



January 9, 2019

Dan Klemann, Deputy Director
County of Santa Barbara
Planning and Development Department
123 East Anapamu Street
Santa Barbara, CA 93101

Subject: Revised Proposal to Conduct Planning Services for the Southern California Gas Company (SoCalGas) Pipeline Safety Enhancement Plan, Advanced Meter, and Safety Device Installation Program

Dear Mr. Klemann:

Wood Environment & Infrastructure Solutions, Inc. (Wood) is pleased to present our revised proposal to provide planning services for the Southern California Gas Company (SoCalGas) Pipeline Safety Enhancement Plan, Advanced Meter, and Safety Device Installation Program (Program). We were under contract for Planning and Environmental Services for this Program in 2016 and 2017 to prepare environmental documentation under the California Environmental Quality Act (CEQA) and provide planning services. With County updates to Program approach in August 2018, September 2018, November 2018, and January 2019, we have prepared a new scope of work and budget.

We have brought together an outstanding team led by Ms. Rita Bright, Project Principal, who has substantial experience working with the County of Santa Barbara Planning and Development Department, particularly regarding County ordinance development. Our team has unmatched familiarity with the County's planning and development permitting processes and a thorough understanding of the issues surrounding the proposed Program. As requested via phone correspondence on January 3, 2019, our team is presenting this scope, schedule, and fee to provide planning services for the Program.

The contents of this proposal will remain effective for a period ninety (90) days from the submittal date, January 9, 2019. Should you have additional questions or need clarification on the attached scope of work, please feel free to contact Rita Bright at Wood's Santa Barbara office (805) 962-0992 or rita.bright@woodplc.com. We are both authorized to represent the firm in discussions regarding this proposal. We look forward to working with you.

Respectfully Submitted,

Aaron P. Goldschmidt, *Vice President*
Environmental Planning Group
Wood
104 West Anapamu Street, Suite 204A, Santa Barbara, CA 93101



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Proposal for
Planning Services for the
Southern California Gas Company Pipeline Safety Enhancement Plan,
Advanced Meter, and Safety Device Installation Program
for the County of Santa Barbara

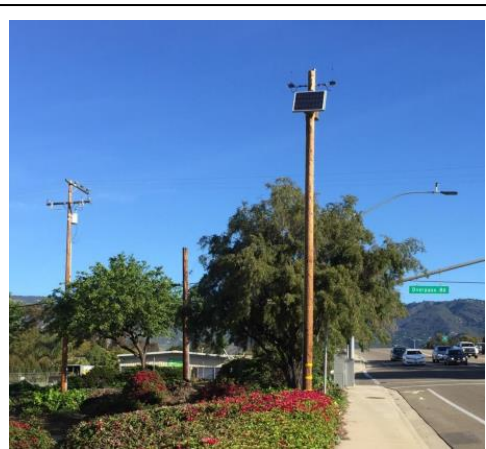
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I. INTRODUCTION

Wood Environment & Infrastructure Solutions, Inc. (Wood) is pleased to submit this revised proposal to prepare planning services for the Southern California Gas Company (SoCalGas) Pipeline Safety Enhancement Plan, Advanced Meter, and Safety Device Installation Program (Program).

Wood's Point of Contact for contractual matters is Aaron Goldschmidt, Vice President of Environmental Planning and Permitting Services, who is based in our Santa Barbara office located at 104 West Anapamu Street, Suite 204A, Santa Barbara, CA 93101, phone: (805) 962-0992.

PROGRAM UNDERSTANDING



The Program would involve the installation of pole-mounted DCUs on public rights-of-way throughout inland areas of Santa Barbara County. Major environmental resource areas of concern are anticipated to be visual resources and temporary construction impacts (e.g., noise).

Based on our review of materials provided by SoCalGas, including engineering drawings and proposed revisions to Chapter 35 of the Santa Barbara County Code, our team understands that SoCalGas is proposing wireless telecommunications facilities near existing natural gas distribution facilities. The first program element of the effort is the Pipeline Safety Enhancement Plan, which incorporates pole-mounted wireless telecommunications facilities, placed along existing natural gas pipelines, to transmit data that would alert SoCalGas of a leak in a pipeline. The second program element is the Advanced Meter Project, which uses pole-mounted data collection units (DCUs) in combination with upgraded meters to collect usage data for billing and safety purposes. The third program element – Safety Device Installation – is the installation of wireless “methane sniffer”

safety devices at sensitive facilities, such as hospitals and schools, to alert SoCalGas of the presence of excessive natural gas at such facilities.

These three Program elements would require the installation of at least 105 pole-mounted DCUs throughout unincorporated areas of the County outside of the coastal zone. DCUs are 55 pounds (lbs) in weight, would be mounted at 24 feet or higher, and would use a radio frequency of 450 MHz (450 MHz is considered a “low power” frequency that is often used for public safety communications). Our team understands that the DCUs would meet Federal Trade Commission (FTC) standards.

Pipeline Safety Enhancement Plan. Proposed upgrades to natural gas meters and associated pole-mounted DCUs would constitute the bulk of activities proposed under the Program and would involve 1) installation of roughly 90 new poles (with DCUs attached) approximately 30 feet in height and 2) installation

of DCUs to 15 existing poles. Although SoCalGas proposes installation of DCUs at some sites within the coastal zone, the scope of this Program would only address those proposed outside the coastal zone. Approximately 10 percent of the proposed DCUs would be located in the Montecito area at locations yet to be identified. The precise location of pole-mounted facilities is constrained to some extent by physical attributes (e.g., existing utility infrastructure, suitable site conditions, radius constraints, conflicts with aesthetics) and cannot be determined without reconnaissance at each proposed installation location.

Advanced Meter. The Program would also involve installation of Advanced Meter Communications devices at existing residential gas meters that would transmit gas usage data to pole-mounted DCUs. Advanced Meter Communications devices would have built-in redundancy and would each communicate with two or three DCUs. To the extent possible, pole-mounted wireless telecommunications infrastructure would be positioned within public rights-of-way (including roadways), other rights-of-way owned by SoCalGas, or other previously disturbed sites proximate to public rights-of-way. These would not require additional poles or similar infrastructure installations beyond that mentioned above.

Safety Device Installation. Finally, the Safety Device Installation element of the Program includes installation of “methane sniffer” safety devices would at sensitive facilities such as schools and hospitals. Minimal site preparation would occur as part of the Program (e.g., no new road construction). These would not require additional poles or similar infrastructure installations beyond that mentioned above.

Precise locations for proposed infrastructure installation are not currently available. Therefore, development standards for siting criteria would be established as part of text amendments to Zoning Ordinances. These development standards would ensure consistency with land use policies and regulations, such as consideration for neighborhood compatibility concerns and to reduce or avoid environmental effects. Wood reviewed the draft development standards provided to the County by SoCalGas in December 2016.

Development of telecommunications facilities is governed by a range of County plans and policies, including those from the 1980 Land Use Element, Chapter 35.44, *Telecommunications Facilities*, of the Santa Barbara County Land Use Development Code (LUDC), Chapter 35-444, *Telecommunications Facilities*, of the Montecito Land Use Development Code (MLUDC), and a range of state regulations and ordinances, including those from the California Public Utilities Commission (CPUC). The LUDC and MLUDC do not include a development review process and development standards for new wireless telecommunications facilities related to natural gas facilities. The Program would involve amendments to these two zoning ordinances, development standards for the installation of pole-mounted telecommunications facilities (development standards), and development of a ministerial exemption to expedite the development review process for SoCalGas to implement the Program.

Based on previous analysis and environmental review, County staff concluded that the proposed zoning ordinance amendments and development review process are categorically exempt from the California

Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15303, New Construction or Conversion of Small Structures. Therefore, this proposal includes the preparation of a Notice of Exemption. Wood will need to expand the scope of work and increase project costs if the County subsequently determines that the project requires a Mitigated Negative Declaration or Environmental Impact Report.

An assessment of the applicability of CEQA Article 19 (Categorical Exemptions) would be performed as part of this scope of work in assessing the program exemption pursuant to Section 15303 and/or other sections of CEQA. The development review process would consist of a formal Exemption (EXE) from the Planning and Development Department, followed by a Road Encroachment Permit from Public Works. If not eligible, individual projects are anticipated to be subject to additional environmental analysis and review.

OVERVIEW OF SCOPE OF SERVICES

The proposal for this Program's planning services assumes the following key scope of services:

- Conduct the kickoff meeting.
- Prepare development review process.
- Develop standards for siting criteria and text amendments to the LUDC and MLUDC to ensure consistency with land use policies and regulations. Our team would work with the County and SoCalGas to draft text amendments to implement a straightforward and efficient development review process.
- Prepare Staff Reports, Ordinance Amendments, Findings, and Notice of Exemption.
- Support for public outreach and hearings.
- Provide post-approval training for County Planning and Development staff.

II. METHODOLOGY

This section details Wood's proposed approach to the development review process to ensure that effective amendments for both zoning ordinances would implement SoCalGas telecommunication and safety improvement objectives. A detailed description of key tasks and deliverables is provided below:

Task 1. Kickoff Meeting

Our team will use the Program kickoff and initial coordination stage to review Program details and objectives, receive any updated background information (including technical data and other relevant documents), and re-establish communication protocols between County staff, SoCalGas, and Wood. This meeting will also provide an opportunity to carefully review the Program scope and timeline with County staff and SoCalGas, as well as to establish protocols and next steps.

Although several key meetings were held in 2016 between the County, SoCalGas and Wood, this scope assumes that additional routine communication and one (1) meeting with the County, SoCalGas, and Wood

will be required to discuss and review comments that were made on the Applicant-prepared text in December 2016 (Appendix J). Taking into consideration any information already provided, Wood will provide an information request after this meeting for any additional information that is needed to complete Program understanding.

This proposal and associated cost estimate assumes a Program scope where the installation of DCUs will be analyzed programmatically rather than analyzing site-specific factors.

Deliverables:

Kickoff Meeting & Meeting Materials; Data request; Meeting Minutes.

Task 2. Draft Ordinance Amendment Framework

Our team will review existing telecommunication development standards as well as those prepared by the applicant. Wood assumes initial text amendments and development standards for both the LUDC and MLUDC would be consistent, though recognizes that some variations may result between the proposed LUDC and MLUDC development review procedures due to community-specific planning processes.

Background research will be conducted to provide substantial evidence of compliance with CEQA requirements based on environmental and planning analyses, as found in cases *Aptos Residents Association v. County of Santa Cruz* and *Robinson v. City and County of San Francisco*. This background research will be integrated to the staff reports as detailed in Task 5 and used to develop standards for appropriate siting criteria and text amendments. The development standards will be further developed through stakeholder and public review, with County-directed revisions incorporated into both draft zoning ordinances within Task 3. Research performed by our team will include the following considerations:

- Siting criteria would likely include the requirement that DCU installation would occur only within previously disturbed areas to avoid or minimize impacts to environmental resources. The siting criteria will then be translated into a proposed framework for required amendments, including key development standards.
- Review of similar telecommunication development standards, particularly associated with visual, biological, cultural, and geological resources. For instance, the addition of new facilities will be evaluated to consider obstruction or degradation of public views.
- Recognition that environmental resource surveys and technical investigations could be required for DCU installation in some areas; such investigations may be integrated into the development standards or subsequent development review process for specific site constraints.

- The development standards will incorporate the exceptions to CEQA Categorical Exemptions (CEQA Guidelines Section 15300.2), as well as individual factors for sensitive resources not subject to exemptions or the exceptions (e.g., visual resources).
- If individual projects cannot comply with the applicable development standards, they may then require heightened levels of environmental or planning analysis and discretionary permit.

To establish background information and understand potential buildout and potential cumulative impacts from this Program, Wood will contact Pacific Gas and Electric Company (PG&E) and any other natural gas providers to determine if they have established plans to construct similar facilities within the unincorporated County. If the providers have established plans that would potentially utilize the ordinance amendment, Wood will coordinate with such agencies and promptly advise the County if the Program scope would require substantial change, necessitating a review of scope, budget, and schedule.

Deliverables:

Up to two (2) working meetings with the County and, if the County elects, a joint meeting with SoCalGas; Draft Ordinance Amendment Framework (annotated outline of both LUDC and MLUDC text amendments) including proposed development standards and development review procedures.

Task 3. Draft Zoning Ordinance Amendments

Wood will develop administrative draft ordinance amendments to the LUDC and MLUDC, working closely with County staff. SoCalGas will also review and comment on the administrative draft ordinance amendments. Our team will then attend and present the draft ordinance amendments at four (4) Boards of Architectural Review (BAR) meetings (Montecito, South, Central and North BARs), prepare concise meeting notes reflecting BAR recommendations and public comments. Following the Montecito BAR meeting, our team will also present the draft ordinance amendments at one (1) Montecito Association meeting. Following these meetings, Wood will revise the draft ordinance amendments based on County direction, and resubmit for County review. SoCalGas will also review and comment on the ordinance amendments.

Deliverables:

Electronic submittal to the County of an administrative draft Ordinance Amendment set (LUDC and MLUDC) and two (2) rounds of review (post-BAR, post-applicant reviews) of the Draft Ordinance Amendment set.

This task includes four (4) public meetings before the Boards of Architectural Review, one (1) meeting with the Montecito Association, and Wood preparation of associated meeting notes related to the specific agenda item.



Task 4. Staff Report, Ordinance Amendments, Findings, and CEQA Article 19 Determinations

Wood will prepare five (5) Staff Reports: two (2) for the County Planning Commission, two (2) for the Montecito Planning Commission, and one (1) for the Board of Supervisors. Wood will coordinate up to five (5) projected hearing dates with County staff, to be placed on Planning Commission and Board meeting schedules and agendas. The Staff Reports will summarize Program analysis, CEQA Article 19 determination, General Plan consistency determination, code compliance, and findings. Additional relevant information such as similar established plans by other natural gas providers within the County, engineering drawings, typical construction activities, public notification procedures, and the overall schedule for the activities will also be provided. Staff Reports will be drafted in a format and template provided by the County. Our team will also prepare draft and final Zoning Ordinance Amendments, Resolutions, and adoption findings for both the Planning Commissions and Board of Supervisors. Following these hearings, Wood will revise the draft ordinance amendments based on County direction and prepare the final amendment version documents. This task includes the assumption that Staff Report preparation, Zoning Ordinance Amendments, Resolutions, Findings, and CEQA Article 19 determination will require no more than 491 hours to draft and perform technical review. Wood will prepare a standard-length Notice of Exemption (e.g., 2 to 3 pages) that cites the development standards and Program processes that ensure CEQA compliance, as needed, to support use of the exemption. The Staff Reports will detail the development standards that ensure compliance with the categorical exemption requirements of CEQA Article 19, including the background research obtained during Task 2 intended to satisfy the requirement of substantial evidence such as that indicated in cases *Aptos Residents Association v. County of Santa Cruz* and *Robinson v. City and County of San Francisco*, with any potentially significant effects subject to additional environmental review. All staff reports, ordinance amendments, CEQA exemption, presentations, and any other hearing materials, will be in accordance with County formats and processes.

Deliverables:

Five (5) electronic copies of the Staff Report, Findings, Zoning Ordinance Amendments, and Resolution, as applicable.

Task 5. Public Adoption Hearings

Wood will attend and present at up to five (5) public hearings for the Program: two (2) Montecito Planning Commission hearings, two (2) County Planning Commission hearing, and one (1) Board of Supervisors hearing. County staff will also attend each hearing. Wood will prepare draft hearing notices for newspapers and email/electronic devices for up to five (5) public hearings and submit to the County for hearing support noticing and distribution.

Each hearing is assumed to last no longer than 4 hours (including travel time from the City of Santa Barbara). Wood is able to attend prolonged or additional workshops and meetings at an additional cost.

Deliverables:

Attendance and presentation at five (5) public hearings; draft hearing notices; meeting minutes.

Task 6. Post-Approval Training Assistance

Our team will provide post-approval training for County Planning and Development staff. Wood will present a summary of the ordinance amendment to staff at two (2) staff meetings, not to surpass 4 hours in length each, including travel time. This task will include up to 50 hours of assistance on conference calls, email correspondence, and permit approval assistance for one advanced meter installation.

Deliverables:

Summary sheet of Program development review process. Two (2) presentations to Development Review (including Counter staff) and Energy & Minerals staff.

III. COST PROPOSAL

Wood's cost proposal and Program assumptions are under separate cover to provide a detailed description of the level of effort – by task and within each phase of the Program as described in this document. Please see **Volume II: Cost Proposal** for this portion of our proposal.

IV. SCHEDULE

Wood proposes a schedule to complete the Program within 11 months from Program kick-off in February 2019. This proposed schedule anticipates completion of the first administrative draft ordinances by the end of April 2019, at which point Wood would then schedule an item at four (4) Board of Architectural Review agendas and one (1) Montecito Association meeting, which will occur May 2019 through June 2019. Preparation of five (5) sets of staff reports, ordinance amendments, resolutions, and findings for the County and Montecito Planning Commissions and hearing presentations provided by our team would occur May 2019 through November 2019. Second Planning Commission hearings may also occur. Wood's team would then prepare the Board of Supervisors staff report, ordinance amendments, resolutions, and findings that reflect both commissions' recommendations. The Board of Supervisors adoption hearing and second reading is anticipated to occur in December 2019, dependent on hearing schedule. Our team would review all action letters prepared by the Planning and Development hearing support staff and conduct post-approval training for departmental staff.

Proposed Schedule for the SoCal Gas Advanced Meter Project - Planning Services

Preparation of Tasks

Revised Proposal: January 9, 2019

Start Date February 2019
End Date December 2019

| | | | 2019 | | | | | | | | | | | |
|------|--|------------|------------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|--|
| | | | February | March | April | May | June | July | August | September | October | November | December | |
| Task | Start | End | | | | | | | | | | | | |
| 1 | Project Kickoff | 2/1/2019 | 2/1/2019 | | | | | | | | | | | |
| 2 | Draft Ordinance Amendment Framework | 2/1/2019 | 4/14/2019 | | | | | | | | | | | |
| 3 | Draft Zoning Ordinance Amendments | 2/1/2019 | 6/20/2019 | | | | | | | | | | | |
| 4 | Staff Reports, Findings, CEQA 15303 | 5/21/2019 | 10/8/2019 | | | | | | | | | | | |
| 5 | Decision-maker Meetings (approx. 5-6 months) | 6/20/2019 | 10/30/2019 | | | | | | | | | | | |
| 6 | Post-Approval Codification and Training Assistance | 10/30/2019 | Continued | | | | | | | | | | | |

- First draft development standards/ordinance amendments April
- Board of Architectural Review Meetings (4) & Montecito Assoc. (1) May - June
- Revised development standards/ordinance amendments based on BAR & Montecito Assoc. June
- Planning Commission and BOS Staff Reports prepared and docketed May - December (the Program may extend into January, dependent on December holiday hearing schedule)
- Adoption hearings (Montecito Planning Commission (2), County Planning Commission (2), County Board of Supervisors)

V. TERMS AND CONDITIONS

Wood acknowledges and accepts all terms and conditions as described in the initial RFP issued for the program on May 26, 2016, as amended by email correspondence dated September 10, 2018 and December 6, 2018, and a teleconference on January 3, 2019.

PROGRAM ASSUMPTIONS AND CONTRACTING

Wood's proposal, budget, and schedule to provide planning services for the SoCalGas Pipeline Safety Enhancement Plan, Advanced Meter, and Safety Device Installation Program are based on the County's RFP issued May 26, 2016, as amended by the County (D. Klemann, September 10, 2018; S. Evilsizor, December 6, 2018; A. Bell, December 13, 2018; S. Evilsizor and A. Bell, January 3, 2019); information obtained during Wood's initial efforts completed under our previous work authorization; and information received during site visits and Program meetings in 2016. We are available upon request of County staff to discuss the level of effort and schedule for deliverables. Wood's proposal assumes that:

1. Electronic and/or hard copy versions of relevant County documents and other available data, reports, and technical studies will be provided to Wood at Program kickoff, including available maps, data, and any recent studies addressing the Program area or adjacent parcels. Wood assumes that the details for DCU installation procedures, list of equipment, construction crew, and duration of installation provided by SoCalGas in October 2016 are current and accurate.
2. Wood understands that GIS maps for each region indicating the precise location of pole-mounted DCUs and Advanced Meter Communications will be unavailable for preparation of the ordinance amendments and staff reports. If precise location information becomes available, Wood will request such information at the initial Program meeting. Changes to the Program Description, it may change the methodology used, which may lead to a change in costs or effort.
3. This proposal does not include CEQA compliance services other than preparation of a Notice of Exemption in accordance with CEQA Section 15303, or other exemption identified under CEQA Article 19 (Categorical Exemptions). A modification to this determination would require a change in scope and cost.
4. Substantive changes to the Program description by the County, once the Program has begun, will cause a slip in schedule and require an equitable adjustment in cost based on time and materials needed.
5. Preparation of Staff Reports, Findings, Zoning Ordinance Amendments, and Resolutions will require no more than 491 hours to draft and perform technical review. If changes to the Program Description result, or additional hearings or workshops occur necessitating preparation of additional planning documents, Wood is available to provide such services under a separate scope and budget.
6. Wood is not responsible for any omission of data or analyses that are not provided or identified to Wood by the County, its representatives, or contractors.

7. Wood assumes that the Program will be completed consistent with the proposed schedule. Delays of greater than two (2) months for any particular phase or task may lead to a change in cost or effort.
8. Wood reserves the right to partially bill for partially completed work where unanticipated delays or changes to the schedule occur by no fault of Wood's team.
9. The draft ordinance amendments provided to the County by Wood will be subject to six (6) rounds of review by County staff. Additional rounds of review and comment, and/or additional reviewers, would be available on a time and materials basis.
10. Staff reports and the Board Agenda Letter will be subject to up to five (5) rounds of review (this includes two Montecito Planning Commission, two County Planning Commission, and one Board of Supervisor meeting materials). Additional rounds of review and comment, and/or additional reviewers, would be available on a time and materials basis.
11. The County will send all comments on draft documents to Wood (unconsolidated). Wood staff will identify conflicting comments and correspond with the County to resolve the conflicting comments.
12. The County will be responsible for review and distribution of all public notices and public comments related to the planning process and hearings.
13. No field work is included within the scope of work.
14. Wood will attend meetings or hearings: our Principal and Project Manager would attend up to ten (10) meetings or hearings, including four (4) BAR meetings, one (1) Montecito Association meeting, and five (5) public adoption hearings. Meetings that exceed 4 hours in length, including travel to and from the County of Santa Barbara, are subject to additional cost. Wood's managers may attend additional meetings on a time and materials basis.
15. Travel costs for hearing attendance or any site visits will consist of miles, charged at \$0.545 per mile traveled.
16. All Board of Architectural Review meetings and Planning Commission and Board of Supervisors hearings will be recorded by County personnel for the official record with notetaking assistance from Wood.
17. This scope of work does not include preparation of technical studies, including but not limited to Cultural Resources Reports, Records Search, Biological Survey, Wetland Delineation, Environmental Site Assessments, etc.
18. This scope of work does not include consultation with Native American Tribes. Our team would be available to assist with tribal consultation, if required, on a time and materials basis.
19. This scope does not include efforts to coordinate permits or regulatory correspondence or meetings with regulatory staff other than what has been specified above. California Department of Fish and Wildlife (CDFW) fees are not included in proposal costs.
20. Wood reserves the right to move budgeted effort between program phases described in the level-of-effort proposal.
21. A 10% markup fee is applied to our graphics subcontractor costs.

22. For this program, County staff shall be responsible for:
 - a. Hearing support activities (e.g. docketing with the County Clerk, submitting display ads to newspapers.
 - b. Creating and maintaining the program website.
 - c. Incorporating the final ordinance amendment into the master LUDC and MLUDC documents.
23. Templates for these notices will be provided by the County. The County will submit notices to newspapers and distribute electronically to public notification lists.