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# City of Sebastopol

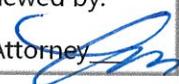
Mayor  
Sarah Glade Gurney  
City Council  
Una Glass, Vice  
Mayor  
John Eder  
Robert Jacob  
Patrick Slayter

City Manager/City  
Attorney  
Larry McLaughlin  
City Clerk  
Mary Gourley

Meeting Date:  
To:  
From:  
Subject:

Recommendation:  
Funding:

Meeting of October 18, 2016  
Mayor and City Council  
Kenyon Webster, Planning Director  
Amendment of Contract with De Novo Planning Group for  
Comprehensive Zoning Ordinance Update  
Authorize City Manager to Execute Contract Amendment  
Currently Budgeted:  Yes  No  N/A  
Net General Fund Cost:  
If Cost to Other Fund(s),

Agenda Report Reviewed by:  
City Manager/City Attorney 

The City is nearing the end of a comprehensive General Plan update. Both the Land Use and Housing Elements call for numerous changes to the Zoning Ordinance to implement General Plan policies.

De Novo Planning Group has prepared the General Plan update on a cost-effective basis, is familiar with the City, and has zoning ordinance update experience.

It is critical to maintain the policy momentum set by the General Plan and carry policy concepts into implementation to help achieve housing, environmental, land use, and other goals.

De Novo submitted the attached proposal for a comprehensive Zoning Ordinance update.

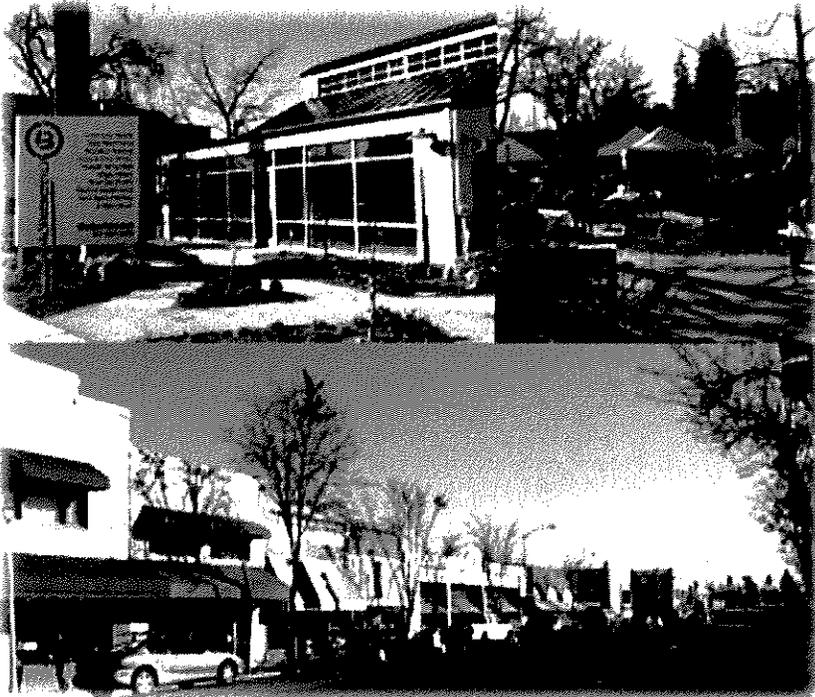
In anticipation of this project, the adopted City budget includes sufficient funding (\$50,000) in the Planning Department contract services account for the first phase of work in this fiscal year. The total cost of De Novo's proposal, over a two-year period, would be \$107,350.

The Planning Commission would serve as the primary forum for the update, with final review by the City Council.

Staff recommends that the City Manager be authorized to execute a contract amendment for the project.

Attachment: De Novo Zoning Ordinance update proposal

# PROPOSAL TO THE CITY OF SEBASTOPOL FOR FOCUSED ZONING CODE REVISIONS



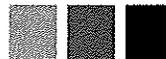
Submitted:  
October 13, 2016

Submitted to:  
Kenyon Webster, Planning Director  
City of Sebastopol  
7120 Bodega Avenue  
Sebastopol, CA 95472

Submitted by:  
De Novo Planning Group  
1020 Suncastr Lane, Suite 106  
El Dorado Hills, CA 95762

**DE NOVO PLANNING GROUP**

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## 1. PROJECT APPROACH

The De Novo team will provide the City with a focused Zoning Code update that addresses the City's issues and priorities and implements specific actions identified by the City through the General Plan Update. Our team will prepare Zoning Code revisions that implement the goals and priorities of the City, are consistent with the pending General Plan update, meet all legal requirements, and address key concerns identified by staff, the City Council, the Planning Commission, and members of the public. We will closely coordinate with the City and provide principal-level attention to every step of the process.

Our approach to the Sebastopol focused Zoning Code update project involves the following priorities:

***One Project Team for all Aspects of the Zoning Code Update*** - We have assembled a focused group led by Principal-level planners who will be dedicated to all aspects of this project from start to finish. Our team will be led by Ben Ritchie and Beth Thompson, who are currently managing and preparing all aspects of the City's General Plan update and EIR. Over the past two years, Mr. Ritchie and Ms. Thompson have developed a deep and intimate understanding of the range of issues, challenges, and priorities Sebastopol faces. We will use this recent experience in Sebastopol to develop a focused Zoning Code update that is legally adequate, consistent with the pending General Plan update, and addresses the needs of the City and its residents. Mr. Ritchie and Ms. Thompson will apply the same level of professionalism and hands-on project management to the focused Zoning Code update that we have applied throughout the General Plan update process.

***Principal-Level Support at all Public and Stakeholder Meetings*** - Our team includes a Project Manager and a co-Project Manager who will be in attendance at all public and stakeholder meetings and will be intimately involved in every aspect of the Zoning Code update process. Our decision to use a two-person management approach for this project is based on our strong desire to provide the City with the best possible work product and the smoothest process possible. We feel that the use of two managers will ensure that all members of our team are constantly up to speed regarding changes in policy direction, staff preferences, and all of the other nuances of a complex project such as the Zoning Code update.

***Consistency with the General Plan Update*** - One of the key components of a successful Zoning Code update for the City will be to ensure that the Zoning Code is consistent with and furthers the implementation of the General Plan update. The General Plan update includes action items that require changes or additions to the Zoning Code. Additionally, the Draft General Plan Land Use Map includes new and redefined land use designations, which will require changes and updates to the City's existing zoning designations and allowed uses. We will apply our extensive

and detailed knowledge of the General Plan update to this project, and ensure that the City's updated Zoning Code furthers the goals and vision developed for the General Plan.

**Public and Stakeholder Input** – City residents, businesspersons, and stakeholders will be provided opportunities to identify their concerns and priorities for the issues addressed in the focused Zoning Code update during working meetings held with the Planning Commission. Throughout the process, our team will coordinate with staff to resolve issues and ensure that the Zoning Code update proceeds smoothly.

**Develop Zoning Code** – The focused Zoning Code update will focus on changes to the existing Code identified by staff, input provided by the Planning Commission, changes in applicable State law since the last Code was prepared, and changes required to ensure the Code is consistent with the General Plan update. The resulting focused Zoning Code update will provide clear and understandable guidance to City residents, staff, and elected officials.

**Update Zoning Map** – As part of our efforts for Sebastopol's General Plan update, we have developed a parcel-level General Plan Land Use Map for the City, Sphere of Influence, and Urban Growth Boundary. Our work effort for this project will include a comprehensive update to the City's Zoning Map. The Zoning Map update will ensure all parcels are zoned consistently with the General Plan Land Use Map and that the Zoning Map reflects the land use goals and priorities identified in the General Plan. The City will be provided with all updated GIS files at the end of this process, which will allow City staff to continue to utilize this data well after our work efforts have been completed.

**Environmental Analysis** – The Zoning Code update will be developed to be consistent with the General Plan update. It is anticipated that the General Plan EIR will be certified prior to completion of the focused Zoning Code update. It is our anticipation that the focused Zoning Code update will be consistent with the newly updated General Plan and that the General Plan Program EIR will provide adequate CEQA coverage for the focused Zoning Code update.

## 2. SCOPE OF WORK

This Scope of Work is divided into the following four components:

1. Project Management
2. Draft Zoning Code
3. Meetings and Hearings
4. California Environmental Quality Act (CEQA) Compliance

### TASK 1 PROJECT MANAGEMENT

#### PROJECT KICK-OFF

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Within two weeks of project commencement, the De Novo team will meet with City staff to discuss the following:

- Refinement of project work scope and schedule;
- City preferences for point of contact, method of communication, meeting and workshop responsibilities, project updates, etc.;
- Planning Commission work plan; and
- Collection of relevant background documents (Zoning Code sections in Word format, any relevant adopted documents, reports, and studies).

#### PROJECT MANAGEMENT STRATEGY AND SCHEDULE

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Our strategy includes two dedicated project managers, Ben Ritchie and Beth Thompson, who will be hands-on for the development of the Zoning Code update. Our management team will attend and lead all of the workshops and meetings, and will also be the primary authors of the focused Zoning Code update.

Our internal management procedures include: regular check-ins with all internal team members, weekly updates to the task list, including internal deliverables necessary to meet our deliverables to the City. We will closely coordinate with the City through each part of the process. Steps we take to assure timely performance include: regular project calls with City staff, monthly status reports, and a project task list that we update each month with the status of each task and deliverable. This approach ensures open lines of communication, transparency in our work effort, and accountability. We are committed to completing this project on schedule and within budget and will take all appropriate steps to ensure that the project is managed effectively.

## TASK 2 FOCUSED ZONING CODE UPDATE

The focused update to the Zoning Code will implement policies and actions established by the General Plan Update and will reflect input from the Planning Commission and public provided during working meetings with the Planning Commission. We anticipate starting the project with two meetings with the Planning Commission to identify key priorities and concerns for the focused Zoning Code update, as described under Task 3. Following those initial meetings, De Novo will prepare specific components of the focused Zoning Code update (items 1 through 5 identified under Task 2a) for review by the Planning Commission through a series of working meetings. Following Planning Commission review of the draft Zoning Code sections and map, we will prepare the public draft focused Zoning Code update for Planning Commission consideration. Planning Commission comments and direction will be incorporated into the final draft provided to the City Council for consideration. At the conclusion of the City Council review, a final focused Zoning Code update document will be prepared that incorporates any changes directed by the City Council.

### TASK 2A DRAFT ZONING CODE SECTIONS – PLANNING COMMISSION

De Novo will prepare draft Zoning Code sections for review by the Planning Commission. Each set of revisions will be provided to City staff for review prior to review by the Planning Commission. The following outlines the general approach we anticipate will best meet the City's needs; the organization may be revised by City staff or upon direction from the Planning Commission. De Novo will support any preferences the City has in terms of consolidating issues in existing sections or developing and providing information in separate sections. This process will include consideration of revisions recommended and required by the Land Use, Circulation, and Housing Elements of the General Plan.

#### 1. Definitions (General Plan Update Actions LU 1d, H G-1, H G-3, H G-4)

Review and update the Zoning Code to add definitions and descriptions for the following:

- Update definition of what constitutes a 'permanent dwelling',
- Clarify whether hotels are treated as residential or commercial uses,
- Define 'retail use',
- Revise definition of restaurant, and consider separate definitions for ice cream shops and coffee shops,
- Define 'secondary use',
- Review definitions for child care uses to ensure consistency with State law,

- Define 'farmworker housing', 'homeless shelter', 'supportive housing', and 'transitional housing' consistent with State law,
- Define 'tiny house',
- Review all definitions in relation to allowed uses and ensure that all uses are defined in the Zoning Code, and
- Update or add other definitions as necessary.

2. Zoning Districts Review (General Plan Update Actions LU 1a, LU 1c, LU 1d, LU 6e, CSF 2d, LU 9a, H B-5, H G-1, H G-2, H G-3, H G-4, H G-16, H G-17)

Each zoning district (RE, RA, RR, RSF-1, RSF-2, RD, RM-M, RM-H, O, CN, CO, CG, CD, CH, M, OL/M, CF, PC, S, W, and MHP) will be reviewed and revised as necessary to address:

- Consistency with associated General Plan land use districts,
- Allowed General Plan residential densities and non-residential land use intensities,
- Permitted and conditionally permitted uses for each district to reflect the new and updated uses included in the definitions and uses addressed in the revisions described below under 3 (Standards and Regulations),
- Parks as a permitted use in all districts,
- Congregate housing facilities within all residential zoning districts,
- Research and technology uses as permitted uses in industrial zones and to accommodate a mix of complementary uses in industrial zones,
- Community gardens in appropriate districts,
- Land trusts for housing projects,
- Minimum density requirements for residential-only projects,
- Criteria and appropriate locations for residential-only projects in non-residential zones,
- Allowing 3 stories/40 feet in appropriate commercial districts,
- Employee housing, farmworker housing, homeless shelter, supportive housing, and transitional housing consistent with State law,
- Modifying the Mobile Home Park zoning overlay district to include provisions that would prohibit the conversion of mobile home parks to high density residential

uses and consider revisions that would protect the mobile home park from conversion to non-affordable uses, and

- Revising the Downtown Core district to address:
  - Development standards to facilitate and allow higher residential development densities in the Downtown Core,
  - A minimum FAR of 1.0 for new major development projects within the Downtown Core,
  - Renaming the Downtown Core district consistent with the General Plan, and
  - Requiring any new project in the Downtown Core be at least two stories in height, and allow building heights up to four stories/50 feet in the Downtown Core if residential uses are on any of the upper stories.

3. Standards and Regulations (General Plan Update Actions LU 1e, CSF 2l, EV 2d, CD 1j, H B-6, H D-9, H G-4, H G-6, H G-15, H G-16, N 1a, N 1b, N2a, N 2b)

The Zoning Code will be reviewed and updated to address specific standards and regulations for the following topics:

- Amateur bee keeping,
- Commercial outdoor barbecues,
- Cottage food uses consistent with State law,
- Child care uses consistent with State law,
- Mortuaries,
- Small wine tasting establishments,
- Review and update standards and provisions for community gardens and small urban farms,
- Provide authority to require deed restrictions regarding potential use of accessory buildings as a dwelling,
- Home occupations,
- Smoke shops,
- Gas station and car wash standards,

- Mobile food trucks,
- Medical cannabis dispensaries and related operations and activities,
- Outdoor music uses and activities,
- Tiny houses,
- Minimum parks and open space standards,
- Review and update the Formula Business Ordinance as appropriate,
- Standards that prohibit the development of auto-centric strip commercial design in new development projects,
- Vacation and short-term rentals, such as Airbnb.com and vrbo.com units,
- Update the Density Bonus Ordinance consistent with State law,
- Second units consistent with State law,
- Update the Inclusionary Housing Ordinance consistent with State law,
- Revising architectural and design review requirements for a manufactured home to be consistent with State law,
- Revise noise standards and requirements to be consistent with the General Plan,
- Update off-street parking requirements where necessary and consider reduced parking requirements in the downtown,
- A special use permit process and standards for periodic noise level exceedances.

4. Streamline and Improve Implementation of the Zoning Code (General Plan Update Actions LU 1a, EV 1d, EV 5c, H G-13)

The Zoning Code will be reviewed to identify ways the Zoning Code can be streamlined and made more user-friendly to improve implementation of the Zoning Code and to improve the permitting process. This effort will include:

- Preparation of a summary table that identifies permitted and conditionally permitted uses for each zoning district,
- Preparation of a summary table for each district category (residential, commercial, industrial, etc.) that identifies development standards (building heights, setbacks, lot coverage, etc.) for each zoning district, and

- Updating approval procedures established by Sections 15.250 through 17.330 to streamline and improve the permitting process.
- Review the development application, permit review, and approval processes for businesses and revise as needed in order to allow streamlined, efficient review of entitlements and permits for expansions and new business.
- Ensure that there are no unnecessary impediments to improvements of existing businesses, establishment of home-based and start-up businesses, or development of co-working spaces and small business incubators.
- Review and update Temporary Use regulations;
- Determine whether the Planning Commission may be made the final authority for subdivisions of four or fewer parcels.

#### 5. Zoning Map Update

The De Novo team will prepare a comprehensive update to the Zoning Map. The update will be completed at a parcel-specific level for all parcels located within the City limits, Sphere of Influence, and Urban Growth Boundary. We will utilize the GIS-based data system that was developed for the General Plan update. The Zoning Map will be updated to reflect changes to the General Plan Land Use Map and to ensure consistency between the Land Use and Zoning Maps. The updated Zoning Map will be developed through consultation with City staff and the Planning Commission.

It is not anticipated that zoning will be revised on parcels that are consistent with the General Plan Land Use Map.

*Deliverables: De Novo will provide the relevant draft sections in electronic format to City staff for review at least three weeks prior to each Planning Commission working meeting. It is anticipated that the sections will be provided to the Planning Commission approximately 10 days prior to each meeting.*

#### TASK 2B PUBLIC REVIEW DRAFT ZONING CODE REVISIONS

Following completion of Task 2A and review of all of the draft Zoning Code revisions by the Planning Commission, De Novo Planning Group will prepare a comprehensive public review draft of the Zoning Code Revisions that addresses the direction provided by the Planning Commission. This comprehensive draft will be made available for public review and presented to the City Council at a check-in meeting. Following the close of the public review period, the Public Review Draft of the Zoning Code Revisions will be provided to the Planning Commission for review and recommendation to the City Council.

*Deliverables: De Novo will provide the Administrative Public Review Draft Zoning Code Revisions in electronic format to City staff for review. Following receipt of*

*City staff comments, De Novo will provide the City with 8 hard copies of the Public Review Draft Zoning Code revisions document. The document will include a re-print the entire Zoning Code so that decision-makers have the full code for reference*

#### TASK 2C CITY COUNCIL DRAFT ZONING CODE REVISIONS

Following completion of Task 2A and Planning Commission public hearings to consider adoption of the Zoning Code Revisions, De Novo Planning Group will prepare a comprehensive City Council Draft Zoning Code Revisions document that addresses the direction provided by the Planning Commission. This comprehensive draft will be submitted to the City Council for review and consideration for adoption.

*Deliverables: De Novo will provide the Administrative City Council Draft Zoning Code Revisions in electronic format to City staff for review. Following receipt of City staff comments, De Novo will provide the City with 8 hard copies of the City Council Draft Zoning Code revisions document. The document will include a re-print the entire Zoning Code so that decision-makers have the full code for reference.*

#### TASK 2D FINAL ZONING CODE REVISIONS

Following City Council review of the draft Zoning Code Revisions, a final version of the Zoning Code revisions will be prepared and included in an ordinance for City Council adoption.

*Deliverables: De Novo will provide the Administrative Final City Zoning Code Revisions in electronic format to City staff for review. Following receipt of City staff comments, De Novo will provide the City with the Final Zoning Code document in electronic format (Word and PDF).*

#### TASK 3 MEETINGS AND HEARINGS

De Novo anticipates an intensive series of meetings and hearings on the Zoning Code Revisions that will provide City decision-makers and the public an opportunity to thoroughly review every component of the Zoning Code Revisions.

The Planning Commission is anticipated to act in an advisory capacity and a series of working meetings will be held with the Planning Commission to review all of the issues to be addressed in the Zoning Code Revisions.

Two Planning Commission and three City Council public hearings will be held at the end of the process for consideration and adoption of the Zoning Code Revisions.

#### PLANNING COMMISSION WORKING MEETINGS

A series of workshop-style meetings will be held with the Planning Commission to identify the preferred approach to addressing each of the issues identified under Task 2A. We anticipate that the first two meetings will focus on receiving general guidance and input from the Commission in regards to issues (e.g., that may potentially be addressed in the focused Zoning Code update). De Novo will prepare a memo with specific questions for the Commission to consider prior to each focused issue review meeting. The following meetings (Meetings 3 through 8) will involve Commission review of draft revisions to the Zoning Code sections affected by the issues identified under Task 2A.

Our work program anticipates eight working meetings with the Planning Commission, organized as follows:

1. Focused Issue Review Meeting (Potential Topics: Tiny Houses, Formula-Based Businesses, Mobile Home Park Overlay)
2. Focused Issue Review Meeting (Potential Topics: Medical Cannabis, Mobile Food Trucks, Outdoor Music and Events)
3. Definitions and Zoning Districts (Sections 17.08 through 17.94)
4. Standards and Regulations (Sections 17.110 through 17.220)
5. Standards and Regulations (Sections 17.230 through 17.245, new sections)
6. Standards and Regulations (new sections)
7. Administration and Procedures (Sections 17.250 through 17.330)
8. Zoning Map

#### CITY COUNCIL CHECK-IN MEETING

At the conclusion of the Planning Commission Working Meetings process, the De Novo team will meet with the City Council to present the results of the Planning Commission's work efforts, provide a summary overview of the draft Zoning Code revisions, explain how key issues were addressed, and provide the City Council with an opportunity to review the draft Zoning Map.

#### ADOPTION HEARINGS

The De Novo team anticipates five public hearings (two Planning Commission and three City Council) for the adoption of the focused Zoning Code update. Our team will prepare all presentation materials and be prepared to answer questions as-needed.

Following the Planning Commission adoption hearings, the draft focused Zoning Code update will be revised to include Planning Commission recommendations and will then be presented to the City Council for review.

The final focused Zoning Code update will be prepared for the final City Council hearing and will include all revisions required by the City Council.

#### TASK 4 CEQA DOCUMENTATION

The Zoning Code update will be developed to be consistent with the City's pending General Plan update and General Plan EIR. The focused Zoning Code Revisions will assist with implementation of the General Plan, and are therefore, not anticipated to result in environmental impacts that were not contemplated and addressed in the General Plan EIR. The focused Zoning Code update project will be reviewed pursuant to CEQA and is anticipated to be found to have no new effects and require no additional documentation, as provided under CEQA Guidelines Section 15168(c)(2).

#### ASSUMPTIONS:

- 1) The following tasks are not included in the focused Zoning Code update:
  - Action CD 1k: Periodically review, and update as necessary, the City's Sign Ordinance to enhance community character and prohibit signage that detracts from the visual quality of Sebastopol.
  - Action COS-12d: Adopt an ordinance that specifies standards and responsibilities for the maintenance of private open space lands within the city limits. The standards should include provisions for public access, habitat management, water quality protection, safety, and aesthetics.
  - Design Guidelines/Form-Based Code: This proposal does not include preparation of design guidelines or conversion to a form-based code.
- 2) In addition to the specific topics identified under Task 2A, Items 2 (Zoning Districts Review and 3 (Standards and Regulations), up to three additional topics can be addressed in the focused Zoning Code update at no additional cost, provided that the revisions do not include extensive technical analysis or research.
- 3) Revisions to parking standards will include an overview of parking standards of three other jurisdictions that are intended to provide reduced on-site parking requirements and encourage economic and/or residential development in a Downtown or core area. This does not include analysis and review of parking utilization rates in Sebastopol.

### 3. SCHEDULE

The following schedule provides a general overview of the time needed to complete each key task in the scope of work. It is anticipated that a more detailed schedule will be developed during the initial project initiation tasks.

PROJECT TASK	TIME PERIOD
CONTRACT AWARD/NOTICE TO PROCEED	--
<b>PROJECT INITIATION</b>	
PROJECT KICK-OFF AND SCHEDULING PLANNING COMMISSION WORKING MEETINGS	November 2016
PROJECT MANAGEMENT AND TEAM MEETINGS	Ongoing
<b>PLANNING COMMISSION WORKING MEETINGS</b>	
1. FOCUSED ISSUE REVIEW	January 2017
2. FOCUSED ISSUE REVIEW	February 2017
3. DEFINITIONS AND ZONING DISTRICTS	April 2017
4. STANDARDS AND REGULATIONS	May 2017
5. STANDARDS AND REGULATIONS	June 2017
6. STANDARDS AND REGULATIONS	August 2017
7. ADMINISTRATION AND PROCEDURES	September 2017
8. ZONING MAP	October 2017
<b>PUBLIC REVIEW</b>	
PUBLIC REVIEW PERIOD	November/December 2017
CITY COUNCIL CHECK-IN	November 2017
<b>PUBLIC HEARINGS</b>	
PLANNING COMMISSION HEARINGS	January 2018
CITY COUNCIL HEARINGS	February/March 2018

<sup>1</sup> Completion of these tasks will occur following certification of the General Plan Update EIR and adoption of the draft General Plan Update

De Novo Planning Group - Sebastopol Focused Zoning Code Update

4. BUDGET

#	Task	Ritchie Project Manager \$130	Thompson Project Manager \$130	Associate Planner \$95	Graphics/ GIS \$80	Direct Costs	Totals
<b>1</b>	<b>Project Initiation and Management</b>						
	Project Kickoff	4	4	0	0	\$-	\$1,040
	Project Management	20	0			\$-	\$2,600
	<i>Subtotal</i>	<i>24</i>	<i>4</i>	<i>0</i>	<i>0</i>		<i>28</i>
	<i>Task 1</i>	<i>\$3,120</i>	<i>\$520</i>	<i>\$-</i>	<i>\$-</i>	<i>\$-</i>	<i>\$3,640</i>
<b>2</b>	<b>Prepare Zoning Code Revisions</b>						
2a	Draft Zoning Revisions for Planning Commission Review						
	<i>Definitions</i>	8	16	12	6	\$-	\$4,740
	<i>Zoning Districts</i>	12	36	50	2	\$-	\$11,150
	<i>Standards and Regulations</i>	48	60	84	8	\$-	\$22,660
	<i>Procedures/Implementation</i>	24	32	30	0	\$-	\$10,130
	<i>Zoning Map Update</i>	8	24	0	16	\$-	\$5,440
2b	Draft Zoning Code Update - Planning Commission Review	24	34	18	6	\$585	\$10,315
2c	Draft Zoning Code Update - City Council Review	18	24	6	6	\$585	\$7,095
2d	Final Zoning Code	16	24	6	4		\$6,090
	<i>Subtotal</i>	<i>158</i>	<i>250</i>	<i>206</i>	<i>48</i>		<i>662</i>
	<i>Task 2</i>	<i>\$20,540</i>	<i>\$32,500</i>	<i>\$19,570</i>	<i>\$3,840</i>	<i>\$1,170</i>	<i>\$77,620</i>
<b>3</b>	<b>Public Outreach and Participation*</b>						
	PC Working Meetings (8)	56	48	0	0	\$250	\$13,770
	City Council Check-In (1)	7	7	0	0	\$120	\$1,940
	PC Adoption Hearings (2)	14	14	0		\$120	\$3,760
	City Council Adoption Hearings (3)	21	21	0	0	\$120	\$5,580
	<i>Subtotal</i>	<i>98</i>	<i>90</i>	<i>0</i>	<i>0</i>		<i>188</i>
	<i>Task 3</i>	<i>\$12,740</i>	<i>\$11,700</i>	<i>\$-</i>	<i>\$-</i>	<i>\$610</i>	<i>\$25,050</i>
<b>4</b>	<b>CEQA Documentation</b>						
	GP EIR Conformance Review	0	8	0	0	\$-	\$1,040
	<i>Subtotal</i>	<i>0</i>	<i>8</i>	<i>0</i>	<i>0</i>		<i>8</i>
	<i>Task 4</i>	<i>\$-</i>	<i>\$1,040</i>	<i>\$-</i>	<i>\$-</i>	<i>\$-</i>	<i>\$1,040</i>
<b>Project Totals</b>							
	<i>Project Hours</i>	<i>280</i>	<i>352</i>	<i>1206</i>	<i>48</i>	<i>0</i>	<i>886</i>
	<i>Project Cost</i>	<i>\$33,540</i>	<i>\$44,460</i>	<i>\$17,290</i>	<i>\$2,560</i>	<i>\$1,330</i>	<i>\$107,350</i>

De Novo reserves the ability to shift costs/hours between tasks, if necessary, with no increase to the total hours and total cost.

\*Additional public meetings/hearings will be billed on a time and materials basis.

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