



## **CITY OF CARMEL-BY-THE-SEA Notice and Agenda**

Contact: 831.620.2000 [www.ci.carmel.ca.us](http://www.ci.carmel.ca.us)

### **Community Meeting Notice**

**Thursday, October 26, 2023  
1:00 PM**

#### **SPECIAL MEETING - DESIGN TRADITIONS 1.5 STEERING COMMITTEE**

**THIS MEETING WILL BE HELD VIA TELECONFERENCE AND IN PERSON AT CITY HALL. The public is welcome to attend the meeting in person or remotely via Zoom; however, the meeting will proceed as normal even if there are technical difficulties accessing Zoom. The City will do its best to resolve any technical issues as quickly as possible.**

**To attend in person, visit the City Council Chambers at City Hall located on Monte Verde Street between Ocean and Seventh Avenues. To view or listen to the meeting remotely, you may access the YouTube Live Stream at:**

**<https://www.youtube.com/@CityofCarmelbytheSea/streams>, or use the link below to view or listen to the meeting via Zoom teleconference:**

**<https://ci-carmel-ca-us.zoom.us/j/88251208988?pwd=wabZiufE9KCA7CIZE5uzqWkEbltOAA.1>. To attend Zoom via telephone, dial +1 386-347-5053. Meeting ID: 8825 1208 988. Passcode: 466761.**

**HOW TO OFFER PUBLIC COMMENT: Public comment may be given in person at the meeting, or using the Zoom teleconference module, provided that there is access to Zoom during the meeting. Zoom comments will be taken after the in-person comments. The public can also email comments to [bswanson@ci.carmel.ca.us](mailto:bswanson@ci.carmel.ca.us). Comments must be received 2 hours before the meeting in order to be provided to the legislative body. Comments received after that time and up to the beginning of the meeting will be made part of the record.**

#### **1. CALL TO ORDER AND ROLL CALL**

#### **2. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

#### **3. ANNOUNCEMENTS**

#### **4. DISCUSSION ITEMS**

- A. Staff update on Design Traditions 1.5 Project schedule**

- B.** Discuss, and consider sending a formal communication from the Steering Committee to the City Council regarding the state of the City's forest, and the pending Urban Forest Management Plan.
- C.** Discuss, and consider sending a formal communication from the Steering Committee to the City Council regarding the current status of the Design Traditions 1.5 Project, and the upcoming draft deadline of December, 2023.
- D.** Review and provide feedback on example photos in the Residential Design Guidelines to inform any revised or new photos that may be needed for the next draft of the Guidelines.

## **5. FUTURE AGENDA ITEMS**

## **6. ADJOURNMENT**

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**MEETING MATERIALS – To view content, click the link(s) below.**

- A. Steering Committee Website: <https://steeringcommittee.univer.se/>**

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

### **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 831-620-2000 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).



# CITY OF CARMEL-BY-THE-SEA COMMUNITY MEETING Staff Report

October 26, 2023

**TO:** Community Meeting Members

**SUBMITTED BY:** Brandon Swanson, Community Planning & Building Director

**SUBJECT:** Staff update on Design Traditions 1.5 Project schedule

**RECOMMENDATION:**

**BACKGROUND/SUMMARY:**

**FISCAL IMPACT:**

**PRIOR CITY COUNCIL ACTION:**

**ATTACHMENTS:**



# CITY OF CARMEL-BY-THE-SEA COMMUNITY MEETING Staff Report

October 26, 2023

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|----------------------|--|
| <b>TO:</b>           | Community Meeting Members  |
| <b>SUBMITTED BY:</b> | Brandon Swanson, Community Planning & Building Director  |
| <b>SUBJECT:</b>      | Discuss, and consider sending a formal communication from the Steering Committee to the City Council regarding the state of the City's forest, and the pending Urban Forest Management Plan. |

## RECOMMENDATION:

Discuss, and consider sending a formal communication from the Steering Committee to the City Council regarding the state of the City's forest, and the pending Urban Forest Management Plan.

## BACKGROUND/SUMMARY:

At the October 5th meeting, members of the Steering Committee requested an item be added to a future agenda to consider sending a formal letter to City Council regarding the condition of the City's forest, and the approach of the pending Urban Forest Management Plan.

## FISCAL IMPACT:

## PRIOR CITY COUNCIL ACTION:

## ATTACHMENTS:



# CITY OF CARMEL-BY-THE-SEA COMMUNITY MEETING Staff Report

October 26, 2023

|                      |  |
|----------------------|--|
| <b>TO:</b>           | Community Meeting Members  |
| <b>SUBMITTED BY:</b> | Brandon Swanson, Community Planning & Building Director  |
| <b>SUBJECT:</b>      | Discuss, and consider sending a formal communication from the Steering Committee to the City Council regarding the current status of the Design Traditions 1.5 Project, and the upcoming draft deadline of December, 2023. |

## RECOMMENDATION:

Discuss, and consider sending a formal communication from the Steering Committee to the City Council regarding the current status of the Design Traditions 1.5 Project, and the upcoming draft deadline of December, 2023.

## BACKGROUND/SUMMARY:

At the October 5th meeting, members of the Steering Committee requested a future agenda item to discuss sending a formal letter to City Council regarding the Design Traditions 1.5 project timeline relative to the December deadline given by City Council.

## FISCAL IMPACT:

## PRIOR CITY COUNCIL ACTION:

## ATTACHMENTS:



# CITY OF CARMEL-BY-THE-SEA COMMUNITY MEETING Staff Report

October 26, 2023

|                      |   |
|----------------------|---|
| <b>TO:</b>           | Community Meeting Members   |
| <b>SUBMITTED BY:</b> | Brandon Swanson, Community Planning & Building Director   |
| <b>SUBJECT:</b>      | Review and provide feedback on example photos in the Residential Design Guidelines to inform any revised or new photos that may be needed for the next draft of the Guidelines. |

## RECOMMENDATION:

Review and provide feedback on example photos in the Residential Design Guidelines to inform any revised or new photos that may be needed for the next draft of the Guidelines.

## BACKGROUND/SUMMARY:

Throughout both the Residential and Commercial Design Guidelines, photographs and diagrams are used to illustrate the written guidelines. These visuals, serve to provide clarity and examples of the City's expected design outcomes. During the Design Traditions 1.5 process, the Steering Committee and Staff recognized the need to update some existing pictures, and possibly add/remove others.

The Steering Committee is being asked to work through the Residential "Brevity Draft" Design Guidelines to provide feedback on which pictures should remain, be changed, be removed, or be added. This exercise was completed for the Commercial Guidelines at the October 5th Steering Committee meeting. For new pictures that are identified, the Committee will be asked to provide feedback on what qualities the new photograph should focus on, so that the photography team can shoot the appropriate picture.

A worksheet will be provided for the meeting, which will be used to take notes on each numbered guideline in both documents (e.g.: Section 3.1.1).

Once feedback has been received on both Guidelines, a team will work to capture any new photographs that are needed for inclusion in the revised documents.

## FISCAL IMPACT:

## PRIOR CITY COUNCIL ACTION:

## ATTACHMENTS: