of these extra-contractual services does not interfere with or present a conflict with City's business or interfere with the timely performance and completion of Consultant's services under this Agreement.

(b) Consultant shall comply with all conflict of interest laws and regulations including, without limitation, the City's Conflict of Interest Code (on file in the City Clerk's Office). All officers, employees and/or agents of Consultant who will be working on behalf of the City pursuant to this Agreement may be required to file Statements of Economic Interest. Therefore, it is incumbent upon the Consultant to notify the City of any staff changes relating to this Agreement.

(c) In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of the Consultant unless as indicated in Subsection (d), will be performing a very limited and closely supervised function, and therefore, unlikely to have a conflict of interest arise. No disclosures are required for any officers, employees, and/or agents of Consultant, except as indicated in Subsection (d). _____ (*Initials*).

(d) In accomplishing the scope of services of this Agreement, Consultant will be performing a specialized or general service for the City, and there is substantial likelihood that the Consultant's work product will be presented, either written or orally for the purpose of influencing a governmental decision. As a result, the following persons shall be subject to the City's Conflict of Interest Code.

_____None_____

2.03 **Tools and Instrumentalities:** Consultant shall provide all tools and instrumentalities to perform the services under this agreement.

2.04 **Workers' Compensation and Other Employee Benefits**: City and Consultant intend and agree that Consultant is an independent contractor of City and agree that Consultant and Consultant's employees and agents have no right to Workers' Compensation and other City-sponsored employee benefits. Consultant agrees to provide Workers' Compensation and other employee benefits, where required by law, for Consultant's employees and agents. Consultant agrees to hold harmless and indemnify City for any and all claims arising out of any claim for injury, disability, or death of Consultant and any of Consultant's employees or agents.

2.05 **Indemnification**

(a) **Non-design, non-construction Professional Services**: To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), Consultant shall indemnify, defend, and hold harmless the City, and its elected officials, officers, employees, volunteers, and agents ("City Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the Consultant's performance or Consultant's failure to perform its obligations under this Agreement or out of the operations conducted by Consultant, including the City's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of the City. In the event the City Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Consultant's performance of this Agreement, the Consultant shall provide a defense to the City Indemnitees or at the City's option, reimburse the City Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.

(b) **Non-design, construction Professional Services**: To the extent the Scope of Services involve a "construction contract" as that phrase is used in Civil Code Section 2783, this paragraph shall apply in place of paragraph (a). To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), Consultant shall indemnify, defend, and hold harmless the City, and its elected officials, officers, employees, volunteers, and agents ("City Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the Consultant's performance or Consultant's failure to perform its obligations under this Agreement or out of the operations conducted by Consultant, except for such loss or damage arising from the active negligence, sole negligence or willful misconduct of the City. In the event the City Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Consultant's performance of this Agreement, the Consultant shall provide a defense to the City Indemnitees or at the City's option, reimburse the City Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.

(c) **Design Professional Services**: In the event Consultant is a "design professional", and the Scope of Services require Consultant to provide "design professional services" as those phrases are used in Civil Code Section 2782.8, this paragraph shall apply in place of paragraphs (a) or (b). To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8) Consultant shall indemnify, defend and hold harmless the City and its elected officials, officers, employees, volunteers and agents ("City Indemnitees"), from and against all claims, damages, injuries, losses, and expenses including costs, attorney fees, expert consultant and expert witness fees arising out of, pertaining to or relating to, the negligence, recklessness or willful misconduct of Consultant, except to the extent caused by the sole negligence, active negligence or willful misconduct of the City. Negligence, recklessness or willful misconduct of any subcontractor employed by Consultant shall be conclusively deemed to be the negligence, recklessness or willful misconduct of Consultant unless adequately corrected by Consultant. In the event the City Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Consultant's performance of

this Agreement, the Consultant shall provide a defense to the City Indemnitees or at the City's option, reimburse the City Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims. In no event shall the cost to defend charged to Consultant under this paragraph exceed Consultant's proportionate percentage of fault. However, notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with other parties regarding unpaid defense costs.

(d) Payment by City is not a condition precedent to enforcement of the indemnities in paragraph (a), (b), or (c). In the event of any dispute between Consultant and City, as to whether liability arises from the active negligence, sole negligence or willful misconduct of the City or its officers, employees, or agents, Consultant will be obligated to pay for City's defense until such time as a final judgment has been entered adjudicating the City as having been actively negligent, solely negligent or as having engaged in willful misconduct. Except as otherwise required by Civil Code Section 2782.8, Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation. The provisions of this Section 2.05 shall survive completion of Consultant's services or the termination of this Agreement.

2.06 **Insurance**: Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit B attached to and part of this agreement.

2.07 **Campaign Contribution Disclosure**: Pursuant to Government Code Section 84308, any party to a City proceeding (which includes, but is not limited to, all contracts with the City, other than competitively bid, labor, or personal employment contracts) must disclose on the record any campaign contributions made to a member of the City Council or other elected or appointed officer of the City, any candidate for elected office of the City, or any candidate for elective office of any other agency who is also an elected or appointed officer of the City in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent, such as a consultant, and aggregated contributions from persons or entities related to the party. Consultant is required to fill out and provide the attached Exhibit C 'Applicant/Interested Party Campaign Contribution Disclosure Form' with submission of this Agreement and to update this form after each contribution and no later than the beginning of any associated proceeding.

3.0 OBLIGATIONS OF CITY

3.01 **Cooperation**: City agrees to comply with all reasonable requests of Consultant necessary to the performance of Consultant's duties under this agreement. City employees, agents and officers of the City agree to disclose all information relevant to this project to Consultant. Consultant shall be entitled to reasonably rely upon the accuracy and completeness of information furnished by City, provided that Consultant shall give City prompt written notice of any known defects in such information.

4.0 TERMINATION OF AGREEMENT

4.01 **Termination Notice**: Notwithstanding any other provision of this agreement, any party hereto may terminate this agreement, at any time, without cause, by giving at least 30 (thirty) days' prior written notice to the other parties to this agreement.

4.02 **Termination on Occurrence of Stated Events**: This agreement shall terminate automatically on the occurrence of any of the following events:

- a. Sale of the business of any party;
- b. The end of the 30 (thirty) days as set forth in section 4.01;
- c. End of the contract to which Consultant's services were necessary; or
- d. Assignment of this agreement by Consultant without the consent of City.
- e. Death of any party.

4.03 **Termination by any Party for Default:** Should any party default in the performance of this agreement or materially breach any of its provisions, the non-breaching party, at its option, may terminate this agreement, immediately, by giving written notice of termination to the breaching party.

4.04 **Termination:** This agreement shall terminate on **December 31, 2029**, unless earlier extended as set forth in this Section. The City, with the agreement of Consultant, is authorized to extend the term of this agreement beyond the termination date, as needed, under the same terms and conditions as set forth in this agreement. Any such extension shall be in writing and be an amendment to this agreement.

5.0 SPECIAL PROVISIONS

5.01 **Additional Tasks as May Be Assigned by the City Manager:** Prior to initiating any Consultant work on matters relating to the purposes of this Agreement, but outside the Scope of Services for this Agreement, it shall be the responsibility of Consultant to obtain written approval of the City Manager, prior to initiation of such tasks.

5.02 **Time Schedule:** Consultant is to begin work upon receipt and execution of City contract. Consultant agrees to engage its best efforts to adhere strictly to the schedule set forth in **Exhibit A** and incorporated herein.

5.03 **Work Outside Contract Scope:** No payment for changed or additional work shall be made unless the changed or additional work has first been approved in writing by the City Manager and the parties have agreed upon the appropriate adjustment, if any, to the payment schedule and maximum payment amount for the changed or additional work. The Contract Manger may order changes or additions to the scope of work. Whether a change or addition to the scope of work is proposed by the Consultant or ordered by the City Manager, the parties shall in good faith negotiate an appropriate adjustment, if any, to the payment schedule and maximum payment for the changed or additional work. An approved change or addition, along with the payment adjustment, if any, will be effective upon an amendment to this contract executed by both parties. The amendment shall not render ineffective or invalidate unaffected portions of this contract.

5.04 **Confidentiality:**

- (a) Confidential Nature of Information. Consultant shall treat all information obtained from the City in the performance of this contract as confidential and proprietary to the City. Consultant shall treat all records and work product prepared or maintained by Consultant in the performance of this contract as confidential.
- (b) Limitation on use and disclosure. Consultant agrees that it will not use any information obtained as a consequence of the performance of work for any purpose other than fulfillment of Consultant's scope of work. Consultant will not disclose any information prepared for the City, or obtained from the City or obtained as a consequence of the performance of work to any person other than the City, or its own employees, agents or

subcontractors who have a need for the information for the performance of work under this contract unless such disclosure is specifically authorized in writing by the City.

- (c) Security plan. If requested by the City Manager, Consultant shall prepare a security plan to assure that information obtained from the City or as a consequence of the performance of work is not used for any unauthorized purpose or disclosed to unauthorized persons. Consultant shall advise the City of any request for disclosure of information or of any actual or potential disclosure of information.
- (d) Survival. Consultant's obligations under this paragraph shall survive the termination of this contract.

6.0 MISCELLANEOUS

6.01 **Notices:** Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this agreement or by law to be served on or given to any party to this agreement shall be in writing and delivered or, in lieu of such personal service, when deposited in the United States mail, first class postage prepaid, to the following address for each respective party:

PARTY	ADDRESS
TO: CITY OF SOLVANG	City of Solvang 1644 Oak Street Solvang, CA 93463 Attention: City Clerk
Copy to:	Craig Steele, City Attorney Richards, Watson & Gershon 847 Monterey Street, Suite 206 San Luis Obispo, CA 93401
TO: CONSULTANT	Tetra Tech Inc. Tim Tringali, Vice President 3475 E. Foothill Blvd. Pasadena, CA 91107

6.02 **Governing Law:** This agreement and all matters relating to this agreement shall be governed by the laws of the State of California in force at the time, should any need for interpretation of this agreement or any decision or holding concerning this agreement arise.

6.03 **Binding Effect:** This agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors and assigns of the parties hereto, but nothing in this Section shall be construed as consent by City to any assignment of this agreement or any interest in the agreement.

6.04 **Remedies:** The remedies set forth in this agreement shall not be exclusive, but shall be cumulative with, and in addition to, all remedies now or hereafter allowed by law or equity.

6.05 **Due Authority:** The parties hereby represent that the individuals executing this agreement are expressly authorized to do so on and in behalf of the parties.

6.06 **Ownership of Work Product:** Upon delivery, the work product, including without limitation, all original reports, writings, recordings, drawings, files, and detailed calculations

developed under this contract are the property of the City. Consultant agrees that all copyrights, which arise from creation of the work pursuant to this contract, shall be vested in the City and waives and relinquishes all claims to copyright or other intellectual property rights in favor of the City. City acknowledges that its use of the work product is limited to the purposes contemplated by the scope of work and that the Consultant makes no representation of the suitability of the work product for use in or application to circumstances not contemplated by the scope of work.

6.07. Integration and Modification:

- (a) This contract represents the entire understanding and agreement of the City and Consultant as to those matters contained herein. This agreement correctly sets forth the obligations of the parties hereto to each other as of the date of this agreement. All agreements or representations respecting the subject matter of this agreement not expressly set forth or referred to in this agreement are null and void. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This contract may not be modified, amended, or altered except in writing signed by the City and Consultant.
- (b) In the event of any conflict between the terms of this agreement and the terms of an exhibit, the terms of this agreement shall control, even if the exhibit purports to modify this agreement. In the event an exhibit incorporates by reference any additional physical documents, websites, web links or other electronic location not under the control of the City, the parties agree that such additional documents shall have no impact on this agreement and shall be deemed to be void unless actually attached to the exhibit that purports to incorporate such additional document. Notwithstanding the foregoing sentence, the provisions of Section 2.05 of this agreement shall not be altered, amended, limited or otherwise affected in any manner by any language included in an exhibit to this agreement, even if such exhibit purports to affect the provisions of Section 2.05. Furthermore, any attempt to limit liability to the City that is expressed in an exhibit shall have no force or effect unless City has expressly agreed to such limitation by providing the initials of its authorized representative here: _____.

6.08. Advice of Counsel: The parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms, and conditions of this contract, and that the decision of whether or not to seek the advice of counsel with respect to this contract is a decision which is the sole responsibility of each of the parties hereto. This contract shall not be construed in favor or against either party by reason of the extent to which each party participated in the drafting of the contract.

6.09. Independent Review: Each party hereto declares and represents that in entering this contract it has relied and is relying solely upon its own judgment, belief and knowledge of the nature, extent, effect and consequence relating thereto. Each party further declares and represents that this contract is being made without reliance upon any statement or representation not contained herein of any other party, or any representative, agent, or attorney of any other party.

6.10. Attorney Fees: In the event of any controversy, claim or dispute between the parties hereto, arising out of or relating to this agreement, or the breach hereof, the prevailing party shall be entitled, in addition to other such relief as may be granted, to a reasonable sum as and for attorney fees.

6.11 No waiver: The waiver of any breach by any party of any provision of this agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of this agreement.

6.12. **Assignment:** This agreement is specifically not assignable by Consultant to any person or entity. Any assignment or attempt to assign by Consultant whether it be voluntary or involuntary, by operation of law or otherwise, is void and is a material breach of this agreement, giving rise to a right to terminate as set forth in Section 4.03.

6.13. **Time for Performance:** Except as otherwise expressly provided for in this agreement, should the performance of any act required by this agreement to be performed by either party be prevented or delayed by reason by any act of God, strike, lockout, labor trouble, inability to secure materials, epidemics, pandemics, or any other cause, except financial inability, which is the fault of the party required to perform the act, the time for performance of the act will be extended for a period of time equivalent to the period of delay and performance of the act during the period of delay will be excused: provided, however, that nothing contained in this Section shall exclude the prompt payment by either party as required by this agreement of the performance of any act rendered difficult or impossible solely because of the financial condition of the party required to perform the act.

6.14. **Severability:** Should any provision of this agreement be held by a court of competent jurisdiction or by a legislative or rulemaking act to be either invalid, void or unenforceable, the remaining provisions of this agreement shall remain in full force and effect, unimpaired by the holding, legislation or rule.

6.15. **Construction:** The parties agree that each has had an opportunity to have their counsel review this agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this agreement or any amendments or exhibits thereto. The captions of the sections are for convenience and reference only, and are not intended to be construed to define or limit the provision to which they relate.

6.16. **Amendments:** Amendments to this agreement shall be in writing and shall be made only with the mutual written consent of all the parties to this agreement.

6.17. **Signatures:** The individuals executing this contract represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

IN WITNESS WHEREOF, the parties have executed this contract on the following date.

CITY OF SOLVANG

**CONTRACTOR
TETRA TECH INC**

David Brown, Mayor

Tim Tringali, Vice President

ATTEST:

APPROVED AS TO FORM
Richards, Watson & Gershon

Annamarie Porter, City Clerk

Craig Steele, City Attorney

EXHIBIT A
SCOPE OF WORK,
FEE SCHEDULE
&
PROJECT SCHEDULE



28 January 2025

M-3097a

Mike Mathews, Water Supervisor
1644 Oak Street
Solvang, CA 93463

Jose Acosta, Utility Director
1644 Oak Street
Solvang, CA 93463

Subject: Revised Proposal for Development of Cross-Connection Control Plan and Hazard Assessment Oversight, Solvang, California

Dear Mr. Mathews and Mr. Acosta:

Per your request during our meeting on January 13, 2025, Tetra Tech is pleased to submit a revised proposal to the City of Solvang (the City) to develop a cross-connection control plan and performing hazard assessment oversight. For more than 20 years, Tetra Tech has surveyed over 1200 commercial facilities in California, Washington and Germany; supervised installation of numerous backflow preventers; and provided cross-connection and backflow prevention administration services for Vandenberg SFB and the City of Buellton in California; therefore, we understand the challenges faced by the City with administering a cross-connection control program and addressing requirements in the newly adopted Cross-Connection Control Policy Handbook (CCCPH).

Tim Tringali, Principal-In-Charge, and **Victor Velazquez**, Project Manager, have carefully considered all the requirements outlined in the CCCPH and have assembled a project team of experts to meet the City's needs. Tetra Tech will not rely on any outside consultants, contractors, and/or services. We are confident that our highly qualified multidisciplinary team has the full breadth and depth of capabilities, expertise, and experience to plan, manage, and execute the scope of services.

Our team has the capacity to immediately support the City according to the schedule presented herein. Our proposed Project Manager and all other Key Personnel described in this proposal are able to dedicate at least 50% of their time to the project.

Mr. Tringali is the person authorized to obligate Tetra Tech and to negotiate on their behalf. Mr. Velazquez is the proposed Cross-Connection Control Specialist, Project Manager, and the point of contact for any clarification on this proposal. Telephone number and email addresses are as follows: Mr. Tim Tringali, 805.739.2659, tim.tringali@tetrattech.com, Victor Velazquez, 805-455-7439, victor.velazquez@tetrattech.com. Please feel free to contact us with any questions.

Sincerely,

Handwritten signature of Tim Tringali in black ink.

Tim Tringali
Vice President

Handwritten signature of Victor Velazquez in black ink.

Victor Velazquez
Project Manager

Tetra Tech, Inc.

3201 Airpark Dr., Suite 108 | Santa Maria, CA 93455
Tel 805.739.2600 Fax 805.739.2605 www.tetrattech.com

PROJECT UNDERSTANDING AND APPROACH

Tetra Tech understands that the Cross-Connection Control Policy Handbook (CCCPH) was adopted by the State Water Resources Control Board on December 19, 2023 and has been established to enforce standards applicable to California public water systems (PWSs) to protect public health and ensure that PWS's drinking water distribution system will not be subject to the backflow of liquids, gases, or other substances in accordance with the California Health and Safety Code (CHSC) section 11655(a)(2). The CCCPH applies to all California PWSs as described in CHSC, section 116275(h).

Tetra Tech understands the City owns and operates a PWS with approximately 2,200 service connections and is required to comply with the CCCPH requirements and its prescribed standards. Specifically, as prescribed by the CCCPH the City is required to prepare and submit by 1 July 2025 a cross-connection control plan (CCCP) stating how it will meet the requirements of the CCCPH. The CCCPH also requires that a CCCP be developed in consultation with a certified cross-connection control specialist if the PWS has 1,000 or more service connections. Since the City has more than 1,000 service connections, it is required to develop the CCCP in consultation with a certified cross-connection control specialist.

Tetra Tech understands that the City would like to review and revise its existing cross-connection and backflow prevention program and prepare a CCC Plan to achieve compliance with the CCCPH requirements. The CCCP should describe how the City plans to prevent the occurrence of backflow into its distribution system in order to protect customers from contamination or pollution from any hazards.

Tetra Tech's approach consists of reviewing the City's Cross-Connection Control Program, making recommendations required to properly address the requirements of the CCCPH, working with the City to implement the recommendations, preparing the City's CCCP for submittal to the State Water Board before July 2025, and overseeing the implementation of initial hazard assessments.

To support the City with this effort, Tetra Tech proposes providing a team of well qualified experts, including an AWWA certified cross-connection control specialist, to work closely with City staff to better understand the City's current PWS, cross-connection control program, and system risks and attributes. Tetra Tech will conduct a comprehensive review of the City's cross-connection control procedures. We will also thoroughly review the City's current cross-connection control program including, but not limited to records and record keeping procedures, ordinances, standards, and BPA testing. This exercise will help Tetra Tech develop a CCCP compliant with section 3.1.4 of the CCCPH. If requested, Tetra Tech can establish a SharePoint site to streamline and simplify document sharing and project collaboration. Tetra Tech's technical approach is described in more detail in the scope of work section below.

SCOPE OF WORK

TASK 1 PROJECT MANAGEMENT AND MEETINGS

A kickoff meeting and periodic progress meetings are essential to the success of a project. For this reason, Tetra Tech proposes a kickoff meeting to be held five days after the notice to proceed has been issued. The kickoff meeting will be held to review the scope of services, the deliverables schedule, and to discuss planned roles and responsibilities.



Progress meetings will be conducted once every month until the completion of the CCCP, then once every two months through the end of the period of performance to discuss project status and address issues that may arise. It is anticipated that four teleconference progress meetings will be conducted following the kickoff meeting. A proposed project schedule is presented in Appendix A.

Deliverables:

- Meeting agendas
- Meeting minutes

Assumptions:

- The kick-off meeting will be conducted in person at the City's office.

TASK 2 CURRENT PROGRAM/SYSTEM REVIEW

Tetra Tech will review the City's backflow prevention program to assess its current condition and determine steps necessary to prepare the CCCP in compliance with the CCCPH. Tetra Tech will review the following elements of the program and document review results in a letter report that will be submitted to the City:

1. **Hazard Assessments.** Tetra Tech will review existing practices, procedures, and forms that the City may have in place. Results of this review will lead to the improvement and/or development of forms designed to conduct hazard assessments on all segments of the potable distribution system and customer facilities connected to the City's potable distribution system to identify actual and potential cross-connections. Review results will also allow for the planning and implementation of initial and ongoing hazard assessments. CCCPH 3.2.1.
2. **Legal Authority.** Tetra Tech will review and provide recommendations for revising City ordinance(s) such that the City has sufficient legal authority to implement and enforce the cross-connection program. The revised ordinance(s) will allow the City to implement corrective action(s) in the event a user fails to install, inspect, test, and/or maintain equipment designed to prevent cross-connections
3. **Process and Timeframes for BPAs.** Tetra Tech will review the current processes and timeframes for ensuring that each BPAs is inspected and field tested, and AG is inspected in accordance with Section 3.3.3 of the CCCPH. Tetra Tech will make recommendations as needed to improve or create procedure leading to compliance with the CCCPH. Tetra Tech will review existing procedures and provide recommendations as needed to ensure that BPAs are tested initially at the time of installation, replacement, and at least once annually following initial testing.
4. **Process and Timeframes for Non-Testable Backflow Preventers.** Tetra Tech will review the current processes and timeframes for ensuring that each non-testable backflow preventer is installed and maintained according to the California Plumbing Code. Tetra Tech will make recommendations as needed to improve or create procedure leading to compliance with the CCCPH.
5. **BPA Testers Certifications.** Tetra Tech will review existing procedures to determine whether guidance is in place that provides certification requirements for

BPA testers and test equipment in compliance with the CCCPH Section 3.4.1. Tetra Tech will provide recommendations to update procedures as needed.

6. **Backflow Incident Response, Reporting, and Notification.** Tetra Tech will review existing procedures to determine whether measures are provided for documenting, investigating, and responding to suspected or actual backflow incidents. Tetra Tech will improve the existing form or create a form to document and report backflow incident response, reporting, and notification.
7. **Cross-Connection Control Personnel.** Tetra Tech will coordinate with the City to identify personnel (i.e., cross-connection control program coordinator and specialist) assigned to oversee the City's Cross-Connection Control Program and whose point of contact information can be referenced in the CCCP.
8. **Tracking System.** Tetra Tech will review and evaluate the existing BPA tracking system to determine its compliance with elements of Article 5 of the CCCPH. Tetra Tech will determine if the tracking system includes hazard assessment history capability, BPA profile information (e.g., manufacturer, model, serial number, size, location, owner, hazard level), AG profile information, BPA and AG inspection and repair results for the past three years.
9. **Corrective Actions.** Tetra Tech will review current procedures addressing corrective actions associated with the mitigation of cross connections and BPA maintenance requirements (e.g., replacement, repairing, and re-testing). Tetra Tech will make recommendations as needed to improve or create a procedure to address corrective action measures. Tetra Tech will make recommendations for a progressive notice system to pursue the abatement of cross-connections and conduct repair, maintenance, and testing of BPAs. CCCPH Section 3.1.3.
10. **Public Outreach.** The CCCPH requires PWSs to implement a cross-connection control public outreach and education program element that includes educating staff, customers, and the community about backflow protection and cross-connection control (CCCPH section 3.1.3(a)(9)). A variety of methods can meet this requirement and include providing information on cross-connection control and backflow protection in periodic water bill inserts, pamphlet distribution, new customer documentation, email campaigns, and consumer confidence reports. To this end, Tetra Tech proposes to create an insert that can be included in monthly water bills, BPA testing notices, and posted on the City's website for customer education.
11. **Local Entity Coordination.** Tetra Tech will review the current procedures for coordinating with local entities and make recommendations for improvement as needed to ensure hazard assessments can be performed, appropriate, backflow protection is provided, and to provide assistance in the investigation of backflow incidents.
 - a. If no procedures are in place, Tetra Tech will prepare procedures and implement them in the CCCP.
 - b. Tetra Tech will coordinate with City personnel to identify local entities (e.g., Health Department, permitting, plumbing, fire department) that would need to be involved for the successful implementation of the cross-connection control program.



Deliverables:

- Draft and final program/system review memorandum report documenting findings, recommendations, and cost to implement any unforeseen needed recommendations.
- Draft and final incident response form
- Draft and final CCC water bill insert.
- Draft and final CCC training presentation.

Assumptions:

- Preparation of progressive notice system to pursue abatement of cross-connections and repair, maintain, and test BPAs is not included in the cost since at the time of this revised proposal Tetra Tech is unaware of the City's enforcement policies.
- Tetra Tech will not audit the City's BPA test record or tester certificate record history,
- The City currently has a working testing schedule in place. Tetra Tech will not be required to create and manage a testing schedule for the City.

TASK 3 PREPARE CCCP

Tetra Tech will use the results and recommendations from Tasks 2 and use them to develop the City's CCCP. Tetra Tech will prepare a draft of the CCCP for review by the City by May 2025 and a Final CCCP following implementation of comments by the City by June 2025 for submittal to the SWRCB by the July 1, 2025 deadline requirement. Tetra Tech will use the information collected and implemented recommendations discussed on tasks 2 above to prepare the CCCP in accordance with the CCCPH guidelines.

Deliverables:

- Draft CCCP
- Final Draft CCCP (for Delivery to the Water Board)
- Final Draft

Assumptions:

- Cost includes one set of comments from the Water Board. This set of comments from the water board will be minimal and will not exceed 15 individual comments that will be easily addressed (i.e., minor edits and clarifications; less than 6 hours to address).
- City Council and public meetings are not included in this revised proposal. Upon request from the City, Tetra Tech will prepare a revised proposal to support City Council and public meetings.

TASK 4 HAZARD ASSESMENTS

The CCCPH does not require a completed hazard assessment by the time the CCCP is submitted, but it requires that a plan for initial and ongoing hazard assessments be



proposed in the CCCP. Therefore, Tetra Tech proposes a plan to complete initial hazard assessments for the entire City within a four-year period (25 percent of total facility count per year). Tetra Tech proposes to provide a cross-connection control specialist certified by the American Water Works Association to oversee City technicians perform the field part of hazard assessments pursuant to Section 3.2.1 of the CCCPH. Tetra Tech's cross-connection control specialist will develop an annual plan and oversee field work to be conducted by City staff. Tetra Tech proposes transitioning City staff to the use of the ArcGIS Field Maps application for data collection. Tetra Tech's cross-connection control specialist, will conduct activities including but not limited to compiling field notes collected by City staff, assessing facilities and point of use systems based on City staff field notes, assigning level of hazard to facilities and point of uses, assessing the adequacy of installed backflow prevention, and generating an annual hazard assessment report in compliance with Section 3.2.1 of the CCCPH. Tetra Tech will also personally conduct hazard assessments at 20 City-owned properties/sites at the rate of 25 percent of the facilities per year.

To ensure completeness of the hazard assessment effort Tetra Tech will review the City's water distribution system database, assign and/or update hazard levels for BPAs, review customer records kept by the City to identify and assign a level of hazard based on elements such operation types, type of materials used on site, complexity of plumbing system, presence of auxiliary sources, and history of backflow incidents.

Tetra Tech anticipates supporting the City with one backflow incident investigation and reporting per year as a result of hazard assessment findings.

Deliverables:

- Four (4) Draft Annual Hazard Assessment Reports
- Four (4) Final Annual Hazard Assessment Reports

Assumptions:

- The City will provide field personnel to conduct hazard assessments under the supervision of Tetra Tech's cross-connection control specialist.
- The City has approximately 300 commercial and industrial service connections, and approximately 1810 residential service connections.
- City staff will visit all facilities with a service connection.
- The city's jurisdiction ends at the water meter.
- Annual hazard assessments will be conducted at the rate of 25 percent of all facilities (i.e., a combination of residential industrial and commercial facilities).
- The City will provide mobile devices where the Field Maps application can be loaded for use by City field staff.
- Tetra Tech will manage the Field Maps application.
- The City will provide shape files of its drinking water system to be used with the Field Maps application.
- Tetra Tech anticipates that City staff conducting hazard assessments in the field will require approximately five minutes to collect information for each residence



and up to 30 minutes per industrial and commercial establishments depending on the level of complexity of each establishment.

TASK 5 PREPARE PRESENTATION AND CONDUCT TRAINING AND EDUCATION SESSIONS (OPTIONAL)

As an option to enhance public education and outreach, Tetra Tech proposes to prepare a slide presentation geared toward training staff (e.g., permitting, plumbing, water treatment, water line maintenance, fire department, meter readers, backflow preventer testers, new hires, etc.) directly and indirectly involved with the effective implementation of the CCCP. Tetra Tech also proposes to use the presentation slides to conduct two training and education sessions during the 2025 calendar year and five training session every year thereafter through calendar year 2029.

Deliverables:

- Draft cross-connection control and backflow prevention presentation slides.
- Final cross-connection control and backflow prevention presentation slides.
- Two presentation sessions during the 2025 calendar year.
- Three presentation sessions each calendar year from 2026 through 2029 (a maximum of 12 sessions).

Assumptions:

- Training and education sessions will be no more than one hour long and conducted at a City specified location within the City.

COMPANY PROFILE

CALIFORNIA CONTRACTOR LICENSE

Tetra Tech's California Business License Number is: 551555.

COMPANY HISTORY AND ATTRIBUTES

Tetra Tech is a leading global provider of consulting and engineering services. We are differentiated by Leading with Science® to provide innovative technical solutions to our clients. We support global commercial and government clients focused on water, environment, sustainable infrastructure, renewable energy, and international development. With more than 30,000 employees worldwide, Tetra Tech provides clear solutions to complex problems.

Tetra Tech was founded as a civil engineering firm by four technical specialists and has based itself in Pasadena, California since 1966. Its select group of technical experts provided engineering services for waterways, harbors, and coastal areas. During these first decades, Tetra Tech completed projects that had global significance, from a groundbreaking tsunami wave study for the Atomic Energy Commission to master planning and designing coastal protection measures for Egypt's Nile River Delta.

During the 1980s, Tetra Tech met the expanding need for environmental remediation, which involved groundwater modeling, landfill closing, and restoring contaminated military and manufacturing facilities and sites. The firm completed highly visible projects on behalf of the Department of Defense, the Environmental Protection Agency, and other federal

agencies, all of which launched the company to its place among the leading environmental and engineering firms in the United States. Tetra Tech was incorporated in Delaware on February 4, 1988, and authorized to do business in California on March 21, 1988.

In December 1991, Tetra Tech became a publicly traded enterprise. Since its initial public offering, the company has grown substantially, expanding its markets, services, and clientele through internal growth and strategic acquisitions.

Today, Tetra Tech is a global leader in providing engineering and technical services. The company is acknowledged for its cutting-edge expertise in sophisticated environmental analysis, modeling, and design and for delivering this expertise effectively across an entire project life cycle.

Important attributes of our Team and their qualifications and experience include:

- **#1 in Water.** For 20 years, Tetra Tech has been #1 in water as rated by Engineering New Record. This success is entirely attributed to our expert engineers and scientists who regularly solve client challenges by *Leading with Science®*. Our strength is in collectively providing integrated services—delivering the best solutions to meet our clients’ needs.
- **Expertise in Cross-Connection Control.** Tetra Tech’s proposed Project Manager, Victor Velazquez, is a Chemical Engineer, who has supported clients with their cross-connection control programs for over 20 years and has been a certified Cross-Connection Control Specialist for more than 15 years. He has performed cross-connection control surveys, hazard assessments, backflow prevention assembly testing, program administration, database development and use, and more for the Air Force, local municipalities, and private businesses.
- **High Quality Services.** Our high-quality services are supported by the fact that we continuously managed the Air Force’s cross-connection control and backflow prevention program at Vandenberg SFB for more than 10 years and have managed the City of Buellton’s program for four years continuously. We have also planned and conducted large scale surveys at complex commercial and industrial facilities at Vandenberg SFB in California, Joint Base Lewis-McCord in Washington, and Spangdahlem AB in Germany.
- **Commitment.** Tetra Tech is committed to supporting City staff and will dedicate our current project team to fulfilling the City’s technical and programmatic requirements. In this manner, we will exceed your expectations in completing each task order through hard work, attention to detail, a high level of communication, and professional presentation. We have the ability to provide highly responsive, in-person support across all scope areas with experienced local staff.



ENR Tetra Tech
Engineering News-Record Rankings

1	Water Treatment/Desal
1	Environmental Management
1	Hydro Plants
1	Wind Power
2	Water Supply
3	Top 500 Design Firms

12/23/24



PROPOSED KEY PERSONNEL

A summary of our proposed key personnel is provided below. Resumes are included in Appendix B

Principal In Charge: Tim Tringali

Education: B.S. Ecology and Systematic Biology

Qualifications: Mr. Tim Tringali is a Senior Scientist and Project Manager with more than 18 years of experience assisting federal, state, and local entities develop, implement, and manage a variety of water resource programs. Much of his experience includes management of multi-disciplined teams and execution of compliance-based projects pertaining to drinking water programs for the Department of Defense. Mr. Tringali has a strong understanding of the Clean Water Act and Safe Drinking Water Act, as well as related federal and state adopted regulations. Mr. Tringali's experience includes assisting clients comply with SDWA requirements and related permits; interpreting water quality criteria; performing water quality studies; and completing lead service line inventories. Mr. Tringali will be responsible for ensuring that the necessary resources are available to successfully complete the project.

Project Manager/Cross-Connection Specialist: Victor Velazquez

Education: B.S. Chemical Engineering

Qualifications: Mr. Velazquez is the proposed project manager and the point of contact for day-to-day project activities. He is a Senior Environmental Engineer and Project Manager with 25 years of experience helping public and private clients to develop, implement, and manage a variety of environmental compliance and pollution prevention programs. Mr. Velazquez holds current cross-connection control and backflow prevention certificates from the American Water Works Association (AWWA) as well as training from the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research. He has been supporting cross-connection and backflow prevention efforts for various clients for over 20 years. His field of expertise includes preparation of hydraulic analysis to assess impacts of installing backflow preventer assemblies (BPAs) for fire sprinkler systems, supervision of fire sprinkler systems BPA installations, planning and execution of cross-connection surveys, and planning and implementing backflow prevention testing schedules. Additional areas of expertise include conducting condition assessments of potable water and wastewater infrastructure and plumbing, prevention of cross contamination between different systems (i.e., wastewater, storm water, and drinking water), SDWA and CAA compliance. Mr. Velazquez's strengths include assisting clients with planning, monitoring, and reporting efforts geared toward meeting federal, state, and local regulatory and permits requirements; frequent and clear communication with clients; identifying and adhering to a project's critical path while leveraging creativity and technology to efficiently complete a project; and identifying technology resources necessary to get the job done right the first time and within budget. AWWA certificates for Mr. Velazquez are provided in Appendix C.

Community Outreach and Education Manager: Kim Turner

Ms. Turner has 20 years of experience in community involvement and media planning. She has been with Tetra Tech for 26 years and has worked on several government municipal public relations projects. Ms. Turner offers expertise and experience in the multi-facets of public outreach planning and programs, including preparation of Community Relations Plans and outreach strategies, as well as technical expertise in recycling, storm water, and waste management programs. Ms. Turner has also designed multi-media packages that include print material, websites, online training courses, trade show display booths, and special event planning.

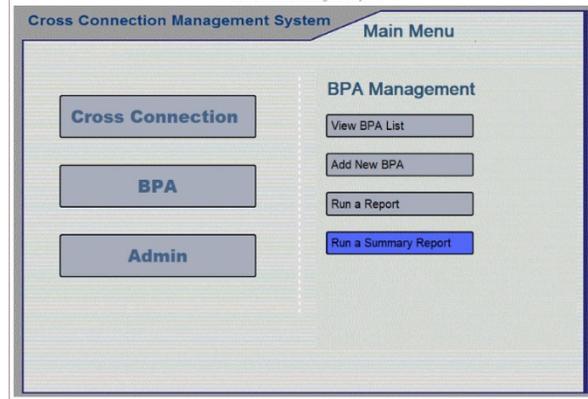
RELEVANT EXPERIENCE & REFERENCES

City of Buellton, CA (2019 to present). Cross-connection Control and Backflow Prevention Program oversight. Responsibilities include but are not limited to conducting cross-connection surveys, generating annual cross-connection and backflow prevention statistics required to ensure compliance with state regulation, issuing testing due notices, tracking backflow preventer test records and new installations, approving installation of new backflow preventers, ensuring that backflow preventer testing companies have properly-certified testers and testing equipment, and tracking and maintaining defensible test records for multiple years. The City of Buellton has approximately 1832 service connections. Tetra Tech is also responsible for preparing the CCCP to help the City achieve compliance with the Cross-Connection Control Policy Handbook.



Point of Contact: Ms. Rose Hess, Director of Public Works/City Engineer,
Phone: (805) 688-5177
Address: 107 West Highway 246, Buellton, CA 93427,
Email: roseh@cityofbuellton.com

Joint Base Lewis McCord, Washington (2016 to 2019). Conducted a cross-connection control survey at six central heating plants and developed a cross-connection management system (CCMS) to track and manage BPA compliance testing. Conducted a cross-connection control survey at 258 commercial and industrial facilities. Prepared cross-connection reports to document cross-connection control survey technical approach, observations, hazard level assignment, abatement recommendations, and abatement priority matrix. Compiled an inventory of installed backflow preventers, including verification for proper installation and test compliance and hazard assessment. Other elements of the report included preparation of state-required Cross-Connection Control Hazard Survey Report forms and specification sheets for typical backflow preventers and cross-connection abatement techniques. Facilities surveyed at JBLM included warehouses, vehicle maintenance shops, schools, dining facilities, medical facilities, fire stations, central heating plants, hangars, and reclaimed water connections. Designed and collaborated with software personnel to develop the CCMS for JBLM. The CCMS includes query and record management features designed to allow JBLM track, store, and manage backflow preventer test records. The CCMS capabilities include adding, removing, and inactivating backflow preventers; querying, and generating backflow preventer reports as well as tracking, archiving, and printing test records. The CCMS also includes features to track backflow preventer test due dates and print associated reports to ensure test compliance.



Point of Contact: Mr. Lyle Fogg, Water Systems Engineer
Address: Building 2012, 1010 Joint Base Lewis-McChord, WA 98433
Phone: (253)966-1692,
Email: lyle.e.fogg.civ@mail.mil

Spangdahlem Air Base, Germany (2017). Completed a cross-connection control survey at over 350 commercial and industrial facilities within Spangdahlem AB and prepared a cross-connection control report to document cross-connection control survey technical approach, observations, hazard level assignment, abatement recommendations, repair priority matrix. Compiled an inventory of installed backflow preventers, including verification for proper installation, and hazard assessment. Other elements of the cross-connection control report included specification sheets for typical backflow preventers and cross-connection abatement techniques. Facilities surveyed at Spangdahlem AB included centralized heating plants, wastewater processing facilities, vehicle maintenance shops, grocery stores, schools, child development centers, dining facilities, medical facilities, housing complexes, and flight line facilities (e.g., airport terminal, aircraft maintenance shops, and fueling facilities).



Point of Contact: Mr. Ingo Bruenjes, Mechanical Engineer, 52 CES/CEOERP
Address: Spangdahlem AB, Building 120, 54529 Spangdahlem, Germany
Phone: 490-656-561-5357
Email: ingo.bruenjes.de@us.af.mil

Vandenberg SFB, California (2005-2016). Provided technical services to implement the Cross-Connection Control and Backflow Prevention Program at Vandenberg SFB. Responsibilities included planning, scheduling, and conducting annual cross-connection control surveys; tracking scheduling and tracking completion of backflow preventer testing by certified testers; ensuring that only approved backflow preventers were installed; providing case-specific solutions to abate potential pollution and/or contamination of the drinking water in the distribution system; tracking program statistics; and preparing annual reports to comply with State Water Resources Control Boards, Division of Drinking Water Drinking Water Permit (Permit No. 4210700PA-004) and Title 17 of the California Code of Regulations (17 CCR) Sections 7585 to 7605. Surveyed over 600 facilities and provided technical expertise to find and recommend practical solutions and rough orders of magnitude to abate cross-connections. Developed specifications for and supervised the



development and implementation of a Cross-Connection Management System (CCMS) database. The CCMS is a powerful tool with many features designed to build an inventory of backflow preventers, store and track historical test records, implement testing schedules, track testers and test kit calibration certifications due dates, print test forms and reports, conduct multiple parameter queries, and print queried reports.

Point of Contact: Mr. Michael Kalata, Water Quality Manager
Address: 30 CES/CEIE, 1028 Iceland Ave, Vandenberg SFB, CA 93437
Phone: 805-605-0342
Email: michael.kalata.1@spaceforce.mil



SCHEDULE

A proposed project schedule is included as Appendix A.

FEE PROPOSAL

We propose to perform these services in accordance with the aforementioned scope of work for the firm-fixed base price of \$96,820 as broken down below.

Task No.	Description	Calendar Year	Cost
1	Project Management and Meetings	2025	\$2,124
2	Current Program/System Review	2025	\$7,620
3	Prepare CCCP	2025	\$6,864
		2025 Subtotal	\$16,608
4-1	Year 1 Hazard Assessment	2026	\$23,361
4-2	Year 2 Hazard Assessment	2027	\$18,394
4-3	Year 3 Hazard Assessment	2028	\$18,945
4-4	Year 4 Hazard Assessment	2029	\$19,512

As an added option Tetra Tech proposes to prepare a presentation (i.e., a set of slides) and conduct training and education presentation sessions as described in Task 5 for the firm-fixed price of \$11,776 as broken down below.

Task No.	Description	Calendar Year	Cost
5-1	Prepare presentation and conduct two training and education sessions	2025	\$4,967
5-2	Conduct five training and education sessions	2026	\$1,635
5-3	Conduct five training and education sessions	2027	\$1,679
5-4	Conduct five training and education sessions	2028	\$1,724
5.5	Conduct five training and education sessions	2029	\$1,771
		Total	11,776

Tetra Tech will proceed with the proposed scope of work following receipt of written authorization acknowledging your acceptance of this revised proposal and a notice to proceed from the City for the estimated contract amount.

APPENDIX A

Project Schedule

Tetra Tech
City of Solvang Development of Cross-Connection Control Plan
Proposed Schedule

Description	Start	End
Notice to proceed	1/31/2025	1/31/2025
Task 1 Project Management	2/5/2025	7/15/2025
Kickoff Meeting	2/5/2025	2/5/2025
4 Progress Meetings	2/15/2025	7/15/2025
Task 2 Current Program/System Review	2/5/2025	4/21/2025
Program /System Review Memorandum - Draft	2/5/2025	3/22/2025
Program /System Review Memorandum - City Review	3/23/2025	4/6/2025
Program /System Review Memorandum - Final	4/7/2025	4/21/2025
Task 3 Prepare CCCP	3/23/2025	6/14/2025
CCCP - Draft	3/23/2025	5/7/2025
CCCP - Draft - City Review	5/8/2025	5/29/2025
CCCP - Final Draft (For submittal to Water Board)	5/30/2025	6/14/2025
CCCP - Water Board Review Comments	6/15/2025	7/30/2025
CCCP - Final	7/31/2025	8/15/2025
Task 4 Hazard Assessment - Year 1 (2026)	1/1/2026	8/29/2026
Hazard assessment	1/1/2026	5/31/2026
Implement Hazard Assessment Report - Draft	6/1/2026	7/16/2026
Implement Hazard Assessment Report - City Review	7/17/2026	8/7/2026
Implement Hazard Assessment Report - Final	8/8/2026	8/29/2026
Task 4 Hazard Assessment - Year 2 (2027)	1/1/2027	8/29/2027
Hazard assessment	1/1/2027	5/31/2027
Implement Hazard Assessment Report - Draft	6/1/2027	7/16/2027
Implement Hazard Assessment Report - City Review	7/17/2027	8/7/2027
Implement Hazard Assessment Report - Final	8/8/2027	8/29/2027
Task 4 Hazard Assessment - Year 3 (2028)	1/1/2028	8/28/2028
Hazard assessment	1/1/2028	5/30/2028
Implement Hazard Assessment Report - Draft	5/31/2028	7/15/2028
Implement Hazard Assessment Report - City Review	7/16/2028	8/6/2028
Implement Hazard Assessment Report - Final	8/7/2028	8/28/2028
Task 4 Hazard Assessment - Year 4 (2029)	1/1/2029	8/29/2029
Hazard assessment	1/1/2029	5/31/2029
Implement Hazard Assessment Report - Draft	6/1/2029	7/16/2029
Implement Hazard Assessment Report - City Review	7/17/2029	8/7/2029
Implement Hazard Assessment Report - Final	8/8/2029	8/29/2029

APPENDIX B

Resumes

EXPERIENCE SUMMARY

Mr. Velazquez is a Senior Environmental Engineer and Project Manager with 25 years of experience helping public and private clients to develop, implement, and manage a variety of environmental compliance and pollution prevention programs. Mr. Velazquez's areas of expertise include cross-connection control and backflow prevention, utility infrastructure design-built support, utility infrastructure assessment, and prevention of cross contamination between different systems (i.e., wastewater, storm water, and drinking water). Mr. Velazquez's strengths include assisting clients with planning, monitoring, and reporting efforts geared toward meeting federal, state and local regulatory agencies' compliance and permitting requirements; frequent and clear communication with clients; identifying and adhering to a project's critical path while leveraging creativity and technology to more efficiently complete a project; and identifying technology resources necessary to get the job done right the first time and within budget.

RELEVANT EXPERIENCE

Cross-Connection Control and Backflow Prevention Administration, Buellton, California

Cross-Connection Control and Backflow Prevention Administration, Buellton, CA (2019 to present). Mr. Velazquez is responsible for overseeing the Cross-connection Control and Backflow Prevention Program for the City of Buellton, California. Responsibilities include but are not limited to conducting cross-connection control surveys, generating annual cross-connection and backflow prevention statistics required to ensure compliance with state regulation, issuing testing due notices, tracking backflow preventer test records and new installations, approving installation of new backflow preventers, ensuring that backflow preventer testing companies have properly-certified testers and testing equipment, and tracking and maintaining defensible test records for multiple years.

Cross-Connection Control Survey at Joint Base Lewis McChord, Washington

Cross-Connection Control Survey, Joint Base Lewis-McChord (JBLM), WA (2019 and 2016-2017). In 2019 Mr. Velazquez conducted a cross-connection control survey at 6 central heating plants and developed a cross-connection management system (CCMS), and during the 2016-2017 period, Mr. Velazquez conducted a cross-connection control survey at 258 facilities within JBLM. For both surveys Mr. Velazquez prepared separate reports to document cross-connection control survey technical approach, observations, hazard level assignment, abatement recommendations, and abatement priority matrix. Mr. Velazquez also compiled an inventory of installed backflow preventers, including verification for proper installation and test compliance and hazard assessment. Other elements of the report included preparation of state-required Cross-Connection Control Hazard Survey Report forms and specification sheets for typical backflow preventers and cross-connection abatement techniques. Facilities surveyed at JBLM included warehouses, vehicle maintenance shops, schools, dining facilities, medical facilities, fire stations, central heating plants, hangars, and reclaimed water connections. Mr. Velazquez also designed and collaborated with

EDUCATION

B.S., Chemical Engineering, University of California, Santa Barbara 1995

AREA OF EXPERTISE

Cross-Connection Control, Infrastructure Condition Assessment, Sampling, Cost Estimating

REGISTRATIONS/ AFFILIATIONS TRAINING/ CERTIFICATIONS

AWWA Cross-Connection Control Specialist. Cert. No. 02066

AWWA Backflow Prevention Assembly Tester. Cert. No. 13068

OSHA 40-Hour HAZWOPER, 29 CFR 1910.120e(8), (q)(8) – General Site Worker Course with 8-hour refresher

OFFICE

Santa Maria, California

YEARS OF EXPERIENCE

25

YEARS WITH TETRA TECH

25

CONTACT

Direct: 805.739.2602
Cell: 805.455.7439

software personnel to develop the CCMS for JBLM. The CCMS includes query and record management features designed to allow JBLM track, store, and manage backflow preventer test records. The CCMS capabilities include, adding, removing, and inactivating backflow preventers; querying, and generating backflow preventer reports as well as tracking, archiving, and printing test records. The CCMS also includes features to track backflow preventer test due dates and print associated reports to ensure test compliance.

Cross-Connection Control Survey, Spangdahlem Air Base, Germany

Cross-Connection Control Survey, Spangdahlem Air Base (AB), Germany (2017). Mr. Velazquez supervised and participated in the completion of a cross-connection control survey at over 350 facilities within Spangdahlem AB and prepared a cross-connection control report to document cross-connection control survey technical approach, observations, hazard level assignment, abatement recommendations, repair priority matrix. Mr. Velazquez also compiled an inventory of installed backflow preventers, including verification for proper installation, and hazard assessment. Other elements of the cross-connection control report included specification sheets for typical backflow preventers and cross-connection abatement techniques. Facilities surveyed at Spangdahlem AB included centralized heating plants, wastewater processing facilities, vehicle maintenance shops, grocery stores, schools, child development centers, dining facilities, medical facilities, housing complexes, and flight line facilities (e.g., airport terminal, aircraft maintenance shops, and fueling facilities).

Cross-Connection Abatement through Water Infrastructure Design-Build Capital Improvement Projects, Vandenberg SFB

Cross-Connection Abatement through Capital Improvement, Vandenberg Space Force Base (SFB), CA (2016 to 2017). Mr. Velazquez was the project manager responsible for overseeing engineering design efforts and providing preconstruction planning documentation support for the construction of two water infrastructure projects (Vandenberg Tracking Station 4-inch Water Line Installation and Space Complex 3 8-inch Water Line Installation) aimed at separating drinking water from fire prevention water mains.

Cross-Connection Control and Backflow Prevention Program, Vandenberg SFB

Cross-Connection Control and Backflow Prevention Program, Vandenberg SFB, CA (2005-2016). Mr. Velazquez provided technical services to implement the Cross-Connection Control and Backflow Prevention Program at Vandenberg SFB. Mr. Velazquez responsibilities included planning, scheduling, and conducting annual cross-connection control surveys; tracking scheduling and tracking completion of backflow preventer testing by certified testers; ensuring that only approved backflow preventers were installed; providing case-specific solutions to abate potential pollution and/or contamination of the drinking water in the distribution system; tracking program statistics; and preparing annual reports to comply with State Water Resources Control Boards, Division of Drinking Water Drinking Water Permit (Permit No. 4210700PA-004) and Title 17 of the California Code of Regulations (17 CCR) Sections 7585 to 7605. Mr. Velazquez surveyed over 600 facilities and provided technical expertise to find and recommend practical solutions and rough orders of magnitude to abate cross-connections. Mr. Velazquez also developed specifications for and supervised the development and implementation of a Cross-Connection Management System (CCMS) database. The CCMS is a powerful tool with many features designed to build an inventory of backflow preventers, store and track historical test records, implement testing schedules, track testers and test kit calibration certifications due dates, print test forms and reports, conduct multiple parameter queries, and print queried reports.

Cross-Connection Control for Fire Sprinkler Systems, Vandenberg SFB

Installation of Backflow Prevents for Fire Suppression Systems, Vandenberg SFB, CA (2001–2016). Mr. Velazquez supervised and collaborated with certified professional engineers in the preparation of hydraulic analysis for over 100 fire sprinkler systems in support of installation of backflow preventers. He also procured general contractor services and supervised installation of over 15 fire sprinkler systems backflow preventers (ranging in sizes from 2 inches to 8 inches) in compliance with 17 CCR 7585 to 7605.

EXPERIENCE SUMMARY

Mr. Tim Tringali has more than 21 years of experience assisting federal, state, and local entities develop, implement and manage a variety of water resource programs. Much of his experience includes management of multi-disciplined teams and execution of compliance-based projects for storm water, drinking water, wastewater (domestic and industrial), and ambient water programs for the U.S. Air Force, municipalities, coastal ports, and private industry. Mr. Tringali has a strong understanding of the Clean Water Act, as well related federal and state adopted regulations.

Mr. Tringali's experience includes assisting clients identify waters protected under the CWA; interpret water quality standards; apply for and comply with National Pollutant Discharge Elimination System and dredge and fill permits; and comply with national and local wastewater pretreatment regulations. Mr. Tringali also has a broad understanding of the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Mr. Tringali has supported the preparation of multiple studies and reports pursuant to CEQA and has managed and supported the preparation of multiple Environmental Assessments pursuant to NEPA.

RELEVANT EXPERIENCE

On-call Engineering Services, City of Buellton, CA, 2020-Present. Mr. Tringali manages a team of scientists and engineers who administered the City's stormwater and cross-connection control programs. Responsibilities include coordinating project tasks, budgets, and schedules, as well as performing QAQC of deliverables. Mr. Tringali provides regular updates to the City regarding the progress of program implementation as well as opportunities for improvement.

Water System Assessments for the Bureau of Indian Education (BIE); Nationwide, 2022-2024. Mr. Tringali managed comprehensive water system assessments at 41 BIE sites that evaluated seven critical areas: drinking water source; transmission and distribution; drinking water storage; treatment systems; operations; wastewater systems; and fire suppression and emergency response. Mr. Tringali prepared work plans that defined Tetra Tech's technical approach, schedule, and protocols. He ensured proper staffing, including identification of subject matter experts for each of the seven critical areas, as well as communication internally and externally. He managed development and implementation of SOPs including lead, copper, and PFAS sampling; water system condition ratings; service line inventories; and reporting. Mr. Tringali also managed lead source investigation at six sites. Mr. Tringali ensure consistent and high quality deliverables were supplied to the BIE at the completion of each site assessment.

Utility Inventory, Condition Assessment and Mapping (ICAM) Phase 2 for Multiple United States Coast Guard Installations (2022) Mr. Tringali participated in mapping, asset inventory/real property enrollment, and

EDUCATION

B.S., Ecology and Systematic Biology, California Polytechnic State University, 2001

AREA OF EXPERTISE

Drinking water, storm water, and wastewater compliance

REGISTRATIONS/ AFFILIATIONS

California Storm Water Quality Association

Society of American Military Engineers

TRAINING/ CERTIFICATIONS

Cert. Professional in Erosion and Sediment Control (#5929)

CA Qualified SWPPP Developer/Practitioner

CA Qualified Industrial SWPPP Practitioner (QISP)

HAZWOPER –40-hour w/ current 8-hour refresher

Water Quality Monitoring Design, UC Berkeley (2012)

NEPA (2020)

OFFICE

Santa Maria, California

YEARS OF EXPERIENCE

22

YEARS WITH TETRA TECH

21

condition assessment of utility systems on 13 United States Coast Guard installations. Mr. Tringali supported survey for all point features, utility locates of all linear segments, and update of utility system maps to accurately reflect field conditions.

Lead Service Line Inventory, American Water, Vandenberg SFB (2019). Mr. Tringali managed a Lead Service Line Inventory for American Water, a private company which is responsible for all drinking water and wastewater operations and compliance at Vandenberg SFB. The project was required pursuant to California law that required system owners to inventory and report on the status of lead service lines. The project included a review of available as-builts as well as field investigations of service lines and associated components. The field investigation attempted to identify service line material type for service lines which didn't have readily available as-builts. All field investigation findings were documented using ESRI Field Maps, a mobile software application, which enables the collection of georeferenced data according to user specified checklists and information. An inventory report was compiled and ultimately submitted by American Water to the State Water Resources Control Board.

Central Coast Domestic Well Testing Program, The Bay Foundation of Morro Bay and the Central Coast Water Board, 2015-Present. Mr. Tringali manages domestic well monitoring according to a State Water Resources Control Board and Central Coast Water Board approved Sampling and Analysis Plan and QAPP. He ensures the client's primary objectives are met by overseeing a "well intake" process that confirms well owner participation in the program and documents detailed information about each domestic well to be sampled; dynamic scheduling intended to group wells geospatially proximal to each other, thereby maximizing value to the client; collaborating with the Community Water Center in Watsonville, California, to target wells in high-risk areas of Monterey and San Benito Counties; sampling by highly qualified technicians using QAPP-defined protocols; data compilation and validation according to the QAPP; and upload of results to GeoTracker. Mr. Tringali also ensures adequate project staffing and adherence to project budgets and schedule.

Drinking Water Program Compliance Support, Vandenberg Air Force Base, California, 2004–2016. Mr. Tringali managed a team of engineers and scientists who supported the Civil Engineering Squadron, Utilities Element, comply with the Vandenberg AFB domestic drinking water permit. The program included daily monitoring of distribution system water quality at buildings and reservoirs, preparation of a monthly operations report, and frequent troubleshooting of water treatment and distribution challenges (e.g., nitrification, disinfection byproducts, etc.). Mr. Tringali oversaw project budgets, schedule, and quality.

Domestic Wastewater Program Engineering, Assessment, and Compliance Support, Vandenberg Air Force Base, California, 2005–2015. Mr. Tringali assisted the Air Force at Vandenberg AFB with implementation of its domestic wastewater program, which included compliance with local and state discharge permits as well as the regional Water Quality Control Plan; monitoring and analysis of effluent from high-priority facilities; discharge sampling and analysis of new wastewater processes; development, update, and implementation of the Wastewater Management Plan; and an inventory of all facilities and their wastewater processes, which is subsequently tracked within an MS Access database. Mr. Tringali served as an alternate point of contact (POC) to the Vandenberg AFB POC and with client approval, coordinated issues with the appropriate regulatory agency. Mr. Tringali served as a primary POC for the Vandenberg AFB Discharge to Grade Program, which evaluated and tracked accumulation of possible low-threat waters for release to grade. This program ensured discharges to grade were compliant with all local, state, and federal regulations.

EXPERIENCE SUMMARY

Ms. Turner has 20 years experience in community involvement and media planning. She has been with Tetra Tech for 26 years and has worked on several government and commercial public relations projects. Ms. Turner offers expertise and experience in the multi-facets of public outreach planning and programs, including preparation of Community Relations Plans and other Air Force Plans, as well as technical expertise in recycling, storm water, and waste management programs. Ms. Turner has also designed multi-media packages that include print material, websites, online training courses, trade show display booths, and special event planning.

RELEVANT EXPERIENCE

Task Order Manager; Echo Lake Park Facility Assessment; City of Los Angeles Department of Recreation and Parks; Los Angeles, CA. Ms. Turner is the Task Order Manager for the Community Outreach tasks of a Facility Assessment project at Echo Lake Park. Ms. Turner manages development of a survey tool to understand the Echo Lake Park community's thoughts about safety, opportunities, challenges, needs, and priorities for Echo Park. She attends and helps facilitate stakeholder meetings with 12 community groups to ensure those heavily vested in the community are informed of the Facility Assessment and provides input to the City on best ways to reactivate Echo Lake Park. Ms. Turner continues to develop and review a report of survey findings as well as a summary of all outreach activities conducted throughout the project.

Public Participation Specialist; Public Participation for Removal Action Workplans; Santa Maria-Bonita and Santa Maria Joint Union High School Districts; Santa Maria, CA. Ms. Turner developed Public Participation Plans and Community Profiles for new school sites as well as existing school sites requiring cleanup. Ms. Turner worked closely with the Department of Toxic Substances Control to assess community concerns and preferable communication methods to publicize findings at school sites. This included conducting interviews with key community leaders and contacts, developing fact sheets and mailing lists for residents in the nearby communities, coordinating public meetings, and developing public notices, radio, and TV ads for local newspapers and radio/TV stations.

Public Participation Specialist; Public Participation Plan for Site 1 and Site 2; Lockheed Martin Corporation; Beaumont and Banning, CA. Ms. Turner developed two Public Participation Plans (PPPs) for Lockheed Martin Beaumont Site 1 (Potrero Canyon) and Lockheed Martin Site 2 (Laborde Canyon). The PPP for Site 1, Potrero Canyon was developed as a new plan and Site 2, Laborde Canyon was updated from a previous plan developed almost 20 years ago. The PPPs were developed according to federal and state regulations and the State of California Environmental Protection Agency Department of Toxic Substances Control Public Participation Manual, October 2001. Community questionnaires were developed and used to interview public officials and other interested members

EDUCATION

BS, Communications; State University of New York at Brockport, 1992

AREA OF EXPERTISE

Community Relations Plans
 Public Outreach and Planning
 Special Event Planning

TRAINING/ CERTIFICATIONS

Technical Writing Training
 Project Management Training
 USAF Environmental Symposium Training

OFFICE

Santa Maria, California

YEARS OF EXPERIENCE

20

YEARS WITH TETRA TECH

26

of the community to assess community interest and obtain information about cleanup concerns. Ms. Turner conducted interviews and summarized results in the PPPs and provided recommendations for public outreach as a result of the community's level of concern.

Public Participation Specialist; Community Involvement Plan Update; United States Air Force Academy (USAFA); Colorado Springs, CO. Ms. Turner supported Community Involvement programs which included support on meetings, media relations, risk communication, strategic planning, information repositories, government relation activities, advisory boards, outreach activities, fact sheets, poster boards, websites, training, and strategic planning. Ms. Turner prepared plans including, but not limited to, updating the CIP in accordance with the Office of Solid Waste and Emergency Response (OSWER) Directive 9230.0-3B. Ms. Turner provided support of Restoration Advisory Board (RAB) and Community Involvement activities to understand the level of interest and concern of the community regarding the current restoration activities at USAFA, and identified ways to improve lines of communication between USAFA and the community.

Public Participation Specialist; Community Involvement Plan Update; Edwards Air Force Base (AFB), CA. Ms. Turner updates the CIP according to the National Contingency Plan (NCP), Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), Department of the Air Force Instruction (DAFI) 32-7020, The Environmental Restoration Program, AFI 35-101, Public Affairs Operations, Department of Toxic Substances Control (DTSC) Public Participation Plan guidance (DTSC 2001), and U.S. Environmental Protection Agency's Superfund Community Involvement Toolkit (USEPA 2020). She develops community interview questionnaires, conducts interviews, prepares interview summaries, updates community profiles, and reviews historical restoration program documents to determine community levels of interest and concern. Ms. Turner analyzes community concern levels and provides recommendations for effective and relevant community outreach methods. Recommendations are documented in the CIP and used for future planning purposes to foster meaningful dialogue between Edwards AFB and the surrounding communities.

Public Participation Specialist; Storm Water Public Education and Outreach Support; Vandenberg Air Force Base (AFB), CA. Ms. Turner supported the Vandenberg AFB Municipal Separate Storm Sewer System (MS4) permit requirements by developing a myriad of outreach materials to several target audiences. For military family housing residents, monthly newsletters were distributed along with a storm water brochure to all incoming military families. A monthly electronic publication, the "Base Bulletin" included several Best Management Practices (BMPs) tips and information. Field trips and classroom presentations were conducted with base middle school students about the importance of storm water and water quality issues. For military and contractor organizations, a pocket guide on how to recognize and report illicit discharges on base was developed and distributed. Construction contractors in particular were provided with a tri-fold brochure before construction activities occurred to ensure BMPs were addressed and implemented on each project. Several newspaper articles in the base newspaper were written and published. An Earth Day event was planned with several vendors including a storm water management booth and demonstration about how storm water affects water quality. Information and educational materials were provided to over 400 adults and children at the event.

Public Participation Specialist; Waste Collection Schedule Change Outreach; City of Santa Maria Utilities Department; Santa Maria, CA. Ms. Turner developed a marketing and promotional campaign to help the City of Santa Maria promote waste collection schedule changes city-wide. Mailers, door hangers, calendars, website icons, public service announcements, and newspaper articles were developed as part of the promotional campaign. All materials were developed in both English and Spanish. A logo and slogan was designed to brand the program and was used on all print and electronic publications. As a result, over 17,000 residents easily complied with changes to their waste collection schedule the first week of implementation.

Public Participation Specialist; Yard Materials Recycling Pilot Program; City of Santa Maria Utilities Department; Santa Maria, CA. Ms. Turner developed a marketing and promotional campaign to help the City of Santa Maria pilot a first ever yard materials recycling program to 900 residents. If the pilot program met the city's expectations, a city-wide program would be implemented. Mailers, door hangers, magnets, yard waste container decals, public service announcements, and newspaper articles were developed as part of the promotional campaign. All materials were developed in both English and Spanish. A logo was designed to brand the program and was used on all print and electronic publications. During the first week yard materials were picked up from residents, over 40 percent of materials was collected—double the expected collection rate. As a result of continued high participation rates, the city decided to expand the yard materials collection program to all residents.

Public Participation Specialist; Tajiguas Landfill Technical Posters; Santa Barbara County Public Works Department; Santa Barbara, CA. Ms. Turner developed three technical posters to help the Tajiguas Landfill Manager conduct public tours of the Santa Barbara County landfill. Topics such as water control systems, methane collection, and the falcon program were highlighted in each poster using simplified text and graphics. Thousands of people tour the landfill every year and inquire about environmental and safety issues. The stand alone posters have enhanced public tour presentations and provided awareness in understandable terms about the complex systems that have been implemented at the landfill.

APPENDIX C

CCC Specialist Certificates



CALIFORNIA-NEVADA SECTION
American Water Works Association

File with your certificate

Cross-connection Control Specialist

Cert. No.: 02066

Exp. Date
10/31/2025

Certification Director

Effective Date:
10/23/2023



CALIFORNIA-NEVADA SECTION
American Water Works Association

Cross-connection Control Specialist

Carry in your wallet

Victor M. Velazquez
4621 Via Santa Maria
Orcutt, CA 93455
USA

Effective Date:
10/23/2023

Cert. No.
02066

Certification Director

Exp. Date
10/31/2025

AMERICAN WATER WORKS ASSOCIATION



CALIFORNIA-NEVADA SECTION

Be it known that **Victor Velazquez** having submitted acceptable evidence of qualification by education, training, and experience is hereby granted this Certificate of competency as a

*Cross-Connection
Control Program – Specialist*

Witness our Hand and Seal,
This Saturday, 24 October, 2009

Certificate Number: 02066

Linda R. Blish

Certification Director
California-Nevada Section AWWA

Michael J. Hill

Certification Administrator
California-Nevada Section AWWA



EXHIBIT B

INSURANCE REQUIREMENTS

Prior to the beginning of and throughout the duration of the Work, Consultant will maintain insurance in conformance with the requirements set forth below. Consultant will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Consultant agrees to amend, supplement or endorse the existing coverage to do so. Consultant acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to City in excess of the limits and coverage required in this agreement and which is applicable to a given loss, will be available to City.

Consultant shall provide the following types and amounts of insurance:

Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, or a City approved equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than \$1,000,000 per occurrence and in the aggregate.

Business Auto Coverage on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Consultant or Consultant's employees will use personal autos in any way on this project, Consultant shall provide evidence of personal auto liability coverage for each such person.

Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident or disease.

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend. The policy retroactive date shall be on or before the effective date of this agreement.

Insurance procured pursuant to these requirements shall be written by insurers that are admitted carriers in the state of California and with an A.M. Bests rating of A- or better and a minimum financial size VII.

General conditions pertaining to provision of insurance coverage by Consultant. Consultant and City agree to the following with respect to insurance provided by Consultant:

1. Consultant agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds City, its officials, employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992, or a City approved equivalent. Consultant also agrees to require all contractors, and subcontractors to do likewise.
2. No liability insurance coverage provided to comply with this Agreement shall prohibit Consultant, or Consultant's employees, or agents, from waiving the right of subrogation prior to a loss. Consultant agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all contractors and subcontractors to do likewise.
3. All insurance coverage and limits provided by Consultant and available or applicable to this agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement

or any other agreement relating to the City or its operations limits the application of such insurance coverage.

4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.
5. Consultant's general liability policy shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any contractor or subcontractor.
6. All coverage types and limits required are subject to approval, reasonable modification and reasonable additional requirements by the City, as the need arises. Consultant shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect City's protection without City's prior written consent.
7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Consultant's general liability policy, shall be delivered to City at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, City has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by City shall be charged to and promptly paid by Consultant or deducted from sums due Consultant, at City option.
8. Certificate(s) are to reflect that the insurer will provide 30 days notice to City of any cancellation of coverage by the carrier.
9. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Consultant or any subcontractor, is intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self insurance available to City.
10. Consultant agrees to require that subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to City for review.
11. If Consultant's existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the City. At that time the City shall review options with the Consultant, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions. Consultant shall be responsible for paying any deductibles or self-insured retentions on its policies.
12. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City will negotiate additional compensation proportional to the increased benefit to City.
13. For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.

14. Consultant acknowledges and agrees that any actual or alleged failure on the part of City to inform Consultant of non-compliance with any insurance requirement in no way imposes any additional obligations on City nor does it waive any rights hereunder in this or any other regard.
15. Consultant will renew the required coverage annually as long as City, or its employees or agents face an exposure from operations of any type pursuant to this agreement. This obligation applies whether or not the agreement is canceled or terminated for any reason. Termination of this obligation is not effective until City executes a written statement to that effect.
16. Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Consultant's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to City within five days of the expiration of the coverages.
17. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.
18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.
19. These insurance requirements are intended to be separate and distinct from any other provision in this agreement and are intended by the parties here to be interpreted as such.
20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.
21. Consultant agrees to be responsible for ensuring that no contract used between itself and its sub-consultants reserves the right to charge City or Consultant for the cost of additional insurance coverage required by this agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.
22. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the work performed under this agreement. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City.



CITY OF SOLVANG

Applicant/Interested Party Campaign Contribution Disclosure Form

1644 Oak Street | Solvang, CA 93463 | www.cityofsolvang.com | (805) 688-5575

APPLICANT/INTERESTED PARTY INFORMATION

Applicant Name:

Phone:

Email (required):

Representative/Agent:

Phone:

Email:

Mailing Address:

City:

State:

Zip:

Website:

Name and subject matter of applicant's proceeding:

CONTRIBUTION DISCLOSURE (GOVERNMENT CODE SECTION 84308)

Please list all contributions in excess of \$250 (either as a single payment or in aggregate) made within the past 12 months to officers of the agency involved in the above-mentioned proceeding by any parties (applicants) or their agents or representatives, including corporations, limited liability companies (LLCs), or other business entities and principals thereof, that are affiliated with the above-referenced proceeding. You may attach additional pages as necessary to list contributions made to involved agency officers and provide additional information about the contributor's relationship with the recipient.

Contributor Name:

Date of Contribution

Recipient Office/Candidate

Contribution Amount (\$):

Refund: Yes or No; Date of Refund.

By checking this box I certify that I have not given any contributions consistent with Government Code Section 84308

ACKNOWLEDGEMENT

This form must be updated after each contribution, and no less than 45 days before any agency consideration regarding the above-referenced application. Completion of this form does not waive or in any way impact a party's obligation to disclose such contributions over \$250 on the record of the proceeding pursuant to Government Code section 84308(e).

I declare under penalty of perjury that the information which has been included in this Disclosure Form is true and correct:

Signature: _____

Date: _____

Print Name: _____

OFFICIAL USE ONLY

File/Project No:

Date Received:



CITY COUNCIL STAFF REPORT

AGENDA ITEM 6.d

Meeting Date: March 24, 2025

SUBJECT: Approve the Fifth Amendment to the Agreement with Carollo Engineers Inc to Support Solvang's USDA Grant Application for the WWTP Project to extend the term to June 30, 2026, and authorize the Mayor to execute on behalf of the City

PREPARED BY: Jose Acosta, Utility Director

DISCUSSION:

As originally discussed in March 2022, your Council approved Carollo Engineers Inc. (Carollo) to be contracted as the consultant to help the City seek possible grant opportunities for the Solvang Wastewater Treatment Plant (WWTP) upgrades. Subsequent meetings have amended the contract a total of four times for changes in scope along with a requisite increase in fees. The current not-to-exceed amount is \$308,760. However, the Agreement expires on April 1, 2025. Since there is still work to be done, staff seeks Council authority to extend the Agreement for another year, until June 30, 2026, at which time the effort should be concluded.

ALTERNATIVES:

The City Council could deny this request and direct staff to find another consultant to finish the work. This is not recommended, as the new consultant would need to get up to speed on the various issues, which would likely cost more and delay the final design.

FISCAL IMPACT:

N/A

ATTACHMENTS:

A – Fifth Amendment to Carollo Agreement

AMENDMENT NO. 5

to the On-Call Services Agreement with

CAROLLO ENGINEERS INC.

THIS FIFTH AMENDMENT is made and entered into this **24th** day of **March 2025**, between the **CITY OF SOLVANG**, a municipal corporation and Charter City ("City") and **CAROLLO ENGINEERS INC**, a Delaware Corporation ("Contractor"). In consideration of the mutual covenants and conditions set forth in the original Agreement dated April 15, 2022, the First Amendment dated November 28, 2022, the Second Amendment dated May 22, 2023, the Third Amendment dated August 28, 2023, and the Fourth Amendment dated April 8, 2024. This Fifth Amendment is to extend the term of the Fourth Amendment, to support the USDA application process to **June 30, 2026**.

Campaign Contribution Disclosure: Pursuant to Government Code Section 84308, any party to a City proceeding (which includes, but is not limited to, all contracts with the City, other than competitively bid, labor, or personal employment contracts) must disclose on the record any campaign contributions made to a member of the City Council or other elected or appointed officer of the City, any candidate for elected office of the City, or any candidate for elective office of any other agency who is also an elected or appointed officer of the City in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party’s agent, such as a consultant, and aggregated contributions from persons or entities related to the party. Consultant is required to fill out and provide the attached “Exhibit C” Applicant/Interested Party Campaign Contribution Disclosure Form’ with submission of this Agreement and to update this form after each contribution and no later than the beginning of any associated proceeding.

All remaining portions of the original agreement shall remain in full force and effect.

CITY OF SOLVANG

CAROLLO ENGINEERS INC.

David Brown, Mayor

Jeff Weishaar, Vice President

APPROVED AS TO FORM

Craig Steele, Acting City Attorney

ATTEST

Annamarie Porter, City Clerk



CITY OF SOLVANG

Applicant/Interested Party Campaign Contribution Disclosure Form

1644 Oak Street | Solvang, CA 93463 | www.cityofsolvang.com | (805) 688-5575

APPLICANT/INTERESTED PARTY INFORMATION

Applicant Name: **Carollo Engineers, Inc.**

Phone: **858-505-1020**

Email (required): **jweishaar@carollo.com**

Representative/Agent: **Jeff Weishaar**

Phone: **858-245-6081**

Email: **jweishaar@carollo.com**

Mailing Address: **5355 Mira Sorrento Pl**

City: **San Diego**

State: **CA**

Zip: **92121**

Website: **www.carollo.com**

Name and subject matter of applicant's proceeding:

City of Solvang, On-Call Agreement – 5th Amendment

CONTRIBUTION DISCLOSURE (GOVERNMENT CODE SECTION 84308)

Please list all contributions in excess of \$250 (either as a single payment or in aggregate) made within the past 12 months to officers of the agency involved in the above-mentioned proceeding by any parties (applicants) or their agents or representatives, including corporations, limited liability companies (LLCs), or other business entities and principals thereof, that are affiliated with the above-referenced proceeding. You may attach additional pages as necessary to list contributions made to involved agency officers and provide additional information about the contributor's relationship with the recipient.

Contributor Name:

Date of Contribution	Recipient Office/Candidate	Contribution Amount (\$):	Refund: Yes or No; Date of Refund.

By checking this box I certify that I have not given any contributions consistent with Government Code Section 84308

ACKNOWLEDGEMENT

This form must be updated after each contribution, and no less than 45 days before any agency consideration regarding the above-referenced application. Completion of this form does not waive or in any way impact a party's obligation to disclose such contributions over \$250 on the record of the proceeding pursuant to Government Code section 84308(e).

I declare under penalty of perjury that the information which has been included in this Disclosure Form is true and correct:

Signature: *Jeff Weishaar*

Date: March 10, 2025

Print Name: Jeff Weishaar

OFFICIAL USE ONLY

File/Project No:

Date Received:



CITY COUNCIL STAFF REPORT

AGENDA ITEM 6.e

Meeting Date: March 24, 2025

SUBJECT: Adopt Resolution 25-1281 in Support of the Santa Ynez Valley Community Aquatics Complex and Authorize the Mayor to Execute on Behalf of the City

PREPARED BY: Randy Murphy, City Manager

DISCUSSION:

As further described in the attached documents, the Santa Ynez Valley Community Aquatics Foundation has rebooted their efforts to construct a community aquatics complex on the Santa Ynez High School grounds. In order to assist in their fundraising efforts, they have requested Resolutions of Support from surrounding communities, including the County of Santa Barbara (attached) and Buellton.

ALTERNATIVES:

To not approve the Resolution. This is not recommended, as this would potentially affect their ability to raise funds via state or federal grants and other donors.

FISCAL IMPACT:

None.

ATTACHMENTS:

- a. Resolution 25-1281
- b. SBC Resolution

RESOLUTION NO.25-1281

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SOLVANG CALIFORNIA IN SUPPORT
OF THE SANTA YNEZ VALLEY COMMUNITY
AQUATICS COMPLEX**

WHEREAS, the Santa Ynez Valley Community Aquatics Foundation is a non-profit organization dedicated to promoting health, wellness, and water safety through the development of a state-of-the-art aquatics complex to serve all Santa Ynez Valley residents; and

WHEREAS, the Santa Ynez Valley Community Aquatics Complex will feature two outdoor pools designed to serve diverse community needs, including swim lessons, aquatic fitness, water safety education, competitive swimming, and recreational opportunities for all ages and abilities; and

WHEREAS, the Santa Ynez Valley Community Aquatics Complex will provide the public with access to a facility that fosters lifelong health, builds community connections, and supports water-based activities in the Santa Ynez Valley; and

WHEREAS, the Santa Ynez Valley Community Aquatics Complex is committed to inspiring youth and families to participate in swimming and water safety programs, as well as supporting local schools, organizations, and underserved community members with access to aquatic resources; and

WHEREAS, the Santa Ynez Valley Community Aquatics Complex aims to educate the public about the importance of water safety and wellness while providing an inclusive space for recreation and competition; and

WHEREAS, the establishment of the Santa Ynez Valley Community Aquatics Complex will bring a significant positive impact to the local economy, creating jobs, attracting visitors, and enhancing the quality of life for residents of Solvang and the greater Santa Ynez Valley; and

WHEREAS, the success of the Santa Ynez Valley Community Aquatics Complex is dependent on raising significant public and private funds to construct the facility, secure necessary permits, and ensure its long-term sustainability.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOLVANG DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1: The City Council of the City of Solvang adopts as findings the recitals set forth above

SECTION 2: The City of Solvang states its support for the Santa Ynez Valley Community Aquatics Complex, and encourages residents, businesses, and community organizations in Solvang and beyond to join in supporting the fundraising efforts to provide this essential community benefit to the Santa Ynez Valley.

SECTION 2. That this resolution shall be effective upon adoption.

SECTION 3. That the City Clerk shall certify to the passage and adoption of this resolution and shall cause a certified copy to be filed in the book of original resolutions.

PASSED, APPROVED, AND ADOPTED on this 24th day of March, 2025.

David Brown, Mayor

APPROVED AS TO FORM:

ATTEST:

Craig Steele, Acting City Attorney

Annamarie Porter, City Clerk

STATE OF CALIFORNIA)
COUNTY OF SANTA BARBARA)ss
CITY OF SOLVANG)

I, Annamarie Porter, City Clerk of the City of Solvang, California do hereby certify that Resolution No. 25-1281 was passed and adopted by the City Council of the City of Solvang at a regular meeting of said City Council held on the 24th day of March 2025, and thereafter signed and approved by the Mayor and attested by the City Clerk, and that said resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Annamarie Porter, City Clerk



COUNTY OF SANTA BARBARA CALIFORNIA

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SANTA BARBARA IN SUPPORT OF THE SANTA YNEZ VALLEY COMMUNITY AQUATICS COMPLEX

WHEREAS, the Santa Ynez Valley Community Aquatics Foundation is a non-profit organization dedicated to promoting health, wellness, and water safety through the development of a state-of-the-art aquatics complex to serve all Santa Ynez Valley residents; and

WHEREAS, the Santa Ynez Valley Community Aquatics Complex will feature two outdoor pools designed to serve diverse community needs, including swim lessons, aquatic fitness, water safety education, competitive swimming, and recreational opportunities for all ages and abilities; and

WHEREAS, the Santa Ynez Valley Community Aquatics Foundation is committed to inspiring youth and encouraging families to participate in swimming and water safety programs, as well as supporting local schools, organizations, and underserved community members with access to aquatic resources; and

WHEREAS, the Santa Ynez Valley Community Aquatics Foundation aims to educate the public about the importance of water safety and wellness while providing an inclusive space for recreation and competition; and

WHEREAS, the establishment of the Santa Ynez Valley Community Aquatics Complex will bring a significant positive impact to the local economy, creating jobs, attracting visitors, and enhancing the quality of life for residents of the greater Santa Ynez Valley.

NOW, THEREFORE, IT IS HEREBY ORDERED AND RESOLVED THAT the Board of Supervisor of the County of Santa Barbara states its support for the Santa Ynez Valley Community Aquatics Complex, and encourages residents, businesses, and community organizations in the County of Santa Barbara to join in supporting the efforts to bring this facility to life.

Passed and adopted by the Board of Supervisors of Santa Barbara County, State of California, this 11th day of February, 2025, by unanimous vote of all members present.



ATTEST: Maria Iniguez
Clerk of the Board

[Signature]
Supervisor - 1st District
[Signature]
Supervisor - 2nd District
[Signature]
Supervisor - 3rd District
[Signature]
Supervisor - 4th District
[Signature]
Supervisor - 5th District



Agenda Item 6.f

Meeting Date: March 24, 2025

SUBJECT: Adopt Resolution No. 25-1284 authorizing the City Manager to Execute an FTA 5311 Grant Agreement with Caltrans for Operation Assistance for Public Transit

PREPARED BY: Bridget Paris, Public Works Director

DISCUSSION:

The U.S. Department of Transportation provides federal funding to states for transit operations through the Federal Transit Administration (FTA) to support operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act. The California Department of Transportation (Caltrans) administers these federal Section 5311 grant funds for rural transit and intercity bus service throughout the state.

The Santa Ynez Valley Transit System is allocated Section 5311 funds annually for the operation of the SYVT service. Section 5311 funds are an integral and necessary part of the funding for Santa Ynez Valley Transit (SYVT) system.

The FTA requires an authorizing resolution designating a City representative to make application for and to sign certifications and assurances for FTA Section 5311 programs, projects and grants. The City of Solvang, acting as administrator of the SYVT Joint Powers Agreement, must submit the grant applications for any operating and/or capital grants that may be available. In order to accomplish this, the City is required to provide a resolution to comply with FTA regulations for each fiscal year. Approval of the attached resolution to enable the City to apply for FTA Section 5311 grant funds on behalf of SYVT to enable the system to continue to operate.

ALTERNATIVES:

City Council could choose not to approve the resolution. This would require the SYVT to pursue other funding sources in order to maintain current service levels.

FISCAL IMPACT:

The City's application for FTA Section 5311 grant funds for fiscal year 2024/25 operations is expected to be approximately \$285,417.

ATTACHMENTS:

Resolution 25-1284: FTA Section 5311 Grant Agreement

RESOLUTION NO. 25-1284

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLVANG, CALIFORNIA
AUTHORIZING THE CITY MANAGER TO EXECUTE AN FTA 5311 GRANT
AGREEMENT WITH CALTRANS FOR OPERATION
ASSISTANCE FOR PUBLIC TRANSIT

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration (FTA) to support operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C 9040.1F); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus service; and

WHEREAS, the City of Solvang desires to apply for said financial assistance to permit operation of service of the Santa Ynez Valley Transit.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOLVANG DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Council of the City of Solvang does hereby authorize the City Manager to execute an FTA 5311 Grant Agreement with Caltrans for operating assistance for a public transit system in the City of Solvang to fulfill the unmet need.

SECTION 2. That the City Manager is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

SECTION 3. That the City Manager is authorized to provide additional information as the Department may require in connection with the application for Section 5311 projects.

SECTION 4. That the City manager is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s) for the fiscal year 2024-25 operations.

SECTION 5. That this resolution shall be effective immediately upon adoption.

SECTION 6. That the City Clerk shall certify to the passage and adoption of this resolution and shall cause a certified copy to be filed in the book of original resolutions.

PASSED, APPROVED, AND ADOPTED on this 24th day of March 2025.

David Brown, Mayor

APPROVED AS TO FORM:

ATTEST:

Craig Steele, Acting City Attorney

Annamarie Porter, City Clerk

STATE OF CALIFORNIA)
COUNTY OF SANTA BARBARA)ss
CITY OF SOLVANG)

I, Annamarie Porter, City Clerk of the City of Solvang, California do hereby certify that Resolution No. 25-1284 was passed and adopted by the City Council of the City of Solvang at a regular meeting of said City Council held on the 24th day of March 2025, and thereafter signed and approved by the Mayor and attested by the City Clerk, and that said resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Annamarie Porter, City Clerk



Agenda Item 6.g

Meeting Date: March 24, 2025

SUBJECT: Adopt Resolution No. 25-1283 Authorizing the Filing of a Claim with the Santa Barbara County Association of Governments for Allocation of Transportation Development Act funds for Fiscal Year 2025-2026.

PREPARED BY: Bridget Paris, Public Works Director

DISCUSSION:

The TDA provides funding for various transportation programs including transit. TDA Transit funds are distributed to each transit agency in Santa Barbara County from the state through the Santa Barbara County Association of Governments (SBCAG). SBCAG's TDA claims process requires a resolution authorizing a City representative to execute and file claim documents for Transportation Development Act funds.

The Santa Ynez Valley Transit System is allocated TDA funds annually for the operation of the SYVT service. The City of Solvang, acting as administrator of the SYVT Joint Powers Agreement, must submit an annual TDA claim to SBCAG in order to receive this funding. A resolution authorizing submittal of the annual TDA claim is required to be submitted with the claim forms. The City of Solvang is currently preparing its TDA claim for FY 2025-2026, and this authorizing resolution must accompany its submittal.

The TDA claim for fiscal year 2025-2026 includes \$9,299 for regional transportation planning, \$6,326 for pedestrian and bicycle facilities, and \$834,515 for transit or paratransit purposes.

ALTERNATIVES:

City Council could choose not to approve the resolution. This would require the SYVT to pursue other funding sources in order to maintain current service levels.

FISCAL IMPACT:

The City's total claim for TDA funds for fiscal year 2025-2026 is for \$850,140, representing a significant portion of the City's transit revenues.

ATTACHMENTS:

Resolution 25-1283: TDA Claim Authorization FY 2025-2026

RESOLUTION NO. 25-1283

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLVANG,
CALIFORNIA AUTHORIZING THE FILING OF A CLAIM WITH THE SANTA
BARBARA COUNTY ASSOCIATION OF GOVERNMENTS FOR ALLOCATION OF
TRANSPORTATION DEVELOPMENT ACT FUNDS FOR FISCAL YEAR 2025-2026**

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund for use by eligible claimants for various transportation purposes, and

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations thereunder (21 Cal. Code of Regulations Sections 6600 et seq.) a prospective claimant wishing to receive an allocation from the Local Transportation Fund or State Transit Assistance Fund shall file its claim or amended claim with the Santa Barbara County Association of Governments; and

WHEREAS, the City of Solvang desires to apply for said financial assistance to permit operation of service of the Santa Ynez Valley Transit; and

WHEREAS, the City of Solvang has, to the maximum extent feasible, coordinated with other transportation providers and users in the region.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOLVANG DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Council of the City of Solvang does hereby authorize the City Manager to execute and file an appropriate claim and necessary claim amendments pursuant to the terms of the TDA, as amended, and pursuant to applicable rules and regulations promulgated there under, together with all necessary supporting documents, with the Santa Barbara County Association of Governments for an allocation of TDA in FY 2025-2026.

SECTION 2. That the authorized claim includes \$9,299 for regional transportation planning, \$6,326 for pedestrian and bicycle facilities, and \$834,515 for transit or paratransit purposes.

SECTION 3. That a copy of this resolution will be transmitted to the Santa Barbara County Association of Governments in conjunction with the filing of this claim.

SECTION 4. That this resolution shall be effective immediately upon adoption.

SECTION 5. That the City Clerk shall certify to the passage and adoption of this resolution and shall cause a certified copy to be filed in the book of original resolutions.

PASSED, APPROVED, AND ADOPTED on this 24th day of March, 2025.

David Brown, Mayor

APPROVED AS TO FORM:

ATTEST:

Craig Steele, Acting City Attorney

Annamarie Porter, City Clerk

STATE OF CALIFORNIA)
COUNTY OF SANTA BARBARA)ss
CITY OF SOLVANG)

I, Annamarie Porter, City Clerk of the City of Solvang, California do hereby certify that Resolution No. 25-1283 was passed and adopted by the City Council of the City of Solvang at a regular meeting of said City Council held on the 24th day of March 2025, and thereafter signed and approved by the Mayor and attested by the City Clerk, and that said resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Annamarie Porter, City Clerk

CITY OF SOLVANG INVESTMENTS
JANUARY 2025

FUND #	FUND	FUND BALANCE	% OF TOTAL
100	GENERAL FUND	\$ 20,483,914.32	51.21%
200	GOVERNMENTAL IMPACT FEES	\$ 1,719,791.00	4.30%
201	TRAFFIC SAFETY	\$ 8,805.12	0.02%
202	GAS TAX FUND	\$ 379,773.93	0.95%
203	LOCAL TRANSPORTATION	\$ 515,963.39	1.29%
204	MEASURE A	\$ 1,731,259.08	4.33%
205	SKYTT MESA LLMD	\$ 553,642.94	1.38%
207	MEASURE U	\$ 1,276,188.77	3.19%
300	CAPITAL PROJECTS	\$ (650,776.82)	-1.63%
500	WATER FUND	\$ 7,938,059.65	19.84%
501	WASTEWATER	\$ 3,183,850.16	7.96%
502	TRANSIT FUND	\$ 1,534,254.58	3.84%
600	EQUIPMENT/VEHICLE POOL	\$ 1,276,676.23	3.19%
800	GENERAL FIXED ASSET GROUP	0.00	0.00%
TOTALS		\$ 40,003,676.17	100%

		Interest Rate
LAIF BALANCE	\$ 1,396,240.58	4.366%
CHECKING ACCOUNTS	\$ 38,607,435.59	4.477%/4.532%
TOTALS	\$ 40,003,676.17	

** All City investments for the month are in compliance with California Government Code, Section 53646(b)(1).

** Current investments meet expenditure requirements for the next six months.

CITY OF SOLVANG INVESTMENTS
FEBRUARY 2025

FUND #	FUND	FUND BALANCE	% OF TOTAL
100	GENERAL FUND	\$ 20,642,355.41	51.02%
200	GOVERNMENTAL IMPACT FEES	\$ 1,725,147.87	4.26%
201	TRAFFIC SAFETY	\$ 9,353.46	0.02%
202	GAS TAX FUND	\$ 407,263.50	1.01%
203	LOCAL TRANSPORTATION	\$ 517,570.53	1.28%
204	MEASURE A	\$ 1,825,618.88	4.51%
205	SKYTT MESA LLMD	\$ 536,876.04	1.33%
207	MEASURE U	\$ 1,578,323.19	3.90%
300	CAPITAL PROJECTS	\$ (728,188.71)	-1.80%
500	WATER FUND	\$ 8,477,105.65	20.95%
501	WASTEWATER	\$ 2,732,183.55	6.75%
502	TRANSIT FUND	\$ 1,421,169.89	3.51%
600	EQUIPMENT/VEHICLE POOL	\$ 1,280,652.86	3.17%
800	GENERAL FIXED ASSET GROUP	0.00	0.00%
TOTALS		\$ 40,459,567.94	100%

		Interest Rate
LAIF BALANCE	\$ 1,396,240.58	4.333%
CHECKING ACCOUNTS	\$ 39,063,327.36	4.477%/4.532%
TOTALS	\$ 40,459,567.94	

** All City investments for the month are in compliance with California Government Code, Section 53646(b)(1).

** Current investments meet expenditure requirements for the next six months.



March 3, 2025

The Honorable Salud Carbajal
Congressman, CA D24
2331 Rayburn House Office Building
Washington, DC 20515

RE: Support H.R. 1267 – Water Systems PFAS Liability Protection Act

Dear Congressman Carbajal:

I am writing on behalf of the City of Solvang – which serves 6,200 people – to urge your support for H.R. 1267, the Water Systems PFAS Liability Protection Act. This bipartisan legislation will ensure that polluters – not water systems and their ratepayers – face financial liability for cleaning up sites contaminated with per- and polyfluoroalkyl substances (PFAS) under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA).

Last year, EPA designated perfluorooctanoic acid (PFOA) and perfluorooctane sulfonate (PFOS) – two PFAS chemicals – as hazardous substances under CERCLA. At the time, EPA released an enforcement discretion memo pledging to focus federal enforcement efforts on the entities responsible for releasing PFAS into the environment. But drinking water and wastewater systems – and our ratepayers – could still face significant financial liability unless Congress acts.

Drinking water and wastewater systems do not produce, use, or benefit from PFAS. Instead, these systems passively receive PFAS into their treatment plants from industrial processes, manufacturing facilities, and the widespread use of PFAS-laden household products. The purpose of water treatment is to remove contaminants. As a result, PFAS is present in treatment residuals, and water systems manage residuals in keeping with applicable regulations. However, with the designation of PFOA and PFOS as hazardous substances, water systems will be subject to significant financial and legal liability under CERCLA even though they have responsibly managed PFAS residuals.

CERCLA does not distinguish between passive receivers of a hazardous substance and the polluting entity that introduced it into the environment. Any entity that handles, manages, or disposes of PFAS could be held partially or fully liable for cleaning it up. If a location where a water system treated, stored, or disposed of PFAS residuals becomes a Superfund cleanup site, the water system could be identified as a potentially responsible party.

Without congressional action, manufacturers and polluters of PFAS can use CERCLA to force water and wastewater systems into expensive and lengthy litigation. This means communities – including those that have already paid to remove PFAS from their drinking water – will have to spend limited resources on legal fees rather than critical system improvements, operations, and maintenance.

I therefore urge you to cosponsor H.R. 1267, the Water Systems PFAS Liability Protection Act (formerly H.R. 7944 in the last legislative cycle), introduced by Representatives Marie Gluesenkamp Perez and Celeste Maloy. This bipartisan bill would preserve the “polluter pays” principle under CERCLA and ensure that water systems can focus our efforts on maintaining water quality.

Although existing litigation against 3M, DuPont, and others will provide some funding, any potential settlement that the City may receive will not provide anywhere near enough capital to pay for the necessary equipment to remediate our impacted wells, let alone pay damages for a problem that we did not create. As a small water utility of just over 2100 connections, any increase in costs will create a disproportionate impact on our residents. Consequently, the City of Solvang requests your **support** of **H.R. 1267**. If you have any questions, do not hesitate to contact our City Manager, Randy Murphy, at randym@cityofsolvang.com or 805.688.5575 x204.

Yours in public service,

Signed by:

David Brown

0569319E925C466...

David Brown

Mayor

City of Solvang

cc: The Honorable Mike Johnson (via c/o Athina Lawson email: athina.lawson@mail.house.gov)
Mr. Nate Norris (via email: nnorris@awwa.org)



SUBJECT: Update of Solvang's Fire Abatement and Brush Removal Program

PREPARED BY: Olivia Uribe Mutal, Management Analyst

DISCUSSION:

Solvang faces significant wildfire risk due to its location in the wildland-urban interface (WUI). The fire season has historically lasted 5-6 months, from late spring through fall, but is increasingly lasting through most of the year. This risk increases during dry summer months and when Santa Ana wind conditions are present. The 2023 Local Hazard Mitigation Plan (LHMP) identifies fire risk as a major hazard and highlights vegetation management as a key mitigation strategy.

Jurisdiction and Responsibility

The Santa Barbara County Fire Department manages vegetation in unincorporated areas surrounding Solvang. Within City limits, Solvang's Code Enforcement and Parks & Recreation Maintenance work jointly with County Fire on weed abatement efforts. Property owners in County areas are required to complete vegetation clearance by July 1 each year.

Strategy and Implementation

The City of Solvang has renewed its commitment to proactive fire prevention measures in response to the identified risks. During the COVID-19 pandemic and subsequent staff transitions, some routine maintenance and weed abatement activities were unfortunately discontinued or reduced. The City is now actively reinstating these critical fire prevention efforts. Creating defensible space around high-risk areas has been identified as a cost-effective strategy to reduce fire hazards adjacent to structures. Our fire mitigation approach emphasizes tree trimming, weed abatement, and innovative fuel reduction techniques, including the use of goats for vegetation control, as outlined in both the 2024 City of Solvang Wastewater Treatment Plant Climate Change Adaptation Plan and the 2017 Local Hazard Mitigation Plan.

Recent Actions and Progress

In February 2025, Parks and Maintenance staff began comprehensive vegetation management at Hans Christian Andersen Park, with a focus on the area near Skytt Mesa. The work included tree lifting, removal of dead coyote brush, hillside weeding, clearance of emergency access roadways, and removal of brush piles to green waste facilities. This effort has successfully cleared overgrown vegetation that posed fire risks.

The California Conservation Corps (CCC) has been contracted for weed abatement throughout Solvang's parks and surrounding areas for \$19,600 for seven hundred hours of work. The scheduled work dates include March 24-26, April 14-17, April 21-24, and June 16-20, 2025. These self-sufficient crews will bring their own tools and a chipper if needed and will prepare areas before the goat grazing program begins. Learn more about CCC at <https://youtu.be/ZijqLDDMwCq?si=q042TKdKh8kFI-oc>

A Goat grazing program through Living Systems Land Management will be implemented in May 2025 at Hans Christian Andersen Park for 15-20 days to further reduce fire fuels in designated high-risk areas. This is an innovative approach to land management and a popular alternative to mowing, disking, and burning. The goats are highly effective at clearing brush in areas that are difficult to access with traditional equipment.

The City of Solvang recently submitted a grant application for the development of a Community Wildfire Protection Plan (CWPP). If awarded, this grant will enable the City to create a comprehensive CWPP that will include detailed sections on fire mitigation efforts. The plan will focus on Fuel Reduction and Vegetation Management, outlining strategies for reducing hazardous fuels through brush clearance, tree thinning, and prescribed burns. It will also specify weed abatement programs and defensible space requirements for properties and detail community-wide efforts such as grazing programs, including the use of goats for vegetation management. Additionally, the CWPP will emphasize Implementation and Monitoring, establishing an ongoing plan for tracking fire prevention efforts and maintaining effective vegetation management strategies. This plan will provide a structured approach to long-term fire mitigation and support the City's ongoing commitment to fire safety.

The City has confirmed that no Lake and Streambed Alteration Agreement is required from the California Department of Fish and Wildlife for debris removal in Adobe Creek, Alamo Pintado Creek, and Santa Ynez River, as the planned activities will not modify, obstruct, or divert the natural flow of these waterways.

Community Engagement

On February 11, 2025, the City of Solvang hosted a Town Hall on Wildfire Preparedness and Community Safety. The event featured representatives from the Santa Barbara County Fire Department, Santa Barbara County Fire Safe Council, Firewise USA, Santa Barbara County Office of Emergency Management, Independent Living Resource Center, and the City of Solvang. The discussion focused on wildfire risk reduction, emergency response coordination, and community preparedness.

Key topics addressed included:

- Emergency Response Coordination – The Santa Barbara County Fire Department provided an overview of its automatic aid agreements and aerial and ground firefighting resources and coordinated emergency response measures for wildland fires impacting Solvang.
- Vegetation Management and Fire Mitigation – The City of Solvang detailed its ongoing fire mitigation efforts, including tree trimming, brush clearance, and the implementation of a goat grazing program in high-risk areas to reduce hazardous vegetation discussed in this staff report.
- Evacuation Planning and Community Preparedness – The Santa Barbara County Office of Emergency Management emphasized the importance of maintaining defensible space, identifying multiple evacuation routes, and enrolling in emergency notification systems such as ReadySBC.
- Community Involvement and Firewise Programs – The Santa Barbara County Fire Safe Council and Firewise USA encouraged residents to participate in neighborhood-level mitigation efforts, complete wildfire preparedness surveys, and develop community action plans.
- Support for Vulnerable Populations – The Independent Living Resource Center highlighted resources available to assist seniors and individuals with disabilities in developing personalized emergency plans and evacuation strategies.

The Town Hall underscored the City's commitment to wildfire prevention and community resilience through proactive planning, public education, and interagency coordination. These initiatives align with the objectives of the Fire Abatement and Brush Removal Program and support ongoing efforts to enhance fire safety throughout Solvang.

The City of Solvang will participate in another Community Meeting: Preparing the Santa Ynez Valley for the Threat of Wildfire on Monday, March 31, from 5:30 – 7:30 p.m. This regional forum, hosted in collaboration with Santa Barbara County Supervisor Joan Hartmann, the City of Buellton, the Santa Ynez Band of Chumash Indians, and various Santa Barbara County departments, will focus on wildfire preparedness efforts across the Santa Ynez Valley. The meeting will be streamed live from Solvang City Hall, allowing residents to engage with local officials and emergency management professionals on

strategies to mitigate wildfire risks and improve community resilience. A flyer with additional details is included as Attachment A.

The City will establish a routine inspection and maintenance plan to ensure that cleared areas remain compliant with fire prevention guidelines. We will continue leveraging free and low-cost labor resources for future mitigation efforts by expanding our collaboration with the CCC and County Fire. The City will utilize Measure U funds and seek additional ongoing funding for proactive fire mitigation measures, including CCC crews, goat grazing, and tree trimming programs. We will also increase public outreach and property owner education regarding individual responsibilities for defensible space and fire safety and will support efforts of neighborhoods and Fire Wise communities to prepare their homes and shared spaces from fire.

Progress updates and visual documentation will be provided to the City Council as work progresses.

ALTERNATIVES:

n/a

FISCAL IMPACT:

n/a

ATTACHMENTS:

A.. Community Meeting: Preparing the Santa Ynez Valley for the Threat of Wildfire Flyer



New Venue!

County Supervisor Joan Hartmann

Community Meeting: Preparing the Santa Ynez Valley for the Threat of Wildfire

Monday, March 31, 2025

5:30 - 7:30 PM

Solvang Council Chamber

1644 Oak Street

Solvang, CA 93463

Join me to hear from fire prevention experts and community leaders on:

- Fire Risk Assessment
- Firewise Community Program
- Large Animal Evacuation
- Community Wildfire Protection Plan



You Tube



LIVE STREAM

www.youtube.com/@CityofSolvang1



Solvang Councilmember
Liz Orona



Buellton Mayor
David Silva





!Cambio de ubicación!

Supervisora del Condado Joan Hartmann

Reunión Comunitaria: Preparando el Valle de Santa Ynez para la Amenaza de Incendios Forestales

Lunes, 31 de marzo de 2025

5:30 - 7:30 PM

Cámara del Concejo de Solvang

1644 Oak Street

Solvang, CA 93463

Acompáñame para escuchar a expertos en prevención de incendios y líderes comunitarios sobre:

- Evaluación de Riesgo de Incendios
- Programa Comunidad Firewise
- Plan de Protección Comunitaria contra Incendios Forestales
- Evacuación de Animales Grandes



You Tube



LIVE STREAM

www.youtube.com/@CityofSolvang1



Miembro del Concejo de Solvang
Liz Orona



Alcalde de Buellton
David Silva





Agenda Item 8.b

Meeting Date: March 10, 2025

SUBJECT: Discussion and possible Action to direct Staff regarding Vacation Rental/Short Term Rental Ordinance Amendment (Solvang Municipal Code 11-12-20)

PREPARED BY: A. Rafael Castillo, AICP, Planning and Building Manager
Wendy Berry, Administrative Services Director

DISCUSSION:

Background

In March 2014, a resident requested that the City Council look into adopting a vacation rental/short term rental ordinance, as the City did not have such an ordinance codified. The property owner requested a variance to operate such a rental. In May 2014, the City Council held a workshop and directed staff to analyze the following:

- Allow vacation rentals in all residential zones subject to a Major Conditional Use Permit
- Allow vacation rentals in all residential zones subject to a minor Conditional Use Permit, subject to operating standards;
- Allow vacation rentals in a specified area of the City under an overlay zone.

At the September 8, 2014 meeting, City staff returned with analysis of the options directed by the Council. Based on the discussion and public input, the City Council directed staff to draft an ordinance that would allow vacation rentals in the TRC zone, as well as four (4) existing properties along Copenhagen Road that were not subject to upzoning as a part of the 4th cycle Housing Element RHNA site re-zone requirements. The Council adopted an Urgency Ordinance on a 5-0 vote, which was subsequently extended an additional 10 months. In October 2016, the City Council adopted an ordinance codifying the vacation rental ordinance from 2014, with no substantial changes (Attachment A).

Existing Ordinance

The existing ordinance was a good start, however, technological advancement including the use of platforms to facilitate vacation rentals has surpassed the existing ordinance's usefulness. The existing ordinance relies on the permittee of a vacation rental to provide information to neighbors, without any verification from City staff that the action has been complete. This includes the following:

- Notify property owners within 100 feet that they are still operating vacation rental;
- Have a written notice within the vacation rental regarding operation;
- Maintain a contact person for the rental, yet no verification of the contact person exists.

The vacation rental ordinance lacks specific direction in financial areas, safety measures, and other critical areas that other municipalities' ordinance contain including the following:

- The ordinance does not require any fees for applying for and obtaining a vacation rental permit, even though City staff needs to create, and review applications;
- The ordinance never established fees to maintain a permit, therefore the affording the City to track and maintain critical databases at full cost recovery rather than a loss;
- The City does not currently require a business certificate for vacation rental although owners are technically running a business within the City.
- There is no direct tie to Transient Occupancy Tax Payments, to which some vacation rental operators argue they do not need to pay because it is not explicitly codified in the ordinance;
- Penalties for violations are not clearly specified in the ordinance.

- No clear permit revocation process exists, therefore creating legal ambiguity on how and if the City can revoke a permit.
- There are no required inspections of the vacation rental units to ensure public health and safety is maintained.

Issues with New Housing and Regional Housing Needs

In 2014, the City Council faced a dilemma regarding vacation rentals within newly designated high density housing zones (previously DR-20). At the time 4th RHNA housing cycle required “upzones” of previously zoned TRC properties to DR-20 (now R-3). Since 2014, additional state laws have gone into effect, including “no net loss law” (Government Code Section 65863) to ensure development opportunities remain available throughout the planning period to accommodate a jurisdiction’s regional housing need allocation (RHNA), and the city adopted Housing Element Policies and General Plan policy to “provide an adequate amount of appropriately zoned land to accommodate new housing units to meet the City’s fair share regional housing needs allocations.”

The existing ordinance does not specifically prohibit new units that are developed in the Village Mixed Use zone (formerly the TRC zone) from converting into vacation rental permits, or certain lots identified in the existing zone that are zoned R-3 from converting from all multi-family units into vacation rental permits, thus creating a situation where the City may need to re-zone additional properties to avoid “no net loss” of high density housing if R-3 zoned land converts to vacation rentals. This can be extremely problematic and potentially force the City into additional re-zones during its current RHNA cycle.

The following projects are currently entered or will be going into entitlement phases within the next year and are zoned for high density residential uses that, if approved and constructed as proposed, would go towards meeting current RHNA targets:

- 1524 Copenhagen Drive 0.5 acres vacant lot (R-3), pre-application complete, 24 units;
- 1693 Mission Drive, Denmark Square (VMU), 30 proposed apartment units, application submitted;
- 485 Alisal Drive, Fredricks Court (VMU), 11 proposed apartment units, pre-application pending.

These projects represent up to 65 infill residential units that will likely be constructed during the current 6th Cycle Housing Element. These projects would enable the City to meet its target for above moderate housing, utilizing infill development tools (assuming no use of state density bonus or other affordable housing regulations, and no proposed vacation rentals).

City staff also has concerns of further eroding older multi-family housing units being converted into vacation rentals. As written, the current ordinance allows vacation rentals at the following addresses, which were all formerly zoned TRC, however, re-zoned in 2014 to accommodate additional high-density housing:

- 1506 Copenhagen Drive (multi-family rental, unpermitted vacation rental)
- 1510 Copenhagen Drive (Vacation rental)
- 1514 Copenhagen Drive (Vacation rental)
- 1518 Copenhagen Drive (Vacation rental)
- 1522 Copenhagen Drive (Vacation rental)
- 1524 Copenhagen Drive (Vacant/Pending Entitlement)
- 1532 Copenhagen Drive (Vacant/Pending Entitlement)
- 1540 Copenhagen Drive (Vacant/Pending Entitlement)
- 1546 Copenhagen Drive (6-unit vacation rental).

Copenhagen Drive Parcels That Allow Short Term Rentals



Four of the vacation rentals were completed in the mid 2010s. 1546 Copenhagen recently completed construction on its six-unit vacation rental, even though it was located in the previous DR-20, costing the City six (6) residential units it could have claimed in either the 5th or 6th housing target cycle. It is understandable that the Council in 2014 wanted to be fair to the sites that were re-zoned. However, with laws pushing the City to ensure development of high density residential, it may be in the City's best interest to revisit the properties where vacation rentals could be developed. Further, it would be prudent to ensure zoning consistency with the adopted 2045 General Plan Policies and Housing Element as development of vacation rentals on existing vacant R-3 properties could, create a de-facto hotel in a residential zone.

Vacation Rental Operations within the City

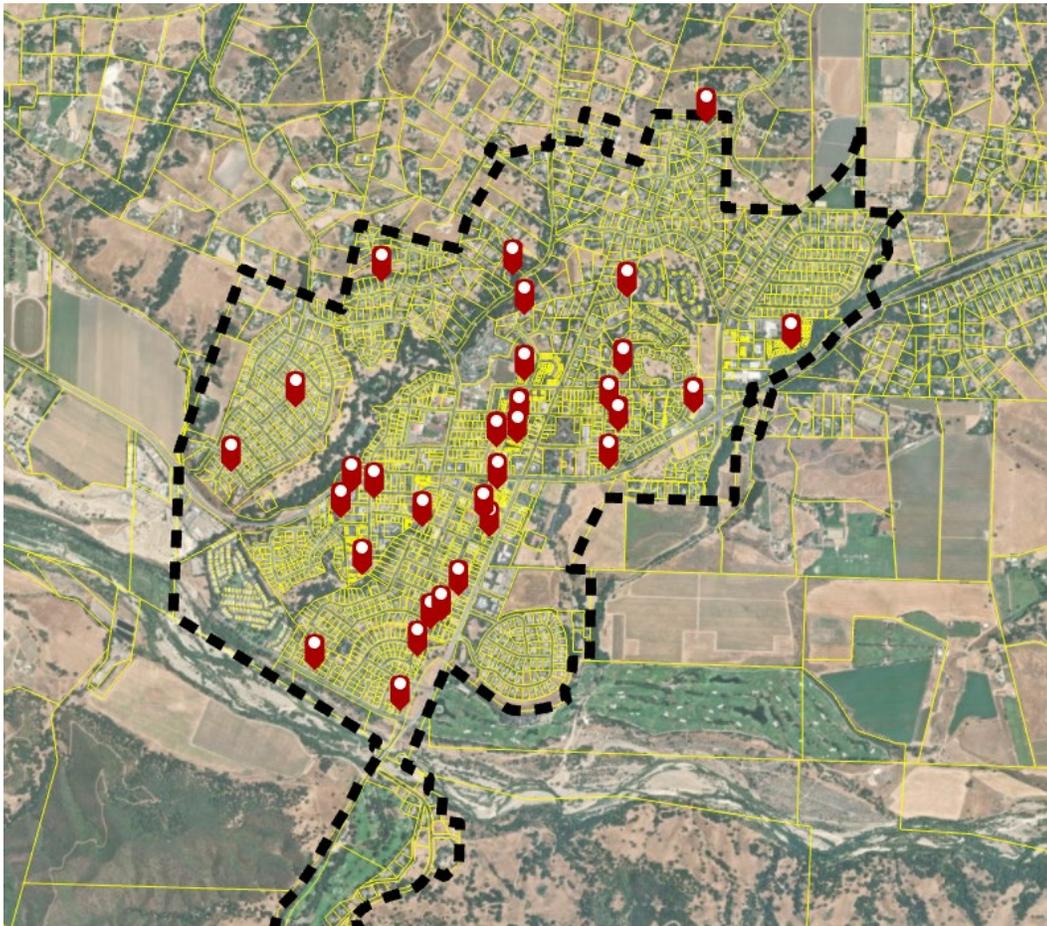
The City of Solvang has contracted with Rentalscape to identify properties that utilize internet platforms to advertise short term rentals such as AirBNB, VRBO, Home Away, and other sites. Companies such as Rentalscape utilize software that goes through vacation rental ads and matches photos that are readily available through other internet sites such as Google streetview, Redfin, Zillow, and other property data bases to make matches of properties listed, with publicly available databases on properties.

The City has issued a total of 16 short-term rental/vacation rental permits since 2014. However, Rentalscape shows over 40 residential properties with active listings for short-term rentals without proper permits. Many of these units are currently outside the Village Mixed-Use (VMU) district that currently allows short-term rentals and consequently not remitting any Transient Occupancy Tax (TOT). The residents of the City of Solvang voted to increase the TOT on hotels and vacation rentals to 14% on November 5, 2024, and therefore the City is losing out on revenue due to lack of collection, and enforcement of its regulations, and potentially providing a competitive advantage to rental units that are not complying with the Code. Staff currently estimates this loss at approximately \$31,000 for the last seven months (July 2024 through January 2025).

City Council may direct staff to begin enforcement of these 40 plus units. However, in doing so it would need to follow California Government Code section 53096.4 which outlines the following process:

- A "reasonable" time period for correction must be given to correct or remedy the violation
- A person can request an extension of time by filing a written petition.

Location of Unpermitted Vacation Rentals in the City of Solvang



The existing code states “penalties will be imposed and/or permit will be revoked within 15 days” but the means of enforcement of this provision is uncertain if no permit exists. The Code is not specific on violations and enforcement. Enforcement could be more effective if the Code specifies clearly the applicable rules for the VMU or the approved R-3 sites.

Location of Vacation Rentals

Under the current Municipal Code, short term vacation rentals are only allowed in the VMU (formerly TRC) and the nine parcels previously noted. The vast majority of the unpermitted rentals are outside of the existing VMU area. In 2014, only a few residents spoke to the Council to not allow vacation rentals in existing residential neighborhoods. The City Council agreed with these residents and allowed them only in the Village. Those concerns included:

- Deterioration of existing single family zoned neighborhoods;
- Policing of guests;
- Catering to the wrong type of guests;
- Concerns of changing neighborhoods.

In 2014, City staff suggested that either a Major Conditional Use Permit approved by the Planning Commission or a minor Conditional Use Permit, approved at staff level, be sought for potential vacation rentals. It noted that “for the first few months to one year of implementation of a new ordinance are labor intensive” and “for agencies which prohibit short term/vacation rentals, their staff finds code enforcement difficult to conduct”. Since that time, the City has done away with the minor CUP, and the current cost for a CUP is \$3,920, and requires a public hearing, and may create tension and animosity with residents.

Enforcement and permitting has dramatically changed since 2014. With the use of electronic permit systems and Geographic Information Systems (GIS), cities can set certain parameters to track and

implement short term/vacation rentals. Cities such as San Luis Obispo, Pismo Beach, Arroyo Grande, and Grover Beach use contracted vendors to track, enforce, and collect revenue from short-term/vacation rental permits. In the case of Grover Beach and Paso Robles, a 24-hour hotline has been established that is paid for permittees, and operators from these tracking companies log complaints from residents and then send out notifications to owners immediately informing them of issues. Options for additional regulations could include:

- Setting maximum number of daytime guests or tenants;
- Setting regulations for quiet hours to not disrupt existing residents;
- Setting a cap on total number of permits issued;
- Setting minimum distances between permitted units to avoid an over-concentration of permits;
- Create distinctions between non-owner-occupied permits and “home stays” where a property owner only rents out a room versus the entire residence.
- Create a robust inspection and renewal program.
- Ensure neighbors are informed of issuance of a vacation rental permit and provided information to report permittees in violation of ordinances.
- Creating a permitting system that is funded by permit fees only, that tracks stays, revenue, and enforcement actions.

Options For the Council

Solvang is a tourist driven economy. Our revenues, particularly our TOT depend on collection, and ensure that all short-term stay operators, whether these are hotels or homes, play by the same rules. Providing guests options to stay in our community should be a priority, whether it is at an existing hotel site, or a home that can host families that spend time and visit our community. By the same token, we must be mindful that within the City and the Santa Ynez Valley, permanent housing is at a shortage, and we have been mandated by the State of California to preserve existing housing stock in our community and make it easier to create permanent housing that is not short-term (defined as 30 or fewer days). The following options are available to the Council to direct staff to complete.

1. Do nothing. The City Council can leave the ordinance as is. It can direct staff to create an enforcement program and begin sending out letters to those in violation. This would continue to allow vacation rentals solely in the Village Mixed-Use district (VMU), and the properties listed in the ordinance. If mixed-use projects with residential units are completed, all these units may be converted to short term rentals, and properties zoned R-3 would be able to move forward with projects proposing all vacation rentals versus creation of permanent long-term housing.
2. Direct Staff to amend the ordinance. City staff can begin work to amend the ordinance. Staff could come up with a framework of an ordinance and return to Council for further input and include input from residents. During this work, staff would like a time-limited moratorium issued on permit issuance for vacation rentals, or entitlement of any vacation rentals, while working to shut down unpermitted short-term rentals/vacation rentals. Any new ordinance would include an implementation program and may take up to a year to implement post adoption.

ALTERNATIVES:

The City Council may direct staff in any of the above options.

FISCAL IMPACT:

None, unless directed by City Council on any of the above options.

ATTACHMENTS:

- A – Existing Short-Term Rental/Vacation Rental Ordinance
- B – Map of Allowed Vacation Rentals

Attachment A – Short Term Rental Ordinance

§11-12-20 Short-term/vacation rental regulations.

- A. Definitions. As used in this section:
1. Transient. Has the same meaning as set forth in Section 3-2-1 of the Solvang Municipal Code.
 2. Vacation Rental. Any structure, as defined in the Building Code adopted in Title 10, Chapter 1 of the Solvang Municipal Code, which exists, is constructed, or which is maintained or used upon any premises for the purpose of transient lodging.
- B. Application Process. Persons wishing to use a structure as a vacation rental shall do all of the following:
1. Complete a vacation rental certificate request form, which form shall be provided by the planning manager.
 2. Submit the following information in support of a vacation rental certificate:
 - a. The name, address and telephone number of the property owner and a contact person/entity that can be reached via telephone twenty-four (24) hours a day, seven (7) days a week, to respond to complaints regarding the use of the vacation rental. The contact person/entity shall reside or maintain a physical business address within twenty-five (25) miles of the vacation rental. A post office box or private mail drop address shall not be deemed to comply with the requirement of maintaining a residence or physical business address. An owner of a vacation rental who resides within a twenty-five (25) mile radius of the vacation rental unit may designate him or herself as the contact person. Any change in the contact person's address or telephone number shall be promptly furnished to the city.
 - b. A scaled site plan and floor plan including bedroom locations and dimensions, parking locations and dimensions.
 - c. A copy of the proposed notice setting forth the name, address, and telephone number of the contact person required in subsection (B)(1)(a) of this section shall be posted inside the vacation rental unit.
 - d. Proof of written notification to all property owners within 100 feet of any point on the property containing the vacation rental, describing the proposed vacation rental use, including the number of separate vacation rental units, the number of on-site parking spaces and the telephone number of the contact person/entity set forth in subsection (B)(2)(a) of this section.
 - e. Evidence of a valid transient occupancy registration certificate issued by the tax administrator for the vacation rental pursuant to Section 3-2-4 of the Solvang Municipal Code.
 - f. Acknowledgment that the owner and contact person/entity, if any, have read all this chapter, and acknowledgement of their responsibility to assist in enforcement for payment of transient occupancy taxes.
 - g. A proposed limitation for the number of overnight and daytime guests.
 - h. Such other information as the planning manager deems reasonably necessary to administer this chapter.
- C. Vacation Rental Standards.
1. Each vacation rental shall provide the number of parking spaces required under section 11-11-13 for short-term/vacation rentals.
 2. Each vacation rental shall provide for garbage removal as required by the Solvang Municipal Code.
 3. Ongoing Requirements for Vacation Rental Operation.
 4. The operator of the vacation rental shall, at all times while the property is being used as a vacation rental, maintain a contact person/entity that can be reached via telephone twenty-four (24) hours a day, seven (7) days a week, to respond to complaints regarding the use of the vacation rental. The contact person shall respond, either in person, or by

- return telephone call, within three hours of a complaint, and the contact person shall provide the complaining party a proposed resolution to the complaint.
5. The operator or contact person/entity shall use best efforts to ensure that the occupants and/or guests of the vacation rental do not create unlawful noise or disturbances, engage in disorderly conduct, or violate provisions of this zoning code or any state law pertaining to noise or disorderly conduct, by notifying the occupants of the rules regarding vacation rentals and responding in person when notified that occupants are violating laws regarding their occupancy. Notwithstanding the retention of a separate contact person/entity, the owner of the vacation rental is responsible for compliance with the provisions of this chapter and the failure of an agent, representative, or contact person to comply with this chapter shall be deemed noncompliance by the owner.
 6. The operator of the vacation rental shall annually, not later than December 31 of each year:
 - a. Notify in writing all property owners within 100 feet of any point on the property containing the vacation rental, that the property will continue to be used as a vacation rental, or if the vacation rental has been returned to use as a private residence; and
 - b. Provide in writing to all property owners within 100 feet of any point on the property containing the vacation rental the name, address and telephone number of the contact person required in subsection (D)(1) of this section.
 7. A written notice shall be conspicuously posted inside each vacation rental unit setting forth the name, address and telephone number of the contact person required in subsection (D)(1) of this section. The notice shall also set forth the maximum number of occupants permitted to stay overnight in the unit, the maximum number of vehicles allowed to be parked on-site, and the day(s) established for garbage collection. The notice shall also provide the non-emergency telephone number of the Solvang sheriff's department.
 8. Any advertising of the vacation rental shall include the vacation rental permit number provided by the city. No signs may be posted at the vacation rental.
 9. The number of overnight and daytime guests shall be in accordance with the approved numbers on the vacation rental certificate. The number of overnight guests shall be limited to two adults per bedroom and two adults occupying another space in the unit. Daytime guests should not exceed twice the amount of overnight guests.
 10. Special events (i.e., weddings and celebrations) at a vacation rental shall be limited to three per calendar year, and are subject to written approval and conditions established by the planning manager.

D. Permissible Locations.

1. This section is intended to apply to the Village Mixed-Use (VMU) Zone.
2. Vacation rentals shall be allowed on the south side of Copenhagen Drive east of Fifth Street only at the properties addressed as follows:
 - 1506 Copenhagen Drive
 - 1510 Copenhagen Drive
 - 1514 Copenhagen Drive
 - 1518 Copenhagen Drive
 - 1522 Copenhagen Drive
 - 1524 Copenhagen Drive
 - 1532 Copenhagen Drive
 - 1540 Copenhagen Drive
 - 1546 Copenhagen Drive
3. Residential units within a project that utilize State Density Bonus consistent with 11-11-16 shall not be eligible to obtain Vacation Rental permits.

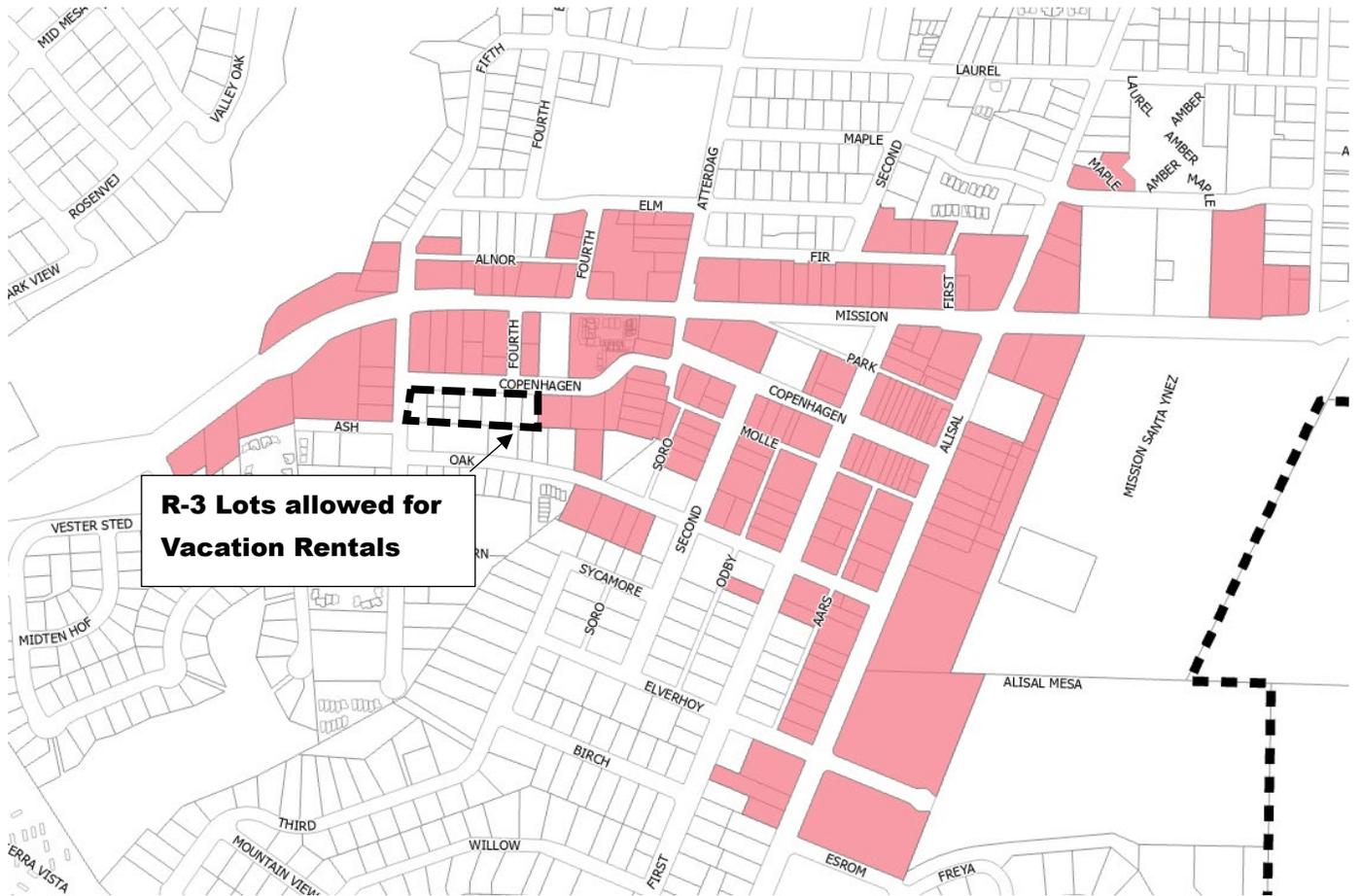
E. Violations and Enforcement.

1. It is unlawful and a misdemeanor for any person to construct for vacation rental use, to

- convert to vacation rental use, to offer to another for vacation rental use, or to occupy as a vacation rental use any portion of any structure or facility without full compliance with this chapter.
2. In addition to, or in lieu of criminal sanctions set forth in subsection (E)(1) of this section, administrative penalties, including a notice of violation, shall be imposed, and permits shall be revoked, in the manner provided in this subsection (E)(2).
 - a. The planning manager shall conduct an investigation whenever there is reason to believe that an owner has failed to comply with the provisions of this chapter. Should the investigation reveal substantial evidence to support a finding that a violation occurred, the planning manager shall issue written notice of the violation and intention to impose a penalty and/or revoke the permit. The written notice shall be served on the owner and operator or agent and shall specify the facts which, in the opinion of the planning manager constitute substantial evidence to establish grounds for imposition of the penalties and/or revocation, and specify that the penalties will be imposed and/or that the permit will be revoked within 15 days from the date the notice is given unless the owner and/or operator files with the city clerk the fine amount and a request for a hearing before the city manager. The penalties for violations of this section shall be as follows:
 - i. Administrative penalty amounts shall be established by resolution of city council and shall not exceed the amounts authorized by Government Code section 53069.4 and Government Code section 36900(d).
 - ii. In addition to administrative penalties, the planning manager may suspend or revoke the permit as follows: For the first violation within any 12-month period, suspension of the permit for a period not to exceed three months. For a second violation within any 12-month period, suspension of the permit for a period not to exceed six months. For a third violation within any 12-month period, suspension of the permit for a period not to exceed one year.
 - b. If the owner requests a hearing within the time specified in subsection (E)(2)(a) of this section, the city clerk shall serve written notice on the owner and operator, by mail, of the date, time and place for the hearing which shall be scheduled not less than fifteen (15) days, nor more than forty-five (45) days of receipt of request for a hearing. The City Manager may preside over the hearing or may designate a hearing officer to take evidence and submit proposed findings and recommendations to the city manager. The City Manager shall impose the penalties or revoke the permit only upon a finding that a violation has been proven by a preponderance of the evidence, and that the penalty or revocation is consistent with the provisions of this Section. The City Manager shall render a decision within thirty (30) days of the hearing and the decision shall be final.
 3. The City Manager or designee shall have the authority to impose additional conditions on any permit in the event of any violation of the conditions of the permit or the provisions of this Section.

Attachment B – Location of Allowed Vacation Rental Permits

Areas Zoned Village Mixed-Use (VMU)





Meeting Date: March 24, 2025

SUBJECT: Discussion and possible action to receive and file the 2024 Annual General Plan and Housing Element Progress Report

PREPARED BY: Rafael Castillo, AICP, Planning and Building Manager

DISCUSSION:

As required by California Government Code Section 65400, the Planning and Building Department shall submit an Annual Progress Report regarding the General Plan (“APR”) to the City Council, the Governor’s Office of Planning and Research and the State Department of Housing and Community Development. “This report shall be considered at an annual public meeting before the legislative body where members of the public shall be allowed to provide oral testimony and written comments”. This report includes the status of the General Plan and progress in its implementation as well as the City’s progress in meeting its share of regional housing needs (RHNA). The City Council is to hold a public meeting, and direct City staff to transmit the report to corresponding state agencies. The City has until April 1 to complete the process.

This APR continues the trend from last year, which includes both Housing Element reporting and the General Plan policies. Appendix A of the report focuses on implementation of the General Plan. Housing Element Implementation is reflected in Appendix B. Implementation of the Housing Element is based on the adopted 2023-2031 6th Cycle Housing Element.

Major highlights from the APR include the following:

- Two (2) General Plan Amendments, one of which was the adoption of the 2045 Solvang General Plan.
- Two (2) Zoning Ordinance amendments were completed in 2024, of which a major zoning ordinance overhaul was adopted implementing many General Plan and Housing Element policies.
- 27 units have been recredited for the current RHNA cycle.
- 32 residential units are considered in “post-entitlement” phase, to be reviewed by the Planning Division.
- 100 Units are considered in the entitlement phase, to be approved by the Planning Commission.
- Planning staff received 38 entitlement applications in 2024, while the building division received 214 building permit applications, and issued 204 building permits.

Planning Division

In 2024, the Planning Division made changes in terms of application processing and doing business with applicants. City staff implemented a series of checklists and placed these on the City’s website for ease of applicant’s use. City staff use these checklists to determine the completeness of application. Major items that are missing, such as grading plans, sign plans with dimensions, and other relevant documents, are rejected. This provides the applicant with the ability to include required drawings, saving valuable staff time from reviewing incomplete application submittals, and provide the applicant with a guide of what to submit. <https://www.cityofsolvang.com/DocumentCenter/Index/24>

City staff has also created a simplified application (2 pages), and a separate environmental form to help streamline required California Environmental Quality Act (CEQA) actions. In 2024, the City went all digital for submittals, making it easier to digitally review applications and materials.

City staff now reviews completed applications within 30 days and also sends out plans to other departments for concurrent review within that 30-day time frame. The Planning Department coordinates plan review with the other departments and acts as project manager for these applications. If a project is deemed “incomplete” City staff performs the following:

- Provides in writing the items requiring clarification or correction;
- Cites pertinent State or Solvang Municipal Code language to ensure transparency in interpretation and decisions made by staff;
- Provide options on how to move forward in the entitlement process, if necessary. These options range from the easiest to accomplish the goal of the project, to the hardest and costliest, if an applicant wants to continue forward in processing.

City staff attempts to bring complete information to both its DRC and Planning Commission for decision making. When applicants require exceptions, they must provide information on why an exception is being requested. Additionally, City staff cites all recommendations based on adopted General Plan policies, Municipal Code standards, and adopted design guidelines.

Building Division

The Building Division underwent major changes in 2024 for processing of applications. The City hired a Development Services Technician which reduced its need for on-site contract staffing. The building counter is now staffed 5 days a week. The Development Services Technician receives permit applications, issues permits, including certain building permits “over the counter”. With the new staff person, the City has reduced expenses related to its existing building services contract provider.

In its initiative to reform the permitting process, and creating a more efficient approach to permit in expediting permits, staff has also implemented the following changes to the building permit process:

- Implemented an all-electronic submittal process allowing staff to electronically transmit permits to its 3rd party plan checker when required.
<https://www.cityofsolvang.com/DocumentCenter/View/5327/Solvang-Electronic-Submittal-Handout?bidId=>
- Reorganized its electronic permitting system and created permit categories allowing for concurrent review of plans by all required departments and combining previous separate efforts such a grading permit, land use permit into an “all in one” permit. This effort has brought functionality to a permitting system that was procured by the previous city management team and never properly implemented, which had significantly complicated the review process.
- Established internal time frames for the permit categories, utilizing the system’s tracking and timing capabilities that have were never properly implemented, as well as electronic notifications for staff when work efforts are due. Time frame includes the following:
 - Major permits (new construction, and/or when multiple departments need to review) – 20 business days
 - Minor permits (planning and building review only)– 15 business days
 - Basic permits (building review only) – 10 business days
 - Solar permits – 72 hours
 - Over the Counter – Same Day
- Planning and Public Works Directors and staff meet weekly to discuss both entitlement and building permits to provide straight forward comments on plan checks.
- Establish metrics through the electronic permitting system to ensure staff meets established time frames.
- Create checklists available on the City’s website outlining required documents for building permit submittals. Plans that meet the minimum requirements are accepted for processing in exchange for permitting time frames. <https://www.cityofsolvang.com/565/Building-Permit-Application-Checklists>

These changes have seen a net positive in turning around plans in timely manner, as well as meeting state mandated timing requirements for residential building permits. Although customers that have been used to the two day per week, paper application system have been a little more apprehensive of the

new permitting procedures, these changes have created a net positive for efficiency and turnaround times.

Code Compliance Division

Code compliance is under the supervision of the Planning Department. On July 1, 2024, the City hired a full-time code compliance officer, and eliminated the contract code compliance position, as well as the part-time code compliance position. The previous positions were split; however, code cases often languished, and there were no standards set for when fines were issues, nor the manner of which code cases were tracked. The code compliance officer has worked with the Planning Manager, Public Works, and other critical departments to change the City's approach to code compliance. The following changes have been established:

- Code compliance forms have been created, along with an online form that allows residents to submit code complaints electronically: <https://www.cityofsolvang.com/FormCenter/Planning-and-Building-11/Code-Complaints-Form-64>
- City staff has established protocols to investigate and provide letters to potential violators indicating the alleged code violation, and ways to remedy or resolve outstanding code issues, consistent with State Law.
- City staff first seeks compliance versus fines, including meeting with property owners, etc. to figure out ways for the alleged violator to comply, provide pathways to compliance, and work with residents and business owners to find ways to come into compliance that fits business needs that are consistent with the Solvang Municipal Code.
- Fines are only issued after three or more warning letters are sent.

The code compliance officer has worked diligently to close out old cases, follow up on cases, as well as continue their patrol of the village and other areas of the city. In 2024, code compliance logged in 108 code complaints and closed 117 code compliance cases.

ALTERNATIVES:

None.

FISCAL IMPACT:

None.

ATTACHMENTS:

A. 2024 City of Solvang Annual General Plan Report



City of Solvang 2024 Annual General Plan Report & Housing Element Implementation 107

CITY OF SOLVANG

City Council

David Brown, Mayor
Claudia Orona, Mayor Pro tem, Councilmember District 2
Mark Infanti, District 1
Louise Smith, District 3
Elizabeth Orona, Councilmember District 4

Planning Commission

Jack Williams, Chair
Kief Adler, Vice Chair
Aaron Petersen
Brandon Sparks-Gillis
William Zigler

Design Review Committee

Esther Jacobsen Bates
Melissa Bates
Richard Boyd
Charlene Goetz
Jennifer Johnson

Planning & Building Department

Randy Murphy, City Manager
Rafael Castillo, AICP, Planning & Building Manager
Lisa Scherman, Assistant Planner
Stephanie Spieler, Building Official
Wildan Engineer – Contract City Building Plan Checker
Madisen Bramsen, Development Services Technician
Jennifer Calbillo, Code Compliance Officer

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1. Introduction

California state law requires each city and county to adopt a general plan "for the physical development of the county or city, and any land outside its boundaries which in the planning agency's judgment bears relation to its planning" (California Government Code 65300). The Solvang General Plan serves as our blueprint for meeting the community's long-term vision for the future. It fulfills two primary functions: providing information and establishing the community's goals, objectives, policies, and implementation measures (i.e., methods to achieve the goals and objectives). The General Plan is an adopted policy document available for public review at the Planning and Building Department, the City Clerk's office, and on the City's website (<https://www.cityofsolvang.com/522/Solvang-2045-General-Plan>)

As a policy document, the General Plan describes existing conditions, informs decision-makers, outlines projections, and establishes a vision for future growth and development. It provides residents, business owners, and key stakeholders with valuable insights into the City's direction. The Planning Commission and City Council use the document to take incremental steps toward achieving Solvang's broader goals. City staff implements the General Plan through daily actions such as issuing building permits, accepting entitlement applications, and executing other related activities.

Statutory Requirement

California Government Code Section 65400 requires the City of Solvang to file an annual report on the status of the General Plan and the progress made toward its goals and objectives. This annual report serves as a tool to monitor the effectiveness of the General Plan and determine whether adjustments are needed.

2. Acceptance by Local Legislative Body

The annual General Plan and Housing Report was provided and presented to Planning Commission (PC) on March 3, 2025. The report was presented to the City Council on March 24, 2025 and the Council directed staff to transmit the Annual General Plan Report to the Office of Planning and Research.

3. General Plan Status

California law mandates that each city and county adopt a General Plan containing nine required elements: land use, circulation, housing, conservation, open space, noise, safety, environmental justice, and air quality (Government Code Section 65302). The City of Solvang adopted its 2045 General Plan on July 8, 2024. This document integrates required and optional elements to comprehensively guide development.

The Final Environmental Review for the 2045 Solvang General Plan, along with its mitigation monitoring program, is available here: <https://www.cityofsolvang.com/522/Solvang-2045-General-Plan>.



3.1 General Plan Status

The 2045 Solvang General Plan contains separate elements for land use, circulation (mobility) and housing. The City of Solvang combines conservation, open space, and air quality into an “environmental and sustainability” chapter and noise and safety are combined into a “safety” chapter. Environmental justice element is not required, but the General Plan includes policies for environmental justice.

State law also allows a municipality to adopt any additional general plan elements. There are three (3) optional elements included in the 2045 Solvang General Plan: Community Design, Economic Development, and Public Facilities, Services, and Infrastructure. The Table below shows the required and optional elements of the General Plan and the revision dates if applicable (per Section 65400 (f)).

Table 1

Required General Plan Elements	Solvang General Plan	Date Most Recently Adopted	Scheduled Update
Land Use	Land Use	2024	-
Circulation	Mobility	2024	-
Housing	Housing	2023 (certified in 2024)	-
Conservation	Environment and sustainability	2024	-
Open Space	Environment and sustainability	2024	-
Safety	Safety	2024	Late Spring/Early summer 2025
Noise	Safety	2024	-
Environmental Justice	N/A	2024	-
Air Quality	Environment and sustainability	2024	-
Optional Elements	Public Facilities, Services, and Infrastructure	2024	-
	Community Design	2024	-
	Economic Development	2024	-

*Bold denotes required element

3.2 General Plan Amendments

City staff completed two (2) General Plan Amendments during 2024:

- Adoption of the 2045 Solvang General Plan (all elements except housing element) on July 8, 2024
- Minor text amendments to Table 2.1 of the Land Use Element for conformity with zoning ordinance amendments on November 25, 2024.

3.3 General Plan Implementation

The City utilizes various tools to implement the General Plan, including zoning and subdivision regulations, design guidelines, objective design standards, the Design Review Committee, and the Capital Improvement Plan with Growth Mitigation Fees. A complete list of implementation



programs is available in Appendix A. These are color coded with green meaning completed, yellow for on-going, and red meaning needs attention.

4. Housing Element Implementation

The Housing Element provides a set of goals, policies, and programs to address the housing needs of all economic segments of the population, pursuant to State law. The State has identified the availability of housing to be a statewide priority.

Every eight (8) years, the California Department of Housing and Community Development (HCD) assigns Regional Housing Needs Assessments (RHNA) to Metropolitan Planning Organizations. The RHNA identifies the minimum number of new housing units that are needed to address the projected growth of the local workforce and population throughout the region. In Santa Barbara County, the Santa Barbara County Association of Governments (SBCAG) is the designated Metropolitan Planning Organization. Accordingly, it oversees the process whereby these units are allocated to each jurisdiction, including the cities and the unincorporated County. We are currently in the 6th cycle running from 2023-2031. The City shall accommodate for 191 units, with a state mandated buffer of a total of 208 units during this cycle, as shown in Table 2.

Table 2

2023-2031 SOLVANG RHNA HOUSING TARGETS					
<i>Extremely Low</i> 0-30% of Median Income	<i>Very Low</i> 30-50% of Median Income	<i>Low</i> 50-80% of Median Income	<i>Moderate</i> 80-120% of Median Income	<i>Above Moderate</i> >120% of Median Income	<i>Total</i>
28	27	39	22	75	191

Table 3 provides a summary of the number of units that were issued 2024. It is important to note that these are projects that were “issued” building permits for 2024, and projects that were issued during the RHNA projection period, labeled as 06/22 – 02/23 are included in this reporting year, which was not included in last year’s report.



Table 3

2023-2031 NEW RESIDENTIAL HOUSING UNITS PERMITS ISSUED							
		Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
06/22-2/23	SFR/MFR	-	1	-	-	10	11
	ADUs	-		-	-	-	0
2023	SFR/MFR	-	-	-	-	3	3
	ADUs	-	-	-	-	3	3
2024	SFR/MFR					9	9
	ADUs					1	1
Total		-	1	-	-	26	27

Table 4 shows the percentage that the City has met for each income category for the new reporting period. These percentage only reflect units that have been issued a building permit and do not reflect entitled units. Table 5 lists the major projects and the number of units in various post entitlement phase, or entitlement processing that, if issued during the planning period, would go towards meeting Solvang’s RHNA targets.

Table 4

RHNA TOTALS BY PERCENTAGE 2023-2031						
	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
Percentage of Target Goal	0% of target	2% of target	0% of target	0% of target	34% of target	14% of target
Total Units Issued	0	1	0	0	26	27

Table 5

Major Housing Projects 6 th Cycle Housing Element				
Project Name	Status	Proposed Moderate & Above Moderate	Proposed Lower Income units	Total
670 Alamo Pintado	Post-Entitlement	30	2	32
Alamo Pintado Apartments	Entitlement	80	20	100
Potential New Units 2023-2031 Cycle		110	23	132

The City is required to demonstrate that conditions have been created to allow for and promote the appropriate number and types of units required by its RHNA. This is done through ensuring that land use policies and zoning regulations are in place to encourage housing that is “affordable by design” such as mixed use, infill, and rehabilitation of underutilized parcels. City staff completed three key general plan designation amendments and re-zones in 2024 for consistency with the adopted housing Element. Those include the following:

- APN 139-031-021 (Site B) Rezone from 20-R-1 to DR-20, then from DR-20 to R-3
- APN 137-260-021 (Site D) Rezone from Rec to DR-20, then from DR-20 to R-3



- APN 139-530-001,002 (Site C) Rezone from 20-R-1 to R-3/R-1

In December 2024, the City Council approved a major overhaul of the existing zoning ordinance, implementing many major initiatives outlined in the housing element. These include the ability to complete infill projects in the village, reduction of setbacks, and other regulations that was identified by the HCD. As of March 1, city staff has received multiple inquires and 1 application to convert underutilized commercial retail space in upper floors to residential uses. Appendix B includes all tables and reports that will be transmitted to HCD for compliance with State Housing Law.

5. Environmental Justice & Native American First Nations Outreach

A recent number of state laws have been enacted, including SB 1000, requires environmental jurisdiction, goals, policies, and objectives to be included in and adopted in General Plans after January 1, 2018. Environmental Justice goals, policies, and objectives provide guidance to jurisdictions to advance equity and protect human health. While this movement traditionally focused on environmental contamination and degradation, the scope has broadened over time to include additional policy topics such as food access and physical activity. The 2045 Solvang General Plan includes policies and objectives for consistency with California Government Code section 65302(h).

Consistent with AB 52 and SB 18, city staff is required to consultant with local Native American First Nations on projects that include proposed General Plan Amendments, zone changes, and other projects not exempt from environmental review. The Santa Ynez Band of Chumash Indians is the first nation that is intertwined in the community. City staff works closely with this Nation to ensure protection, preservation, and inclusion of potential artifacts and heritage of their ancestral land. City works with the Chumash to discuss development within the city and ensure best practices are performed during critical stages of construction.

6. Legislative Actions

In 2024, city staff processed two (2) amendments to its Zoning Regulations (Title 11), one of the primary tools for implementing the General Plan. Those amendments including the following:

- Zoning Map Amendment for Sites B and D to accommodate RHNA requirements.
- 2024 Zoning Ordinance Repeal and Replace / Official Zoning Map Adoption for consistency with the 2045 Solvang General Plan and Housing Element, including re-zone for Site C.

The City of Solvang did not adopt any emergency ordinances or enact any moratoriums during 2024.



7. Regional and Local Development

7.1 *Intergovernmental cooperation Efforts*

The City of Solvang participates with other municipalities in Santa Barbara County for various planning efforts. City staff attends meetings as a part of the Santa Barbara Council of Governments through three primary committees: The Technical Planning Advisory Committee; The Technical Transportation Advisory Committee; and the Joint Technical Advisory Committee. These committees meet monthly to discuss regional approaches to both transportation and planning issues through Santa Barbara County. The Planning Manager and the Public Works director are voting members for the City of Solvang in these committees.

The city also participates in a consortium with Santa Barbara County, Buellton, Lompoc, Santa Maria, and Carpinteria for Community Development Block Grant (CBDG)/ HOME / and Permanent Local Housing Allocation (PHLA) funding. This group works to secure affordable housing funding from Federal and State sources for various jurisdictions in the County. This working group meets quarterly.

7.2 *Infill and Redevelopment*

The adopted Solvang 2045 General Plan has numerous references to infill development policies that emphasize mixed-use or residential infill. Previous General Plan Land Use Elements contained similar policy language but faced barriers to implementation without a change to the zoning ordinance. As a part of the 2024 Zoning Ordinance Amendments adopted by the City Council, those barriers have been removed to implement the General Plan and provide property owners more flexibility in advocating redevelopment and make decisions based on market conditions. In 2024 420 Fifth Street started construction, with 539 Alisal and Fir Street in-fill development finishing construction. The city also received a pre-application for 24 residential units along Copenhagen Drive. The applicant received comments from the DRC and city staff. City staff anticipates this project to be submitted in 2025, along with upper-story conversions of underutilized spaces at both Denmark Square and Fredricks Square.

7.3 *Preservation of Historical and Cultural Resources*

The General Plan FEIR identified 16 known built historical properties both inside and outside of the city limits. One of these, the Mission Santa Inés is listed in the National Register of Historical Places (NRHP) as and in the California Register of Historical Resources (CRHR). Mission Santa Inés is one of the best-preserved Spanish mission complexes. Other remaining historical resources include the following:

- Bethania Lutheran Church (603 Atterdag Road)
- Solvang Women's Club (517 Atterdag Road)
- Marcus Neilson Home (1661 Mission Drive)
- Hornslyd Home (422 1st Street)
- Hayne Brother Adobe (Alisal Mesa Road)
- Rasmussen Farm (Old Mill Road)
- Solvang Cemetery (640 Chalk Hill Road)
- Solvang School (565 Atterdag Road)
- Elverhøj Museum/Brandt-Ericksen House (1624 Elverhoy Way)

A property report is required for structures that are determined to be greater than 45 years in age, consistent with State Law for projects that involve demolition or major structural renovation to determine if any potential impacts may occur. The Solvang Municipal Code requires proposed projects to avoid impacts to known archaeological and cultural sites, and where avoidance is



infeasible, the code requires mitigation to be implemented pursuant to State Office of Historic Preservation and the State Native American Heritage Commission. City ordinances also require Native American consultation when development proposals are submitted which could impact significant archaeological or cultural sites.

The following activities in 2024 that required reports or consultations include the following:

- Rezone of Sites B & D for consistency with the adopted housing element;
- 1704 Mission Drive excavation work.

8. 2024 Planning & Building Activities

The City of Solvang policies, objectives, and implementation measures identified in the General Plan include tools already in place and used on a day-to-day basis in the City. Some of the various tools available to further the City's goals and objectives include the Budget/Capital Improvement Program, Specific Plans and Master Plans of Development, Zoning and Subdivision Regulations, Growth Impact Mitigation (AB1600) Fees, Grants, etc.

8.1 *Planning Commission*

The City of Solvang Planning Commission is designated as the "Planning Agency," as authorized by Section 65100 of the State Government Code and Section. The Commission has discretionary and advisory responsibilities that are authorized by Title 2, Chapter 1 of the Solvang Municipal Code and delegated under Titles 11 (Zoning Regulations) and 12 (Subdivision Regulations). The Planning Commission approved the following in 2024:

- One (1) time extension
- Two (2) Recommendations for zoning ordinance amendments
- Two (2) General Plan amendment recommendations

8.2 *Design Review Committee*

The Design Review Committee (DRC) has been established to preserve and enhance, for the citizens and tourists of Solvang, the historical Danish and northern European architectural styles, historic assets and character of the town's commercial centers; to promote safe, functional and attractive development of business and commercial areas; to unify commercial (and industrial) properties; to protect and preserve the unique and cultural features within Solvang; and to protect commercial and residential property values by enhancing the city's appearance. It is desirable that over time, as commercial and industrial development continues to seek out opportunities to advertise and promote goods and services, the design review committee help to preserve the city's streetscape and the inherent qualities of a livable community. The DRC reviewed the following projects:

- 17 Sign permit approvals.
- One (1) Recommendation for Development Plan.
- Five (5) Recommendations on design schematics for development within the TRC not requiring an entitlement.
- Two (2) Pre-applications for potential development.



8.3 Planning Division

Planning Division activities include administration of the City's General Plan, development and subdivision review, preparation of zoning ordinances, processing planning related applications include Development Permits, Conditional Use Permits, Sign permits, Subdivisions, and additional actions that require entitlements. The division conducts environmental review and informs the public of the City's land use policies and development ordinances. The Planning Division reviews federal, state, and county legislation, projects of concern to the City, and responds to surveys from the State.

The Planning Division provides support staff to the Planning Commission and the Design Review Committee. Administrative functions include the following: scheduling of meetings, preparation of agendas, posting hearing notices, and preparation of minutes. The City posts Planning Commission and DRC meeting agendas and minutes on the City's website. Planning staff provides land use analysis, environmental review as required under the California Environmental Quality Act (CEQA), and prepares staff reports for the Design Review Committee, Planning Commission and City Council. In 2024, Planning staff received a total of 38 applications. A majority of these applications were for sign permits and re-paintings in the village.

Planning Division staff is currently processing the following projects:

- **Alamo Pinto Apartments/Wildwood (LUP 23-242):** an SB 330 Application for a proposed 100 Unit apartment complex located at the intersection of Alamo Pintado and Old Mission Drive. This site is identified as site "C" in the city's adopted 2023-2031 Housing Element. This project has entered the environmental review process for disclosure of environmental impacts that the proposed project may have.
- **1714 Mission Drive Amendment (LUP-302):** Amendment to a previously approved development plan for an addition to an existing building for a restaurant and market. This project is scheduled to go before the Planning Commission in April 2025.
- **General Plan Amendment Safety Element (PA 25-008):** Amend the City's safety element to address the Hazard Mitigation Plan and address new fire severity zones established by California Fire. City staff is tentatively packing this amendment with adoption of Fire Severity Maps in late spring/early summer 2025.
- **Denmarket Square Mixed-Use (PA 25-010):** Proposed conversion of previous upper story and rear office and retail space into 30 residential units.

8.4 Building Division

The Building Division is responsible for administration and enforcement of State, local codes, ordinances and regulations dealing with the construction, alteration, maintenance and use of privately owned structures, and appurtenances. These regulations include the building, housing, unsafe building, mechanical, electrical, plumbing, swimming pools, etc. that require a building or grading permit. In 2024, the Building Division received 214 building permit applications and issued 204 building permits. The Building Division "finalized" or closed out 116 building permits.



9. Appendix



Appendix A

Solvang 2045 General Plan Policies & Implementation Status

Policy #	Policy	Status
LAND USE ELEMENT		
<i>LU- 1: To promote high-quality development of a well-balanced and functional mix of land uses that preserves and enhances Solvang’s community character and tourism.</i>		
LU-1.1	Compact Urban Form. The City shall maintain a compact urban form.	The city has an adopted urban growth boundary and has no proposed annexations as this time.
LU-1.2	Infill Development. The City shall support and promote infill development that is compact, mixed-use, and pedestrian- friendly.	Complete. As a part of the 2024 Zoning Ordinance revisions, residential uses were permitted as a part of a mixed-used project. This effort also included alleviating setbacks, lot coverage, parking standards, and other standards in R-2 / R-3 zone to promote infill development.
LU-1.3	Residential Land Use. Although most of the city is built out, the City shall designate a full range of residential land uses that provide for a variety of housing types, locations, and densities, including accessory dwelling units	Complete. The 2024 Zoning Ordinance update has provided a range of densities opportunities, as well as mixed-use opportunities in commercial zones.
LU-1.4	Commercial Land Use. The City shall designate a mix of commercial uses, including retail, general, and tourist commercial, to promote both the tourist economy and the needs of residents of Solvang and the Santa Ynez valley.	Complete. The 2024 Zoning Ordinance update has a range of non-residential zones that promote both tourist and economic uses. This ordinance also simplified allowed uses to allow for flexibility for property owners.
LU-1.5	Village Area. The City shall continue to encourage a mix of uses in close proximity to each other in the Village Area (including both the Village Core Area and Mission Design Districts), including governmental services and facilities, cultural and recreational activities, a broad range of retail activities, business offices, entertainment, transit services, and housing.	Complete. The 2024 Zoning Ordinance revision allows for a full range of commercial, cultural, tourist driven uses, along with housing options as a part of the new VMU Zone.
LU-1.6	Mixed-use. The City shall encourage mixed-use developments with a residential component to further enhance the range of housing opportunities provided to residents.	Complete. The 2024 Zoning Ordinance revision allows for mixed-use opportunities throughout most of its non-residential zones with the exception of the industrial zone.
LU-1.7	Industrial Land Use. The City shall encourage the development of more industrial uses in the M-1 zone to expand the City’s job base.	The M-1 zone has since been eliminated and converted to the Industrial Zone (I). City staff has identified to amend this policy. As a part of the Zoning Ordinance update, land uses allowed in the Industrial Zone have been



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		simplified to encourage development.
LU-1.8	Support Existing Industrial Development. The City shall support maintaining and expanding existing industrial uses within the Urban Growth Boundary area, including changes that require a popular vote, if necessary.	On-going.
LU-1.9	Open Space and Recreational Land Use. The City shall maintain and correctly designate an adequate amount of open space and recreational land uses to meet the needs of the entire community, consistent with City park standards.	The city has gone to RFP for a parks master plan and selected a consultant to provide standards. The 2024 Zoning Ordinance amendment revised park and open space zones to fit the character of each space.
LU-1.10	Public and Institutional Land Use. The City shall designate institutional land uses to meet the social, economic, cultural, spiritual, and educational needs of the community.	Complete. The city has designated additional properties under the PI land use and zoning maps to accommodate parking lots, city owner property, Mission Santa Ynez, and Cottage Hospital.
<i>LU-2: To provide a variety of housing types that offer choices for Solvang residents and create complete, livable neighborhoods.</i>		
LU-2.1	Regional Housing Needs Fair Share. The City shall provide an adequate amount of appropriately zoned land to accommodate new housing units to meet the City's fair share regional housing needs allocations	Complete. The City amended both its zoning and land use maps to accommodate its RHNA for the 2023-2031 Cycle. Future re-zones and sites will be necessary for the next cycle.
LU-2.2	Existing Neighborhoods. The City shall attempt to maintain and enhance the quality of existing residential neighborhoods, ensuring adequate public facilities such as parks, streets, water supply, wastewater, and drainage while implementing required State Housing Laws.	On-going.
LU-2.3	Neighborhood Infill. The City shall allow infill development .as required by State Law to include ADU's, JADU and density bonus.	Complete. As a part of the 2024 Zoning Ordinance update created a new section specifically allowing ADUs and JADUs per state law, including the provision of objective standards. This update also provided a new section for Density Bonus processing and updated it consistent with State Law.
LU-2.4	High-density Residential Development. The City shall encourage new high-density residential development located in areas close to services and transit with appropriate site planning, and comply with objective design standards, and landscape criteria.	While the 2024 Zoning Ordinance has amended standards to encourage development in the R-3 zone, objective standards are still lacking. City staff anticipates a new work effort to begin for city wide objective standards in residential zones.



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<i>LU-3: To ensure that existing and proposed commercial development in the city is consistent with the overall character of the city.</i>		
LU-3.1	New Commercial Development. The City shall ensure that new commercial development is appropriately located and is consistent with the Community Design Element of the General Plan.	On-going.
LU-3.2	High-quality Building Design. The City shall require distinctive and high-quality commercial building design, construction, and site planning that respects the character of Solvang and does not allow the use of “franchise architecture”.	On-going, however, the city has implemented objective design standards in the village and mission design district to implement this policy.
LU-3.3	Commercial Amenities and Impact Mitigation. The City shall require new or expanded commercial or office areas to include provisions for adequate off-street parking, pathways connecting building entries to the public sidewalk, bicycle parking, mitigation of traffic impacts, adherence to architectural and low-water landscaping standards, and mitigation of land use conflicts with adjacent residential uses.	On-going.
<i>LU-4: To protect, promote, and enhance the Village Area and the Village Core and Mission Design Districts. The Village Area is Solvang’s principal tourist attraction and the essential component of the City’s identity.</i>		
LU-4.1	Tourist-Related Land Uses. The City shall assure that the Village Area is the primary focus of tourist related land uses.	Complete. City staff revised the permitted land uses within the new VMU zone allowing for more flexible retail, restaurant, and other tourist related commercial uses.
LU-4.2	Village Area Mixed-use Development. The City shall encourage a mix of uses and mixed-use developments that integrate housing and commercial uses in the Village Area.	Complete. As a part of the 2024 Zoning ordinance amendment, mixed-use developments are now permitted that are expected to integrate with the existing uses.
LU-4.3	Safe Pedestrian Environment. The City shall encourage and/or undertake design improvements in the Village Area to create a safe, convenient, and pleasant pedestrian environment.	On-going.
LU-4.4	New Pedestrian Facilities. The City shall require new development in the Village Area to include pedestrian-oriented amenities such as, but not limited to, lighting, wider sidewalks, clearly marked pedestrian crossings, seating areas, landscaping, signage, and shaded areas.	As a part of the new objective design standards, a specific section requires pedestrian amenities need to be completed and differentiated in parking lots, etc.
LU-4.5	Pedestrian Facility Design. The City shall design and manage City roadway and pedestrian facilities to minimize conflicts between vehicles, pedestrians, and bicyclists, and encourage Caltrans to do the same on State highway facilities.	On-going. Public works will need to revisit existing engineering specifications for roadway designs.
<i>LU-5: To encourage mixed-use development projects that create vibrant, walkable districts.</i>		



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LU-5.1	Compatibility with Adjacent Uses. The City shall require new mixed-use development to be compatible with adjacent land uses, through site and architectural design techniques that establish buffers between uses and minimize negative impacts.	On-going. The objective design standards do include landscaping, and lighting section that attempts to minimize negative impacts.
LU-5.2	Mixed-use Design. The City shall require new mixed-use development to minimize the number of access driveways, and provide pedestrian friendly access.	Completed. The objective design standards require this.
LU-5.3	Pedestrian Orientation. The City shall require new mixed-use development to include amenities that create a comfortable environment for walking, sitting, and socializing.	Completed. The objective design standards contain site planning language that discuss creation of pedestrian and useable open space areas for both large and small developments.
LU-6: To encourage, facilitate, and support the development of new employment and industrial uses.		
LU-6.1	Attract Industrial Uses. The City shall encourage and support new development of new industrial uses that provide jobs for city residents, increase the tax base, and are designed and operated in a way that is compatible with surrounding uses.	On-going.
LU-6.2	Industrial Design Standards. The City shall ensure that new industrial development contributes to the overall attractiveness of the community through appropriate site design, architectural design, and landscaping. And particularly at gateways to the city.	This has not been placed on a current work-effort but will need to be attended to.
LU-6.3	Industrial Area Screening. The City shall require industrial development to screen loading and open storage areas so that they are not visible from public roadways.	Complete. As a part of the 2024 Zoning Ordinance update, new screening and loading standards were included for both the light industrial (I) and heavy commercial (CH).
LU-7: To ensure and preserve adequate space throughout the city for public and institutional uses.		
LU-7.1	Institutional Land Use Designation. The City shall allow the development of publicly owned facilities, schools, churches, hospitals and medical centers, cemeteries, and retirement care facilities and convalescent homes where appropriate.	Complete. The 2024 zoning ordinance includes the ability to develop PI zones properties on a site by site basis, as these properties require special attention to detail. Retirement, residential care facilities, etc are now allowed in residential zones by right per state law and reflected in the new residential use table.
LU-7.2	Solvang Veteran’s Memorial Building. The City shall preserve and maintain the Solvang Veteran’s Memorial Building and encourage its use for appropriate community events.	On-going.
LU-7.3	City Hall. The City shall provide conveniently located public facilities to support local government and city	On-going.



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	services with appropriate public access and participation.	
LU-7.4	Library. The City shall support a conveniently located public library facility with appropriate services, public access and participation.	On-going.
LU-7.5	Senior Serving and Retirement Care Facilities. The City shall support senior serving and retirement care facilities.	On-going.
LU-7.6	Mission Santa Ines. The City shall support religious, cultural, educational, community oriented, and agricultural uses at Mission Santa Ines that are compatible with existing land uses.	Complete. With the new zoning ordinance, these uses are allowed uses, solidifying the ability for the Archdiocese to continue these activities.
LU-8: To preserve the City's identity as separate and unique from surrounding areas.		
LU-8.1	Community Separators. The City shall work with Santa Barbara County and the City of Buellton to protect the agricultural areas surrounding the city boundaries and Sphere of Influence to serve as "greenbelt" open space to separate communities in the Santa Ynez Valley.	On-going.
LU-8.2	Open Space Designations. The City shall designate riparian and publicly owned lands along the Santa Ynez River, Alisal Creek, Adobe Creek, Alamo Pintado Creek, and other appropriate locations as open space	On-going
LU-8.3	Compact Development Pattern. The City shall maintain a compact development pattern by promoting infill development that minimizes urban sprawl and is compact, mixed-use, and pedestrian friendly.	On-going. The 2024 Zoning ordinance took a large step forward in promoting infill development, however additional work is still ahead, and city staff will need to continue reviewing the ordinance to ensure compliance with State law, as well as amending sections that don't work as intended.
LU-9: To promote the effective use and implementation of the General Plan Land Use Diagram.		
LU-9.1	Land Use Diagram. The City shall maintain and implement a Land Use Diagram describing the types of allowed land uses by geographic location and the density of allowed uses within each designation.	On-going.
LU-9.2	Zoning Designations. The City shall ensure that zoning designations and maps are consistent with the Land Use Diagram (Figure LU-1) In addition, the City shall ensure that amendments to the General Plan land use designations, Land Use Diagram or General Plan text are consistent with the Guiding Principles, and relevant goals and policies.	Completed. As a part of the November 2024 Amendment, the zoning districts and land use designations became consistent.
LU-10: To provide a clear framework for the ongoing administration, maintenance, and implementation of this General Plan consistent with State law.		
LU-10.1	General Plan Review. The City shall conduct a technical review of the General Plan every eight years and revise and update as necessary to assure compliance with State law and responsiveness to current City needs, including a jobs/housing balance and adequate	On-going, with the next technical review to be completed with the next RHNA cycle. City staff reviews the general plan every fall to ensure consistency with new State Law.



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	municipal revenues to maintain adequate level of public services.	
LU-10.2	Implementation Program Monitoring. The City shall maintain and annually review the General Plan Implementation Programs. As part of this process, the City shall update the prioritization of programs based on applicability, relevance, timing of initiation, and availability of funding.	On-going
LU-10.3	Eight Year Review of the Housing Element Update. The City shall, as directed by the California Department of Housing and Community Development (HCD), update and implement a Housing Element every eight years that provides policy and programs to encourage the provision of safe, well-designed, accessible, sanitary, and affordable residential areas where people of all ages can live, work, and play. This includes an equitable distribution of parks and public facilities to all residential areas consistent with legal requirements.	On-going.
COMMUNITY DESIGN ELEMENT		
<i>CD-1: To maintain and protect the natural and built environment of the city and to coordinate a unified community that will enhance the two Design Districts (Village Area and Mission) along with the historic character and image of the entire city.</i>		
CD-1.1	Community Identity. The City shall strengthen the visual identity of the city at its borders and in its “Sphere of influence” to reflect the unique character of the community	No work program has been identified for gateway monumentation. The city has no jurisdiction over properties in the sphere of influence for permitting purposes, and this policy should be amended to eliminate “sphere of influence”.
CD-1.2	Design Elements. The City shall maintain a comprehensive, but flexible, design vocabulary of shapes, colors, textures, materials, fixtures, and symbols to maintain the city’s image in the design districts to differentiate the city from adjacent areas	On-going
CD-1.3	Neighborhood Centers. The City shall promote the establishment of recognizable village or neighborhood centers as part of future developments to add to public and community gathering places.	On-going, however, this would be difficult with majority of the city built-up.
CD-1.4	Building Element Proportion. The City shall encourage building elements to be in proportion with existing development in all neighborhoods, including building massing and height.	On-going
CD-1.5	Preservation of Community Identifiers. The City shall encourage the preservation or establishment of significant landmarks, view corridors, and focal points.	On-going, however view corridors have not been established.
CD-1.6	Commercial Development Maintenance. The City shall require commercial developments to regularly maintain their properties.	The city council would need to provide direction on a future work effort to codify property maintenance standards, and create an enforcement program along with fines.



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CD-1.7	Gateway Identification. The City shall identify and develop gateways including pathways, primary entry points, and landmarks that distinguish the city from the surrounding region.	A new work effort would need to be established to create a gateway identification program.
CD-1.8	Gateway Components. The City shall support the implementation of distinctive signage, paving materials, and environmentally friendly, drought-tolerant landscaping for primary entries to the city.	A new work effort would need to be established to create a gateway identification program.
CD-1.9	Wayfinding. The City shall establish consistent and coordinated roadway signage to direct visitors and residents from entry points to areas of interest throughout the city, including areas for parking.	The 2022 Parking Study identified wayfinding as an easier method to direct visitors to find parking. The City Council will need to direct city staff to create such a program.
CD-1.10	Collaboration with Local Government Agencies. The City shall coordinate with government agencies to find innovative approaches for roadway design enhancements that are consistent with the urban form of the city and the design vision for which the city is known.	On-going, however city standards will need to be updated and this effort needs to be undertaken by the Public Works Department.
CD-1.11	Streetscape Continuity. The City shall promote visual continuity along city streets through consistent use of hardscape materials, landscape plantings, street lighting, and directional signage which reinforce the hierarchy of the street system established in the Mobility Element of the General Plan.	The city has no standard for streetscape. This work effort will need to be approved by the City Council and undertaken by both Planning and Public Works.
CD-1.12	Multi-Modal Streetscapes. The City shall require new development to create and/or upgrade streetscapes to be multi-modal, thus creating streetscapes that are walkable, pedestrian-oriented, tree-shaded, and bike-friendly.	City standards will need to be upgraded to ensure multi-modal streetscapes. Additionally, the Zoning Ordinance shall be modified and include a new street improvements section to include what triggers frontage improvements. No such language exists in the zoning ordinance or municipal code.
CD-1.13	Pedestrian-Vehicle Interface. The City shall encourage streetscape treatments at important pedestrian/vehicles intersections by use of decorative crosswalks, lighting, accent plantings, and theme signage to reinforce the importance of pedestrian safety.	City staff has recently applied for a Caltrans grant for such pedestrian plan upgrades in January 2025.
CD-1.14	Street Trees and Tree Canopy. The City shall require street trees citywide, including in medians, to create an expanded tree canopy and to reduce the urban heat island effect.	The landscaping standards were not updated in 2024 Zoning ordinance update, therefore will need to be revisited.
CD-1.15	Streamlined Public Places. The City shall reduce visual clutter along city streets, particularly temporary sidewalk signs and sidewalk merchandise sales.	The city does not permit temporary sidewalk signs at this time. There is no ordinance regulated merchandise sales.
CD-1.16	Compliance with Sign Standards. The City shall require all signs to meet design standards criteria and to be consistent with the overall streetscape design.	On-going.



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CD-1.17	Implementation of Public and Municipal Signs. The City shall restrict public and municipal signs to those that are necessary to ensure public safety, control traffic, and provide locational information. The use of internationally recognized symbols to display information shall be required wherever possible.	On-going.
CD-1.18	Design of Public and Municipal Signs. The City shall require that public and municipal signs be designed per the streetscape standards and installed to minimize their adverse aesthetic impact.	On-going.
CD-1.19	Multi-Tenant Signs. The City shall require multi-tenant buildings or developments to provide consolidated commercial signage to limit the overuse of different signs on a single building and/or site.	While this is a policy, there is no standards that allows this. The city will need to amend its sign ordinance to implement this policy, or revise the policy.
CD-1.20	Cohesive Signage. The City shall require signage to be integrated into the overall site and architectural design process to provide signs that are consistent with architectural style, color, material, and landscaping themes.	Signage shall be consistent with the reed v town of gilbert court case that require time, place, and manner standards. A sign ordinance amendment is required to meet this policy along with Supreme Court case law.
CD-1.21	Promotion of Outdoor Community Gathering Spaces. The City shall promote the location and development of outdoor public focal points and gathering places in a hierarchy ranging from neighborhoods, design districts (Village Area and Mission Districts), to city wide.	On-going.
CD-1.22	Application of Open Space and Landscaping. The City shall apply open space, landscaping, and urban design standards and guidelines for commercial and residential developments to strengthen the identity and image of the city.	The landscaping ordinance will need to be revised to meet new policies established by the General Plan. No work efforts have been identified for commercial or residential guidelines.
CD-1.23	Drought-tolerant Landscaping. The City shall require that all public landscaping in medians, on City property, and within public gathering spaces is drought tolerant.	City staff has identified the landscaping ordinance to be amended in 2025 to meet this new policy.
CD-1.24	Sustainable Landscape Design. The City shall require landscaping plans for all development to include drought tolerant plants with low water irrigation consistent with State law and to maximize the use of trees for energy efficiency, climate control, screening, shading (especially of parking lots), and aesthetics.	On-going.
CD-1.25	Linkages through Open Space. The City shall promote citywide linkages using open space areas, parks, trails, and bike paths to connect activity centers, residential neighborhoods, commercial centers, and the Village Area.	On-going
CD-1.26	Landscaping Buffering. The City shall require the use of landscaping such as trees, shrubs, and trellised vines	City staff has identified the landscaping ordinance to be amended in 2025 to meet this new policy.



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	to mitigate the effects of building mass and provide benefits to the environment.	
CD-1.27	Landscape and Open Space Buffering. The City shall require open space areas or landscape buffers in new development where appropriate to improve aesthetic appeal and provide buffers between potentially incompatible uses within the city.	City staff has identified the landscaping ordinance to be amended in 2025 to meet this new policy.
CD-1.28	Use of Form to Define Edges and Focal Points. The City shall use greenbelts, open space areas, landscaping, signage, and gateway features to define community edges, focal points, and form.	On-going.
CD-1.29	Tree and Natural Feature Preservation. The City shall require the preservation of existing trees and natural features (e.g., drainage courses, rock outcrops) in the overall landscape design to the maximum extent feasible.	The city will need to develop an ordinance, particularly a native tree ordinance and existing formation features ordinance to execute this policy.
CD-1.30	Compatibility with Existing Development. The City shall ensure that new development incorporates design features that provide buffers and transition from existing development, specifically when adjacent development is of lesser density and/or intensity	On-going.
CD-1.31	Undergrounding of Utilities. The City shall require that utilities be underground in new development to the maximum extent feasible.	Completed. The 2024 Zoning ordinance includes standards requiring this.
CD-1.32	Incorporation of the Natural Grade. The City shall require new streets and development to be designed to follow and incorporate the natural features of the landscape.	Partially completed. The 2024 Zoning ordinance includes the incorporation of average natural grade for building heights. New such standards exist for roadway design.
CD-1.33	Sustainable Site Design. The City shall encourage new development to incorporate climate considerations into site design and include sustainable design methods to address solar access, water conservation and retention, and wind conditions.	On-going.
CD-1.34	Developments in High Visibility Areas. The City shall ensure that new development on sites with high visibility, such as on hillsides or in the highway corridors, is designed to minimize adverse visual impact.	The 2024 Zoning ordinance includes the incorporation of average natural grade for building heights. Objective design standards for residential or commercial development should be adopted to continue to ensure minimizing impacts.
CD-1.35	Variation in Multifamily Residential Site Planning. The City shall require the variation of setbacks, lot orientation, massing, and placement for new multifamily residential developments.	To enforce this policy, these requirements need to be included in a new set of objective standards for residential development outside of the city.
CD-1.36	Clustering of Development. To mitigate development impacts and adapt to existing topography, the City shall consider cluster style development to maximize open	A cluster development ordinance should be undertaken, as the direction of the City Council to implement this policy.



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	space preservation and accommodate a diversity of housing types.	
CD-1.37	Residential Lot Width. The City shall examine opportunities for varying lot widths along residential streets.	In the 2024 Zoning Ordinance update, a minimum lot width has been established. This policy would need to have further objective standards to implement.
CD-1.38	Hillside Development. The City shall require new development located on major ridge lines, canyon edges, and hilltops to be designed and constructed to blend into the natural environment without creating adverse visual impacts. Design and construction techniques should include siting, massing, scale, and grading that are visually consistent with the natural topography that is incorporated into a Hillside Development Ordinance	City Council will need to direct city staff to craft a hillside development ordinance to implement this policy.
CD-1.39	Hillside Landscaping Design. The City shall require that hillside properties be designed to minimize formal landscape and hardscapes. All efforts shall be made to follow the natural topography, preserve native trees/plant, wildlife habitats, and migration corridors.	City Council will need to direct city staff to craft a hillside development ordinance to implement this policy.
CD-1.40	Hillside Development. The City shall work with future developers to avoid grading on steep slopes and require additional review to ensure that the location and design of structures preserve hillside areas.	City Council will need to direct city staff to craft a hillside development ordinance to implement this policy.
CD-1.41	Natural Grade and Slopes. The City shall ensure that any all-hillside grading maintains the natural appearance of slopes.	City Council will need to direct city staff to craft a hillside development ordinance to implement this policy.
CD-1.42	Slope Stabilization. The City shall require revegetation of graded slopes to assist in slope stabilization and reduce erosion.	City Council will need to direct city staff to craft a hillside development ordinance to implement this policy.
CD-1.43	Hillside Landscaping Materials. The City shall require hillside residential development projects to use plant materials which screen structures and present an appearance that integrates residences with the natural appearance of the area.	City Council will need to direct city staff to craft a hillside development ordinance to implement this policy.
CD-1.44	Fencing in Hillside Areas. The City shall encourage fencing installed on hillsides to open design to allow passage of native wildlife.	City Council will need to direct city staff to craft a hillside development ordinance to implement this policy.
CD-2: To maintain and enhance unique, vibrant, and architecturally diverse districts in the city that evoke community traditions and history.		
CD-2.1	Village Area Old World Danish Architecture. The City shall require all new development and redevelopment of existing properties to be designed using the theme and design vernaculars of traditional and historic Old World Danish architecture.	Completed/On-Going. The City council has adopted objective design standards that allow city staff to require design elements before heading to both DRC and PC for public hearings.
CD-2.2	Village Area Design Standards. The City shall retain comprehensive and consistent design standards for the Village Area that sustain and enhance the existing	City staff proposes a design handbook to coincide with the newly adopted objective standards. The handbook is to be adopted by City Council and expected to be updated periodically



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	trademark architectural vernacular that reflects Old World Danish architecture.	administratively. This will be a part of the 2025 work effort.
CD-2.3	Village Area Expansion. The City shall retain the Village Area Design District within its current boundaries	On-going.
CD-2.4	Village Area Structure Orientation: The city should encourage orientation of shops to pedestrian traffic rather than automobile traffic in the Village area.	On-going.
CD-2.5	Parking Lot and Alley Maintenance. The City shall require ongoing maintenance by property owners of private parking lots, alleys, and trash enclosures in the Village Area. Trash enclosures shall be designed to be consistent with the architecture and color of the main building.	Completed. The 2024 Zoning ordinance include standards for trash enclosure.
CD-2.6	Village Area Lighting. The City shall require street and structure lighting using Dark Skies standards to minimize visual and ecological impacts by preventing glare, limiting the amount of light that falls on neighboring properties, and avoiding light pollution of the night sky.	Completed. The new objective design standards include dark sky compliant lighting in the village.
CD-2.7	Village Area Wayfinding. The City shall provide wayfinding to denote the location and route for visitors to visit landmarks, focal points, and parking lots in the Village Area.	The City Council will need to direct city staff to create such a program.
CD-2.8	Village Area Parking Lots and Structures. The City shall require all parking lots and structures to include design or screening methods to minimize the visual and lighting impact on surrounding neighborhoods and the environment.	On-going.
CD-2.9	Danish Style Signage. The City shall amend the Sign Ordinance to incorporate cohesive sign designs that are consistent with the Village Area Old World Danish architectural style.	Signage shall be consistent with the reed v town of gilbert court case that require time, place, and manner standards. A sign ordinance amendment is required to meet this policy along with Supreme Court case law.
CD-2.10	Architectural Design Features. The City shall require the use of Old World Danish architectural style throughout the Village Area and shall enforce the Design Guidelines as adopted.	The City council has adopted objective design standards that allow city staff to require design elements before heading to both DRC and PC for public hearings. This policy may need to be modified if the City Council adopts a design handbook.
CD-2.11	Awnings. The City shall encourage awnings on doors and windows to accentuate the architectural character of buildings.	On-going.
CD-2.12	Varied Elevations. The City shall require new buildings within the Village Area to incorporate varied elevations to create additional visual interest.	Completed/On-Going. The City council has adopted objective design standards that allow city staff to require design elements before heading to both DRC and PC for public hearings.



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CD-2.13	Blank Walls. The City shall prohibit the use of blank walls fronting a primary or secondary street.	Completed. The new objective design standards include minimum requirements that do not allow blank walls.
CD-2.14	Roof Styles. The City shall require all new buildings to incorporate roof designs and pitch that reflect Old World Danish design.	Completed. The new objective design standards include minimum pitch standards.
CD-2.15	Fenestration in relation to Building Orientation. The City shall require new buildings in the Village Area to be oriented toward the primary street front and include fenestration in the arrangement of doors and windows.	Completed. The new objective design standards include fenestration requirements.
CD-2.16	Parking Access. The City shall require, when feasible, that vehicular parking is accessed from an alley, easement, or secondary street, and not the primary street, to limit interference with the pedestrian experience.	Completed. The new objective design standards include site planning criteria minimizing curb cuts and enhance pedestrian activity.
CD-2.17	Parking Location. The City shall require that parking is not located or oriented at the front of the building.	Completed. The new objective design standards require parking to be at the rear of the building or side if not feasible.
CD-2.18	Parking Areas. The City shall require that parking areas do not conflict with pedestrian-oriented areas and pathways.	Completed. The new objective design standards include site planning criteria minimizing curb cuts and enhance pedestrian activity.
CD-2.19	Pedestrian Experience. The City shall encourage new development to provide internal pedestrian spaces, pathways, walkways, and/or openings that face the street.	Completed. The new objective design standards include site planning criteria minimizing curb cuts and enhance pedestrian activity.
CD-2.20	Courtyards and Gathering Spaces. The City shall encourage all developments to include courtyards and gathering spaces to emulate that of European cities. Developments are encouraged to include shaded seating areas, lighting, public art, landscaping, dining areas, and other public amenities in courtyards.	Completed. The new objective design standards include language regarding the development of gathering spaces and courtyards with new development.
CD-2.21	Landscaping. The City shall encourage landscaping to be used to relieve the appearance of solid unbroken elevations	Completed. The new objective design standards include language for landscaping to be used to break up facades etc.
CD-2.22	Modern Landscaping. The City shall prohibit modern landscaping techniques (e.g., earth mounding and the use of boulders) in the Village Area.	Completed. The new objective design standards include language for landscaping to be used to break up facades etc.
CD-2.23	Tree Grates. The City shall require the use of tree grates around trees on walkways.	This will need to be incorporated into the City's adopted Engineering standards



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CD-2.24	Landscaping and Lighting. The City shall require, for safety reasons, that all trees and landscaping do not block or obscure street lighting, signs, or signals.	On-going.
CD-2.25	Landscaping Visibility. The City shall require that landscaping does not block the vision of motorists at pedestrian crossings.	On-going.
CD-2.26	Walking Surface Paving. The City shall require decorative paving materials for all walking surfaces consistent with the surroundings.	This will need to be incorporated into the City's adopted Engineering standards.
CD-2.27	Solid Waste and Recycling Enclosures. The City shall require that solid waste and recycling enclosures are treated and integrated into the overall site design and are screened.	Completed. The new objective design standards include standards for trash enclosures.
CD-2.28	Screening of Private Parking and Storage Areas. The City shall encourage screening to be used to obscure the view of private parking and/or storage areas, including trash enclosures, from public street or pedestrian area.	On-going.
CD-2.29	Spanish Colonial Revival Architecture . The City shall require all new development and redevelopment be designed using the theme and design vernaculars of Spanish Colonial Revival architecture.	Completed/On-Going. The City council has adopted objective design standards that allow city staff to require design elements before heading to both DRC and PC for public hearings.
CD-2.30	Spanish Style Signage. The City shall amend the Sign Ordinance to incorporate cohesive sign designs that are consistent with the Spanish Colonial Revival architectural style of the Mission Design District.	Signage shall be consistent with the reed v town of gilbert court case that require time, place, and manner standards. A sign ordinance amendment is required to meet this policy along with Supreme Court case law.
CD-2.31	Landscaping. The City shall require landscaping to be drought tolerant, with an emphasis on native and Mediterranean landscaping. Palm trees are prohibited as part of any landscaping plan in this Mission Design District.	City staff has identified the landscaping ordinance to be amended in 2025 to meet this new policy.
CD-2.32	Stucco Cladding. The City shall require the exterior of buildings to use stucco cladding as the primary, but not exclusive, exterior building material.	Completed. The City council has adopted objective design standards that require stucco and other material.
CD-2.33	Arcades and Gathering Spaces. The City should encourage developments to include arcades with porticos and gathering spaces in the form of paseos, courtyards, patios, and gardens similar to those found in traditional Spanish and Mission design.	Completed. The City council has adopted objective design standards that require arcades and other gathering spaces in the mission design district.
CD-2.34	Roof Style. The City shall require that roof designs are low in pitch using the gable or hipped styles. Roof materials and configurations shall be compatible with the architectural style. The use of wood or composite shingles is prohibited.	Completed. The new objective design standards include roofing style standards.



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CD-2.35	Decorative Elements. The City shall encourage the use of decorative elements, such as adobe and brick in foundations, tile on entrance steps, decorative attic vents, and chimney caps.	Completed. The new objective design standards include roofing style standards.
CD-2.36	Colors. The colors of the buildings should be earthtone. The city shall discourage dramatically bright colors or bright white walls.	Building colors will need to be adopted as a part of the Design handbook work effort expected to be completed 2025.
CD-2.37	Front Entries. The City shall encourage the incorporation of a front entry porch, stoop, or similar covered front entry element at the primary entrance to the building.	Completed. The new objective design standards include encouragement and articulation of entries.
CD-2.38	Design Theme for Streetscape. The City shall encourage a consistent design theme with the Spanish Colonial Revival architectural style for all public realm and streetscape features including but not limited to lighting, benches, wayfinding, and landscaping.	This will need to be incorporated into the City's adopted Engineering standards.
CD-2.39	Fencing and Walls. The City shall require that new fencing or walls that adjoin public spaces or are visible for public spaces be compatible with the architectural style of the development. Wrought iron or split rail wood fencing, and solid stucco, brick, stone, or adobe wall or pillars are compatible with Spanish Colonial Revival Style Architecture. Chain link fencing and vinyl fencing is prohibited.	Fencing standards were not updated with the 2024 Zoning Ordinance update. Fencing has been identified as an area that will need to be amended as a part of 2025 Zoning Ordinance amendments in Fall 2025.
CD-2.40	Architecture. The City shall encourage high-quality architecture in the style of rural California origins and ranch styles using minimal massing, low rooflines, façade articulation, fenestration, and simple rooflines that reflect a human scale environment.	Completed. The new objective design standards massing standards.
CD-2.41	Colors. The City shall encourage the use of colors that blend with the surrounding buildings and natural setting. The City shall discourage dramatically bright cold white wall colors.	A design handbook will be created by city staff to articulate colors in the next year.
MOBILITY ELEMENT		
<i>MOB-1: To provide a street network to move people and goods safely and efficiently.</i>		
MOB-1.1	Transportation Funding. The City shall identify roadway needs and identify and evaluate potential revenue sources for financing roadway system development and improvement projects and pursue viable revenue sources to meet the roadway system funding needs. This includes coordinating with SBCAG to pursue competitive Federal/State grant funding opportunities.	On-going
MOB-1.2	Transportation System Capacity. The City shall use its discretionary authority over land use development to ensure that development levels do not exceed the capacity of the City's transportation systems	The capital improvement plan will require a review and update to ensure thresholds are established and impact fees are adjust to ensure timely development of capacity.



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MOB-1.3	Level of Service. The City shall maintain a minimum level of service D at all intersections during normal peak hours and level of service E during “average tourist season peak hours” to ensure that traffic delays are kept to a minimum.	On-going and reviewed on a project by project basis.
MOB-1.4	VMT Thresholds. The City shall establish VMT thresholds for determining transportation impacts for CEQA as well as screening criteria for CEQA streamlining.	This work effort will need to be completed by the Public Works department.
MOB-1.5	New Development Access. The City shall require new development to be served by roads of adequate capacity and design standards to provide reasonable access in accordance with City standards.	On-going.
MOB-1.6	Rights-of-way Preservation. The City shall reserve and protect adequate rights-of-way to accommodate future roadway widening projects.	On-going.
MOB-1.7	Mission Drive Improvement. The City shall coordinate with the California Department of Transportation to make modifications to Mission Drive (SR 246) to improve traffic flow.	On-going.
MOB-1.8	Residential Area Parking and Traffic Control. The City shall preserve the quality of residential neighborhoods by discouraging tourism related parking by providing adequate Village Center parking, enforcing speed limits, and prohibiting truck and bus traffic in these areas.	On-going.
MOB-1.9	Safe Speeds. The City shall enforce speed limits and consider lower posted speeds as warranted.	On-going.
MOB-1.10	Residential Traffic Diversion. The City shall maintain minimum levels of service on city streets in order to avoid diversion of through traffic into residential neighborhoods.	On-going.
MOB-1.11	Regional Coordination for Roadway Management. The City shall coordinate with SBCAG, the City of Buellton, the Chumash Tribe, Santa Barbara County, the California Department of Transportation, and other jurisdictions in the planning and funding of regional transportation alternatives. Mission Drive (SR 246) shall not be widened to four lanes through the Village Area instead, emphasis shall be placed on developing regional transportation alternatives.	On-going.
MOB-1.12	Air Quality Impact Reduction. The City shall work to reduce the air quality impacts of motor vehicle use by reducing traffic congestion and promoting efforts to	On-going.



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	reduce fossil fuel-based motor vehicle use, including support for a citywide network of all electric charging station types (e.g., Level 1, Level II, Tesla, Mega-charging).	
MOB-1.13	Future Automotive Technology. The City shall work with Caltrans and other relevant stakeholders to ensure that City streets are designed and striped to safely accommodate connected and autonomous vehicles.	On-going.
MOB-1.14	Tribal Coordination on Circulation. The City shall coordinate with the Chumash Tribe on alternative traffic and circulation mitigation solutions for future projects funded or managed by the Tribe in the City.	On-going.
MOB-1.15	Roadway Capacity. The City shall require roads to be of adequate width for use in times of emergency.	On-going.
<i>MOB-2: To promote safe alternatives to motorized transportation that meet the needs of all city residents.</i>		
MOB-2.1	Bicycle Master Plan. The City shall adopt a master plan of bikeways on public property and shall develop bikeways as needed and feasible	A work effort will need to be identified to create a master plan.
MOB-2.2	Bicycle and Pedestrian Routes on New Roadways. The City shall incorporate bicycle routes or trails into the design of new or expanded roadways when feasible	On-going.
MOB-2.3	Safe Bikeway System. The City shall allocate resources to maintain a safe bikeway system by ensuring pavement is of good quality, mode separation is implemented where feasible, and signs and markings are maintained.	On-going.
MOB-2.4	Pedestrian Facilities. The City shall provide a system of sidewalks or pathways that provides a safe environment for pedestrians.	On-going.
MOB-2.5	New Pedestrian Access. The City shall require new development to provide adequate pedestrian access.	On-going.
MOB-2.6	Wheelchair Ramps. The City shall require the installation of wheelchair ramps on all new sidewalks	On-going.
MOB-2.7	New Facilities in Existing Neighborhoods. The City shall encourage the installation of sidewalks, pedestrian paths, bikeways, and wheelchair ramps in existing neighborhoods, where appropriate and support Safe Routes to Schools funding.	On-going.
<i>MOB-3: to participate in a public transportation system that is safe, convenient, efficient and meets the identified needs of the Solvang community.</i>		
MOB-3.1	Monitor Parking Needs. The City shall continue to monitor the parking situation in the downtown area and consider the creation of programs limiting parking if needs arise. This may include revising existing	On-going.



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	standards, programs, or fees, the implementation of paid parking, the implementation of timed parking, or other programs to limit long-term parking, increase parking capacity, and encourage economic activity.	
MOB-3.2	Parking Construction Coordination. The City shall work cooperatively with developers and the business community to identify funding mechanisms for the construction of future public parking facilities or maximize use of current underutilized private parking facilities.	On-going.
MOB-3.3	Alternative Parking Measures. The City shall consider all parking alternatives such as valet parking, the construction of a parking structure, remote parking lots, or engaging in a public private partnership as alternative parking measures to address demand.	As a part of 2024 Zoning Ordinance update, tandem parking and valet parking is now allowed.
MOB-3.4	Parking for New Development. The City shall require new or expanded development to provide adequate off-street parking or offer the financial means for parking to be provided.	As a part of 2024 Zoning Ordinance update, parking standards have been modernized. The city continues to offer an in-lieu fee, however, this fee has not been increased in sometime to reflect acquisitions and increased construction costs.
MOB-3.5	Micro-Mobility Parking. The City shall review and consider the use of alternative transportation modes by providing adequate parking for small vehicles such as zero emission vehicles, scooters, and bicycles.	No work effort has been established.
MOB-3.6	Increase Turnover of Prime On-street Parking Spaces. The City shall consider parking time limits in the most in-demand parking areas to increase turnover of parking spaces, increase parking opportunities to active shoppers, and reduce instances of employees parking in prime downtown parking.	No work effort has been established.
MOB-4: To provide a safe network of streets that reduce automobile dependence without sacrificing mobility are safe for all users.		
MOB-4.1	Complete Streets. The City shall create guidelines to facilitate the installation of non-automobile serving infrastructure along its streets, including sidewalks and bike trails.	This will need to be incorporated into the City's adopted Engineering standards.
MOB-4.2	Street Closures. The City shall analyze the potential for streets to be closed to vehicular traffic or otherwise modified to improve travel routes available to pedestrians and bicyclists.	No work effort has been established.
MOB-4.3	Safe Streets. The City shall pursue and enact traffic calming measures as appropriate to meet the policy objectives, as conditions warrant.	On-going.
MOB-4.4	Curbside Management. The City shall analyze access to high-use curb space to facilitate curbside pick-up and drop-off for transportation network and delivery companies without unduly obstructing access for pedestrians and bicyclists.	No work effort has been established.



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MOB-4.5	E-Scooters. The City shall study the implementation micro- mobility transportation alternatives.	No work effort has been established.
MOB-5: To reduce traffic congestion and vehicle trips through more efficient infrastructure and support for trip reduction programs.		
MOB-5.1	VMT Management. The City shall work with SBCAG and the Santa Barbara County Air Pollution District to identify trip and VMT reduction opportunities.	On-going.
MOB-5.2	TDM. The City shall encourage employers to promote carpooling, public transportation, and allow telecommuting.	On-going.
MOB-5.3	Park-and-Ride Lots. The City shall work with the SBCAG to plan park and ride lots at suitable locations serving long distance and local commuters.	On-going.
MOB-5.4	TSM. The City shall explore options for telematics-based parking and route management systems to smooth traffic flow.	On-going.
MOB-5.5	Supporting ITS Infrastructure. The City shall assess the suitability and adequacy of broadband infrastructure in the city to support future ITS implementation and capacity for telework within the City.	On-going.
MOB-6: To provide an adequate supply of public parking to meet the needs of residents and visitors to the city.		
MOB-6.1	Transit Service Use and Expansion. The City shall support the use of the public transportation system as well as the expansion of transit operations when demand levels are sufficient to warrant increased service.	On-going.
MOB-6.2	Regional Transit Network. The City shall work with SBCAG and other nearby cities and jurisdictions to ensure that the regional transit network offers access for those with limited mobility options.	On-going.
MOB-6.3	Transportation Access for Mobility Impaired. The City shall support the public transportation system to accommodate the mobility needs of residents, especially of transit dependent persons such as the elderly and disabled.	On-going.
Economic Development		
ED-1: To provide a unique and attractive visitor experience that highlights the cultural heritage of Solvang and the surrounding region and offers world class amenities appropriate to the scale of the community.		
ED-1.1	City Beautification. The City shall invest in the beautification of the City and efficient and appropriate wayfinding signage to offer the best possible visitor experience.	On-going. A wayfinding program work effort would need to be completed.
ED-1.2	Destination Image and Amenities. The City shall encourage the development of modern services such as electric vehicle charging stations and high-speed internet availability.	On-going.



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ED-1.3	Visitor Facilities. The City shall support the development of facilities that would attract business travel and other mid-week trade, such as a conference center or other meeting facilities.	
ED-1.4	Visitor Attractions. The City shall work with the Chamber of Commerce, other organizations, the business community, and cultural institutions to offer a wide range of visitor experiences such as evening activities, agri-tourism, museums, galleries, wine tasting and breweries.	On-going.
ED-1.5	Marketing. The City shall support the coordination of local and regional tourism marketing efforts and events to ensure efficient visitor attractions that reaches diverse markets.	On-going.
ED-1.6	Public Facilities. The City shall encourage comfortable and useful public facilities to support a positive visitor experience, including parking, restrooms, public gathering spaces, water fountains, and pedestrian spaces, etc.	On-going.
<i>Ed-2: To encourage a vibrant mix of businesses that supports the tourism economy while also providing essential services for residents and living wage job opportunities.</i>		
ED-2.1	Business Start-ups. The City shall ensure that City permitting processes are conducive to business start-ups and expansions.	As a part of its 2024 Zoning Ordinance update, uses were updated, and home occupation permits were reformed to incubate home based business ideas and relax uses within industrial and commercial zones.
ED-2.2	Business Development. The City shall work with the Chamber of Commerce, event coordinators, and other economic development organizations to encourage locally owned businesses and attractions that complement the unique and distinctive character of the Solvang community.	On-going.
ED-3.3	Business Attraction. The City shall work with other organizations like REACH and the Chamber of Commerce to encourage new businesses and visitor attractions that would enhance the existing business mix to benefit both local residents and visitors.	On-going.
ED-4.4	Remote Work Opportunities. The City shall promote Solvang as a location for remote work opportunities by working with the hotels and other businesses to provide access to broadband and strategic workspaces around the city.	On-going.
ED-5.5	Light Industrial Jobs. The City shall consider opportunities for compatible industries with long-term viability in the City's industrial zones within the Urban Growth Boundary and Sphere of Influence.	On-going.
<i>ED-3: To expand education and training opportunities for local workers as well as housing and transportation options that support employees of all income levels.</i>		



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ED-3.1	Workforce Training. The City shall encourage area colleges, community groups and training agencies to establish programs that would benefit the Solvang workforce.	On-going.
ED-3.2	Workforce Housing. As part of the City's overall housing goals, the City shall encourage housing designed and priced to be affordable to workers employed in Solvang, particularly in new mixed-use developments.	On-going.
ED-3.3	Transportation. The City shall support efforts to improve local and regional transit options to increase worker accessibility to job opportunities in Solvang and the broader region.	On-going.
<i>ED-4: To ensure that Solvang remains a vital member of the regional economy through collaboration with economic development and planning partner agencies.</i>		
ED-4.1	Business Expansion. The City will coordinate with the Chamber of Commerce, event planners, vintner organizations and REACH to encourage businesses to expand in Solvang and not in the surrounding communities.	On-going.
ED-4.2	Economic Infrastructure. The City shall support regional efforts to establish future-oriented infrastructure systems and human capital resources that can benefit Solvang, such as sustainable energy, improved broadband, expanded transportation options, workforce housing and workforce training.	On-going.
<i>ED-5: To maintain a vibrant economy that provides a strong and resilient fiscal foundation for City Government.</i>		
ED-5.1	Tourism Funding. The City shall continue to support local and regional tourism promotional funding efforts.	On-going.
ED-5.2	Fiscal Management. The City shall recognize the important but volatile fiscal benefit of the tourism industry for Solvang by maintaining strong budget reserve policies to help weather economic downturns.	On-going.
ED-5.3	Local Financing Programs. The City shall support financing mechanisms such as assessment districts to facilitate business and property owner financing of new facilities to support economic development.	On-going.
Public Facilities		
<i>PFS-1: To maintain an adequate level of service in the City's water system to meet the needs of existing and future residents, businesses, and new development.</i>		
PFS-1.1	Water Supply Sources. The City shall continue to maintain a water supply program consisting of multiple sources of water, water conservation and groundwater management to accommodate projected water demand and provide for reliable water supply.	On-going.



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PFS-1.2	Adequate Fire Flows. The City shall insure the provision of water supply, storage, and adequately sized pipelines to provide fire flows to meet the recommendations of the Fire Chief, City Engineer, and Utilities Director.	
PFS-1.3	Water Supply and Infrastructure. The City shall ensure there is adequate water supply and infrastructure in place or that will be available in place and prior to approving any new development. The City will consider existing and future water supply and demand prior to project approval.	On-going.
PFS-1.4	Water Line Maintenance. The City shall systematically replace or repair leaking and deteriorated water lines.	On-going.
PFS-1.5	Cost of New Infrastructure. The City shall require that costs of improvements to the water distribution system that are necessary for new developments are financed by the property owner and/or developer.	The city will need to undertake a development impact fee study in fiscal year 2025-2026.
PFS-1.6	Water Efficient Landscaping. The City shall require new development to comply with the State water efficient landscaping requirements.	On-going.
<i>PFS-2: To operate and maintain the City's sanitary sewer system and wastewater treatment plant facilities to provide adequate capacity for existing residents, businesses, and future development.</i>		
PFS-2.1	Wastewater System Capacity. The City shall continue to expand water treatment, distribution, and storage facility systems for potable and non-potable systems as necessary to accommodate the needs of existing and planned development.	On-going.
PFS-2.2	Cost of New Infrastructure. The City shall require that costs of improvements to the wastewater and water reclamation system that are necessary for new development are financed by the property owner or developer.	The city will need to undertake a development impact fee study in fiscal year 2025-2026.
PFS-2.3	Pursue Infrastructure Funding. The City will pursue available funding from county, state and federal grants.	On-going.
PFS-2.4	Protect Groundwater Quality. The City shall preserve and protect groundwater quality through the implementation of best practices and innovative methods for modern wastewater disposal.	On-going.
<i>PFS-3: To reduce solid waste entering local landfills through waste management and recycling.</i>		
PFS-3.1	Waste Management. The City shall continue to coordinate with the contractor to improve its solid waste management system through emphasis on waste prevention, reuse, recycling, composting, and appropriate disposal.	On-going.
PFS-3.2	Reduce Municipal Solid Waste. The City shall reduce municipal solid waste generation by employing a wide range of innovative techniques, including electronic	On-going.



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	communications to reduce paper usage and buying products with less packaging or in bulk, where feasible.	
PFS-3.3	Recycling Collection. The City shall require all new projects, to provide sufficient and accessible space for the storage and collection of recyclable materials and organic waste separate in addition to, space for refuse storage and collection.	On-going.
<i>PFS-4: To coordinate with law enforcement, fire protection, and emergency service providers to ensure a safe community and protect city residents and property.</i>		
PFS-4.1	Police Staffing. The City shall coordinate with the county to ensure adequate staffing and facilities to achieve desired levels of public safety.	On-going.
PFS-4.2	Community Policing Strategies. The City shall promote community policing strategies that support community partnerships and problem-solving techniques that build public trust and proactively address public safety issues.	On-going.
PFS-4.3	School Security and Safety. The City shall encourage local law enforcement to collaborate with the Solvang School District to study and implement measures that enhance the security of schools and the safety of students, teachers, and administrators.	On-going.
PFS-4.4	Tourist and Visitor Safety. The City shall coordinate with the Chamber of Commerce, hotels, and downtown business to train employees about crime prevention.	This effort has not started.
PFS-4.5	Mutual Aid Agreements. The City shall maintain mutual aid agreements among fire protection and emergency service providers to ensure residents and property are adequately served and to facilitate the efficient use of available resources.	On-going.
PFS-4.6	Emergency Medical Services. The City shall coordinate emergency medical services between agencies serving the city.	On-going.
<i>PSF-5: The City shall work to reduce fire risk to structures, property, and residents.</i>		
PFS-5.1	Fire Safety Information. The City shall coordinate with County Fire Department to inform homeowners of the risk of fire and ways to prevent loss, including information about methods for fire protection at the urban/wildland interface.	On-going. City staff recently hosted a workshop regarding fire safety, and will host another workshop in March 2025.
PFS-5.2	Defensible Space. The City shall coordinate with County Fire Department to work with residents and businesses to provide “defensible space” around structures to provide fire fighters with sufficient room to defend structures and maneuver.	On-going.
PFS-5.3	Fire Flows. The City shall ensure that adequate peak load water fire-flows are maintained throughout the city and shall regularly monitor fire-flows to ensure adequacy.	On-going.
<i>PSF-6: Improve the health and quality of life for all Solvang residents.</i>		



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PFS-6.1	Collaboration for Improved Health. The City shall collaborate with local health officials, planners, nonprofit organizations, businesses, schools, hospitals, local health clinics, and community groups to improve community health.	On-going.
PFS-6.2	Health in All Policies. The City shall prioritize the overall health of Solvang residents in its strategies, programs, daily operations, and practices.	On-going.
PFS-6.3	Address Health Inequities. The City shall address health inequities in Solvang by striving to remove barriers to healthy living, avoiding disproportionate exposure to unhealthy living environments, and providing a high quality of life for all residents, regardless of income, age, or ethnicity.	On-going.
<i>PFS-7: To provide and maintain park facilities with a range of recreational opportunities for City residents of all ages and abilities.</i>		
PFS-7.1	Recreation Services. The City shall continue to provide and facilitate quality recreational services, including programs, classes, special events, and facilities to all members of the community in a courteous and efficient manner.	On-going.
PFS-7.2	Parks and Recreation System. The City shall continue to operate and maintain a parks and recreation system which provides important environmental, social, personal and economic benefits to meet the needs of the City's residents.	On-going.
PFS-7.3	Park Facility Use. The City shall continue to maximize the use of each park facility by creatively adapting the recreation opportunities available, as community needs change and evolve.	On-going.
PFS-7.4	Facility Master Plans. The City shall create Master Plans for each park or recreation facility and periodically review and update the plans and estimate implementation costs to respond to changing needs.	City staff has selected a consultant to complete a Parks Master Plan.
PFS-7.5	Neighborhood Impacts. When preparing new, or updating existing, park and facility plans, the City shall consider the effects on surrounding neighborhoods for issues such as noise, light and glare, and traffic and parking in order to minimize impacts on neighborhood quality of life.	City staff has selected a consultant to complete a Parks Master Plan.
PFS-7.6	Intergovernmental Coordination. The City shall maintain open communication with the State, the County, the City of Buellton, local organizations and the school districts to establish mutual goals and timelines for achieving those goals.	On-going.
PFS-7.7	Park Safety. The City shall continue to maintain and improve safety in existing parks and design park improvements to facilitate security and policing.	On-going.



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PFS-7.8	Park Patrols. The City shall coordinate with the law enforcement to provide mobile patrols of parks and recreation events.	On-going.
PFS-7.9	Neighborhood Watch. The City shall coordinate with neighborhood watch programs to provide added security in park areas.	On-going.
PFS-7.10	Public Awareness. The City shall increase resident awareness of available park and recreational facilities and opportunities by periodically providing public information and activity guides and maintaining cooperative relationships with local media outlets and local organizations.	On-going.
PFS-7.11	Recreation Activities at State Parks. The City shall coordinate with the State to maintain recreational activities for residents and visitors at the Santa Ines Mission Mills State Park, State Parks Department, and Santa Barbara Trust for Historic Preservation management objectives.	On-going.
PFS-7.12	Urban Trails Plan. The City shall prepare an urban trails plan and program in coordination with neighboring Cities.	No work effort has been proposed for an urban trails plan at this time.
PS-8: To provide high-quality, cost-effective park operation and maintenance.		
PFS-8.1	ADA Compliant Parks and Facilities. The City shall design park and recreation facilities that are ADA accessible and energy and resource efficient.	City staff has selected a consultant to complete a Parks Master Plan.
PFS-8.2	Energy Efficient Parks and Facilities. When creating new, or updating existing park and facility plans, the city should incorporate energy and resource efficient concepts to the extent feasible.	City staff has selected a consultant to complete a Parks Master Plan.
PFS-8.3	Water Efficient Parks. The City shall use drip irrigation and other water efficient methods in parks to the extent feasible.	On-going.
PFS-8.4	Drought Tolerant Landscaping. The City shall use drought tolerant landscaping, solar oriented structures, and structures with natural lighting during daylight hours, where feasible.	On-going.
PFS-8.5	Park Facility Maintenance. The City shall reduce City Park facility maintenance costs wherever feasible including use of durable materials.	On-going.
PFS-8.6	Long-term Park Maintenance and Operating Cost Estimate. The City shall estimate the long-term maintenance and operating costs associated with a proposed project in conjunction with accepting or developing a new park.	On-going.
PFS-8.7	Park Net Benefit. The City shall ensure that it receives a net benefit to the City park and recreation system when an existing or proposed park is impacted by private or quasi-public infrastructure and other easements.	On-going.



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<i>PFS-9: To use a variety of funding sources to acquire, develop, expand, and maintain the City's parks, facilities, recreation opportunities and natural areas.</i>		
PFS-9.1	Capital Improvement Program. The City shall continue to list potential park projects in the City's Ten-Year Capital Improvement Program project list.	The capital improvement plan needs to be reviewed and overhauled based on the new general plan and council priorities.
PFS-9.2	Development Impact Fees. The City shall maintain and update projected costs for new park and recreation facilities to provide a basis of reviewing and updating development impact fees collected by the City to be used to fund improvements.	The city will need to undertake a development impact fee study in fiscal year 2025-2026.
PFS-9.3	Quimby Act. The City shall adopt a Quimby Act Park dedication ordinance at the ratio of one acre of parkland for each 1,000 in population added by proposed subdivisions, or payment of park in lieu fees.	City Council will need to direct staff to enact a Quimby Act dedication.
PFS-9.4	Park Grant and Bond Funding. The City shall continue to pursue grants and park bond funding for construction of new parks, major park maintenance projects, or to upgrade or add new facilities to existing parks.	On-going.
PFS-9.5	Local Partnerships. The City shall explore funding arrangements and partnerships with other regional agencies.	On-going.
<i>PFS-10: To provide Solvang with distinguished schools, programs, and learning opportunities.</i>		
PFS-10.1	Solvang School District Partnership. The City shall continue to confer with and work jointly with the Solvang School District on issues of mutual interest, including new school sites or facilities.	On-going.
PFS-10.2	School District Facility Planning. The City shall continue to forward all residential development proposals to the Solvang School District and the Santa Ynez Valley Union High School District for review with regard to school capacity and potential school sites.	On-going.
PFS-10.3	Solvang Library. The City shall continue to support the Solvang Library to improve the library facilities and expand their service to the community.	On-going.
Environmental ELEMENT		
<i>ENV-1: To protect and provide access to important space areas within the city and within the region</i>		
ENV-1.1	Open Space Management. The City shall manage city-owned open space designated land for the protection of sensitive biological resources primarily as a preserve	On-going.
ENV-1.2	Support Regional Open Space. The City shall support the efforts of Santa Barbara County, and other jurisdictions, the Land Trust for Santa Barbara County and other agencies, organizations, and private landowners to establish and maintain open space lands in the region	On-going.
ENV-1.3	Maintain Agricultural Lands. The City shall support Santa Barbara County to retain the Agriculture designation in viable farming units on lands surrounding	On-going.



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	the City and support implementation of the Santa Ynez Valley Community Plan.	
ENV-1.4	Open Space Access. The City shall continue to provide access to open space resources, with interpretive information, when doing so is consistent with protection of the resources, and with the security and privacy of affected landowners and occupants	On-going.
ENV-2: To protect important scenic resources within the city's plan area.		
ENV-2.1	Protect Scenic Qualities. The City shall protect and enhance the important scenic qualities within the City Limits, including scenic views of rolling hillsides and agricultural lands.	A hillside ordinance will need to be adopted to implement this policy.
ENV-2.2	Urban Forest. The City shall protect the urban forest created by mature trees in existing developed areas and require planting of approved trees and landscaping in new development.	A work effort will need to be created to establish an approved planting list.
ENV-2.3	Scenic Transportation Corridors. The City shall support efforts by Santa Barbara County to protect the scenic qualities of transportation corridors serving the City and region.	On-going.
ENV-2.4	Greenbelts. The City shall work with the County of Santa Barbara, the City of Buellton, and other jurisdictions and agencies, to preserve the scenic character of the greenbelts and buffers surrounding Solvang, and enhance the gateways to the City.	On-going.
ENV-2.5	City Gateways. The City shall support efforts to enhance and improve city gateways.	On-going.
ENV-3: To protect natural open space areas, sensitive native vegetation, and wildlife communities and habitat.		
ENV-3.1	Natural Resource Protection. The City shall protect sensitive natural resources, wildlife communities and habitats within the open spaces.	On-going.
ENV-3.2	Educational Programs. The City shall encourage and support educational programs in the local schools and park programs that enhance public appreciation and awareness of the natural environment, and programs on how to manage development to preserve native wildlife populations.	On-going.
ENV-3.3	Minimize Impacts of Development. The City shall ensure new development does not significantly deplete, damage, or alter existing critical wildlife habitat or populations such as coastal oak woodland along Alamo Pintado Creek, Alisal Creek, and Adobe Creek and riparian habitat along the Santa Ynez River.	On-going.
ENV-3.4	Support Local and Regional Efforts. The City shall support and participate in local and regional efforts of local, State and federal resource agencies (e.g., Santa Barbara County, California Department of Fish and Wildlife, U.S. Army Corps, United States Fish and	On-going.



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	Wildlife Service, Cost Guard, local land trusts and conservation organizations) to protect, restore and maintain viable, contiguous areas of habitat for sensitive plant and animal species along Alamo Pintado Creek, Alisal Creek, and Adobe Creek and the Santa Ynez River.	
ENV-3.5	Preserve Creek Corridors. The City shall preserve the ecological integrity of creek corridors that support riparian resources by preserving native riparian plants and, to the extent feasible, removing invasive nonnative plants. If preservation of the ecological integrity of existing resources is found to be infeasible, adverse impacts to riparian resources shall be fully mitigated consistent with the requirements of applicable State and Federal regulations	On-going.
<i>ENV-4: To protect the historic and cultural resources in order to preserve the heritage of native peoples and the area's earliest settlers.</i>		
ENV-4.1	Protect Archaeological Resources. The City shall provide for the protection of both known and potential archaeological resources citywide. To avoid significant damage to important archaeological sites, all available measures shall be explored at the time of a development proposal. Where such measures are not feasible and development would adversely affect identified archaeological or paleontological resources, mitigation shall be required in accordance with the relevant provisions of federal and State laws.	On-going.
ENV-4.2	Collaboration with Chumash. The City shall continue a positive and collaborative working relationship with the Santa Ynez Band of Chumash Indians through continued consultation and collaboration with respect to the preservation of, or the mitigation of impacts to, specified Native American places, features, and objects.	On-going.
ENV-4.3	Central Coast Information Center Referrals. The City shall continue to refer development proposals that may adversely affect archaeological sites to the University of California Santa Barbara Central Coast Information Center for review and comment.	On-going.
<i>ENV-5: To preserve and enhance Solvang's Historic and Danish heritage</i>		
ENV-5.1	Protect Significant Sites and Buildings. The City shall protect and enhance Solvang's historically and architecturally significant sites and buildings.	On-going.
ENV-5.2	Support Property Owners. The City shall encourage the efforts of property owners to preserve and renovate historic and architecturally significant structures. Where such buildings cannot be preserved intact, the City shall seek to preserve the building facades and ensure renovations are consistent with the applicable	On-going.



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	standards set forth in the Community Design Element and design guidelines.	
ENV-6: To achieve environmentally responsible reclamation of mineral- extraction sites.		
ENV-6.1	Mineral Extraction Site Reclamation. The City shall require the environmentally responsible reclamation of mineral extraction sites within the City and shall work with other agencies in the area to do the same.	On-going.
ENV-6.2	Prohibit Mineral Extraction in Open Space. The City shall prohibit mineral extraction within open space owned by the City in fee or as an easement	On-going.
ENV-6.3	Mineral Extraction. The City shall work with existing mineral extraction operations to minimize impacts to human health and the environment	On-going.
ENV-7: To maintain an adequate level of service in the City's water system to meet the needs of existing and future development.		
ENV-7.1	Adequate Water Supply. The City shall continue to work with water providers to ensure adequate water supply is available to the community. Further, the City shall impose limitations or moratoriums on new development or redevelopment when the water supply of existing customers will be adversely impacted.	On-going.
ENV-7.2	Diverse Water Supply. The City shall pursue a water supply program consisting of the development of multiple sources of water, water conservation, and groundwater management to accommodate projected water demand and provide as best possible for water supply security.	On-going.
ENV-7.3	Water Conservation Measures. The City shall require new development and redevelopment projects to incorporate water conservation measures to reduce water demand through the Water Efficient Landscape Ordinance (MWELo), relevant sections of Title 24 and LEED certification, and other conservation policies and programs	On-going.
ENV-8: To foster effective communication, cooperation, and coordination in developing and operating community and regional air quality programs.		
ENV-8.1	Reduce Air Pollution. The City shall cooperate with the SBCAPCD to reduce emission of air pollutants and their precursors and ensure ongoing attainment of federal and State ambient air quality standards.	On-going.
ENV-8.2	Particulate Emissions Reduction. The City shall work with the SBCAPCD to reduce particulate emissions from construction, grading, excavation, and demolition to the maximum extent feasible.	On-going.
ENV-8.3	Air Quality Mitigation Measures. The City shall ensure all air quality mitigation measures are feasible, implementable, and cost effective.	On-going.



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ENV-8.4	Mitigation Measures. The City shall require new development and redevelopment to incorporate measures from the most recent SBCAPCD Clean Air Plan to reduce air quality impacts to a less than significant level.	On-going.
ENV-8.5	Air Quality Education Programs. The City shall support the efforts of local public and private groups that provide air quality education programs.	On-going.
ENV-9: To reduce the air quality impacts of motor vehicle and small engine use.		
ENV-9.1	Workforce Housing Opportunities. The City shall support expansion of workforce housing opportunities in Solvang to reduce the volume and distance of home-to-work commute trips by motor vehicle.	The 2024 Zoning Ordinance revisions made it easier for property owners and developers to create infill residential development.
ENV-9.2	Commuter Trip Reduction. The City shall support regional transportation programs that reduce single-rider commuter related vehicle trips.	On-going.
ENV-9.3	Alternative Modes of Transportation. The City shall encourage the use of alternative transportation modes, including transit, walking, and bicycling.	On-going.
ENV-9.4	Electric Vehicle Infrastructure. The City shall encourage the installation of solar photovoltaic systems and electric vehicle charging facilities in commercial, residential, and industrial development.	On-going.
ENV-9.5	Fuel Efficient Vehicles. The City shall encourage adoption of alternative fuel vehicles including electric, hybrid, hydrogen fuel cell, or other fuel-efficient vehicles, for personal transportation.	On-going.
ENV-9.6	City Fleet and Equipment. The City shall work toward converting 100 percent of non-emergency City vehicles to electric, hybrid, flex-fuel, or alternative fuels. In addition, the City shall replace gas-powered mowers and other equipment with electric or hybrid models and to use alternative carbon-free models where possible.	On-going.
ENV-9.7	Sustainable Development Patterns. The City shall continue to promote patterns of development that minimize dependence on personal automobiles and reduce VMT and GHG.	On-going.
ENV-10: To reduce the emission of greenhouse gases.		
ENV-10.1	State GHG Reduction Goals. The City shall work with the SBCAPCD, SBCAG and Santa Barbara County to comply with statewide greenhouse gas reduction goals as established in AB 32, SB 375 and subsequent Executive Orders and legislation.	On-going.
ENV-10.2	Regional Climate and Sustainability Plans. The City shall implement the relevant provisions of the Santa Barbara County Energy plans to reduce emissions.	On-going.



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ENV-10.3	GHG Reduction Preference. The City shall give preference to vendors which reduce or eliminate indirect greenhouse gas emissions.	On-going.
ENV-10.4	GHG Thresholds. The City shall establish and maintain GHG thresholds to evaluate non-exempt discretionary projects consistent with CEQA. Projects above those thresholds shall mitigate their GHG emissions and locally offset the remaining GHG emissions if necessary.	No work effort has been identified to accomplish this task.
ENV-10.5	Prioritize GHG Reduction in Development. The City shall support new development that is compact, mixed-use, transit oriented, and reduces GHG emissions by lowering vehicle miles traveled (VMT) and promoting energy-efficient building design and site planning.	On-going.
ENV-11: To encourage community action to mitigate and adapt to climate change.		
ENV-11.1	Green Business Program. The City shall encourage businesses to obtain certification under the Santa Barbara County Green Business Program.	On-going.
ENV-11.2	Sustainability Education. The City shall partner with the local school districts, waste haulers, food banks, and other local organizations to integrate sustainability and environmental literacy into the academic curriculum and educate the community on waste diversion and recycling	On-going.
ENV-11.3	Local Partnerships. The City shall partner with local businesses and organizations to secure grants and incentives for facilitating GHG reduction projects such as energy efficiency and renewable energy projects	On-going.
ENV-12: To incorporate sustainable building and development practices into the city's development regulations.		
ENV-12.1	The City shall require through the State Building Code energy efficient construction and sustainable building practices by continuing to implement the Green Building Code.	On-going.
ENV-12.2	The City shall support the use of green building practices in the planning, design, construction, management, renovation, operations, and demolition of all public and private buildings and projects, including: <ul style="list-style-type: none"> • Land planning and design techniques that preserve the natural environment and minimize disturbance of the land. • Site development to reduce erosion, minimize paved surfaces and runoff and protect vegetation, especially trees. • Water conservation indoors and outdoors. • Energy efficiency in heating/cooling systems, appliances, lighting and the building envelope. 	On-going.



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	<ul style="list-style-type: none"> • Selection of materials based on recyclability, durability and the amount of energy used to create the material. • Waste reduction, reuse and recycling during construction and throughout the life of the project. • Other new aspects of green design and construction included in LEED™ or other certification programs. • Control nighttime lighting to lower energy use, reduce glare, and prevent illumination of the night sky. 	
ENV-12.3	The City shall design and construct all new or renovated City buildings to achieve Leadership in Energy and Environmental Design (LEED) Gold rating requirements.	On-going.
ENV-12.4	The City shall to the extent feasible, require the orientation of buildings to maximize passive solar heating during cool seasons, avoid solar heat gain in warm seasons, enhance natural ventilation and effective use of daylight, and to maximize opportunities for the installation of solar panels.	On-going.
ENV-12.5	Co-Generation Facilities. The City should promote and encourage co-generation projects, office, and industrial facilities, provided they meet all applicable air quality standards and provide a net reduction in GHG emissions associated with energy production.	On-going.
ENV-12.6	Emerging Technologies. The City shall remain informed of and support the inclusion of new and emerging technologies for carbon-free and energy efficient design. Support may include permit streamlining procedures, reduced fees, rebate and financing information, or other incentives at the City's discretion.	On-going.
ENV-13: To reduce Green House emissions (GHG) related to energy consumption.		
ENV-13.1	Energy Efficiency Incentives. The City shall work with energy providers and developers on voluntary incentive-based programs to encourage the use of energy efficient designs and equipment in existing buildings.	On-going.
ENV-13.2	Renewable Energy for Homes. The City shall encourage installation of renewable energy sources for new homes per the new state building codes.	On-going.
ENV-13.3	Building Emissions Reductions Plan. The City shall consider the adoption of an ordinance for all new buildings to meet State emissions reductions targets by 2045.	The city adopts the tri-annual building code, coupled with Title 24 energy compliance, reduces emissions in construction and on-going activities.
ENV-13.4	Energy Retrofit Program. The City shall encourage homeowners and building owners to retrofit their structures with energy efficiency improvements.	On-going.



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ENV-13.5	Low Income Energy Efficiency. The City shall partner with community service agencies and organizations to support energy efficient projects for low-income residents. Eligible projects may include, but are not limited to, the installation of heating, ventilation, and air-conditioning systems, lighting, water heating equipment, and insulation and weatherization.	On-going.
ENV-13.6	Renewable Energy in Open Space. The City shall allow renewable energy projects in areas zoned for open space, where consistent with all the elements of this General Plan, and other uses and values.	On-going.
ENV-14: To become a zero-waste community through responsible procurement, waste diversion, and innovative strategies.		
ENV-14.1	Zero Waste. The City shall promote activities that reduce waste and increase waste diversion, including sourcing products with reusable, recyclable, or compostable packaging; establishing food diversion programs; and promoting and educating on waste diversion and its importance	The city will continue to work with waste management to implement these measures.
ENV-14.2	Household Waste Programs. The City shall coordinate with the contract waste management company to provide convenient, easy-to-use programs for bulky items and household hazardous waste.	The city will continue to work with waste management to implement these measures.
SAFETY ELEMENT		
SAF-1: To ensure that City emergency response procedures are appropriate and coordinated with the County in the event of natural or human-made disasters.		
SAF-1.1	Emergency Response Programs. The City shall support local and regional response programs that provide emergency and other services to the public when a disaster occurs	On-going.
SAF-1.2	Community Education and Organization. The City shall develop and support preparedness programs that educate and organize the community, especially vulnerable populations, to respond appropriately to disasters	On-going.
SAF-1.3	Interjurisdictional Coordination. The City shall work to improve coordination and information sharing among city, County and State programs and agencies to reduce the risks of disasters.	On-going.
SAF-1.4	Law Enforcement and Fire Protection Services. The City shall continue to work with Santa Barbara County to maintain local law enforcement and fire protection services in a state of readiness to ensure adequate protection for the citizens of Solvang	On-going.
SAF-1.5	Standardized Emergency Management System. The City shall continue to support efforts to ensure local agency compliance with the State's Standardized Emergency Management System.	On-going.



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SAF-1.6	Command Center. The City shall continue to coordinate with the county to designate and develop a command center for use during times of emergency, such as the Veterans Hall.	On-going.
SAF-1.7	Critical Facilities. The City shall continue to maintain existing and expand critical facilities outside of flood, seismic, and high fire hazard zones whenever feasible	On-going.
SAF-1.8	Mutual Aid Agreements. The City shall continue to maintain mutual aid agreements and communications links with surrounding jurisdictions for assistance during times of emergency.	On-going.
SAF-1.9	Communication and Media Protocols. The City shall continue to maintain emergency communication resources, protocols, and improve information transfer to the media and public during emergencies.	On-going.
SAF-2: To prevent and/or reduce loss of life, injury, and property damage due to geologic and seismic hazards, including ground shaking, fault rupture, and liquefaction.		
SAF-2.1	Earthquake Resistant Design. The City shall continue to require earthquake resistant designs for all structures and utilities.	On-going.
SAF-2.2	Critical Facilities Placement. New critical structures such as hospitals, police substations, fire stations, emergency communication centers, schools, high occupancy buildings and bridges shall be located away from high-risk earthquake, landslide, and liquefaction zones.	On-going.
SAF-2.3	Geotechnical Reports. The City shall continue to require the preparation of geotechnical reports and impose appropriate mitigation measures for new development in areas of potential seismic or geologic hazards to ensure, within the limits of technical and economic feasibility, that new structures are able to withstand the effects of seismic activity, including liquefaction, slope instability, expansive soils or other geologic hazards.	On-going.
SAF-2.4	Underground Utilities. The City shall continue to require the design of underground utilities, particularly water and natural gas mains, to resist seismic forces in accordance with state requirements.	On-going.
SAF-2.5	Identification and Abatement of Risk for Existing Structures. The City shall identify and encourage risk abatement for existing structures that will be hazardous during an earthquake event, especially high occupancy structures that have the greatest potential effect on public safety.	On-going.
SAF-2.6	Alquist-Priolo Earthquake Fault Zoning Act. The City shall continue to enforce the Alquist-Priolo Earthquake Fault Zoning Act that requires geologic studies to be performed so that habitable structures and essential	On-going.



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	facilities will be sited away from active and potentially active faults.	
SAF-3: To reduce the potential damage to structures and infrastructure from landslide hazards.		
SAF-3.1	Landslide and Slope Instability Hazard Mitigation. The City shall continue to require development to avoid and/or mitigate any potential impacts a project contributes to landslides and slope instability hazards on neighboring property, appurtenant structures, utilities, and roads.	On-going.
SAF-3.2	Expansion of Development in Areas of Landslide Activity. The City shall prohibit the expansion of existing structures or developments in areas of known landslide activity except when the project will incorporate measures to reduce the potential for loss of life and property.	On-going.
SAF-3.3	New Development in Areas of Landslide Activity. The City shall prohibit new development in areas of known landslide activity unless development plans indicate that the hazard can be reduced to a less than significant level prior to beginning development.	On-going.
SAF-4: To prevent and/or reduce loss of life, injury, and property damage due to flooding.		
SAF-4.1	Development in Floodplains. The City shall not approve new development in areas subject to a 100-year flood event, based on Federal Emergency Management Agency (FEMA) mapping or on other updated mapping acceptable to the City, unless and until the flood hazard has been mitigated.	On-going.
SAF-4.2	Mitigate Flooding. The City shall require new development and redevelopment to incorporate flood reduction measures into the project design in areas known to be prone to flooding.	On-going.
SAF-4.3	Dam Inundation. The City shall update and maintain the Emergency Management Plan to minimize the risk to life and property due to dam failure.	On-going.
SAF-4.4	Reducing Flood Impacts. The City shall require mitigation to less than significant levels for new development with the potential to increase flooding impacts.	On-going.
SAF-4.5	100-Year Flood Plains. The City shall require development on land subject to a 100- year flood event, based on Federal Emergency Management Agency (FEMA) mapping or on other updated mapping acceptable to the City, to conform to National Flood Insurance Program (NFIP) standards.	On-going.
SAF-4.6	New Parcels. The City shall prohibit the creation of parcels upon which the presence of easements, floodplain, marsh or riparian habitat, or other features would leave insufficient land to build and operate structures. This action item shall not apply to open	On-going.



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	space lots specifically created for dedication to the City or another appropriate party for habitat protection, flood control, drainage, or wetland maintenance.	
SAF-5: To prevent and/or reduce loss of life, injury, and property damage due to wildland and structural fires.		
SAF-5.1	Protect New Development. The City shall require new development be designed to protect life and property from the effects of wildfires and structural fires relative to the identified level of risk.	On-going.
SAF-5.2	Fire Equipment Access and Resources. The City shall require that new development provides for adequate fire equipment access and fire suppression resources.	On-going.
SAF-5.3	Road and Building Identification. The City shall require that all roads and buildings are properly identified by name or number with clearly visible signs in order to promote faster response times.	On-going.
SAF-5.4	Work with Homeowners on Fire Safety. The City shall work with and educate homeowners to improve fire safety and defensibility.	On-going.
SAF-5.5	Fire Safety Improvements. The City shall encourage fire safety improvements for existing homes and commercial buildings.	On-going.
SAF-5.1	Protect New Development. The City shall require new development be designed to protect life and property from the effects of wildfires and structural fires relative to the identified level of risk.	On-going.
SAF-6: To coordinate with fire protection and emergency service providers to ensure adequate fire facilities, equipment, and services are available to protect city residents and property from fire.		
SAF-6.1	County Fire Department Staffing. The City shall work with Santa Barbara County Fire Department to maintain fire department staffing levels and response times consistent with National Fire Protection Association standards.	On-going.
SAF-6.2	Mutual Aid Agreements. The City shall continue to maintain mutual aid agreements among fire protection and emergency service providers to ensure residents and property are adequately served and to facilitate the efficient use of available resources.	On-going.
SAF-6.3	Peak Fire-Flow. The City shall continue to ensure that adequate peak load water fire-flows are maintained throughout the city and shall regularly monitor fire-flows to ensure adequacy.	On-going.
SAF-6.4	Homeowner Resources. The City shall continue to work with local agencies to inform homeowners of the dangers and appropriate responses to fire and ways to prevent loss.	On-going.
SAF-7: To reduce the potential for exposure of humans and the environment to hazardous substances..		
SAF-7.1	Hazardous Material Storage and Disposal. The City shall require proper storage and disposal of hazardous materials, including medical waste, to prevent leakage, potential explosions, fires, or the escape of harmful	The city will continue to work with waste management to implement these measures.



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	gases, and to prevent individually innocuous materials from combining to form hazardous substances, especially at the time of disposal.	
SAF-7.2	Designated Routes for Transport of Hazardous Materials. The City shall designate and continue to enforce safe routes through the City for the transport of hazardous materials.	On-going.
SAF-7.3	Testing and Remediation of Contaminated Sites. The City shall require testing for contamination in areas suspected as potentially hazardous and shall require that the remediation of hazardous areas takes place prior to development in cooperation with the Santa Barbara County Public Health Department.	On-going.
SAF-8: To ensure that Solvang remains a relatively safe community with a low incidence of crime.		
SAF-8.1	Public Safety. The City shall continue to maintain a high-level of public safety in Solvang.	On-going.
SAF-8.2	Design Review. The City shall ensure through design review that crime prevention and safety are incorporated into new development projects, especially for residential subdivision and commercial development.	On-going.
SAF-8.3	Education on Personal Safety. The City shall continue to work with the Chamber of Commerce and the Sheriff to support volunteer and educational programs to inform the public regarding personal safety.	On-going.
SAF-9: To promote the safe operation of the airport and protect the safety of city residents.		
SAF-9.1	Coordinate with the ALUC. The City shall coordinate with the Airport Land Use Commission (ALUC) on land use planning around the Santa Ynez Airport and the City's Plan Area.	On-going.
SAF-9.2	Airport Area of Influence. The City shall submit development proposals for land within the airport area of influence for review by the ALUC for consistency with the Airport Land Use Compatibility Plan.	On-going.
SAF-9.3	Airport Land Use Consistency. The City shall work to achieve consistency between General Plan land uses and the ALUP, when and where it is appropriate. Measures may include restrictions on permitted land uses and development criteria, including height restrictions.	On-going.
SAF-10: To protect city residents, visitors and infrastructure from the hazards associated with falling trees.		
SAF-10.1	The City shall continue to maintain trees on City property to minimize hazards, and work with property owners to do the same.	On-going.
SAF-11: To reduce, minimize and manage noise and vibration to the greatest extent feasible.		
SAF-11.1	Roadway Project Noise Mitigation. The City shall work with Caltrans to require the inclusion of noise mitigation	On-going.



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	measures along Highway 246 near residential units in the design of new roadway projects where necessary to maintain acceptable noise levels for adjacent uses.	
SAF-11.2	Noise Mitigation in Design. The City shall require the use noise mitigation measures where appropriate in the design of new development and redevelopment, especially for residential or other noise-sensitive land uses adjacent to major roads or noise-generating commercial or industrial areas to ensure internal noise levels of the receiving noise-sensitive uses remain at acceptable levels.	On-going.
SAF-11.3	Sensitive Areas. The City shall ensure acceptable noise levels are maintained near schools, hospitals, and other noise sensitive areas through proper land use decisions and site plan review.	On-going.
SAF 11-4	Vibration Impacts. For projects involving the use of major vibration generating equipment (e.g., pile drivers, vibratory rollers) that could generate groundborne vibration levels in excess of 0.2 in/sec ppv, the City may require a project-specific vibration impact assessment to analyze potential groundborne vibrational impacts and may require measures to reduce ground vibration levels.	On-going.
<i>SAF-12: Reduce the potential and severity of short- and long-term health emergencies, control the rate and extent of the spread of an illness, reduce economic and social displacement, and reduce loss of life.</i>		
SAF-12.1	State and County Minimum Requirements. The City shall implement all minimum requirements from appropriate State of California and Santa Barbara County agencies relative to declared public health emergencies.	On-going.
SAF-12.2	Interagency Coordination. The City shall work closely with the State of California and Santa Barbara County health officials to make certain that City needs are considered and addressed and to inform residents of programs and resources in a timely manner.	On-going.
SAF-12.3	Communication and Education. The City shall continue to maintain and enhance communications and education resources to provide timely and up-to-date information concerning public health emergencies, with specific focus on vulnerable populations.	On-going.
SAF-12.4	Resources. The City shall work with the State of California and Santa Barbara County to maintain a supply of resources necessary to track, respond to, and recover from a public health emergency.	On-going.
SAF-12.5	Organizational Partnerships. The City shall partner with organizations responsible for essential health care and human services to ensure those services are provided as early as possible to respond during, and recover after, a public health emergency or event.	On-going.



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SAF-12.6	Disease Vector Control. The City shall work collaboratively with other agencies to control vectors such as mosquitos to protect Solvang residents from vector-borne diseases	On-going.
<i>SAF-13 To reduce and/or prevent loss of life, injury, and property damage due to climate impacts.</i>		
SAF-13.1	Water Conservation. The City shall continue to support water conservation programs and efficiency upgrades through education, regulation, and incentives. The city will work with hotels and restaurant to encourage water use reduction measures.	On-going.
SAF-13.2	Climate Resilient Public Facilities. The City shall require development, renovation, and maintenance of public facilities be designed to minimize vulnerabilities to climate impacts such as heat, fire, and drought.	On-going.
SAF-13.2	Resilience Hubs. The City shall establish community facilities that provide a safe harbor to vulnerable populations during climate hazard events such as fires, poor air quality, extreme heat, and floods (known as resilience hubs).	On-going.
SAF-13.3	Building Retrofits. The City shall support retrofits of existing structures to better withstand climate impacts, including extreme heat, poor air quality, fire, and floods.	On-going.
SAF-13.4	Green Infrastructure. The City shall encourage development and redevelopment projects incorporate green infrastructure such as street trees, landscaping, and green and cool roofs to mitigate the effects of extreme heat events.	On-going.



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Name of Program	Objective	Timeframe in HE	Status of Program
HE-A Code Enforcement	<p>A. Provide direct technical assistance to at least 9 households with substandard housing issues that led to code compliance, including:</p> <ul style="list-style-type: none"> • Three extremely low-income households • Three very low-income households, and • Three low-income households <p>B. Hold four workshops or advertising campaigns targeting central portions of the city.</p>	<p>A. Assist three households by 2025, 6 by 2028, and 9 by 2031</p> <p>B. Workshops/ advertising campaigns: every two years</p>	<p>A. On-going</p> <p>B. First workshop will be held in 2025.</p>
HE-B Housing Rehabilitation Assistance	<p>A. The City shall advertise the availability of this program through brochures at City Hall, the Public Library, and by posting information on the City’s website, and shall hold advertising efforts specifically targeting central Solvang.</p> <p>B. The City shall annually investigate identify and pursue funding opportunities in support of the Housing Rehabilitation Assistance Program.</p> <p>C. The City shall pursue two new funding opportunities in the planning period.</p> <p>D. The City shall identify and engage local non-profit agencies to identify local rehabilitation needs and opportunities for partnerships to provide resources or direct-assistance to lower-income households.</p> <p>E. The City shall prioritize identified funding to assist lower income households in central Solvang, including census tract 1910 and block group 2 of census tract 1909. [Source: Existing Program 2, modified].</p>	<p>A. Post information: by 2024; targeted advertising every four years (at minimum)</p> <p>B. Explore Identify funding opportunities: annually</p> <p>C. Apply for new funding: twice in the planning period</p> <p>D. Biannually</p> <p>E. On-going</p>	<p>A. City staff will need to develop this brochure and should be directed by the City council to establish a “housing Implementation” goal and work effort in FY 2025-2026.</p> <p>B. City staff has currently contracted with California Consulting on grant opportunities.</p> <p>C. This should be completed in 2025, 2027, 2029, and 2031.</p> <p>D. On-going</p>



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Name of Program	Objective	Timeframe in HE	Status of Program
HE-C Rental Assistance	<p>A. Address the high cost of rent for lower income households by partnering with the Housing Authority in the administration housing choice vouchers countywide.</p> <p>B. Engage with the Housing Authority annually to discuss opportunities to pursue additional funds for rental assistance programs.</p> <p>C. Provide informational materials detailing existing rental assistance programs and available resources on the City’s website by 2024 and hold workshops or advertising campaigns to distribute this information to households in lower income areas of central Solvang</p> <p>D. Engage property owners annually with a goal of increasing the number of properties accepting Housing Choice Vouchers by 10 percent in the planning period</p>	<p>A. Engage with the Housing Authority: annually</p> <p>B. Apply for funding: as available</p> <p>C. Information on City website: by 2024</p> <p>D. Workshops/ advertising campaigns: annually</p>	<p>A. City staff will begin outreach with County Housing Authority.</p> <p>B. The City has hired a grant writing consultant to assist in these effort.</p> <p>C. City staff will need to develop this and should be directed by the City council to establish a “housing Implementation” goal and work effort in FY 2025-2026, which should include hiring a consultant to complete the work that specializes in Housing Implementation.</p> <p>D. See “C”.</p>
HE-D Mobile Home and Mobile Home Park Preservation	<p>A. Maintain the Mobile Home Park (MHP) designation under both its the General Plan and Zoning Ordinance as a means providing mobile home as an affordable housing option</p> <p>B. Continue to allow mobile homes that adhere to the California Building Code, e.g., with permanent foundations, as a single-family residential use.</p>	On-going	On-going
HE-E Preservation of Community Character	<p>A. Complete stakeholder interviews with local developers and architects to inform design standards.</p> <p>B. Adopt objective design standards for the Village Area by 2025.</p> <p>C. Publicize the City’s adopted design standards and review processes related to the Village Area on the City’s website and at City Hall by 2025.</p>	All actions and objectives: 2024	Completed. City Council adopted objective design standards for the Village on December 9, 2024. This can be found by clicking this link .
HE-F Local Workforce/Farmworker Housing	<p>A. Engage with workforce housing developers, employers, and non-</p>	A. Engagement: annually	A. City staff is working with California Consulting to



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Name of Program	Objective	Timeframe in HE	Status of Program
	<p>profits to identify funding opportunities annually.</p> <p>B. Create partnerships with developers and/or non-profits in support of two grant applications in the planning period, with a goal of obtaining \$200,000 in grant funding to support each project.</p> <p>C. Adopt incentives for workforce housing within two years of the adoption deadline.</p> <p>D. Through partnership and incentives, encourage the development of :20 very low-income units and 20 low-income units in central Solvang, as well as 20 units for farmworkers.</p> <p>E. Amend the Zoning Code to provide a streamlined ministerial permit process for qualifying farmworker housing complexes in compliance with recent State law amending the Health and Safety Code (AB 1783).</p>	<p>B. Partnerships in pursuit of funding: One by 2027; Two by 2030; Information to website: 2023</p> <p>C. Adopt incentives: within two years of the adoption deadline</p> <p>D. Identify parcels and contact developers and non-profit housing developers annually</p> <p>E. Amend Code by 2024.</p>	<p>identify appropriate funding.</p> <p>B. City staff will continue to work with its county partners in exploring funding opportunities. The City has hired a grant writing consultant to assist in these effort.</p> <p>C. City staff will need to identify these parcels.</p> <p>D. City staff should continue outreach with partners to develop properties.</p> <p>E. Completed and codified on December 8, 2024.</p>
HE-G Density Bonus Program	<p>A. Publish an informational brochure at City offices and on the City website in 2023.</p> <p>B. Encourage the development of three projects in central Solvang that include a density bonus.</p>	<p>A. To be completed by 2023.</p> <p>B. On-going.</p>	<p>A. Completed. Information on Density Bonus can be found on the city's website, and is currently processing 1 density bonus application.</p>
HE-H Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) Development	<p>A. Maintain and update informational brochures to promote, educate, and assist homeowners with developing ADUs and JADUs.</p> <p>B. Create an information resource on the City's website that provides information on ADUs, JADUs, and City requirements.</p> <p>C. Provide a step-by-step guide and assistance links to necessary applications and information.</p> <p>D. Work with developers to incorporate ADUs and JADUs into new single-family developments.</p> <p>E. Engage Complete stakeholder interviews with local builders and</p>	<p>A. 2023 with annual updates</p> <p>B. 2024</p> <p>C. Ongoing</p> <p>D. by 2025</p> <p>E. Engagement: 2023-2024; public hearings: 2024; adopt incentives: by April 1, 2025</p> <p>F. Annually</p>	<p>The city adopted ADU and JADU regulations on December 8, 2024. Incentives that were completed included elimination of all required parking, and additional height increases for ADUs over existing garages beyond state standards.</p>



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	<p>homeowners to explore discuss potential incentives to encourage the development of ADU and JADU development in low density high opportunity areas including, but not limited to, census tracts 1901 and 1910, in line with the City's goals to affirmatively further fair housing; potential incentives may include, but are not limited to, flexible zoning requirements, deferred or waived fees, and/or reduced parking requirements. The City shall hold public hearings in 2024 and shall adopt incentives by April 1, 2025.</p> <p>F. Distribute information on ADU development opportunities and available incentives through annual advertising campaigns targeting low density high resource areas in northern and southern Solvang.</p>		
HE-I Application for Grants and Loans	<p>A. Maintain and regularly update a database of funding opportunities. Promote funding opportunities available to local developers on the City website.</p> <p>B. Apply for a minimum of one new funding opportunity in support of affordable housing development in lower density high resource areas.</p> <p>C. Apply for a minimum of one new funding opportunity in support of redevelopment of underutilized commercial parcels or substandard housing in central Solvang.</p>	<p>A. Database: 2023 with annual updates; Information to website: 2024</p> <p>B./C. Apply for funding: once in the planning period</p>	<p>A. City staff will develop a housing portal to accomplish this task.</p> <p>B. The City has hired a grant writing consultant to assist in these effort.</p>
HE-J Adequate Sites Program	<p>A. Complete lot line adjustment for Site C (139-530-002) within one year of the adoption deadline.</p> <p>B. Rezone sites in accordance with 65583.2(h) and (i).</p> <p>C. Publicize and annually update a public-facing inventory of available sites in compliance with 65583.2(c).</p> <p>D. Update and submit an electronic copy of the available sites inventory to HCD annually with the Housing Element Annual Progress Report (APR), as required by SB 6 (2019) and make the list available on the city website</p>	<p>A. Complete lot line adjustment for Site C (139-530-002) within one year of the adoption deadline.</p> <p>B. Rezones: within three years of the adoption deadline</p> <p>C. Monitor development: annually; Public-facing inventory: 2023</p>	<p>A. Site C was rezoned on December 8, 2024. Site C currently has an application deemed complete.</p> <p>B. Site B and D was rezoned April 4, 2024. Site B has preliminary work on-going.</p> <p>C. On-going</p> <p>D. On-going</p>



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Name of Program	Objective	Timeframe in HE	Status of Program
		D. Electronic submission to HCD: Annually with APR	
HE-K Mixed-Use Development	<p>A. Update the General Plan (GP) to allow mixed-used development in all commercial and P-O zones.</p> <p>B. Interview local stakeholders regarding development standards appropriate to encourage mixed use development in 2024.</p> <p>C. Update the Zoning Code for consistency with the General Plan and to be responsive to stakeholder input in 2025; encourage the production of 10 low- income, 10 moderate and 20 above moderate income units in mixed use developments.</p> <p>D. Provide priority processing to mixed use projects with special needs and/or senior housing units to encourage the production of: 10 very-low and 10 low- income units.</p>	<p>A. GP update: 2023</p> <p>B. Stakeholder interviews: 2024</p> <p>C. Zoning Code update: within three years of the adoption deadline.</p> <p>D. On-going</p>	<p>A. Complete. General Plan was adopted with policies containing this language. .</p> <p>B. Complete. Zoning ordinance was amended in December 2024.</p> <p>C. Complete. Zoning ordinance was amended in 2024. 2025 projected units is 50 above moderate units.</p> <p>D. On-going</p>
HE-L Infill Incentives Ordinance	<p>A. Within three two years of the adoption deadline, evaluate and revise, as necessary, residential development standards to remove constraints to multi- unit infill development.</p> <p>B. Incentivize multi-unit infill projects by deferring payment of fees until final occupancy.</p> <p>C. Encourage the development of eight multi-family units in high resource areas or on infill parcels within the planning period.</p>	Within two years of the adoption deadline (by February 15, 2025)	<p>Complete. The city adopted a new zoning ordinance that reduces setbacks, revises parking standards, and reduced lot coverage.</p> <p>City has implemented a fee deferral program with application (see here).</p> <p>Pre-application received for 24 units of R-3 infill in 2024.</p>
HE-M Lot Mergers	<p>A. Identify parcels with potential for lot consolidation in 2023 and engage owners once in the planning period.</p> <p>B. Identify incentives to be incorporated into the lot consolidation procedure in 2023- 2024.</p> <p>C. Develop ministerial lot consolidation procedure in 2024.</p>	<p>A. Identify parcels: 2023</p> <p>B. Identify incentives: 2023-2024</p> <p>C. Adopt lot consolidation procedure: 2024</p>	<p>A. City staff will need to prioritize reviewing GIS parcel data to complete, however, should engage with the Planning Commission or City Council for parameters.</p> <p>B. City staff will need to return in fall 2025</p>



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			<p>with parameters for incentives for lot line adjustments.</p> <p>C. City staff has identified the Subdivision regulations as antiquated and will revise by December 31, 2025.</p>
<p>HE-N Affordable Housing Incentives Program</p>	<p>A. Apply a streamlined permit processing for affordable housing developments in compliance with provisions under SB 35 and SB 330.</p> <p>B. Provide regulatory incentives in support of affordable housing, potentially including additional density or FAR allowances, parking reductions equivalent to the percentage of affordable units provided, and deferred fees targeted to lower income areas of central Solvang, including census tract 1910 and block group 2 of census tract 1909.</p> <p>C. Provide information on incentives for affordable housing development on City website.</p> <p>D. Make information regarding incentives and funding opportunities available in City Hall and on the City website.</p> <p>E. Use state and federal funding to help offset costs of governmental and non-governmental constraints to affordable housing development. As funds become available, the City shall distribute information to property owners, developers, and local non-profits related to eligibility and application for direct financial assistance.</p> <p>F. Identify properties in central Solvang in proximity to jobs and transportation options with potential for development or redevelopment as single-room occupancy housing and provide owners with information</p>	<p>A. 2024</p> <p>B. 2024</p> <p>C. Annually</p> <p>D. 2023, and updated annually</p> <p>E. Annually, contact interested parties immediately upon availability of funds.</p> <p>F. Identify parcels in 2023; engage owners twice in the planning period</p> <p>G. Within two years of the adoption deadline</p>	<p>A. City adopted revised infill development standards including FAR allowances, parking reductions, and deferred fee program. It also now includes ministerial approvals of certain multi-family units through zoning clearance. Staff anticipated 2 units to be completed by 2025 under this program.</p> <p>B. See A.</p> <p>C. Housing Portal is located here.</p> <p>D. See C.</p> <p>E. City staff will continue to work with its county partners in exploring funding opportunities. The City has hired a grant writing consultant to assist in these effort.</p> <p>F. See A.</p> <p>G. See A.</p>



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	<p>on Single Room Occupancies (SRO); engage the owners of these properties as well as market developers and non-profit housing providers to encourage the development of SROs on these sites.</p> <p>G. Create a ministerial process for approving residential developments in commercially zoned areas, subject to requirements provided in California Government Code Sections 65400 and 65585, in compliance with AB 2011 (2022)</p>		
HE-O Municipal Code Updates	<p>A. Allow low barrier navigation centers in mixed use and multi-family zoned areas in compliance with Government Code Sections 65660 and 65668 (AB 101).</p> <p>B. Allow 100 percent affordable housing developments with 25 percent or 12 units (whichever is greater) of supportive housing by right in all zones where mixed use and multifamily housing are permitted, in compliance with AB 2162.</p> <p>C. Allow housing for agricultural employees to be permitted by right in single family zones for up to six persons and in agricultural zones for no more than 12 units or 36 beds in compliance with Health and Safety Code 17021.5 and 17021.6.</p> <p>D. Remove Conditional Use Permit (CUP) requirements for all multi-family and mixed-use projects that provide a minimum of 20 percent affordability to lower income households, in compliance with State law.</p> <p>E. Adopt the most-recent edition to the California Building Code.</p> <p>F. Allow lot splits and ADUs in compliance with SB 9.</p>	All actions within three two years of the adoption deadline (by February 15, 2025).	<p>All items were completed as a part of the 2024 Zoning Ordinance update. These were codified on December 8, 2024.</p> <p>Please click here for more information.</p>



Appendix B Adopted Housing Element Implementation Report

Name of Program	Objective	Timeframe in HE	Status of Program
	<p>G. Allow residential and mixed use projects that meet the provisions of California Government Code Sections 65913.4 and 65852.24, in all commercial zones in compliance with SB 6 (2022).</p> <p>H. Allow for emergency shelters in compliance with recent amendments to Government Code section 65583 subdivision (a)(4), including providing an updated capacity analysis that accounts for development activity (if any) on the sites currently identified as capacity to meet the local need, and revising the emergency shelter definition to include interim interventions.</p> <p>I. Allow for transitional and supportive housing in compliance with AB 2162, including, but not limited to, permitting these uses in all zones allowing residential uses, including the AG zone, subject only to the requirements of residential uses of the similar type and form in the same zone.</p> <p>J. Allow single-room occupancy units (SROs) in commercial and mixed-use zones.</p>		
<p>HE-P Affirmatively Furthering Fair Housing</p>	<p>A. Provide educational information on fair housing to the public through distribution of a fair housing brochure. The brochure will be made available at the Solvang Senior Center, the Solvang Library, City Hall, and on the City website.</p> <p>B. Provide a minimum of one informational event on fair housing rights, fair housing resources, and common predatory practices, especially related to older adults in partnership with Santa Barbara County and other public and non-profit agencies targeting central Solvang.</p> <p>C. Provide information for property owners and managers on fair housing laws and regulations on the City's website by 2025.</p>	<p>A. 2024</p> <p>B. By 2026</p> <p>C. By 2025</p> <p>D. Engage Housing Authority annually</p> <p>E. by 2027</p> <p>F. by 2026</p> <p>G. By 2024</p>	<p>A. Completed. See city's housing website.</p> <p>B. To be scheduled within the next 2 years.</p> <p>C. See A.</p> <p>D. On-going</p> <p>E. On-going</p> <p>F. On-going</p> <p>G. On-going</p>



Appendix B Adopted Housing Element Implementation Report

Name of Program	Objective	Timeframe in HE	Status of Program
	<p>D. Continue to support efforts by the Housing Authority of the County of Santa Barbara and engage the Housing Authority every two years to identify and implement opportunities to expand enforcement efforts and testing, particularly in central Solvang.</p> <p>E. Work with Santa Ynez Valley Transit to make the application for Dial-A-Ride services more accessible, by potentially removing requirements for ADA certification and physician sign off.</p> <p>F. Work with local organizations, particularly those that serve seniors and persons with disabilities, to distribute information on transit options.</p> <p>G. Through the General Plan Update, adopt programs that work to encourage business diversification in new mixed-use developments, as well as to encourage new businesses and visitor attractions that would enhance the existing business mix, particularly in central Solvang where lower income households, jobs, and transportation options exist in higher concentrations.</p>		
HE-Q Housing for Disabled Persons	<p>A. The City will encourage new developments to provide a portion of units to meet the special housing needs of seniors and persons with disabilities, including developmental disabilities.</p> <p>B. The City shall pursue funding to assist with construction and rehabilitation needs of housing accessible to lower- and moderate-income persons with a disability, including developmental disabilities, and/or seniors.</p> <p>C. The City shall engage residents, developers, and service providers to determine constraints to accessible housing.</p>	<p>A. On a project-by-project basis</p> <p>B. Identify funding annually; pursue at least one opportunity by 2031</p> <p>C. 2024</p> <p>D. by 2026</p> <p>E. by 2024</p>	<p>A. On-going</p> <p>B. City staff will continue to work with its county partners in exploring funding opportunities. The City has hired a grant writing consultant to assist in these effort.</p> <p>C. On-going</p> <p>D. The should be completed based on the next tri-</p>



Appendix B Adopted Housing Element Implementation Report

Name of Program	Objective	Timeframe in HE	Status of Program
	<p>D. Evaluate and revise, as necessary, the reasonable accommodation ordinance by 2026.</p> <p>E. Encourage new affordable housing for seniors and persons with a disability in central Solvang where near public transit opportunities are concentrated</p>		<p>annual building code update.</p> <p>E. On-going</p>
HE-R Universal Design	<p>A. Evaluate and consider the model ordinance prepared by the State of California.</p> <p>B. Adopt a universal design ordinance.</p> <p>C. Provide information on universal design techniques and the universal design ordinance to developers and on the City website</p>	<p>A. Consider model ordinances: by 2024</p> <p>B. Adopt ordinance: by 2025</p> <p>C. Information to developers and website: 2023 and updated annually</p>	A universal design ordinance will be adopted along with the Tri-annual building code update.
HE-S Emergency Shelters and Transitional and Supportive Housing	<p>A. The City will contact religious institutions in Solvang to inform them of the provisions of the City's zoning ordinance allowing for emergency shelters, transitional, and supportive housing.</p> <p>B. The City will contact public agencies and non-profit organizations that serve homeless and near- homeless clients in the area to inform them of the City's provisions.</p> <p>C. The City will provide application assistance as necessary to support funding requests for emergency shelter or transitional and supportive housing requests.</p> <p>D. The City will meet annually with homeless service providers to evaluate current and future needs for an emergency shelter or transitional and supportive housing facility in Solvang. Should the need for such facilities arise, the City will provide assistance in accessing state or federal funding for such facilities by partnering with service providers, non- profit agencies, and the Santa Barbara County Continuum of Care in the pursuit of grants.</p>	<p>A. 2025</p> <p>B. 2025</p> <p>C. one by 2026, two by 2028, 3 by 2031</p> <p>D. Annually</p>	<p>A. to be completed in 2025.</p> <p>B. On-going.</p> <p>C. On-going.</p> <p>D. On-going.</p>



Appendix B Adopted Housing Element Implementation Report

Name of Program	Objective	Timeframe in HE	Status of Program
HE-T Energy Conservation	<ul style="list-style-type: none"> A. Adopt the most recent California Green Building Standards Code (CALGreen). B. Provide public information on energy conservation programs and alternative energy technologies to residential developers, contractors, and property owners through the City website. C. Encourage the use of alternative energy technologies in new and rehabilitated housing 	<ul style="list-style-type: none"> A. Within one year of updates to CALGreen B. by 2025 C. On a project-by-project basis 	<ul style="list-style-type: none"> A. 2022 Cal green code has been adopted. City will continue to adopt Green Code tri-annually including the 2025 CBC by December 31, 2025. B. To be placed in 2025-2026 work effort. C. On-going
HE-U Missing Middle Housing	<ul style="list-style-type: none"> A. Evaluate development standards within the zoning code by 2024. B. To enhance housing mobility and housing choice, encourage the development of a variety of missing middle housing types in infill projects; support the development of two missing middle housing developments between two and 8 units. C. To enhance housing mobility, encourage the development of 8 moderate-income units in high resource areas 	<ul style="list-style-type: none"> A. 2023-2031 B. Evaluate development standards: 2023. C. Adopt revised standards: by June 30, 2024 	<p>City staff has completed a major overhaul of the city's zoning ordinance that supports missing middle housing. This was adopted in December 8, 2024.</p>
HE-V Housing Information Transparency	<ul style="list-style-type: none"> A. The City will, in accordance with AB 1483 (2019), obtain, maintain, update, and make publicly available information related to zoning ordinances, development standards, fees, exactions, affordability requirements, and fair housing laws from the Department of Housing and Community Development, State Fair Employment, and Housing Commission's enforcement program, as well as programs and funding sources for homeowners at risk of foreclosure, the State Historic Building Code, and information on energy conservation opportunities. B. The City will, as appropriate, share this information on the City website and/or in hard copy form at City offices. Any changes to such information shall be made public within 30 days of changes. The City 	<p>By 2024, and updated regularly</p>	<p>City fees are currently posted on its website, and available to the public.</p>



Appendix B Adopted Housing Element Implementation Report

Name of Program	Objective	Timeframe in HE	Status of Program
	will provide these items in Spanish, as funding and staff time allows		
HE-W Surplus and Excess Public Land	<ul style="list-style-type: none"> A. Regularly maintain an inventory of publicly owned surplus or excess land on the City website B. Annually release information regarding publicly owned sites that have been sold, leased, or disposed of. 	Annually	On-going
HE-X Anti-Displacement Strategy	<ul style="list-style-type: none"> A. Discuss issues, opportunities, and potential anti-displacement measures with the public through events targeting central Solvang, seniors, and residents with a disability. B. Adopt an anti-displacement strategy in 2025. C. Preserve all existing affordable units. D. Encourage the development of 50 lower income units (beyond the RHNA), with a target of 75 percent for seniors, residents with a disability, and farmworkers. E. Ensure housing options for the local workforce, particularly those in the retail or tourist-serving industries. 	<ul style="list-style-type: none"> A. Engagement to identify and evaluate potential anti-displacement measures: in 2023 and 2024 B. Public hearings and adoption: in 2025 	City staff should be directed by the City council to establish a “housing Implementation” goal and work effort in FY 2025-2026, which should include hiring a consultant specializing in Housing implementation.
HE-Y Objective Design Standards for By-Right Multifamily Projects	<ul style="list-style-type: none"> A. Review and evaluate current design guidelines, including completing stakeholder interviews with members of the Design Review Committee, and release a report documenting the findings of the evaluation. B. Draft Objective Design Standards for by-right multifamily residential development for public review. C. Adopt Objective Design Standards in 2025. D. Evaluate the Development Plan process to identify necessary objective provisions, as well as constraints to multifamily development. E. Amend the Zoning Code to provide a ministerial review pathway to 	<ul style="list-style-type: none"> A. 2024 B. 2024 C. 2025 D. 2024 E. 2025 	City staff should be directed by the City council to establish a “housing Implementation” goal and work effort in FY 2025-2026, which should include hiring a consultant to complete the work that specializes in Housing Implementation.



Appendix B Adopted Housing Element Implementation Report

Name of Program	Objective	Timeframe in HE	Status of Program
	project approval that incorporates necessary objective provisions from the existing Development Plan process but does not impose subjective criteria or discretionary approvals.		



CITY COUNCIL STAFF REPORT

AGENDA ITEM 8.d

Meeting Date: March 24, 2025

SUBJECT: Approve Amendment 2 to the Agreement with JJ Fisher Construction, Inc. for PW 24-04 Concrete Repairs Change Order 2 for an additional \$2,300 for a total Contract Amount of \$537,300 and authorize the Mayor to execute on behalf of the City; and record the Notice of Completion for the project.

PREPARED BY: Bridget Paris, Public Works Director / City Engineer

DISCUSSION:

The 2023-24 Concrete Repair Project addressed widespread issues with cracked, uplifted, and damaged sidewalks, curbs, and gutters in the Alisal Glenn neighborhood. This area, characterized by mature trees causing significant sidewalk and curb lifting, was identified as a priority due to tripping hazards, ADA noncompliance, and street drainage problems. The project scope included removing and replacing damaged concrete, improving ADA ramps along Fjord Drive, and repairing catch basins and park drain covers.

Staff are requesting City Council to approve an increase of \$2,296.93 to the existing construction contract with JJ Fisher Construction, Inc., bringing the total contract amount from \$534,987.79 to a revised not-to-exceed amount of \$537,284.72. This amendment reflects an expanded scope of work for the installation of decomposed granite in various tree wells to raise the finished surface to the final grade of the newly installed sidewalk.

Staff is also seeking City Council's approval for the Notice of Completion for the 2023-24 Concrete Repair Project. The project was successfully completed by JJ Fisher Construction, Inc. This notice marks the official conclusion of the construction phase, allowing for the start of any warranty period, and release of retention 30 days after acceptance of the work by City Council and the filing of a Notice of Completion with the County. Staff recommend acceptance of the Notice of Completion and appreciates the contractor and staff effort made throughout the project.

ALTERNATIVES:

To not approve amendment #2. This is not recommended, as the Contractor proceeded in good faith to complete the work assigned by the City Engineer.

FISCAL IMPACT:

Amendment two will increase the construction contract amount. The total revised project cost remains within the \$560,000 budget outlined in the original staff report.

ATTACHMENTS:

- A. Construction Photos of Project
- B. Change Order No. 2
- C. Detailed Schedule of Project Pay Items
- D. Notice of Completion



Photo 1: Before Construction



Photo 2: During Construction



Photo 3: After Construction



Photo 4: Before reconstruction of ADA Ramp



Photo 5: Dring construction of ADA Ramp



Photo 6: After reconstruction of ADA Ramp



Photo 7: Before Repair of Catch Basin Cover



Photo 8: After Repair of Catch Basin Cover

AMENDMENT NO. 2

**to the FY2023/24 CONCRETE REPAIRS, SOLVANG PROJECT NO. PW 24-04 with
JJ FISHER CONSTRUCTION, INC.**

THIS FIRST AMENDMENT is made and entered into this **24TH** day of **March 2025** between the **CITY OF SOLVANG**, a municipal corporation, and Charter City (City), and **JJ FISHER CONSTRUCTION, INC.**, a California Corporation (Contractor). In consideration of the mutual covenants and conditions set forth in the original Agreement dated, **May 29, 2024**, the parties agree to this first amendment for **FY 2023/24 Concrete Repairs, Solvang Project No PW 24-04**, and additional terms to the scope of work for the additional **decomposed granite (DG) installation in the tree wells** as outlined in the Change Order No. 2 (Exhibit A), for the additional amount of **\$2,296.93** for a total amount not to exceed **\$537,284.72 as outlined in Detailed Schedule of Project Pay Items (Exhibit B)**.

All remaining portions of the original Agreement and applicable portions of prior Amendment(s) shall remain in full force and effect.

CITY OF SOLVANG

JJ FISHER CONSTRUCTION, INC.

David Brown, Mayor

Jason J. Fisher, CEO

APPROVED AS TO FORM:

Dave Fleishman, Acting City Attorney

ATTEST:

Annamarie Porter, City Clerk

CHANGE ORDER NO. 2

Project Name: **FY 2023/24 Concrete Repairs, Solvang Project No. PW 24-04**

City of Solvang Project No.: **24-04**

Contract Start Date: **July 3rd, 2024**

CONTRACTOR: JJ Fisher Construction Inc.
PO Box 2219
Nipomo, CA 93444

The following changes are hereby made to the Contract Documents. This change order is for the installation of **decomposed granite (DG) in various tree wells** not included in the project's original scope of work.

Attachments: JJ Fisher Invoice and work report

CHANGE TO CONTRACT PRICE

Original Contract Price:	\$ 472,215.00
Current Contract Price (as adjusted by previous change orders):	\$ 534,987.79
The Contract Price due to this Change Order will be increased by:	\$ 2,296.93
The new Contract Price due to this Change Order will be:	\$ 537,284.72

APPROVALS REQUIRED

To be effective, this Change Order must be approved by the City of Solvang.

Recommended by: *Bridget Paris* Date: 03/10/2025
City Engineer

Approved/Ordered by: _____ Date: _____
City Manager

Accepted by: JJ FISHER Date: 3-10-2025
JJ Fisher, President
JJ Fisher Construction Inc.

JJ FISHER CONSTRUCTION INC.
 PO Box 2219
 Nipomo, Ca. 93444
 Lic#939644 (A,C-8) exp 4/30/26

Phone # (805)723-5220
 Fax # (805)723-5221

Invoice

Date	Invoice #
2/13/2025	5512-CO

Bill To
CITY OF SOLVANG 1644 Oak St. Solvang, CA 93463

Description	Qty	Unit	Rate	Total
SOLVANG CONCRETE REPAIRS PW 24-04 CHANGE ORDER				
DEWR 1			2,296.93	2,296.93
			Total	\$2,296.93
			Payments/Credits	\$0.00
			Balance Due	\$2,296.93

File No: 257 | CA |
Notice Requested by and Return To:
JJ Fisher Construction, Inc.
PO Box 2219
Nipomo, CA 93444 | Job No: PW SOL#007

Customer:
Project: 2023-24 CONCRETE REPAIRS
Rec. ID: 440133

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

(California Civil Code § 8132)

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

Identifying Information:

Name of Claimant: JJ Fisher Construction, Inc.
Name of Customer: JJ Fisher Construction, Inc.
Job Location: 2023-24 CONCRETE REPAIRS, 1644 OAK STREET, Solvang, CA 93463 in the County of Santa Barbara, our Job/Invoice #: PW SOL#007
Owner: CITY OF SOLVANG, 1644 OAK STREET, Solvang, CA 93463
Through Date: 02/13/2025

Conditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: CITY OF SOLVANG
Amount of Check: \$2,296.93
Check Payable to: JJ Fisher Construction, Inc.

Exceptions

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release:
Amount(s) of unpaid progress payment(s): \$0.00

- (4) Contract rights, including:
 - (A) a right based on rescission, abandonment, or breach of contract, and
 - (B) the right to recover compensation for work not compensated by the payment.

Signature

Claimant's Signature: Stephanie Loney
Claimant's Title: Account Manager
Date of Signature: February 13, 2025

CITY OF SOLVANG
 FY 2023/24 Concrete Repair Project
 Detailed Schedule of Project Pay Items Exhibit B
 Project Budget Tracking

			Checked		Checked		Checked		Checked		Checked				
			Original Bid - Contract Amount		Progress Pay No. 1 Billed on 7/31/24		Progress Pay No. 2 Billed on 8/31/24		Progress Pay No. 3 Billed on 9/30/24		Progress Pay No. 4 Billed on 10/31/24		Progress Pay No. 5 Billed on 12/27/24		
ITEM NO.	Bid Quantity	Unit of Measure	DESCRIPTION	Unit Price	Total	Measured Quantity	Total	Measured Quantity	Total	Measured Quantity	Total	Measured Quantity	Total	Measured Quantity	Total
BASIS OF BID (SKYTT MESA & CREEKSIDE SUBDIVISIONS)															
1	1	LS	Mobilization	\$27,486.00	\$27,486.00	0.50	\$13,743.00	0.25	\$6,871.50	0.10	\$2,748.60	0.07	\$1,924.02	0.08	\$2,198.88
2	1	LS	Stormwater Management & WPCP	\$3,000.00	\$3,000.00	0.50	\$1,500.00	0.25	\$750.00	0.10	\$300.00	0.07	\$210.00	0.08	\$240.00
3	1	LS	Project Safety & Traffic Control	\$4,000.00	\$4,000.00	0.50	\$2,000.00	0.25	\$1,000.00	0.10	\$400.00	0.07	\$280.00	0.08	\$320.00
4	1090	LF	Remove/Replace Curb & Gutter (18in)	\$105.00	\$114,450.00	233.00	\$24,465.00	275.00	\$28,875.00	449.00	\$47,145.00	213.00	\$22,365.00	160.00	\$16,800.00
5	2610	LF	Remove/Replace Sidewalk (5ft wide)	\$72.40	\$188,964.00	400.00	\$28,960.00	444.00	\$32,145.60	731.00	\$52,924.40	522.00	\$37,792.80	175.00	\$12,670.00
6	286	SF	Remove/Replace Driveway	\$24.00	\$6,864.00	246.00	\$5,904.00	-	\$0.00	214.00	\$5,136.00	229.00	\$5,496.00	-	\$0.00
7	42	EA	Tree Root Pruning & Removal	\$432.00	\$18,144.00	30.00	\$12,960.00	8.00	\$3,456.00	13.00	\$5,616.00	-	\$0.00	4.00	\$1,728.00
8	13	EA	Remove/Replace Curb Ramp	\$4,608.00	\$59,904.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	13.00	\$59,904.00
9	1	LS	Remove/Replace Catch Basin Top Slab	\$6,637.00	\$6,637.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	2.00	\$13,274.00
10	2	EA	Remove/Replace Parkway Drain	\$3,922.00	\$7,844.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00
11	400	SF	Miscellaneous Asphalt Concrete	\$77.43	\$30,972.00	-	\$0.00	98.00	\$7,588.14	-	\$0.00	275.00	\$21,293.25	100.00	\$7,743.00
12	200	SF	Miscellaneous Aggregate Base	\$19.75	\$3,950.00	-	\$0.00	98.00	\$1,935.50	-	\$0.00	275.00	\$5,431.25	100.00	\$1,975.00
TOTAL Cost:					\$472,215.00		\$89,532.00		\$82,621.74		\$114,270.00		\$94,792.32		\$116,852.88
Total Billed:					\$0.00		\$89,532.00		\$100,535.59		\$118,050.00		\$94,792.32		\$134,374.81
5% Retention:					\$0.00		\$4,476.60		\$5,026.78		\$5,902.50		\$4,739.62		\$6,718.74
Amount Paid Per Progress Pay:					\$0.00		\$85,055.40		\$95,508.81		\$112,147.50		\$90,052.70		\$127,656.07
Total Amount Paid Per Progress Pay:					\$0.00		\$85,055.40		\$180,564.21		\$292,711.71		\$382,764.41		\$510,420.48

Additional Work Items				
Item Description	Quantity	Unit	Amount	Notes
CCO1 - Tree Removal	6	LS	\$ 4,825.28	This work was billed and paid with PP No. 2
CCO1 - Copenhagen Sidewalk Work	1	LS	\$ 13,088.57	This work was billed and paid with PP No. 2
CCO1 - Tree Removal #2	6	LS	\$ 3,780.00	This work was billed and paid with PP No. 3
CCO1 - Tree Removal #3	10	LS	\$ 15,225.00	This work was billed and paid with PP No. 5
CCO2 - DG for Tree Wells	1	LS	\$ 2,296.93	This work was billed and paid with PP No. 5
Total Additional Work			\$ 39,215.78	

TOTAL Cost:	\$498,068.94
Total Billed (Includes Addition Work Items):	\$537,284.72
5% Retention:	\$26,864.24
Total Paid Per Progress Pay:	\$510,420.48

Total for Project (2/13/25)	\$537,284.72
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Recording Requested by:
City of Solvang

When Recorded, mail to:
City of Solvang
City Clerk
1644 Oak Street
Solvang, CA 93463

No fee pursuant to Government Code 6103
No Documentary transfer Tax per R&T Code 11922
No Recording Fee per Government Code 27383

NOTICE OF COMPLETION
CITY OF SOLVANG, CALIFORNIA
PUBLIC WORKS DEPARTMENT

NOTICE IS HEREBY GIVEN:

1. The **City of Solvang** is the owner of that certain public improvement known as the **FY 2023-24 Concrete Repairs Project No. PW 24-04**.
2. Owner's address is: **1644 Oak Street, Solvang CA 93463**.
3. Work was completed on the said public improvement project on February 13, 2025, and said job was accepted by the City on March 24, 2025.
4. The Contractor on said job was JJ Fisher Construction Inc. per contract dated May 13, 2024. Kindly refer to Jason J Fisher on all matters relating to said contract.
5. The property on which said work of improvement was completed is along **Fjord Drive and various other streets throughout the Alisal Glen Neighborhood** in the City of Solvang, County of Santa Barbara, State of California.

The work completed is described as follows:

Removal and replacement of damaged concrete sidewalk, driveway, curb & gutter, and corner ramps; repair and replacement of existing catch basin top slab and park drain covers; asphalt concrete pavement dig-out repairs; and tree removal. And all ancillary work such as saw cutting, root removal, stormwater control, minor grading, cleanup, etc. necessary to match existing and provide ADA compliance.

6. The nature of the interest or estate of the owner is: in fee.

CITY OF SOLVANG, CALIFORNIA

Dated: _____

Bridget Sloan Paris, PE, Public Works Director

VERIFICATION

I, the undersigned state: I am the **City Engineer of the City of Solvang, California**, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

CITY OF SOLVANG, CALIFORNIA

Executed on _____,

Bridget Sloan Paris, PE, City Engineer