

Submitted by staff  
at 4/21/16 meeting

**TECHNICAL ADVISORY COMMITTEE**

**ITEM: ACTION ITEM**

**1. CONSIDER ADOPTION OF MARCH 17, 2016 COMMITTEE MEETING MINUTES**

**Meeting Date:** April 21, 2016

**From:** David J. Stoldt,  
General Manager

**Prepared By:** Arlene Tavani

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**SUMMARY:** Attached as **Exhibit 1-A** are draft minutes of the March 17, 2016 committee meeting.

**RECOMMENDATION:** Upon review, the committee should adopt the minutes by motion.

**EXHIBIT**

**1-A** Draft Minutes of March 17, 2016 Committee Meeting



**EXHIBIT 1-A**

**DRAFT MINUTES**

**Technical Advisory Committee of the  
Monterey Peninsula Water Management District**

*March 17, 2016*

**Call to Order**

The meeting was called to order at 10:46 am in the Conference room at the offices of the Monterey Peninsula Water Management District.

**Committee members present:** City of Del Rey Oaks Daniel Dawson  
City of Monterey Todd Bennett, Chair  
City of Pacific Grove Anastazia Aziz  
City of Sand City Todd Bodem, Vice Chair  
City of Seaside Rick Riedl

**Committee members absent:** County of Monterey Rob Johnson  
City of Carmel-by-the-Sea Marc Wiener  
Monterey Peninsula Shelley Glennon  
Airport District

**Staff members present:** David J. Stoldt, General Manager  
Stephanie Locke, Water Demand Division Manager  
Arlene Tavani, Executive Assistant

**District Council present:** David C. Laredo

**Comments from the Public:** No comments.

**Action Items**

- 1. Consider Adoption of September 22, 2015 Committee Meeting Minutes**  
On a motion by Dawson and second of Aziz, minutes of the September 22, 2015 committee meeting were approved on a unanimous vote of 5 – 0 by Dawson, Aziz, Bennett, Bodem and Riedl. No comments were directed to the committee during the public comment period on this item.
- 2. Consider Development of Recommendation to the Board of Directors re the First Reading of Ordinance No. 170 – Amending Rules 11, 20, 21, 22, 23, 24, 25.5 and 142**  
On a motion by Dawson and second of Bennett, the committee recommended that the Board of Directors approve the first reading of Ordinance No. 170. In addition, District staff should review the State legislation to determine if the ordinance can be clarified to specify what permitting events trigger compliance with the January 1, 2016 date. District staff will inform the TAC on the results of her investigation. The motion was approved on a vote of 5 – 0 by Dawson, Bennett, Aziz, Bodem and Riedl.

Locke's presentation to the committee on the draft ordinance can be viewed on the Water Management District's website or at the agency's office. In response to questions from the committee members, Locke stated the following. (a) The definition of Production Limit was included because it is used in the Rules and Regulations, but it had not been previously defined. (b) The term Rehabilitated Landscape refers to replacement of existing landscaping. The law does not specify a percentage of landscaping that should be removed; however, the threshold to trigger a permit would be rehabilitation of 2,500 square-feet as stated in section 4.B.5. (c) Section 6.3.g requires a grading design plan from an Engineer. If there is no need for grading there should be no need for the grading plan; however, District staff will coordinate with the jurisdictions on how to implement the requirements. (d) The State regulations became effective on January 1, 2016. District staff will review the regulations to determine if there is direction on how the January 1 2016 date will be applied: does it pertain to projects that have received jurisdiction approval prior to January 1; or that a building permit was issued prior to January 1? The committee asked for clarification on what events trigger compliance with the new State regulations. (e) The District recommends that only potassium type water softeners should be installed for residential use.

#### **Questions from Committee Members to MPWMD Staff**

Locke distributed copies of Ordinance No. 169 – The 2016 Monterey Peninsula Water Conservation and Rationing Plan that was adopted by the Board of Directors on February 17, 2016.

#### **Adjournment**

The meeting was adjourned at 11:20 am.

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at 4/21/16 meeting.  
Item 2

## MPWMD LANDSCAPE REQUIREMENTS (WELO)

### WHO IS SUBJECT TO LANDSCAPE ORDINANCE AND SHOULD BE SENT TO MPWMD FOR A LANDSCAPE PERMIT?

1. New Construction of a new building (Residential and Non-Residential) with at least 500 square-feet of landscape area.
  - a. If between 500-2,501 sf – May use Prescriptive Compliance (Simple Checklist)
  - b. May use full checklist (optional)
2. Removal/replacement (i.e., “rehabilitated”) landscape area equal to or greater than 2,500 sf that requires a building permit, landscape permit, plan check or design review (e.g. plumbing, electrical, lighting, walls/fences, etc.)
3. Applicant must submit Landscape Documentation Package to MPWMD (see <http://www.mpwmd.net/regulations/water-permits/landscape-permit-requirements/>)
  - a. Project information
  - b. Water Efficient Landscape Worksheet (i.e., “Water Budget”)
  - c. Soil Management Report
    - i. Simple Checklist does not require full soil report
  - d. Landscape Design Plan showing plants in hydrozones and plant list
  - e. Irrigation Design Plan
  - f. Grading Design Plan (to be reviewed by Jurisdiction)
4. MPWMD will issue separate Water Permit for Landscape
  - a. Certificate of Completion—Copy to be forwarded to Jurisdiction
    - i. Irrigation audit report

### DOES NOT APPLY TO:

1. Projects completed before 12/1/2015
2. Registered historical sites
3. Ecological restoration projects that do not have permanent irrigation
4. Botanical gardens and arboretums

Submitted by staff  
at 3/21/16 meeting  
Item 3

(City Letterhead)

Date

Mr. David J. Stoldt  
General Manager  
Monterey Peninsula Water Management District  
5 Harris Court, Building G  
Monterey, CA 93940

Subject: State of California Model Water Efficient Landscape Ordinance

Dear Mr. Stoldt:

We understand that the City of \_\_\_\_\_ had until December 1, 2015 to adopt the State's Model Water Efficient Landscape Ordinance or adopt its own ordinance, which must be at least as effective in conserving water as the State's Ordinance, or conversely had until February 1, 2016 to adopt a regional ordinance. If the City did not take action on a water efficient landscape ordinance by the specified dates, the State's Ordinance would become effective by default.

This letter is to inform you that the City of \_\_\_\_\_ wishes that the Monterey Peninsula Water Management District adopt a regional ordinance, undertake the Landscape Documentation Package review, and perform the required annual reporting to the State.

The City will retain authority over, and provide review of, any Grading Design Plan element of a Landscape Documentation Package. The City will also remain responsible for review of any jurisdictional-specific landscape design requirements, as well as compliance with the Monterey Regional Stormwater Management Program.

The City will inform its planning and building department staff of the District's MWELO ordinance and provide a copy for public review in City offices.

Sincerely yours,

(Name)

(Title)

## **Compliance Guide for Landscape Documentation Package**

- Prior to construction, the City shall direct the project applicant to the District website or offices for the ordinance and procedures for permits, plan checks, or design reviews.
- The District shall review the Landscape Documentation Package submitted by the project applicant. If a grading plan is required, the applicant will be sent to the City for review and approval.
- The District will approve or deny the Landscape Documentation Package.
- The District will issue a permit or approve the plan check or design review.
- The applicant must record the date of approval of the permit, plan check, or design review in the Certificate of Completion.

## **Elements of the Landscape Documentation Package**

- 1) Project information (Date, applicant name, address and parcel number, total landscape area, project type, source of water supply, checklist of all documents in the Package, contact information, signature/date with statement "I agree to comply with the requirements of the water efficient landscape ordinance and submit a complete Landscape Documentation Package.")
- 2) Water Efficient Landscape Worksheet with hydrozone information table and water budget calculations for Maximum Applied Water Allowance (MAWA) and Estimated Total Water Use (ETWU).
- 3) Soil management report.
- 4) Landscape design plan.
- 5) Irrigation design plan. And
- 6) Grading design plan

In the alternative, many projects will qualify for "prescriptive compliance" and may utilize the "simple checklist." Applicants should consult the District ordinance and guidelines.