



CITY OF CARMEL-BY-THE-SEA

FOREST AND BEACH COMMISSION

Chair Karen Ferlito, Commissioners David Refuerzo,
Mo Massoudi, Stephanie Locke,
and Al Saroyan

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

REGULAR MEETING
11/10/2016
TOUR 2:30 p.m.
MEETING 3:30 p.m.

CALL TO ORDER AND ROLL CALL

TOUR OF INSPECTION Shortly after 2:30 p.m. the Commission will leave the Council chamber for an on-site Tour of Inspection of all properties listed on the agenda (including those on the Consent Agenda). The tour may include projects previously approved by the City and not on this agenda. Prior to the beginning of the tour, the Commission may eliminate one or more on-site visits. The public is welcome to join the Commission on its tour. The Commission will return to the Council chamber at 3:30 p.m. or as soon thereafter as possible.

1. Tour of proposed improvements to San Antonio Avenue between Ocean and Fourth Avenues.
2. Tour of proposed landscape improvements along the Scenic Road pedestrian pathway.
 - a. Eighth Avenue.
 - b. Tenth Avenue.
 - c. Twelfth Avenue.
 - d. Thirteenth Avenue.
 - e. Santa Lucia Avenue.

ROLL CALL

PLEDGE OF ALLEGIANCE

EXTRAORDINARY BUSINESS

- A. Introduction of New Commissioner Al Saroyan
- B. Election of Vice Chair

PUBLIC APPEARANCES Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Commission. Matters not appearing on Commission's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Persons are not required to give their names, but it is helpful for speakers to state their names so that they may be identified in the minutes of the meeting.

ANNOUNCEMENTS

- A. Announcements from Chair and Commissioners

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

1. Approval of the minutes for the 10/13/16 regular meeting.

ORDERS OF BUSINESS Orders of Business are agenda items that require Commission discussion, debate, direction to staff, and/or action.

2. Review and comment on proposed design by landscape architect Scott Hall, for landscape improvements at five areas along the west side of Scenic Road between Eighth and Santa Lucia Avenues.
3. Review and comment on a proposal by landscape architect Joni Janecki, for improvements to the street median and the pedestrian pathway area on the west side of San Antonio Avenue between Ocean and Fourth Avenues.
4. Receive a report on the Carmel Beach pilot beach fire management program.
5. Receive the City Forester's Report
 - a. October tree data
 - b. Parks activities
 - c. Beach activities
 - d. Future agenda items
6. Receive the Public Works Director's Report
 - a. Updates on City Council items
 - b. Other items of interest to the Commission

FUTURE AGENDA ITEMS

ADJOURNMENT

This agenda was posted at City Hall located on Monte Verde Street between Ocean and 7th Avenues, Harrison Memorial Library located on the NE corner of Ocean Avenue and Lincoln Street, and the Carmel-by-the-Sea Post Office located on 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage <http://www.ci.carmel.ca.us/carmel/> on 11/4/2016 in accordance with the applicable legal requirements.

Michael Branson, City Forester

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Community Activities and Cultural Commission members regarding any item on this agenda, received after the posting of the agenda will be available for public review in the Public Works Department Office located on the east side of Junipero Avenue between Fourth and Fifth Avenues during normal business hours.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2007 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).

CHALLENGING DECISIONS OF CITY ENTITIES The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of Carmel-by-the-Sea is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing. If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Carmel-by-the-Sea, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

The next regular meeting is December 8, 2016
Tour of Inspection – as required
3:30 p.m. – Regular Agenda

**CITY OF CARMEL-BY-THE-SEA
FOREST AND BEACH COMMISSION-MINUTES
REGULAR MEETING
Thursday, October 13, 2016**

CALL TO ORDER AND ROLL CALL

COMMISSION MEMBERS PRESENT: Karen Ferlito – Chair
Mo Massoudi
David Refuerzo

COMMISSIONER MEMBERS ABSENT: Stephanie Locke

STAFF PRESENT: Rob Mullane, AICP, Public Works Director
Mike Branson, City Forester
Matt Feisthamel, Assistant City Forester
Yvette Oblander, Commission Secretary/Admin. Coordinator

TOUR IF INSPECTION

1. Tour of Mission Trail Nature Preserve invasive tree removal project – 25800 Hatton Road

ROLL CALL

Chair Ferlito called the meeting to order at 3:30 pm.

PLEDGE OF ALLEGIANCE

Members of the audience participated in the Pledge of Allegiance, led by David from Boy Scout Troop 127.

EXTRAORDINARY BUSINESS

- A. Chair Ferlito introduced new Commissioner Mo Massoudi

PUBLIC APPEARANCES

No speakers for Public Appearances

ANNOUNCEMENTS

- A. Announcements from Chair and Commissioners
 - Commissioner Refuerzo – There is a CRA Beach clean up on Saturday, October 15, 2016, from 10:00 am – 12:00 noon.
 - Chair Ferlito - Les and Rowen Rowntree will be speaking as part of the Centennial Series at the Sunset Center on November 17, 2016, at 5:00 pm.

- Chair Ferlito - Flyers are available with information on training for the annual tree survey by the Friends of Carmel Forest.

CONSENT AGENDA

1. Consideration of the minutes for August 11, 2016, Regular Meeting and the minutes from the September 1, 2016, Special Meeting.

The meeting minutes were considered separately in two motions. Regarding the minutes for August 11, 2016, Regular Meeting:

Commissioner Refuerzo moved to approve the minutes; seconded by Chair Ferlito.

AYES: Ferlito, Refuerzo
 NOES: None
 ABSTAIN: None
 ABSENT: Locke

Motion passed on a 2-0-0-1 vote.

Regarding the minutes from the September 1, 2016, Special Meeting:

Chair Ferlito noted a couple of name spelling errors. Commissioner Refuerzo moved to approve the minutes as corrected; seconded by Chair Ferlito.

AYES: Ferlito, Refuerzo
 NOES: None
 ABSTAIN: None
 ABSENT: Locke

Motion passed on a 2-0-0-1 vote.

ORDERS OF BUSINESS

2. Centennial activities update from Tom Brocatto

Mr. Brocatto informed the Commissioners that they would each receive a packet with details of the Centennial activities and their assignments for the parade on October 29th.

3. City Forester's Report
 - a. September tree data
 - City trees removed - 7
 - Private tree removal - 15
 - Construction Permits - 0
 - Private pruning permits – 2
 - City pruning by contractors – 5

- b. Parks and activities
 - Update on the Mission Trail Nature Preserve dead tree and fuel abatement project and the pending invasive tree removal project by West Coast Arborists.
 - Mission Trail entrance project is underway with a couple of delays, one being the Cal-Am water leak, that has since been repaired.
 - A Centennial Tree is on hold for the City at the tree nursery in Gilroy
 - c. Beach Activities
 - North Dunes Coastal Development Permit is now in the hands of the Coastal Commission for their review or appeal.
 - d. Future Agenda Items
 - Drones on Carmel Beach. Mr. Mullane noted that such a process should start with City Council.
 - Feedback from staff on the joint meeting with Building and Planning and the Forest and Beach Commission
4. Receive the Public Works Director's Report
- a. Updates on City Council Items
 - Welcome to Commissioner Mo Massoudi to the Forest and Beach Commission. Also, thanks to Jeff Baron for his service and time to the Commission.
 - Carmel Sands Hotel will need to go back to the Planning Department and re-apply for a remodeling permit.
 - Monterey Peninsula Engineering has begun road repaving and should be done by the end of October.
 - b. Other items of interest to the Commission
 - Tree protection issues are being addressed by staff from the Public Works and Community Planning and Building Departments.
 - Staff is working on arrangements for beautification of and improvements to the Ocean Avenue Median in advance of the Centennial parade.
 - Public Works staff is working on storm drain issues and have converted the Scenic Road stormdrains from their dry season, low-flow configuration to the winter-flow configuration. The staff is now working on inspecting all of the storm drains in the City, in advance of the rainy season getting under way.
 - Public Works has three new contract project managers that are providing additional help to staff on implementation of several projects throughout the City.

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 4:48 pm

Yvette Oblander, Commission Secretary

ATTEST:

Karen Ferlito, Chair



CITY OF CARMEL-BY-THE-SEA

Forest and Beach Commission Staff Report

November 10, 2016
Orders

TO: Forest and Beach Commissioners
FROM: Rob Mullane, AICP, Public Works Director
SUBJECT: Quarterly Report #2 on the Implementation of the Beach Fires Management Pilot Program

RECOMMENDATION

Receive an update on the implementation of City's Beach Fires Management Pilot Program

BACKGROUND / SUMMARY

Staff will provide an update on the City's implementation of the Beach Fires Management Pilot Program. The 3-year Pilot Program allows the City to provide for a limited number (up to 12) of City-supplied wood-fueled beach fire devices on Carmel Beach, while also allowing an unlimited number of user-supplied propane-fueled devices. The City was authorized to implement the Pilot Program on July 28, 2016, after Coastal Commission staff determined that the appellant of the City's Pilot Program Coastal Development Permit (CDP) did not have the requisite standing. The City's Pilot Program is noted as Attachment 1 and was provided to the Commission under separate cover.

The City was prevented (under an order from the Monterey Bay Air Resources District) from fully implementing the Pilot Program until after Labor Day, due to high levels of ambient air pollutants from the Soberanes Fire. The somewhat weakened state of Carmel Beach this summer limited the number of City-supplied wood fire devices that could be installed.

The previous winter was a relatively active storm season, and the beach was subject to substantial erosion and deflation. The beach recovered somewhat by late spring; however, the beach did not fully recover this past summer season and as such, a total of six units were installed and remained for the latter part of the summer season. City staff have been inspecting the devices, and cleaning them as necessary, on weekday mornings. In September 2016, the City developed a checklist to enable City staff to collect data regarding the use of the City-sponsored devices as well as any issues that are noted. The staff began using these checklists on September 28, 2016, and data is collected every weekday. The most common issues include extinguishing the fires with sand and leaving trash including mutt mitts in the fire devices. A few sample checklists are included as Attachment 2.

Overall, the devices are getting good use, with generally 2 to 4 units being used on any given night. Illegal fires outside of the fire pits have substantially decreased, although this still happens occasionally. Police Department staff and contracted security officers respond to illegal fires. Propane-fueled units are infrequently used; however, staff anticipates more such use this winter and into the next summer season as more outreach occurs and more beach goers see these propane devices in use. For outreach, staff will continue to work with local hardware stores and grocery stores to inform them of propane-fueled device options, and will also list stores that supply propane-fueled devices on the City's website. The Public Works staff receives generally at

least one or two inquiries about beach fire rules each day, so providing clear information on the City's website will allow staff to direct such inquiries to the website.

City staff has revised the signage to reflect the new beach fire rules under the Pilot Program. While temporary, laminated paper signs have been used thus far, metal signs have been fabricated and will be installed later this month. Public Works staff will also be developing additional signage for the devices themselves to request that beach-goers refrain from using them as trash receptacles and to designate which devices are community-use devices.

City staff is also working on arrangements for the daily cleaning of the devices to be conducted by an outside firm. This would enable the City Forestry Division staff to have more time to attend to their other responsibilities. Similarly, we are exploring options for outside staff to assist with the extinguishing and securing of the devices approximately 4 or 5 days per week. As a Pilot Program, we are learning as we go, and will be constantly refining our implementation of the program.

On November 2, 2016, in response to a high surf advisory, Public Works staff removed the six wood fire devices off the beach for the winter season. Staff anticipates returning the devices to the beach in approximately late-March or early-April; however the exact date is subject to the degree of the recovery of the beach and any late-season storm or high-surf events.

The Commission will have the opportunity to provide feedback on the Pilot Program, as well as on the City's enforcement of beach fire-related activities. The Commission has asked for information regarding the level of staffing required to implement the Pilot Program, and this will be reviewed during the item's discussion.

ATTACHMENTS

1. Final Beach Fires Management Pilot Program
2. Examples of Completed Beach Fire Device Monitoring checklists



Beach Fire Management Pilot Program

Revised Program of June 2016

Table of Contents

I.	Executive Summary	2
	Objectives	
	Keys to Success: Measurement, Reporting and Evaluation	
II.	Fire Devices	6
	Dimensions	
	Usage	
	Hours of Use	
	Availability	
	Exceptions	
	Cleaning	
	Hazard Avoidance	
	Locations	
III.	Public Education and Enforcement	11

Executive Summary

The City of Carmel-by-the-Sea seeks to continue the recreational opportunity of beach fires while exploring options to minimize the impacts of wood-fueled beach fires on the community and the sensitive environmental resources of the beach. As such, a pilot program has been designed that consists of the allowance of up to 12 wood-fueled fire devices along the beach in designated areas as well as the allowance of user-supplied propane-fueled beach fire devices along Carmel Beach. The wood-fueled devices would initially be City-supplied; however, the pilot program would also allow the City to change the approach to one that provides for the same number of user-supplied wood-fueled devices. In either scenario, the wood-burning devices would be located at designated locations near beach access staircases and a minimum of 75 ft seaward of the base of the coastal bluff or seaward limit of the dunes. The locations for wood-fueled devices would be between Eighth Avenue and Santa Lucia. Initially, the pilot program would require that half of the wood-fueled devices be “community devices,” while the rest of the devices available on a “first come, first serve” basis. The number of community devices may be adjusted upward or downward as part of the program, and the City may opt to provide wood for the community devices. The devices would be available at no cost. The City would ensure that the City-supplied fire devices are regularly maintained and cleaned.

In addition to the wood-fueled devices, the City would allow and encourage user-supplied propane fire devices along the beach between Martin Way and Eighth Avenue. The propane-fueled devices would be allowed at a minimum of 25 ft from the base of the bluff. The City does not envision a restriction on the number of user-supplied propane-fueled devices, but in the event of public safety needs or other unforeseen issues, may need to establish reasonable limitations in latter phases of the program. The pilot program also includes enhanced educational and enforcement efforts, including the use of private security, City police officers and volunteers to educate the public about the pilot program and its associated rules. The pilot program duration would be up to three years and would include active management to refine the program in response to lessons learned. No charcoal briquette fires would be allowed under the pilot program.

Objectives

The principles of the beach fire management pilot program are twofold: (1) to manage the number of beach fires and (2) to refine the beach fires rules. The objectives of the program are: (1) to preserve the quality of Carmel Beach’s white sand, (2) to enhance recreational use and public safety of Carmel Beach, and 3) to protect the resource values of the beach environs including ambient air and water quality.

The City’s Land Use Plan provides broad guidance regarding beach use, protection, and management:

“Provide for a wide variety of passive and active recreational experiences for all beach users while protecting the resource values of beach environs (Goal 4-4)”

“Manage the City's beach, park and open space resources in a manner to encourage use and enjoyment by residents and visitors (Objective 4-9)”

“Allow beach users the opportunity to enjoy a fire for warmth or cooking, while protecting the sand from degradation (Objective 4-10)”

“Lower cost visitor and recreational facilities shall be protected and encouraged and where feasible, provided. Developments providing public recreational opportunities are preferred (Policy P4-62).”

“Provide adequate facilities that will serve the needs of the public, mitigate damage to the environment and respect the neighborhood (Goal 4-3)”

Managing the number of wood-fueled beach fires together while providing for propane-fueled devices minimizes the degradation of the sand while also increasing public safety and enhancing ambient air and water quality in accordance with the Coastal Access and Recreation Element of the City’s Local Coastal Plan (LCP). The pilot program attempts to balance these objectives and develop options in accordance with the goals and objectives contained within the LCP.

Keys to Success: Measurement, Reporting and Evaluation

Pictured below is a close up of sand grains on Carmel Beach



Program Elements:

Objective O-1 Preserve Sand Quality

Measurement: Eliminate charcoal and burned logs from the sand. The City would be providing for a limited number of wood-fueled fires (up to 12) in designated areas or fire containers. Ash cans would be provided for proper disposal of charcoal and ash from any user-supplied wood devices, and City staff would be responsible for regularly emptying any City-supplied wood-fueled devices. The City would also allow user-supplied propane-fueled devices, and these devices would not generate charcoal or ash.

By eliminating wood and charcoal residue from the sand, the quality of Carmel's white sand beach will be preserved / enhanced. Prior to or at the beginning of the pilot program as well as throughout its implementation, the condition of the beach would be documented through photographs and/or video footage to demonstrate the effectiveness of the program in improving the aesthetics of the beach and shoreline areas. The City recently obtained an aerial video of the beach that documents the pre-program amount of charcoal located throughout the beach. The City would arrange for subsequent aerial video footage following the first year of the program, and potentially following the second year, if the first post-program footage is inconclusive, to document the program's effect on cleanliness of the beach. Photos would also be taken from the bluff top at the set (fixed) locations at quarterly intervals to assess beach cleanliness and appearance.

Objective O-2 Enhance Public Use and Safety of Carmel Beach

Measurement: Install City-Supplied Fire Devices or Designate Areas for User-Supplied Wood Fire Devices. The first phase of the program would include a thorough clean-up of existing charcoal on the beach. The program also includes the City installing up to 12 City-supplied and City-maintained wood-fueled fire devices at specific locations adjacent to public beach access points between Martin Way and Eighth Avenue. The fire devices would be available on a first come, first served basis from 4 pm to 10 pm daily, although the City will also designate half of the devices to be community devices and available for shared use. City-supplied devices would be anchored into the sand at fixed location for the summer and fall season, and remain in place until threatened by winter-season wave scour as discussed below in Hazard Avoidance. The devices would be removed for a portion of the winter storm season and may also be removed at other times of the year in response to a tsunami warning, or during other periods of unusually high tides, off-season storms, and low beach profile conditions. The City-supplied devices would be returned to the beach once storms and high tides subside. The specific location of the majority of the devices would be adjusted throughout the pilot program in order to select locations that are least prone to seasonal beach scour, and as such, can remain in place as long as possible into the winter storm season and as early as possible following the winter season. User-supplied portable propane-fueled devices would be allowed year round. The City anticipates that local- and area-wide stores may also to rent out user-supplied propane devices (or wood burning devices, should these be allowed in lieu of City-supplied wood-fueled devices), and the City would provide information on where such units may be acquired on beach area signage and on the City's website as well as a part of the beach fire management educational program. While not a part of the initial phase

of the pilot program, should the program incorporate the City may also sponsor or contract with a vendor to provide propane-fueled devices for rent at a location within the City, if this is determined to be a necessary component for increasing access to portable user-operated units. This program component would need to be further refined and may involve a modification to restrictions in the City's Municipal Code regarding commercial activities in the shoreline area.

Objective O-3 Protect Resource Values: Air and Water

Measurement: Reduce the amount of wood smoke and charcoal debris generated by beach fires. The program provides for a reduced (up to 12) number of wood-fueled beach fire devices, which for City-supplied devices would be cleaned by City staff or a contractor, and which for user-supplied devices, would include the installation of ash cans at beach access points for proper disposal of coals and ash. The program would also allow wide use of propane-fueled devices, which produce neither charcoal nor smoke, other than when used for grilling food. No charcoal-fueled (briquettes) fires would be allowed. The program would substantially reduce wood smoke and its associated public health hazards. It would also eliminate the accumulation of charcoal on the beach and into the marine environment. New signage would be designed and installed to inform beach users of the pilot program's beach fire rules. Signage would also include information on the locations of and hours of operation for City-supplied devices, the types of user-supplied devices that are permissible, and options for obtaining user-supplied devices. Staff from the Monterey Bay Air Resources District (MBARD) operated an air quality monitoring station on private property along Scenic Drive between May and December 2015, and collected data on particulate matter (PM-2.5) levels. Although the monitoring station has been removed, the City will continue to work with MBARD staff to evaluate the effectiveness of the program on maintaining acceptable air quality for beach goers, Scenic Road pathway users, and nearby residents. If wood smoke nuisance complaints persist, City staff would confer with MBARD staff regarding the reestablishing a monitoring station. As described above in Objective O-1, both photographic and video footage would continue to be collected and evaluated to demonstrate the reduction of charcoal litter on the beach.

Reporting:

Staff will return to the City Council with an update in 120 days following initial adoption of this program. During the pilot program, City staff will provide quarterly updates to the City's Forest and Beach Commission at scheduled public meetings on the status of the pilot program and receive public comment on the components of the program. Approximately two to three months before the end of each year of the pilot program, a report will be presented before to the City's Forest and Beach Commission, City Planning Commission, and City Council, to assist in determining if changes to the pilot program should be made, or if sufficient information has been collected such that a permanent change to the City's beach fires management should be implemented. The report will be shared in draft form with Coastal Commission staff for input prior to City Council discussion of the program, and each year, a final year-end report will be provided to Coastal Commission staff for documentation.

Fire Devices

Dimensions and Style

The initial City-supplied wood-fueled devices to be tested and used would be made from steel with approximate dimensions between 16-24 inches high and 30-48 inches wide. These devices weigh approximately 100-200 pounds and will be partially buried and secured in place. These devices are designed to remain fixed and not be moved to other locations by the public or special event organizers. The City may purchase and test two or more different units to gauge appearance, reliability, and ease of operation and will also designate half of these devices as available for shared (community) use. During the first year of the program, the City will convene a review Committee to determine the preferred design or decide if the City should pursue a custom design for these City-supplied devices.

In addition, beach goers would be allowed to bring and operate user-supplied propane-fueled devices. These are typically smaller than the steel wood-fuel devices, and a variety of models are available from local hardware and garden stores. Propane tanks are also available in different sizes. City staff have identified several off-the-shelf models, and the City would disseminate information on its website regarding a list of off-the-shelf options, their cost, where they can be obtained. The

website may also provide for user feedback on performance of different off-the-shelf fire device options.

Pictured below are three examples of potential initial options for the City-supplied fire devices.



Pictured below are two examples of potential user-supplied propane-fueled fire devices.



Usage

User-supplied propane-fueled devices would be allowed year-round and as close as 25 feet from the base of the coastal bluff. City-supplied wood-fueled fire devices would be provided in the summer and fall season only, restricted to areas a minimum of 75 feet from the base of the bluff and further out if possible, and limited to a maximum of 12 such units at designated locations. User-supplied wood-fueled devices are not permitted. Users of city-supplied wood-fueled devices would be instructed to only use dry, cured wood, and no driftwood, pallets or other materials (such as Christmas trees, furniture, and trash). No trash, glass or other materials may be left in the device.

Hours of Use

Wood-fueled beach fire devices would be allowed from 4 p.m. to 10 p.m., seven days a week during the portion of the year that the beach is wide enough to support such devices. Beach fires in user-supplied propane devices would be allowed from 4 p.m. to 10 p.m., seven days a week, and year-round.

Availability

The initial plan for the majority of the City-supplied fire devices would be that they are available on a “first come, first served” basis and could not be reserved or held in advance for use except in limited circumstances associated with a properly-issued special event permit. The City would also initially designate half of the units as community devices for shared use by beach goers, with the City potentially supplying the firewood for these community devices. In addition, one fire device may be reserved in association with the issuance of a special event permit from the City and in accordance with the City’s special event policies. The City would limit this special event permit-related reservation to one of the devices on any given day. The City would also limit these reservations to no more than two such reservations in any given week and no more than four such reservations in any given month. The remaining City-supplied fire devices would be available for the general public. Should there be operational issues with the special event-related reservations, the City would adjust that component or eliminate it. Should there be operational issues with the first come, first served approach, the City would potentially increase the number of community devices and may also develop a reservation system for some or all of the City-supplied devices. The City would consult with Coastal Commission staff on the specifics of any such program adjustment. Should the user-supplied wood-fueled option be implemented, the availability would be similar: on a first come basis, except as associated with a properly-issued special event permit.

Exceptions

During the holiday weekends of July 4th and Labor Day, to meet peak beach fire demand, the City may set up a program to distribute up to 25 additional portable propane-fueled devices for public rental. The fee for use would be reasonable: on the order of \$20-\$50 for the day. These could be made available at a temporary station such as a trailer or similar mobile facility located at a suitable location. Potential locations include in the Del Mar Parking Lot, at the intersection of 8th Avenue and Scenic Road, or a similar location. This component would only be developed and implemented if other means of sales or rentals of user-supplied units are determined to be inadequate by the City in consultation with Coastal Commission staff. This component may constitute commercial activity in the shoreline area, which is currently prohibited under the City’s Municipal Code. As such, the implementation of such a rental component, if made permanent, may require a Zoning Ordinance Amendment and Local Coastal Program Amendment.

Cleaning

Over several months in 2015, air quality data was collected along with photographic and video footage of beach conditions (sand quality). The August 2015 implementation of the City’s Interim Moratorium on weekend wood-fueled beach fires has reduced air pollutant levels and has resulted in a lower rate of accumulation of charcoal on the beach. However, there still are areas of charcoal that could be further cleaned using sifting devices and small equipment (above the kelp line and in the corridor where the devices will be located). The City

may undertake these additional cleaning measures in advance of installing City-supplied fire devices. Regular cleaning of the City-supplied devices would be required. It is anticipated that the devices would be cleaned at least 3 or 4 days a week, and this cleaning would be done by City staff or a City contractor.

Hazard Avoidance

The program includes hazard avoidance guidelines and trigger points for the timely removal of City-supplied fire devices prior to the devices being threatened by high tides, large storms, and wave action. The intent of this program component is to make fire devices available as long as possible throughout the year while being cognizant of shoreline hazards and protective of sensitive environmental resources (i.e., air and water quality).

Beach width and the upper reach of the wash of the waves vary throughout the year and from season to season. In general, the beach is widest in the summer months and narrows considerably in the winter storm season, when storm-induced waves erode the berm and lower the beach profile. The extent and timing of winter beach scour varies from season to season. In some winters, the beach is nearly completely scoured out, such that the wash of the waves is all the way up to the base of the bluff. In milder winters, there are areas of the beach that are never scoured out, particularly in the more landward and protected areas of the beach, such as near Tenth Avenue. In the typical winter, however, most if not all, of the fire devices would be threatened by scour.

Initially, it is anticipated that the City-supplied beach fire devices would be in place for use during the peak beach use season: from March 1 to November 1. This is typically when the threat from shoreline hazards is lowest. The beach fire devices may be retained for some period beyond the March 1 to November 1 period, provided that favorable weather conditions and a low threat of storm-driven wave inundation continue. Outside the peak periods (i.e., November 1 through March 1), the City-supplied fire devices will be removed from the beach to avoid potential hazards and inundation. At the beginning of the winter storm season (on or about November 1), City staff will monitor the condition of the beach at least weekly, including measuring the width of the beach berm in the vicinity of the fire devices. Beach fire devices would be removed or relocated prior to being threatened by wave-induced beach scour and/or inundation.

The initial threshold for removal of a device would be if the upper wash of the waves is within 10 feet of the device. If this distance, in practice, does not provide sufficient time for City staff to remove the device, a larger distance may be established. Management of the City-supplied fire devices may be modified in response to extreme ocean conditions. If, there is an unusually early or heavy winter storm season, such that wave-induced scour threatens to undermine the fire devices, City staff would remove any threatened devices earlier in the year. Similarly, if a heavy winter storm season delays the post-winter recovery of the beach, the City may delay the springtime installation of some of the devices.

In addition, if there is an extraordinary storm or high-wave event forecasted outside of the target use period, the devices would be removed and returned as soon as it is practical. Both the threshold for removal and replacement timing would be components that the pilot program will further develop.

Locations

The initial locations for the City-supplied wood-fueled devices would be between Eighth Avenue and Martin way and shall be spaced a minimum of 200 feet apart. All locations would be at least 75 feet from the base of the bluff. Utilizing adaptive management, the location (or designated location in the case of the user-supplied wood-fueled option) of the devices may be adjusted as needed due to topography of the beach, wave and tidal activity, or to better meet the needs of beach users. A map of access points and approximate locations for the City-supplied devices are contained in Figure 1. User-supplied propane fire devices would be allowed from Martin Way to Eighth Avenue with a setback requirement of at least 25 feet from the base of the bluff.

Public Education and Enforcement

Public education and outreach would be a key component of the pilot program with an emphasis on proper use of propane devices. The City would develop and distribute public education materials to try to reach the public regarding the pilot program and the new beach fire rules before they arrive at Carmel Beach. In addition, the City would use a combination of private security staff and a dedicated police beach patrol officer to educate the public about the rules, gather data and assist in monitoring the effectiveness of the pilot program. The use of docents and other volunteers to help explain the rules to the public may also be added as part of the communication strategy.

Online Information: Both the City's website and other associated websites, such as the Carmel Chamber of Commerce and the Monterey Visitors and Convention Bureau, would be updated to reflect the use of the allowed fire devices and other beach rules. The City would also reach out to other website providers that are geared toward activities at California beaches and travel-related sites to explain the new rules and request assistance in providing updated information to the public.

Other Sources of Information: Press releases to local newspapers and television stations would also occur regarding the beach rules and the use of both City-supplied and user-supplied beach fire devices, as well as outreach to schools, colleges and community groups. The hotel industry would be contacted and given informational cards that could be provided to guests about the beach fire rules. Local

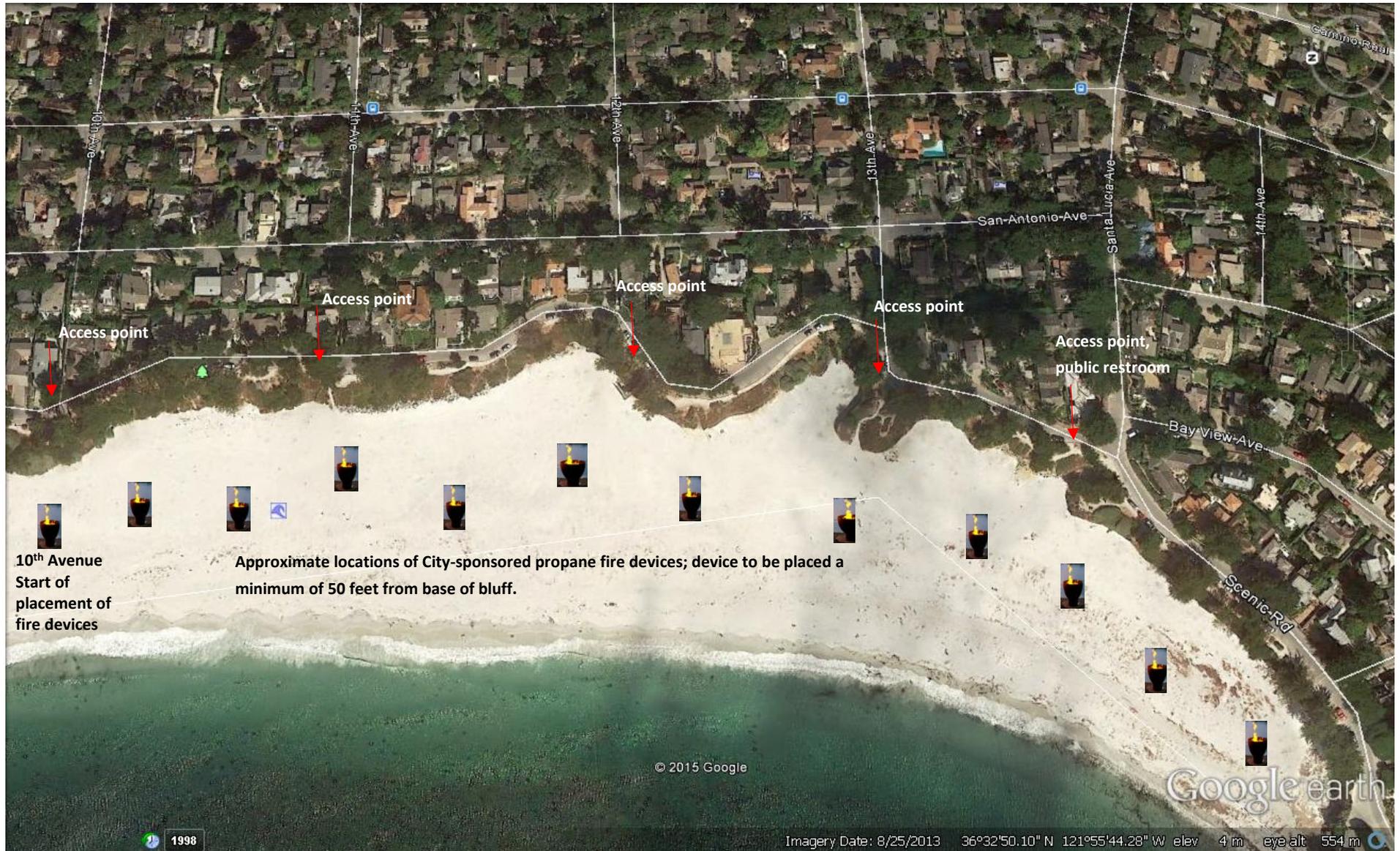
grocery stores would be provided information to distribute to customers, including information regarding where user-supplier propane devices could be purchased or rented, and where propane tanks can be refilled.

Signage: Signage would be installed that provides information regarding allowed devices and the locations where fire devices are allowed. Locations for new signage would include the Del Mar parking lot, at the beginning of the Scenic Road pathway (Scenic and 8th Avenue), at the beach access stairways along Scenic, and at both ends of the 4th Avenue beach access pathway. Informational signage regarding the purpose of the pilot program and the rules and restrictions would be installed at key locations starting at the Del Mar Parking Lot. As the northern limit for beach limits may change under the Pilot Program, the Del Mar area, the 8th Avenue access, and the 10th Avenue access as appropriate would have a marker to delineate and differentiate where fires are allowed and not allowed. Signage indicating the use of fire devices, with a simple message such as “wood fires only in City-supplied fire devices” or (for the winter season) “propane fires only.” Signage would be placed near the staircases and other beach access points. Such signage would be installed in locations that minimize obstructions of coastal views, e.g. on railings, near the side of the staircases and/or, on landings half-way down the beach staircases. Signage materials for the pilot program may be metal; however, permanent (post-pilot program) signage would be simple, rustic, and primarily made of wood, in keeping with Carmel’s existing aesthetic. Universal symbols would be used where appropriate. Specific sign designs for the pilot program would be developed within approximately the first two or three months of the program’s approval and presented to the Planning Commission for review and approval of sign design.

Messaging: The City’s public education materials and signage program would explain the purpose of the pilot program, which is to encourage responsible and safe beach use while protecting the character of Carmel Beach and the resource values of the beach environs (i.e., ambient air and water quality).

Personal outreach/contact: The City intends to use a combination of police staff, private security staff, and volunteers to explain the rules to the public. The City has recently provided for a beach patrol police officer staffing from 5 pm to 11 pm, seven days a week. This officer is dedicated to patrolling the beach and will be on site to address issues regarding violations of beach fire rules. Private security officers, if retained to assist with beach fire management, would be trained by the Carmel Police Department regarding the beach fire rules, and would serve as a friendly and helpful educational resource to explain the rules to the public. The City also plans to utilize local volunteers, some stationed at the beach staircases, and others walking the beach, to explain the rules, help notify the public about the availability of City-supplied fire devices or the allowable location of user-supplied fire devices, track data regarding where beach users are from (in order to help target additional public education and outreach), and document compliance with the beach fire rules. These volunteers may also provide other observations about the pilot program in general. The volunteers would carry and distribute informational cards that explain the rules to members of the public. The cards would have a comment suggestion and link to a comment form on the City’s website and an email address so the public can provide feedback on the pilot program.

Figure 1: Map of Carmel Beach Access Points and Potential Initial City-Sponsored Fire Device Locations



CARMEL-BY-THE-SEA – DAILY BEACH FIRE CHECKLIST

DATE: Sept. 30

STAFF INVOLVED: Kelley

TOTAL STAFF HOURS: 1.5

FIRE PIT # (North to South)	USED	NOT USED	USED MUTT MITTS	OTHER TRASH	WATER IN DEVICE	SAND IN DEVICE	HOT COALS PRESENT	CHARCOAL DUMPED ON SAND	RECOMMEND REMOVAL OR RELOCATION
1	/		/	/			/		
2	/						/		
3	/					/			
4		/							
5	/						/		
6	/						/		

Comments:
 #1 Melted mutt mit in fire pit.
 #3 Kelp + Sand, Pic

CARMEL-BY-THE-SEA – DAILY BEACH FIRE CHECKLIST

DATE: 7 OCTOBER 2016

STAFF INVOLVED: MICHAEL

TOTAL STAFF HOURS: 8:00 - 8:50

FIRE PIT # (North to South)	USED	NOT USED	USED MUTT MITTS	OTHER TRASH	WATER IN DEVICE	SAND IN DEVICE	HOT COALS PRESENT	CHARCOAL DUMPED ON SAND	RECOMMEND REMOVAL OR RELOCATION
1		✓	✓						
2	✓					✓			
3		✓							
4		✓	✓			✓			
5		✓							
6	✓					✓			

Comments:
 #7 - FIRE PIT IN SAND - 75 FEET SOUTH OF 4TH AVE STAIRS, 20 FEET FROM SLOPE. BURIED IN SAND.

CARMEL-BY-THE-SEA – DAILY BEACH FIRE CHECKLIST

DATE: 24 OCTOBER 2016

STAFF INVOLVED: MICHAEL

TOTAL STAFF HOURS: 0845 - 1045

FIRE PIT # (North to South)	USED	NOT USED	USED MUTT MITTS	OTHER TRASH	WATER IN DEVICE	SAND IN DEVICE	HOT COALS PRESENT	CHARCOAL DUMPED ON SAND	RECOMMEND REMOVAL OR RELOCATION
1	✓			✓		✓			
2	✓					✓			
3	✓		✓	✓	✓	✓			
4	✓			✓		✓			
5	✓				✓	✓			
6	✓					✓			

Comments:
 PIT #3 - WELDED PLUG PULLED FROM BOTTOM OF PIT
 PIT #5 - FULL OF CHARCOAL BRICKETS, SAND AND WATER
 ** FIRE PIT NORTH OF DEL MAR AT 6F DUNE CLEANED.

OCTOBER 2016

City Trees Removed (upper/lower)	OCT.	YTD	2015	City Trees Planted (upper/lower)	OCT.	YTD	2015
e/ San Carlos bet. 10th & 11th							
FHP - lower							
				w/ Torres bet. 1st & 2nd			15 gal. Catalina ironwood
							2 - 15 gal. oaks
w/ Lincoln bet. Ocean & 7th							15 gal. Chinese pistache

r = replace of tree under care

Private Removal Permits (upper/lower)	13(9/11)	101(70/62)	154	Private Planting Requirements	8(1/7)	53(26/28)	45
w/ Mission bet. 13th & Santa Lucia				15 gal. lower canopy			
nw 10th & Mission							
ne Torres & 8th				2 - 15 gal. oaks			
se Torres & 1st							
w/ Lincoln bet. 12th & 13th							
ne Ocean & Guadalupe							
ne 3rd & Dolores							
e/ Camino real bet. 9th & 10th				15 gal. lower canopy			
ne Mission & Santa Lucia				15 gal. lower canopy			
s/ 1st bet Mission & San Carlos							
nw 11th & Dolores				5 gal. upper canopy			
nw 4th & Lincoln				5 gal. upper canopy			
e/ Dolores bet. Vista & 1st				5 gal. upper canopy			

Construction Permits (remove/prune)	1	23(14/22)	15	Construction Planting Requirements	1(0/2)	12(6/7)	8
w/ Camino Real bet. 12th & 13th				2 - 24" box coast live oaks			

Private Pruning Permits	5	21	24	Trees Under Care
nw 4th & Dolores				
nw 5th & Lincoln				FOCF trees planted
w/ Torres bet. 2nd & 3rd				55
w/ Carmelo bet 12th & 13th				City watered
w/ Vizcaino bet. Flanders & Mt. View				235
				City irrigated
				22

City Pruning by contractors				Construction Finals	Planted
level I - total tree	1	19	36		
level II - hazard /emergency	3	4	9		
level III - specific purpose		0	9		

Trees planted / removed 2013 to date 264 / 498 (53%)