

In the Rooms of the Board of Supervisors

County of Inyo, State of California

I, HEREBY CERTIFY, that at a meeting of the Board of Supervisor of the County of Inyo, State of California, held in their rooms at the County Administrative Center in Independence on the 25th day of *AUGUST, 2015* an order was duly made and entered as follows:

Planning/Caltrans Grant
for Specific Plan

The Board received an update on the Caltrans Sustainable Transportation Planning Grant Corridor Plan/Specific Plan from Planning staff. Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to direct staff to proceed with preparing a Request for Proposals for the Specific Plan and associated environmental review. Motion carried unanimously, with Supervisor Pucci absent.

WITNESS my hand and the seal of said Board this 25th

Day of August 2015



KEVIN D. CARUNCHIO
Clerk of the Board of Supervisors

By:

Patricia Gunsolley
Patricia Gunsolley, Assistant

Routing
CC _____
Purchasing _____
Personnel _____
Auditor _____
CAO _____
Other <i>Planning</i> _____
DATE: September 2, 2015



AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER

14

- Consent Departmental Correspondence Action Public Hearing
 Scheduled Time for Closed Session Informational

FROM: Inyo County Planning Department

FOR THE BOARD MEETING OF: August 25, 2015

SUBJECT: Caltrans Sustainable Transportation Planning Grant Request for Proposals

RECOMMENDATION: Request the Board of Supervisors receive an update on the Caltrans Sustainable Transportation Planning Grant Corridor Plan/Specific Plan, and direct staff to proceed with preparing a Request for Proposals for the Specific Plan and associated environmental review.

SUMMARY DISCUSSION: On April 24, 2015, Inyo County was awarded a Sustainable Transportation Planning Grant from the California Department of Transportation in the amount of \$275,440 for the preparation of a corridor plan for the North Sierra Highway located in Bishop. At the July 14th, Board of Supervisors meeting, Inyo County Planning Staff presented a proposal to augment the Corridor Plan to develop a comprehensive specific plan for North Sierra Highway, and complete the associated Environmental Impact Report (EIR) needed to adopt the Plan. The Planning Department described the conceptual scope of the proposed specific plan and the anticipated benefits to the County, including: Providing a long-term vision and infrastructure program for lands within the County's jurisdiction adjacent to Highway 395, analysis of short- and long-term market trends to identify a land use mix compatible with existing and planned land uses in the area, and programmatic environmental review for the County's zoning and General Plan that might be proposed by the specific plan, as well as for potential future projects within the planning area.

During the July 14th Board meeting, the Planning Department also described conceptual funding for the specific plan and environmental review, which would be paid for primarily by Inyo County, in partnership with the City of Bishop, the Bishop Paiute Tribe, the Tri-County Fairgrounds, and other stakeholders. Since the July 14th meeting, the Planning Department has been discussing the specific plan concept with the Department of Water and Power, the Bishop Paiute Tribe, the Tri-County Fair, and other stakeholders with interest in the Corridor to assist in this endeavor. The Planning Department presented the specific plan concept to the Bishop City Council on July 28th, and received their favorable input to proceed with the specific plan. It is anticipated that the Council will consider proceeding with the Specific Plan concept at its August 24 meeting. The Planning Department has met with the Bishop Paiute Tribal Administrator and Community Development Director, who have expressed interest in participating in the specific plan. Planning staff hopes to present the proposal to the Tribal Council for consideration in September. Tribal staff indicated that there might not be sufficient benefits achieved for the Tribe during the environmental review process, and therefore may not provide funding support of the project. Planning staff has also received favorable input from the Tri-County Fairgrounds, and hopes to present the concept to the Fairground Board for approval this month. Planning staff is conducting outreach to other stakeholders, and will continue to identify additional sources of funding for the Specific Plan and EIR; however based on the limited participation of the Tribe, and uncertainty from other stakeholders at this time, the overall costs of the specific plan and EIR may be ultimately be higher for the County and the City of Bishop.

Staff is requesting your Board direct the Planning Department to proceed with drafting a Request for Proposals (RFP) for preparation of the specific plan and associated EIR. Staff would then return to the Board and the Bishop City Council once responses to the RFP have been received.

ALTERNATIVES: The Board could direct staff to prepare an RFP for the scope of work required for preparing the Corridor Plan only – this is not recommended due to the opportunity to augment existing grant funding to achieve a comprehensive plan for North Sierra Highway. The Board could also direct staff to prepare an RFP for the

preparation of the specific plan only, and defer the EIR until after completion of the specific plan – this is not recommended due to the efficiencies that would be gained in utilizing the data collection phase of the specific plan to inform the EIR. The Board could also direct staff to return with additional information after further conversations with other stakeholders.

OTHER AGENCY INVOLVEMENT: Inyo County Public Works, the City of Bishop, Inyo Local Transportation Commission (LTC), Caltrans, the City of Los Angeles Department of Water and Power, the Bishop Paiute Tribe, the Eastern Sierra Community Services District, the Tri-County Fair, Mule Days, Eastern Sierra Transit Authority, the Great Basin Unified Air Pollution Control District, and others.

FINANCING: Work on the North Sierra Highway Sustainable Transportation Corridor Plan will be funded through the Caltrans Sustainable Transportation Planning Grant, once the Conditions of Grant Acceptance have been met and the final grant contract executed. The LTC is providing funding for the grant match, and the County and the City are providing staff time for the grant match. If the Specific Plan path is selected, staff anticipates that the County would incur between approximately \$15,000 and \$20,000 in additional costs per year for the first three years of the project, and then between approximately \$115,000 and \$140,000 for the final two years combined; depending on the responses to the RFP, the ultimate decision of other stakeholders, and other factors, ultimate costs to the County could vary. Additional funding sources could also be procured in the future to minimize costs, including potentially recouping costs through development fees.

<u>APPROVALS</u>	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS <i>(Must be reviewed and approved by county counsel prior to submission to the board clerk.)</i>
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS <i>(Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)</i>
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS <i>(Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)</i>

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)



Date: 8/19/15

Attachments:

- 1) Estimated Resources Needed for Specific Plan
- 2) Proposal to Augment the North Sierra Highway Sustainable Corridor Plan Caltrans Grant

Estimated Resources Needed for Specific Plan***North Sierra Highway Corridor Plan**

July 14, 2015

<u>Corridor Plan (Tasks and Resources Provided by Grant)</u>	<u>Specific Plan (Additional Resources Needed)</u>	
<i>Year 1 - Project Initiation/Develop Plan Concept</i>	County	\$15,000
<i>\$85,000 (Caltrans Funding)</i>	City	\$5,000
	Tribe	\$5,000
	Other	\$5,000
	Subtotal	\$30,000
Subtotal with Specific Plan – \$115,000		
<i>Year 2 – Draft Corridor Plan/Prelim Specific Plan</i>	County	\$15,000
<i>\$110,000 (Caltrans Funding)</i>	City	\$5,000
	Tribe	\$5,000
	Other	\$5,000
	Subtotal	\$30,000
Subtotal with Specific Plan – \$140,000		
<i>Year 3 – Final Corridor Plan/Draft Specific Plan</i>	County	\$15,000
<i>\$90,000 (Caltrans Funding)</i>	City	\$5,000
	Tribe	\$5,000
	Other	\$5,000
	Subtotal	\$30,000
Subtotal with Specific Plan – \$120,000		
<i>Year 4 – Draft EIR</i>	County	\$75,000
	City	\$25,000
	Tribe	\$25,000
	Other	\$25,000
	Subtotal	\$150,000
<i>Year 5 – Final EIR/Specific Plan</i>	County	\$40,000
	City	\$10,000
	Tribe	\$10,000
	Other	\$10,000
	Subtotal	\$70,000
Total – \$595,000	County	\$160,000
<i>Caltrans Funding Total - \$285,000</i>	City	\$50,000
	Tribe	\$50,000
	Other	\$50,000
	Total	\$310,000

*All figures are estimates and approximations

Proposal to Augment the North Sierra Highway Sustainable Corridor Plan Caltrans Grant

The following is a potential conceptual scope proposal for discussion purposes to augment the North Sierra Highway Sustainable Corridor Plan being programmed by a grant from Caltrans from the 2015-16 Sustainable Transportation Planning Grant program. The proposal would expand the Plan concept to a Specific Plan pursuant to Government Code Section 65450 and include preparation of an Environmental Impact Report (EIR) for the Plan to facilitate implementation of a grand strategy for the Corridor. Additional funding will be sought from interested parties to leverage the grant funds being provided by Caltrans to develop a holistic planning approach to the Corridor and provide CEQA clearance to better implement the Corridor Plan. Potential modifications to the grant proposal scope of work are identified herein in track changes to illustrate how the scope of work could be augmented while maintaining the discrete tasks necessary for the grant.

Phase I – Preliminary Specific/Corridor Plan

The project will consist of two phases: (1) Specific/Corridor Plan and (2) Environmental Review. The first phase will include completion of the Corridor Plan pursuant to the Caltrans grant and development of a Preliminary Specific Plan. The second phase will include preparation/processing of the EIR and potentially any other necessary related environmental clearance (e.g., NEPA, Tribal, etc.), and development of the final Specific Plan.

1. Project Initiation

The purpose of this task is to procure a consultant with expertise in corridor planning, Specific Plans, and environmental review and kickoff the project.

Task 1.1 Procure Consultants

The County will procure a consultant to prepare the Plan/environmental documents and undertake related technical studies. An RFP will be developed and issued per standard City/County requirements, and a consultant will be selected to complete the scope of work.

Task 1.2 Kickoff Meeting

The County and City will conduct a kick-off meeting with Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. If possible, the consultant will be included.

- **Responsible Party: Inyo County/City of Bishop and consultant**

Attachment 2

Conceptual Scope to Augment North Sierra Highway Corridor Plan

Prepared by Inyo County

For Discussion Purposes Only

June 25, 2015

Task	Deliverable
1.1	RFP, Draft Contract/Staff Report, Final Contract
1.2	Meeting materials, summary

2. Plan Concept

The purpose of this task is to explore concepts for the project to begin developing the Plan.

Task 2.1 Stakeholder Interviews

The County and the City will work with the consultant and Partners to identify key stakeholders for interviews. Talking points will be developed to solicit opinions about the Corridor, identify existing data and data needs, and begin visioning.

Task 2.2 Preliminary Research

The consultant will research the various available reports and identify important data needs to begin developing field observations. The results will be summarized a report that will be shared with the County, City, and Partners in draft form for input prior to finalizing. Discrete sections will be provided for the Corridor Plan and other Specific Plan topics.

Task 2.3 Opportunities/Constraints Memorandum

The consultant will prepare an opportunities and constraints memorandum based on the preliminary research and stakeholder interviews. The memo will be shared with the County, City, and Partners in draft form for input prior to finalizing. Discrete sections will be provided for the Corridor Plan and other Specific Plan topics.

Task 2.4 Plan Concept Memorandum

Based on the previous tasks, the consultant will develop various plan concepts and alternatives to begin soliciting input regarding various approaches to scope, design, financing, and implementation. The memo will be shared with the County, City, and Partners in draft form for input prior to finalizing. Discrete sections will be provided for the Corridor Plan and other Specific Plan topics.

Task 2.5 Charrette

Based on the previous tasks, the County, City, Partners, and the consultant will develop a Charrette to be conducted with interested stakeholders the explore visions for the Plan and move forward with Plan development. The consultant will summarize the results of the Charrette in a report.

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Conceptual Scope to Augment North Sierra Highway Corridor Plan
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June 25, 2015

- **Responsible Party: Inyo County/City of Bishop and consultant; Partners**

Task	Deliverable
2.1	Stakeholder List, Talking Points, Summary Report
2.2	Research Report
2.3	Opportunities and Constraints Memorandum
2.4	Plan Concept Memorandum
2.5	Meeting Materials, Summary Report

3. Preliminary Draft Plan

The purpose of this task is to develop the Draft Preliminary Plan and undertake public review.

Task 3.1 Administrative Preliminary Draft Plan

The consultant will develop an Administrative Preliminary Draft Plan for review by the County, City, and Partner staff. It is anticipated that brief planning-level technical studies may be necessary for engineering, transportation/transit, cultural resources, infrastructure, land use, economics, and other issues identified previously, which will also be provided at this stage. The Plan will include a discrete proposal implementation and/or alternatives, as well as financing and implementation methods (including potentially phasing). Discrete sections will be provided for the Corridor Plan and other Specific Plan topics.

Task 3.2 Preliminary Draft Plan

The consultant will develop the public-review Preliminary Draft Plan for review by the County, City, and Partners, incorporating input on the Administrative Draft Plan and related technical studies.

Task 3.3 Public Meeting

A public meeting will be conducted by the City, County, and Partners with the consultant's assistance to solicit input regarding the Preliminary Draft Plan.

Task 3.4 Boards/Commissions

The City, County, and Partners with the assistance of the consultant will share the Preliminary Draft Plan and the results of the public meeting with their respective boards and commissions to solicit input. It is anticipated that agenda reports will be developed for the City Planning Commission and Council, County Planning Commission and Board of Supervisors, and a limited

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number of the Partners’ boards and commissions. The consultant will prepare a report summarizing the input.

- **Responsible Party: Inyo County/City of Bishop and consultant; Partners**

Task	Deliverable
3.1	<i>First Administrative Draft Plan, Technical Studies</i>
3.2	<i>Draft Plan, Updated Technical Studies</i>
3.3	<i>Meeting Materials, Summary Report</i>
3.4	<i>Staff Reports, Summary Report</i>

4. Final Corridor Plan and Final Preliminary Specific Plan

The purpose of this task is to develop the Final Corridor Plan and Preliminary Final Specific Plan.

Task 4.1 Administrative Draft Final Plan

The consultant will develop an Administrative Draft Final Corridor Plan and Preliminary Draft Final Specific Plan for review by the County, City, and Partner staff.

Task 4.2 Public Draft Final Plan

The consultant will develop the public-review Draft Final Corridor Plan and Preliminary Draft Final Specific Plan for review by the County, City, and Partners, incorporating input on the Administrative Draft Preliminary Final Plan

Task 4.3 Public Meeting

A public meeting will be conducted by the City, County, and Partners with the consultant’s assistance to solicit input regarding the Draft Final Plans.

Task 4.4 Boards/Commissions

The City, County, and Partners with the assistance of the consultant will share the Draft Final Plans and the results of the public meeting with their respective boards and commissions to solicit input. It is anticipated that agenda reports will be developed for the City Planning Commission and Council, County Planning Commission and Board of Supervisors, and a limited number of the Partners’ boards and commissions. The consultant will prepare a report summarizing the input.

Task 4.5 Final Plan

Attachment 2

Conceptual Scope to Augment North Sierra Highway Corridor Plan
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June 25, 2015

The purpose of this task is to finalize the Corridor Plan so that it is ready for implementation and prepare a Draft Specific Plan for environmental review.

- **Responsible Party: Inyo County/City of Bishop and consultant; Partners**

Task	Deliverable
4.1	<i>Administrative Final Plans</i>
4.2	<i>Public Draft Final Plans</i>
4.3	<i>Public Meeting</i>
4.4	<i>Boards/Commissions</i>
4.5	<i>Final <u>Corridor Plan and Draft Specific Plan</u></i>

5. Staff Meetings, Invoicing, Reporting

The purpose of this task is to coordinate project implementation

Task 5.1 Meetings

Monthly project team meetings with consultants to ensure good communication on upcoming tasks and to make sure the project remains on time and within budget will be coordinated. Caltrans staff will be invited to the project team meetings.

Task 5.2 Invoicing/Reporting

Invoicing and reporting will be provided per Caltrans' requirements.

- **Responsible Party: Inyo County/City of Bishop and consultant; Partners**

Task	Deliverable
5.1	<i>Meeting Summaries</i>
5.2	<i>Invoices, Required Reports</i>

Phase II – Environmental Review

The second phase will include preparation/processing of a Program EIR and potentially any other necessary environmental documents (e.g., NEPA, Tribal, etc.), and development of the final Specific Plan. The following scope is specific to CEQA review, but could be modified to

include NEPA review, either as a joint CEQA/NEPA document or stand-alone documents, or other environmental review.

1. Notice of Preparation

The purpose of this task is to develop the Notice of Preparation and undertake public review.

Task 1.1 Administrative Notice of Preparation/Initial Study

The consultant will develop an Administrative Notice of Preparation/Initial Study (NOP/IS) for review by the County, City, and Partner staff. The NOP/IS will focus the EIR onto the relevant topics.

Task 1.2 Notice of Preparation/Initial Study

The consultant will develop the public-review NOP/IS for review by the County, City, and Partners, incorporating input from the administrative draft. A screen check document will be provided to the County and City prior to publication.

Task 1.3 Scoping Meeting

A scoping meeting will be conducted by the City, County, and Partners with the consultant's assistance to solicit input regarding the NOP/IS.

- Responsible Party: Inyo County/City of Bishop and consultant; Partners**

<u>Task</u>	<u>Deliverable</u>
<u>1.1</u>	<u>Administrative Draft NOP/IS</u>
<u>1.2</u>	<u>Pre-press Screen and Public Review NOP/IS</u>
<u>1.3</u>	<u>Meeting Materials. Summary Report</u>

2. Draft EIR

The purpose of this task is to develop the Draft EIR and undertake public review.

Task 2.1 Administrative Draft EIR

The consultant will develop an Administrative Draft EIR for review by the County, City, and Partner staff. The Draft EIR will address issues raised in the NOP/IS, as well as relevant input from the NOP/IS process. Additional technical studies may be needed to address any issues not covered during Phase 1.

Task 2.2 Draft EIR

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June 25, 2015

The consultant will develop the public-review Draft EIR for review by the County, City, and Partners, incorporating input from the administrative draft. A screen check document will be provided to the County and City prior to publication.

Task 2.3 Public Meeting

A public meeting will be conducted by the City, County, and Partners with the consultant’s assistance to solicit input regarding the Draft EIR.

- **Responsible Party: Inyo County/City of Bishop and consultant; Partners**

<u>Task</u>	<u>Deliverable</u>
<u>2.1</u>	<u>Administrative Draft EIR and Technical Studies</u>
<u>2.2</u>	<u>Pre-press Screen and Public Review Draft EIR</u>
<u>2.3</u>	<u>Meeting Materials, Summary Report</u>

2. Final EIR

The purpose of this task is to develop the Final EIR, undertake decision-making, and publish the final Specific Plan.

Task 3.1 Administrative Responses to Comments

The consultant will develop Administrative Responses to Comments received on the Draft EIR for review by the County, City, and Partner staff.

Task 3.2 Administrative Final EIR

The consultant will develop an Administrative Final EIR for review by the County, City, and Partner staff. The Final EIR will incorporate Responses to Comments and any necessary modifications to the Draft EIR.

Task 3.2 Final EIR and Draft Final Plan

The consultant will develop the public-review Final EIR and Draft Final for review by the County, City, and Partners, incorporating input from the administrative draft Responses to Comments. A screen check document will be provided to the County and City prior to publication.

Task 3.3 Final Deliberations

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For Discussion Purposes Only

June 25, 2015

The City, County, and Partners with the assistance of the consultant will process the Final EIR (and related necessary documents) and draft Final Specific Plan with their respective boards and commissions. It is anticipated that agenda reports will be developed for the City Planning Commission and Council, County Planning Commission and Board of Supervisors, and a limited number of the Partners' boards and commissions.

Task 3.4 Final Specific Plan

The consultant will provide an administrative Final Specific Plan for review by the County, City, and Partner staff. The consultant will provide a pre-publication screen final for review by the County and City prior to publication.

- **Responsible Party: Inyo County/City of Bishop and consultant; Partners**

<u>Task</u>	<u>Deliverable</u>
<u>3.1</u>	<u>Administrative Responses to Comments</u>
<u>3.2</u>	<u>Administrative Final EIR and Final Plan</u>
<u>3.3</u>	<u>Staff Reports</u>
<u>3.4</u>	<u>Final Specific Plan</u>