



CITY OF CARMEL-BY-THE-SEA CITY COUNCIL Staff Report

April 1, 2025
ORDERS OF BUSINESS

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Emily Garay, Administrative Analyst
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Receive Staff presentation regarding street addresses; the presentation will include an overview of a draft street address system implementation plan and a draft community engagement plan, a legal analysis by the City Attorney regarding street identification and City Options, and estimated costs and timelines for elections (ballot measure); Discussion item only and no action by City Council is proposed at this meeting.

RECOMMENDATION:

Receive Staff presentation regarding street addresses; the presentation will include an overview of a draft street address system implementation plan and a draft community engagement plan, a legal analysis by the City Attorney regarding street identification and City Options, and estimated costs and timelines for elections (ballot measure); Discussion item only and no action by City Council is proposed at this meeting.

BACKGROUND/SUMMARY:

A Staff Report was submitted to the City Council on September 10, 2024 regarding street address identification with 8 Attachments. The September 10, 2024 Staff Report and the 8 Attachments is **Attachment A** to this Staff Report. The Minutes for the September 10, 2024 Council meeting are **Attachment B** to this Staff Report.

At the meeting on September 10, 2024, staff was requested to begin the presentation by outlining the City's options for holding a public vote before discussing implementation and public engagement. City Attorney Brian Pierik summarized the options outlined in the Staff Report of September 10, 2024 which included the following:

1. Council could direct the City Administrator to return to the City Council with an Ordinance for a First Reading (Introduction) regarding implementation of address identification. A copy of a Draft Ordinance was attachment 5 to the Staff Report.
2. Initiative Petition by the Voters – City Code already provides for directional addresses.
3. Referendum by Voters if the City adopted an Ordinance to implement street addresses
4. Advisory Ballot Measure – Suggested language: Should the City Council of the City of Carmel-by-the-Sea adopt an Ordinance for address identification as described in the California Fire Code?

On September 10, 2024, after public comments and Council discussion, the City Council approved a Motion to hold a public vote on street addresses in November 2025, with the type of vote to be determined, and hold more special council meetings for additional public input.

On February 27, 2025, at the City Council Strategic Priorities Workshop (Special Meeting), the City Council requested that staff return at a future date with a presentation on street addresses. The request to staff included a presentation consisting of a proposed street address system implementation plan, proposed community engagement plan, vote options, and estimated timeline and costs of a standalone election and consolidated (county/statewide) election.

On April 1, 2025, this will be an information item and will include a Staff presentation for a draft street address system implementation plan and a draft community engagement plan, the City Attorney will provide a legal analysis regarding street identification and City Options, and staff will provide an estimated timeline and costs of elections for a ballot measure (**Attachment C**); This will be a discussion item only and no action by City Council is proposed at this meeting.

FISCAL IMPACT:

No direct fiscal impact for this action.

PRIOR CITY COUNCIL ACTION:

September 10, 2024: The City Council approved a Motion to hold a public vote on street addresses in November 2025, with the type of vote to be determined, and hold more special council meeting for additional public input..

February 27, 2025: City Council Strategic Priorities Workshop (Special Meeting), the City Council requested that staff return at a future date with a presentation on street addresses.

ATTACHMENTS:

[Attachment A - Staff Report and Attachments for City Council meeting on September 10, 2024](#)

[Attachment B - Minutes for City Council meeting September 10, 2024](#)

[Attachment C - Estimated Elections Costs for a Ballot Measure](#)