



**AGENDA**  
**COMMISSION ON THE ENVIRONMENT**  
**REGULAR MEETING**  
**WEDNESDAY, MAY 25, 2016**  
**6:00 PM**  
**COMMUNITY ROOM**  
**420 CAPITOLA AVENUE, CAPITOLA, CA 95010**

**CALL TO ORDER AND ROLL CALL**

Commissioners: Jacques Bertrand, Amie Forest, Kailash Mozumder, Peter Wilk, and  
Chair Kristin Sullivan

**ORAL COMMUNICATIONS**

*The Chair may announce and set time limits at the beginning of each agenda item.*

*The Committee Members may not discuss Oral Communications to any significant degree, but may request issues raised be placed on a future agenda.*

**APPROVAL OF MINUTES** – March 23, 2016

**OTHER BUSINESS**

1. Community Choice Energy
2. Climate Action Plan Update
3. Green Building Update
4. Zoning Ordinance Update – Chapter 17.64 Environmentally Sensitive Habitat Areas
5. Ongoing Work Items
  - a. Procurement Policies
  - b. Website
  - c. Peery Park Habitat Restoration Project
  - d. Eco Walk
  - e. Farmer's Market

**ITEMS FOR FUTURE AGENDAS**

**ADJOURNMENT** to June 22, 2016 Workshop Meeting

**Notice:** The Commission on the Environment meets on the fourth Wednesday of each month at 6:00 PM in the Community Room located at 420 Capitola Avenue, Capitola.

**Agenda and Agenda Packet Materials:** The Commission on the Environment Agenda is available on the City's website: [www.cityofcapitola.org/](http://www.cityofcapitola.org/) on Friday prior to the Wednesday meeting. If you need additional information please contact the Public Works Department at (831) 475-7300.

**Americans with Disabilities Act:** Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.





**MINUTES**  
**COMMISSION ON THE ENVIRONMENT**  
**REGULAR MEETING**  
**WEDNESDAY, MARCH 23, 2016**  
**6:00 PM**  
**COMMUNITY ROOM**  
**420 CAPITOLA AVENUE, CAPITOLA, CA 95010**

Kristin Sullivan called the meeting to order at 6:05 p.m.

**CALL TO ORDER AND ROLL CALL**

Commissioners Present: Amie Forest, Kailash Mozumder, Peter Wilk, and Chair Kristin Sullivan

Commissioners Absent: Jacques Bertrand

City Staff Present: Rich Grunow, Steve Jesberg, Danielle Uharriet

Community Members Present: None

**ORAL COMMUNICATIONS**

Peter Wilk discussed Earth Hour. He suggested the COE promote the event in 2017.

Kailash Mozumder stated he will be attending a wildlife symposium in San Luis Obispo.

**APPROVAL OF MINUTES**

Peter Wilk made a motion to approve the January 27, 2016 and February 24, 2016 meeting minutes.

Kristin Sullivan seconded the motion. Motion passed 4-0.

**OTHER BUSINESS**

**1. Green Building Update**

Rich Grunow stated the draft Green Building Update may be available to the COE in late spring or summer. Staff intends on modeling the city's program after City of Santa Cruz, who has created all the forms and procedures.

Peter Wilk stated he did not support making the city's requirements more restrictive for applicants. He wanted the process to be optional not mandatory.

Kristin Sullivan and Amie Forest disagreed and wanted to make the city's Green Building Program more restrictive, with incentives, than the minimal requirements, to meet and exceed the goals set forth in the Climate Action Plan.

Rich Grunow stated the adopted goals in the Climate Action Plan are to make the city requirements more restrictive. He said staff may consider a tiered approach to encourage varied levels of implementation, e.g. certificate, plaque, discounted fees.

**2. Climate Action Plan Update**

Rich Grunow stated the Monterey Bay Community Power Aggregation has released the feasibility study for technical review. The city council will be considering early adoption in the late spring or summer. Should the CCE proceed, then the city will have met and/or exceeded the climate reduction measures.

**3. Sea Level Rise**

Rich Grunow stated this is an ongoing draft study that may be available in late spring or summer. The draft study requires modifications prior to any public presentations.

**4. Zoning Ordinance Update – Chapter 17.64 Environmentally Sensitive Habitat Areas**

Rich Grunow requested comments from the COE regarding any changes to the Environmentally Sensitive Habitat section be submitted by early May for consideration by the Planning Commission. The proposed chapter is the same as the existing ordinance, with format changes.

5. Ongoing Work Items

a. Procurement Policies

The COE to review the existing Procurement Policies and advise staff of comments or changes. All changes will require review and approval of the City Council.

Amie Forest suggested prohibiting individual plastic bottles at city events.

b. Website

Amie Forest provided an update to the website. She requested additional web access for the page development and will contact Larry Laurent/IT to discuss.

c. Peery Park Habitat Restoration Project

Peter Wilk announced the next work day to be held on Saturday, April 16<sup>th</sup>. Kailash Mozumder suggested contacting the horticulture department at Cabrillo College for volunteers.

d. Eco Walk

Kristin Sullivan provided information to the COE on the previous attempts to publish an eco-walk map. She will send staff the files electronically.

e. Farmer's Market

Kristin Sullivan suggested the COE continue to research the possibility of bringing a farmer's market to Capitola. Amie Forest suggested the Beach and Village parking lot is a desirable location with adequate parking. Kailash Mozumder agreed to contact the local farmer's market organization and research possibilities for a Capitola market.

**ITEMS FOR NEXT AGENDA**

Climate Action Plan

Green Building

Website

Peery Park Habitat Restoration Project

Eco Walk

Farmer's Market

**ADJOURNMENT:** The Commission adjourned to a Workshop Meeting on Wednesday, April 27, 2016.

Approved at the meeting of May 25, 2016

---

Danielle Uharriet  
Environmental Projects Manager

**CITY OF CAPITOLA  
COMMISSION ON THE ENVIRONMENT  
Agenda Report**

**Meeting Date: May 25, 2016**

**Agenda Item: 1**

**Subject: Community Choice Aggregation**

---

On April 28, 2016, Jenny Johnson, Monterey Bay Community Choice Aggregation (CCA) Representative, presented the City Council with an overview of the CCA method of building demand for electricity across several jurisdictions, creating an economy of scale allowing the purchase of energy from renewable sources at a competitive rate with existing utility providers. PG&E would continue to bill local customers and distribute electricity.

Additionally, Santa Cruz County Supervisor Bruce McPherson provided support for the City's participation in the Community Choice Energy (CCE) programs special study sessions.

The City Council authorized the City Manager to designate staff to participate in the upcoming special study sessions and ad-hoc subcommittee deliberations.

There are three Community Study Sessions scheduled to provide in-depth information about Community Choice Energy. The meeting announcement is attached.



## PLEASE JOIN US! COMMUNITY STUDY SESSIONS

Monterey Bay Community Power is conducting Study Sessions to provide in-depth information on the opportunities, benefits and next steps of bringing Community Choice Energy (CCE) to Monterey, San Benito and Santa Cruz Counties.

**Network with experts and learn about:**

- How Community Choice Energy (CCE) works
- CCE success stories
- Goals and recommendations for Monterey Bay Community Power
- Results of the Technical Study
- Legal aspects
- Financing and credit

**MAY 24 • 9:30 – 12 p.m.**

Monterey County Board of Supervisors Chambers  
168 West Alisal Street, 1st Floor, Salinas 93901

**JUNE 9 • 9:30 – 12 p.m.**

Santa Cruz County Board of Supervisors Chambers  
701 Ocean Street, Room 500, Santa Cruz 95060

**JUNE 9 • 3 – 5:30 p.m.**

San Benito County Board of Supervisors Chambers  
481 4th Street, 1st Floor, Hollister 95023

**Information:** [Gine.Johnson@santacruzcounty.us](mailto:Gine.Johnson@santacruzcounty.us)







## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 28, 2016

FROM: Community Development

SUBJECT: Community Choice Energy Status Report

**RECOMMENDED ACTION:** Receive presentation and authorize the City Manager to designate staff to participate in the upcoming special study sessions and ad-hoc subcommittee deliberations.

**BACKGROUND:** Community Choice Energy (CCE) programs allow local governments to purchase electricity and invest in energy projects, while also establishing programs that can benefit local residents and businesses. Energy transmission, distribution, repair, and customer service would remain the responsibility of the utility provider, Pacific Gas and Electric (PG&E).

On January 10, 2013, the City Council authorized the City's participation in an investigation of the technical and financial feasibility of establishing a regional, tri-county CCE program. Over the following three years, City staff participated in the Monterey Bay Community Power (MBCP) Project Development Advisory Committee (PDAC) which is comprised of representatives from 15 of the Monterey Bay region's 21 local governments participating in the feasibility study. The PDAC has hosted 26 public meetings to provide guidance and make key decisions on the scope of the feasibility study.

On October 22, 2015, the City Council adopted a Climate Action Plan (CAP) which included a number of actions to reduce the City's production of greenhouse gas emissions. The adopted CAP identifies establishment of a regional CCE program as one of the single most effective measures available to reduce greenhouse gas emissions.

**DISCUSSION:** A feasibility study has been completed which concluded that a CCE program is technically and financially viable for the Monterey Bay region. The study found a regional CCE could provide electricity at general rate parity with PG&E while increasing renewable energy generation, decreasing greenhouse gas emissions, and providing economic benefits to the region. An independent peer review has also been completed which concurred with the findings and conclusions of the feasibility study. The feasibility study, peer review, and other project documents can be reviewed on the Monterey Bay CCE website at [www.montereybaycca.org](http://www.montereybaycca.org).

The successes of existing CCE programs in California and positive findings of the feasibility study indicate that establishing a successful CCE agency in the Monterey Bay Region is feasible and worthy of further consideration. Accordingly, the PDAC adopted the following feasibility recommendation at its April 14, 2016 meeting:

**PDAC Feasibility Recommendation**

*The prospects for CCE programs in California have improved significantly in recent years as a result of many factors:*

Community Choice Energy Status Report  
April 28, 2016

- *The success of Marin Clean Energy, Sonoma Clean Power, and the City of Lancaster in providing their communities with greener power at prices competitive with PG&E while investing considerable surplus funds into local renewable energy and energy efficient projects while creating local jobs;*
- *Favorable wholesale energy market condition, resulting in relatively low cost power;*
- *Recognition that a CCE program can be self-supporting for meeting climate action plan objectives and other local public policy goals;*
- *The reduced market costs of renewable power and improvements in renewable technologies; and*
- *The development of expertise, best practices, and an expanded vendor base to serve CCE programs.*

#### Next Steps

Over the coming months, the PDAC will host a series of public workshops and special study sessions for the Monterey Bay Community Power county and city partners and CCE experts from around the State. The PDAC has also formed two subcommittees that will meet to discuss governance, executive staff recruitment, start-up financing options and program formation. Key project activities over the next six months include:

- May 24 and June 9, 2016: The PDAC will host three special public study sessions for county and city elected officials and executive staff to review and discuss the technical study as well as options regarding governance, start-up financing, executive staff recruitment and program formation:
  - May 24, 9:30 a.m. – noon: Monterey County Board Chambers, Salinas
  - June 9, 9:30 a.m. – noon: Santa Cruz County Board Chambers, Santa Cruz
  - June 9, 3:00 p.m. – 5:30 p.m.: San Benito County Board Chambers, Hollister
- Counties and cities interested in forming a regional CCE Joint Powers Authority (JPA) may join an ad-hoc subcommittee comprised of executive staff that will develop a formation proposal for the Boards of Supervisors and City Councils' respective consideration on or before September 15, 2016 (target date). This work will be assisted by professionals who have experience in retail electricity services, program design, finance, wholesale purchasing, renewable resource development, and legal considerations.
- May through October: A comprehensive regional outreach and communications program to engage and educate the community at large will be implemented by a professional consulting firm.
- August through October: County and City governing Boards consider the ad-hoc subcommittee formation proposal and adopt ordinances and agreements with other early adoptive partners to finalize the initial CCE-Joint Powers Agreement (JPA).
- October 31, 2016: A regional CCE-JPA governing Board is seated and a final selection for the Chief Executive Officer (CEO) is made. The CEO then hires staff and Phase Two begins.

#### Phase Two Formation Work

Community Choice Energy Status Report  
April 28, 2016

This phase involves program design, procuring energy, seeking California Public Utility Commission approval, executing a service agreement with PG&E, and expanded community engagement. Agency staff will also complete all remaining legal requirements, enroll customers and prepare to launch an independent operation. The end result of Phase Two work will to provide power to customers no later than September/October 2017. All start-up costs are reimbursable, with interest, through ratepayer revenues after program initiation.

FISCAL IMPACT: None.

Report Prepared By: Rich Grunow  
Community Development Director

**Reviewed and Forwarded by:**



Jamie Goldstein, City Manager

4/21/2016



**CITY OF CAPITOLA  
COMMISSION ON THE ENVIRONMENT  
Agenda Report**

**Meeting Date: May 25, 2016**

**Agenda Item: 3**

**Subject: Green Building**

---

The attached matrix and draft brochure are examples and concepts of items to encourage residents and businesses to meet and exceed Green Building standards. These will be updated to meet the current standards and present additional ideas to exceed the standards.



## **Green Building, Retrofitting, Remodeling**

NOTE: Emphasize sustainability: renewables, efficiency, conservation, 4 R's

<b><u>Solar &amp; Energy Efficiency</u></b>	<b><u>Indoor Materials</u></b> (Follow the 4 R's)	<b><u>Landscape/Water/Other outdoor features</u></b>
<b>Passive Solar Design-</b> glass, mass, insulation, orientation. Can do partial solar with remodels: consider a sunspace	<b>Walls-</b> Straw bale, cellulose, denim insulation	<b>Permaculture Landscape-</b> drought-tolerant/drought resistant local native plants, edibles, think about providing sustenance/habitat for wildlife too, organic (no "cides", artificial fertilizers)
<b>Solar Thermal-</b> solar hot water heating	<b>Wood-</b> Salvaged for non-structural, Sustainably harvested lumber for structural (FSC certified may be reliable but not always)	<b>Water-</b> cistern, permeable landscape, bioswales, decrease use with local native drought tolerant/resistant plants, drip irrigation
<b>Daylighting-</b> Natural light as much as possible to decrease artificial lighting	<b>"Paints"-</b> non-toxic alternatives= earth plaster, ferrous sulfates or oxides; no or low VOC paints	<b>Fences, Gates, Outdoor Furniture, Trellis'-</b> consider a living fence and/or gate, salvaged wood furniture or trellis
<b>Energy Efficiency-</b> with CFL lighting, appliances, toilets, weather proofing	<b>Salvaged-</b> doors, sinks, window sills, tiles, wood flooring (heat treat first)	<b>Composting-</b> Try worm composting (kids love it) or other composting techniques
<b>Photovoltaics (PV's)-</b> Solar electricity. Make certain that you decrease electricity usage and increase efficiency first- so that the PV system can be smaller	<b>Other-</b> recycled glass cabinets, fly ash concrete (non-radioactive!), concrete foundation floors, consider no carpets, be creative and artistic, have fun	<b>More on Edibles-</b> In a small space you can grow organic and seasonal fruit trees, berries, cooking herbs, vegetables, legumes (kids love helping and harvesting)

# -GREEN BUILDING-

## Home Ideas (learn new positive habits)

### DO NOW (early action items)

### IN 1-2 to 5-10 YEARS

### AS NECESSARY

In

Weatherproofing

Cellulose, blue jean,  
or straw insulation

Energy-Star appliances  
(rebates, T.V. too)

Double-paned low e-glass

Solar- Passive design  
(sunspace, retrofit)

Non-toxic (no to low  
VOC paints or alternatives)

Compact Fluorescent  
Lights (CFL's)

Living fences (i.e.,  
Pacific wax myrtle)

Salvaged wood/non-toxic  
materials for cabinets, etc.

Low Flow flush toilets,  
shower heads

LED indicators on  
appliances

Salvaged wood for trellis',  
gates, fences, furniture

Ceiling fans (energy  
efficiency)

Conserve on energy,  
electricity, water

Permeable surfaces  
(driveway, patio, DG path)

Window Coverings

Solar passive design  
(new home, remodel)

Use native groundcover-  
keep the soil

Hang clothes to dry  
(solar dryer)

Solar- PV (electricity)

Decrease concrete on  
property

Solar hot water heater

Cistern (catch rainwater)

Buy non-toxic  
environmentally  
-friendly products

Outside painting (non-  
toxic alternatives- i.e.,  
Ferrous sulfate)

Out

CA Native plants, drought  
resistant/tolerant

Grow your own organic  
veggies (no pesticides,  
synthetic fertilizers)

\*City of Capitola, Commission on the Environment\*



## -GREEN BUILDING- Home Ideas (learn new positive habits)

### DO NOW (early action)

### IN 1-2 to 5-10 YEARS OR AS NECESSARY

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>-Weatherproofing</li> <li>-Double-paned low e-glass</li> <li>-Compact Fluorescent Lights (CFL's)</li> <li>-Low Flow flush toilets, shower heads</li> <li>-Ceiling fans (energy efficiency)</li> <li>-Window Coverings</li> <li>-Hang clothes to dry (solar dryer)</li> <li>-Solar hot water heater</li> <li>-Buy non-toxic environmentally-friendly products</li> <li>-CA Native plants, drought resistant/tolerant</li> <li>-Grow your own organic veggies (no pesticides, synthetic fertilizers)</li> </ul> | <ul style="list-style-type: none"> <li>-Cellulose, blue jean, or straw insulation</li> <li>-Solar- Passive design (new or remodel)</li> <li>-Living fences (Pacific wax myrtle)</li> <li>-LED indicators on appliances</li> <li>-Conserve on energy, electricity, water</li> <li>-Cistern (catch rainwater)</li> <li>-Non-toxic alternatives to paint (Ferrous sulfate, low to no VOC's)</li> <li>-Energy-Star appliances (rebates, T.V.)</li> <li>-Salvaged wood/non-toxic materials for cabinets, for trellis, gates, fences, furniture</li> <li>-Permeable surfaces (driveway, patio, decomposed granite path)</li> <li>-Use native groundcover- keep the soil</li> <li>-Decrease hard surfaces on property (i.e., concrete)</li> </ul> |
|--|--|

## -GREEN BUILDING- Home Ideas (learn new positive habits)

### DO NOW (early action)

### IN 1-2 to 5-10 YEARS OR AS NECESSARY

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>-Weatherproofing</li> <li>-Double-paned low e-glass</li> <li>-Compact Fluorescent Lights (CFL's)</li> <li>-Low Flow flush toilets, shower heads</li> <li>-Ceiling fans (energy efficiency)</li> <li>-Window Coverings</li> <li>-Hang clothes to dry (solar dryer)</li> <li>-Solar hot water heater</li> <li>-Buy non-toxic environmentally-friendly products</li> <li>-CA Native plants, drought resistant/tolerant</li> <li>-Grow your own organic veggies (no pesticides, synthetic fertilizers)</li> </ul> | <ul style="list-style-type: none"> <li>-Cellulose, blue jean, or straw insulation</li> <li>-Solar- Passive design (new or remodel)</li> <li>-Living fences (Pacific wax myrtle)</li> <li>-LED indicators on appliances</li> <li>-Conserve on energy, electricity, water</li> <li>-Cistern (catch rainwater)</li> <li>-Non-toxic alternatives to paint (Ferrous sulfate, low to no VOC's)</li> <li>-Energy-Star appliances (rebates, T.V.)</li> <li>-Salvaged wood/non-toxic materials for cabinets, for trellis, gates, fences, furniture</li> <li>-Permeable surfaces (driveway, patio, decomposed granite path)</li> <li>-Use native groundcover- keep the soil</li> <li>-Decrease hard surfaces on property (i.e., concrete)</li> </ul> |
|--|--|

## -GREEN BUILDING- Home Ideas (learn new positive habits)

### DO NOW (early action)

### IN 1-2 to 5-10 YEARS OR AS NECESSARY

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>-Weatherproofing</li> <li>-Double-paned low e-glass</li> <li>-Compact Fluorescent Lights (CFL's)</li> <li>-Low Flow flush toilets, shower heads</li> <li>-Ceiling fans (energy efficiency)</li> <li>-Window Coverings</li> <li>-Hang clothes to dry (solar dryer)</li> <li>-Solar hot water heater</li> <li>-Buy non-toxic environmentally-friendly products</li> <li>-CA Native plants, drought resistant/tolerant</li> <li>-Grow your own organic veggies (no pesticides, synthetic fertilizers)</li> </ul> | <ul style="list-style-type: none"> <li>-Cellulose, blue jean, or straw insulation</li> <li>-Solar- Passive design (new or remodel)</li> <li>-Living fences (Pacific wax myrtle)</li> <li>-LED indicators on appliances</li> <li>-Conserve on energy, electricity, water</li> <li>-Cistern (catch rainwater)</li> <li>-Non-toxic alternatives to paint (Ferrous sulfate, low to no VOC's)</li> <li>-Energy-Star appliances (rebates, T.V.)</li> <li>-Salvaged wood/non-toxic materials for cabinets, for trellis, gates, fences, furniture</li> <li>-Permeable surfaces (driveway, patio, decomposed granite path)</li> <li>-Use native groundcover- keep the soil</li> <li>-Decrease hard surfaces on property (i.e., concrete)</li> </ul> |
|--|--|

## -GREEN BUILDING- Home Ideas (learn new positive habits)

### DO NOW (early action)

### IN 1-2 to 5-10 YEARS OR AS NECESSARY

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>-Weatherproofing</li> <li>-Double-paned low e-glass</li> <li>-Compact Fluorescent Lights (CFL's)</li> <li>-Low Flow flush toilets, shower heads</li> <li>-Ceiling fans (energy efficiency)</li> <li>-Window Coverings</li> <li>-Hang clothes to dry (solar dryer)</li> <li>-Solar hot water heater</li> <li>-Buy non-toxic environmentally-friendly products</li> <li>-CA Native plants, drought resistant/tolerant</li> <li>-Grow your own organic veggies (no pesticides, synthetic fertilizers)</li> </ul> | <ul style="list-style-type: none"> <li>-Cellulose, blue jean, or straw insulation</li> <li>-Solar- Passive design (new or remodel)</li> <li>-Living fences (Pacific wax myrtle)</li> <li>-LED indicators on appliances</li> <li>-Conserve on energy, electricity, water</li> <li>-Cistern (catch rainwater)</li> <li>-Non-toxic alternatives to paint (Ferrous sulfate, low to no VOC's)</li> <li>-Energy-Star appliances (rebates, T.V.)</li> <li>-Salvaged wood/non-toxic materials for cabinets, for trellis, gates, fences, furniture</li> <li>-Permeable surfaces (driveway, patio, decomposed granite path)</li> <li>-Use native groundcover- keep the soil</li> <li>-Decrease hard surfaces on property (i.e., concrete)</li> </ul> |
|--|--|



**CITY OF CAPITOLA  
COMMISSION ON THE ENVIRONMENT  
Agenda Report**

**Meeting Date: May 25, 2016**

**Subject: Zoning Ordinance Update-Chapter 17. 64 Environmentally Sensitive Habitat Areas**

---

Attached is an excerpt from the Draft Zoning Ordinance Update of Chapter 17.64

Environmentally Sensitive Habitat Areas.

The following is the link to the entire Draft Zoning Ordinance Update:

[http://www.cityofcapitola.org/sites/default/files/fileattachments/community\\_development/page/3566/public\\_review\\_draft\\_zoning\\_code\\_02.04.2016.pdf](http://www.cityofcapitola.org/sites/default/files/fileattachments/community_development/page/3566/public_review_draft_zoning_code_02.04.2016.pdf)



## Chapter 17.64 – ENVIRONMENTALLY SENSITIVE HABITAT AREAS

### Sections:

- 17.64.010 Purpose
- 17.64.020 Applicability
- 17.64.030 General Standards
- 17.64.040 Soquel Creek and Lagoon
- 17.64.050 Soquel Creek and Escalona Gulch Monarch Butterfly Habitat Areas
- 17.64.060 Escalona Gulch Monarch Butterfly Habitat Areas

### **17.64.010 Purpose**

This chapter establishes standards to protect and preserve environmentally sensitive habitat areas in Capitola consistent with Capitola's General Plan, Local Coastal Program (LCP), and the requirements of the Coastal Act.

### **17.64.020 Applicability**

This chapter applies to the following environmentally sensitive habitat areas as identified in Capitola's LCP:

- A. Soquel Creek and Lagoon
- B. Soquel Creek Riparian Corridor
- C. Noble Gulch Riparian Corridor
- D. Tannery Gulch Riparian Corridor
- E. Soquel Creek – Escalona Gulch Monarch Butterfly Habitat Areas
- F. Escalona Gulch Monarch Butterfly Habitat Area

### **17.64.030 General Standards**

The following standards apply to all environmentally sensitive habitat areas:

- A. **Impact Prevention.** Development in areas adjacent to an environmentally sensitive habitat area shall be sited and designed to prevent impacts which would significantly degrade the area.
- B. **Long-Term Protection.** Development shall be located, designed, and maintained to achieve the long-term protection of the environmentally sensitive habitat areas.
- C. **Prohibited Areas for Development.** New development may not encroach into the waters of Soquel Creek or Lagoon, be sited within the root zone of riparian or butterfly host trees, or require the removal of trees in a Monarch butterfly habitat area which provide roosting habitat or wind protection.

**D. Minimum Setbacks.**

1. Development may not encroach into required minimum setbacks from environmentally sensitive habitat areas as shown in Table 17.64-1 (Required Setbacks from Environmentally Sensitive Habitat Areas), except as allowed in subparagraph (2) below.

**TABLE 17.64-1: REQUIRED SETBACKS FROM ENVIRONMENTALLY SENSITIVE HABITAT AREAS**

Environmentally Sensitive Habitat Area	Minimum Setback
Soquel Creek and Lagoon	35 ft. from the western shoreline of Soquel Creek Lagoon [1]
Soquel Creek Riparian Corridor	35 feet from the outer edge of riparian vegetation. On the heavily developed east side of the lagoon and creek (from Stockton Avenue to Center Street) the setback requirement shall be measured from the bank of Soquel Creek. In no case may the setback be located on the west side of the pedestrian path.
Noble Gulch Riparian Corridor	35 feet from the outer edge of riparian vegetation
Tannery Gulch Riparian Corridor	50 feet from the outer edge or riparian and oak woodland vegetation

**Notes:**

[1] Does not apply to public facilities outside the coastal zone. Within the coastal zone, applies to public facilities unless otherwise specified in Section 30233 of the Coastal Act.

2. To allow for a minimum level of development on a physically constrained lot, the City may allow a reduction to the required minimum setback provided that the reduced setback does not have a significant adverse effect on the natural area.

**E. Biological Study.** The City shall contract with a qualified biologist at the applicant's expense to prepare a biological study that identifies the precise location of the environmentally sensitive habitat area and required setbacks, potential impacts on the habitat area, and measures to mitigate the impacts to the greatest extent possible.

**F. Conservation Easements.** If necessary and appropriate to protect natural areas, the City shall require a permanent conservation easements over portions of the property containing environmentally sensitive habitat areas. All environmentally sensitive habitat areas and their buffer zones shall be protected by conservation easements or deed restrictions.

**G. Erosion Control and Water Quality.**

1. All development shall conform to erosion control and water quality requirements consistent with federal, state, and local regulations. Within riparian areas, grading shall be minimized within the riparian setback area. Grading shall not be permitted to damage the roots of riparian trees or trees within butterfly habitat areas. Grading shall only take place during the dry season.



2. During construction, erosion control measures shall be implemented, including limiting removal of vegetation, minimizing exposure of bare soils, replanting disturbed soils with suitable native species, controlling runoff, and preventing sedimentation from entering drainages. All areas outside the immediate construction areas shall not be disturbed. The City shall require measures for temporary drainage retention during construction, including mulching, erosion control seeding, and other measures as needed to prevent any sediment from reaching sensitive habitat areas.
- H. Removal of Native Riparian Trees.** Removal of native riparian trees within riparian corridors is prohibited unless it is determined by the Community Development Director that such removal is in the public interest by reason of good forestry practice, disease of the tree, or safety considerations.
  - I. Dead Trees in Riparian Corridors.** Snags, or standing dead trees, shall not be removed from riparian corridors unless in imminent danger of falling. Removal shall be consistent with all applicable provisions of Capitola Municipal Code Chapter 12.12 (Community Tree and Forest Management). Any removed tree shall be replaced with a healthy young tree of an appropriate native riparian species.
  - J. Landscaping Plan.** A landscaping plan shall be prepared for proposed developments that identifies the location and extent of any proposed modification to existing vegetation and the locations, kinds, and extent of new landscaping. The emphasis of such plans shall be on the maintenance and enhancement of native species, the removal of existing invasive species, and the enhancement of natural habitat. New invasive plant or tree species are not permitted, with the exception of species which positively contribute to Monarch butterfly habitat.

#### **17.64.040 Soquel Creek and Lagoon**

The following standards apply in the Soquel Creek and Lagoon area in addition to the standards in Section 17.64.030 (General Standards):

- A. No New Development.** No new development is permitted within the banks of Soquel Creek and Lagoon, except for public facilities outside of the coastal zone.
- B. Division of Land.** New divisions of land may be approved only if each new parcel contains adequate area outside the riparian or stream bank setback to accommodate new development.

#### **17.64.050 Soquel Creek and Escalona Gulch Monarch Butterfly Habitat Areas**

The following standard applies to both the Soquel Creek and the Escalona Gulch Monarch Butterfly Habitat Areas in addition to the standards in Section 17.64.030 (General Standards):

- A. Permitted Construction Periods.** Construction within or on properties contiguous to the designated butterfly groves shall be prohibited during fall and winter months when

the Monarch butterflies are present. Removal or modification of trees within the groves shall not be permitted during these periods except when determined by the Community Development Director to be an emergency necessary to protect human life or property.

#### **17.64.060 Escalona Gulch Monarch Butterfly Habitat Areas**

The following standards apply to the Escalona Gulch Monarch Butterfly Habitat Area in addition to the standards in Section 17.64.030 (General Standards):

- A. Permitted Development Location.** On the Escalona Gulch properties (APN 036-141-26,27, & 28) ) development shall be confined to Lots 2, 3 and 4 shown on the Escalona Gulch Monarch Butter Habitat Area Map maintained on file in the office of the City Clerk.
- B. Maximum Floor Area and Building Coverage.** Total building floor area shall be limited to 6,000 square feet and building coverage shall be limited to 4,000 square feet. Buildings shall be located and designed so that they do not have a significant adverse impact on the Monarch butterfly habitat.
- C. Additional Driveway Area.** Up to an additional 600 square feet of footprint for a driveway may be allowed if a redesigned site plan with fewer or relocated buildings results in reduced impacts to the Monarch grove habitat.
- D. Conservation Easement.** Conservation easements shall be established on lands outside the identified roadway and building envelopes where development and tree removal is prohibited. The easement shall also establish that modifications to the understory including trimming and alteration must be reviewed by a qualified arborist and Monarch butterfly expert and approved by the Community Development Director. The easement shall be held by a government agency or organization authorized to monitor and enforce easement restrictions.
- E. Landscaping.** Landscaping at future homesites shall be limited to areas within identified building envelopes. Shrubs which flower in the early fall and could provide a good source of flower nectar for the butterflies should be planted based on a list of landscape suggestions written by a qualified Monarch butterfly biologist.
- F. Butterfly Monitoring.**
  - 1. Due to lack of quantified data base and some disagreement among butterfly specialists, microclimatic measurements shall be taken before and after construction to help develop a data base regarding environmental parameters associated with butterfly behavior. Such monitoring shall be funded by the applicant and be conducted by a qualified Monarch butterfly expert.
  - 2. Monitoring shall include measurements of wind direction and velocity, temperature and humidity profiles and light intensity. Monitoring shall be conducted for three years after final construction on the property. Measurements of height, diameter, and age of cluster trees shall be taken the first year.



**G. Tree Protection.**

1. Development shall be located and designed to avoid removal of large trees. Large trees to be protected immediately adjacent to buildings should be evaluated by an arborist to assure that they will not pose a hazard in the future.
2. Trees and vegetation within the Escalona Drive right-of-way, but outside any planned paved area, shall be retained in their existing condition
3. Trees and ground vegetation adjacent to the building envelopes shall not be trimmed or altered in any way unless reviewed by a qualified arborist and Monarch butterfly expert and approved by the Community Development Director.
4. Trees which are seriously diseased or hazardous should be trimmed or removed during the building process, rather than having to disturb the habitat during some future winter season when falling limbs are the most likely to occur. If removal is deemed necessary, replanting shall be implemented in conjunction with the site replanting program.
5. Trees removed for construction shall be replaced based on a tree replanting program developed in consultation with a qualified Monarch butterfly expert and the California Department of Fish and Game. The trees shall be sited in strategic locations as identified by the replanting program.
6. Barrier fencing shall be installed around large trees, especially cluster trees, for protection during construction.

**H. Structure Height.** The City shall limit structure heights as needed to prevent shading of cluster sites.

**I. Wood-Burning Fireplaces.** Wood-burning fireplaces shall be prohibited in structures built on site where Monarch butterflies may be disturbed due to chimney smoke.

**J. Construction Involving Heavy Equipment.** No construction involving heavy equipment that may bump into the cluster trees or produce heavy plumes of exhaust smoke is permitted during the months in which the Monarch butterflies are in residence (October 1st to March 1st).



**CITY OF CAPITOLA  
COMMISSION ON THE ENVIRONMENT  
Agenda Report**

**Meeting Date: May 25, 2016**

**Subject: Procurement Policies**

---

Attached is the city Administrative Policy regarding Environmentally Preferable Product Purchasing and Practices.





## ADMINISTRATIVE POLICY

Number: I-25

Issued: 10/11/07

Jurisdiction: City Council

### ENVIRONMENTALLY PREFERABLE PRODUCT PURCHASING AND PRACTICES

#### I. PURPOSE

The purpose of this policy is to support the purchase of recycled and environmentally preferred products in order to minimize environmental impacts relating to our work.

#### II. POLICY

Consistent with the requirements of Assembly Bill 939, requiring a 50% reduction of material going to landfills, and the economics of effectively managing costs for solid waste disposal, all departments within the City of Capitola shall adopt and promote the use of recycled/recyclable supplies and materials as a City priority. In so doing, the City shall:

- A. Encourage waste prevention, recycling, market development and the use of recycled/recyclable materials through lease agreements, contractual relationships and purchasing practices with vendors, contractors, businesses and other governmental agencies.
- B. Adopt waste prevention, recycling and the use of recycled supplies/materials as a City priority.
- C. Generate less waste material by reviewing how supplies, materials and equipment are manufactured, purchased, packaged, delivered, used, and disposed.

#### III. DEFINITIONS

- A. "Recycling" means the process of collecting, sorting, cleansing, treating, and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of raw material for new, reused, or reconstituted products which meet the quality standards necessary to be used in the marketplace.
- B. "Waste Prevention" means any action undertaken by an individual or organization to eliminate or reduce the amount or toxicity of materials before they enter the municipal solid waste stream. This action is intended to conserve resources, promote efficiency, and reduce pollution.
- C. "Environmentally Preferable Products" means products that have a positive impact on human health and the environment when compared with competing products. This comparison may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation and/or disposal of the product.
- D. "Recycled Products" are products manufactured with waste material that has been recovered or diverted from the waste stream. Recycled material may be derived from post-consumer waste (material that has served its intended end-use and been discarded by a final consumer), industrial scrap, manufacturing waste and/or other waste that otherwise would not have been utilized.

E. "Practicable" means sufficient in performance and available at a reasonably competitive cost.

#### IV. BEST PRACTICES

- A. Procurement Practices: In cooperation with their customers, all City Departments/Divisions shall evaluate, at least, the following environmentally preferable product categories and purchase them whenever practicable:
1. Printing and Writing Papers, including all imprinted letterhead paper, envelopes, copy paper and business cards. When practical, these shall contain a minimum of 30% post-consumer recycled content.
  2. Paper Products, including janitorial supplies, shop towels, hand towels, facial tissue, toilet paper, seat covers, corrugated boxes, file boxes, hanging file folders and other products comprised largely of paper.
  3. Compostable or biodegradable food service ware.
  4. Remanufactured laser printer toner cartridges and remanufactured or refillable ink-jet cartridges.
  5. Re-refined antifreeze, including on-site antifreeze recycling.
  6. Re-refined lubricating and hydraulic oils.
  7. Recycled plastic outdoor-wood substitutes, including plastic lumber, benches, fencing, signs and posts.
  8. Recycled content construction, building and maintenance products, including plastic lumber, carpet, tiles and insulation.
  9. Re-crushed cement, concrete, aggregate and asphalt.
  10. Cement and asphalt concrete containing tire rubber, glass cullet, recycled fiber, plastic, fly ash or other alternative products.
  11. Re-treaded tires and products made from recycled tire rubber including rubberized asphalt, playground surfaces and fatigue mats.
  12. Compost, mulch, and other organics including recycled biosolid products.
  13. Re-manufactured paint.
  14. Other products that may be designated by the City Manager.
- B. Waste Prevention Practices: City staff is encouraged to reduce their consumption of resources by incorporating the following practices into their daily activities:
1. Consider durability and repairability of products prior to purchase.
  2. Conduct routine maintenance on products/equipment to increase its useful life.
  3. Use duplex features on laser printers and copiers. Specify duplex on print jobs.

4. Create electronic letterhead
5. Send and store information electronically when possible. This includes e-mail, website and electronic fax.
6. Review record retention policies and implement document imaging systems.
7. Recyclable materials shall not be placed in trash cans or wastebaskets. The custodial staff should not empty trash cans or waste baskets that contain significant amounts of recyclable material and shall notify the Custodial Contract Administrator of any location where this is observed. The intent is to encourage staff to recycle all materials possible.
8. Maintain other waste prevention practices that further the goals of this policy.

V. NON-PROCUREMENT:

The following is a list of items that shall NOT be purchased:

- A. Polystyrene foam cups, plates and packaging material.
- B. Plastic throwaway containers which are not reusable, or recyclable (look for the code #7 contained in the chasing arrows on the bottom, it is not recyclable).
- C. Products which are manufactured from non-recyclable material if an alternative product exists which is either manufactured from recycled material or can be recycled itself.

VI. RESPONSIBILITIES OF ALL DEPARTMENTS/DIVISIONS

Each Department/Division shall be responsible for the implementation of this policy and shall:

- A. Practice waste prevention whenever possible.
- B. Continue to utilize recycling programs and expand them where possible.
- C. Procure recycled products whenever practical.
- D. Develop, evaluate and maintain information about environmentally preferable and/or recycled products containing the maximum practical amount of recycled materials. Cross-feed information to other Departments/Divisions when potential use of a product exists.
- E. Develop specifications used in public bidding aimed at eliminating barriers to recycled-content products, such as outdated or overly-stringent product specifications and specifications not related to product performance.
- F. Ensure that procurement documents issued by the Departments/Divisions require environmentally preferred alternatives whenever practical.

October 11, 2007

VII. CONTRACTORS

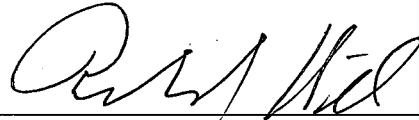
All City contractors shall be requested to conform to the minimum recycled-content procurement standards set forth by this policy. This request shall be applied to contractors in procuring materials or products to perform contractual services for the City, to produce or provide a work product to the City or on the City's behalf.

Any Request For Proposals or bids for services requested by the City will include a statement that the City prefers doing business with companies that adhere to this Policy. In addition, any proposal submitted to the City shall be printed two-sided on recycled and recyclable paper. Any consultants or contractors producing reports for the City will submit such on (post-consumer) recycled and recyclable paper.

VIII. EXEMPTION

Nothing in this policy shall be construed as requiring the purchase of products that do not perform adequately and/or are not reasonably available at a reasonable cost or as may be determined by the City Manager.

This policy is approved and authorized by:

A handwritten signature in dark ink, appearing to read 'Richard Hill', written over a horizontal line.

Richard Hill, City Manager

RH/lgm



**CITY OF CAPITOLA  
COMMISSION ON THE ENVIRONMENT  
Agenda Report**

**Meeting Date: May 25, 2016**

**Agenda Item: 5.d**

**Subject: Eco Walk/Tour**

---

Attached is a past concept for a Citywide Eco Walk/Tour. Kristin noted that the Santa Cruz EcoTour has moved from the original [www.greenwharf.org/EcoTour](http://www.greenwharf.org/EcoTour) website to a web based app <http://www.mobileranger.com/>



## CITY OF CAPITOLA COMMISSION ON THE ENVIRONMENT

### PROPOSED ECOTOUR

Version 5-Spring/Summer 2012

**CONCEPT:** *Building on the success of the Santa Cruz EcoTour launched summer 2012 (see [www.greenwharf.org/EcoTour](http://www.greenwharf.org/EcoTour)), the Capitola EcoTour is envisioned as a self-guided, and potentially a limited guided, walking tour that features environmental stewardship and issues unique to Capitola. Eco tourists will access tour information either via brochures distributed at key locations within the City, from smart-phone enabled web content on tour stop signage, guided tour leaders, and via a City website extension dedicated to the tour that contains a printable map of the stops. Each stop on the tour, "GreenSpots," will be identified by branded signage that includes a QR scan tag to enable smart phone users to obtain more information about the particular issue or organization featured at the stop. GreenSpots will feature existing or new interpretive signs mounted at stops. Print and electronic promotion of EcoTour will enable exposure of the tour and its partner organizations and businesses. Estimated expenditures to launch the tour will be offset by grants. Ongoing expenses to maintain and operate the tour are zero and the guided tour possibility will be lead by volunteers from the Capitola Museum. UCSC IDEASS interns will provide the labor to plan and execute the tour over the 2012-2013 academic year. The IDEASS program needs confirmation of our project by the start of the school year, September 26, 2012.*

### **PROPOSED "GREENSPOTS" (stops on EcoTour):**

*In general, include a beautiful, meaningful environmental quote at each stop...for reflection.*

- Capitola Wharf
  - First stop: What is environmental sustainability (think: 3 E's or 3 P's)? How can we work to make our cities more sustainable for present and future generations of humans and other living organisms with which we share the planet? What action can you take? What is the seventh generation Iroquis philosophy?
  - Environmental Significance of the Monterey Bay National Marine Sanctuary (MBNMS)
  - Save Our Shores Pollution Prevention (a partner on SC EcoTour)
    - Sharktail cigarette butt container
    - Possible interpretive sign
- Stockton Bridge/Soquel Creek Infiltration Gallery
  - Existing interpretive sign describes how gallery retains runoff and plants retain toxic substances, allowing a cleaner flow to creek/ocean
- Soquel Creek at Stockton Street Bridge East Side
  - environmental significance of Soquel Creek Watershed (SCW)
- Bandstand Park overlooking sandstone fossil area
  - Possible interpretive sign location
- "86" stairs
  - Proceed up the stairs for a lovely view of the MBNMS. Walk down the path to view the Bay from above
- Capitola Museum
  - Natural History exhibit? How much do you know about the natural history of MBNMS and the SCW- thinking seven generations ahead. Maybe an exhibit on what the COE has done, GPAC's upcoming CAP, etc.
- Perry Park Bridge
  - Existing interpretive sign
  - Sense of Place- What do you know about bioregionalism, sense of place.

## **CITY OF CAPITOLA COMMISSION ON THE ENVIRONMENT**

### **PROPOSED ECOTOUR**

Version 5-Spring/Summer 2012

- Sullivan Green Home, Garden & Bio swale
  - Possible site for small interpretive sign
- Drought Tolerant Garden beside Shadowbrook Parking Lot
  - Feature existing interpretive sign
- Capitola Beach/Natural Bridges
  - Existing sign near the bandstand- talks of Bay trail
  - Water Quality information
    - Possible site for interpretive sign
  - Last Stop- Name 5 ways that you can take action in Capitola or in your city to make it more environmentally sustainable.

*Website can include "shout outs" to recognize Village's certified Green Businesses. Other consideration is gaining City approval on sign placement and mounting.*

### ***POTENTIAL FUNDING/EXPENSES:***

#### **Anticipated Expenses:**

Check plots of tour concept, maps and signs (\$60/each x 6 = \$360)

GreenSpot identification signs = \$75/each x 10 each = \$750)

Interpretive signs (6 @ \$400/each = \$2,400)

Brochures (500 @ \$1.20 each = \$600)

Post mounting of some interpretive signs/Greenspots (\$200/each x 6 = \$1,200)

Graphic design (\$1200)

Webpage/design as part of <http://www.ci.capitola.ca.us/> (\$1,200)

*Conservative Subtotal Estimated Expenditures = approximately \$6,000*

*Subtotal Estimated Expenditures with Interpretive signs = \$10,000*

#### **Possible funding:**

- Coastal Commission Whale Tail grant up to \$10k
  - Accepted year-round
- UCSC Carbon Fund
  - \$10,000 limit
  - deadline in early November

### ***PROMOTION:***

#### **Print:**

Santa Cruz Good Times Community Page (Free)

Capitola/Soquel Times

Santa Cruz Weekly Community Page

Aptos Times

#### **Social Media:**

City of Capitola Chamber of Commerce Facebook Page

Capitola Village Facebook Page

#### **Brochure Distribution:**

Capitola Museum

## **CITY OF CAPITOLA COMMISSION ON THE ENVIRONMENT**

### **PROPOSED ECOTOUR**

Version 5-Spring/Summer 2012

Capitola City Hall

Capitola Chamber of Commerce

#### **Conferences:**

2012 Central Coast Ecotourism Conference (Wise-West presenting SC EcoTour)

#### ***POSSIBLE LABOR ASSISTANCE:***

Impact Designs: Engineering and Sustainability through Student Service (IDEASS - see <http://sustainability.ucsc.edu/ideass>) team, which consists of 3 undergraduate students committed to a semi-structured 3 quarter long internship. We propose that an IDEASS student team plan, design and install the project. An IDEASS team executed the Santa Cruz EcoTour this past year. We propose that IDEASS students are mentored by the COE and in addition to the EcoTour take on other activities in support of the COE efforts such as grant-writing, assistance to the Community Development Director (currently Susan Westman), presentations/communications from GPAC, etc. Commitment to internship mentoring required to UCSC after 9/11 COE meeting.

#### ***NEXT STEPS:***

- Finalize commitment to mentor team to UCSC (by 9/26)
- Meet with team at next meeting (after 9/11)
- Initiate grant-writing on funding sources
- Discuss, map out, and finalize tour stops

