

EMC Planning Group will develop an understanding of the existing conditions of the County's visual and archaeological resources and evaluate current infrastructure within the coastal zone with the goal of preserving these resources. The Visual Analysis will provide a methodology to characterize, assess and document visual resources along the Mendocino Coast and assist the County in developing appropriate policies for the protection and management of the visual resources. The Cultural and Archaeological resource analysis will identify development constraints within Mendocino County's coastal zone based on the review of known archaeological sites within the coastal zone.

EMC Planning Group will administer the following tasks to meet these objectives:

Task 1 – Project Initiation

EMC Planning Group will conduct virtual kick-off meetings with County staff and stakeholders.

Task 1.1 Kick-Off Meeting with County Staff

EMC Planning Group will attend a virtual kick-off meeting with County staff to discuss topics including stakeholder and community interest, key visual resources, special communities, archaeological resources, and refine the project scope, budget, methodology, and timeline as needed.

Task 1.2 Kick-Off Meeting with Stakeholders

EMC Planning Group, in coordination with County staff, will participate in a call with Caltrans and State Parks early-on to discuss the agencies key issues, future projects, and desired involvement in the planning process.

Task 1 Deliverables

Meeting notes, Revised Scope, Methodology and Timeline based on Kick-Off Meeting.

Task 2 – Project Management and Progress Meetings

EMC Planning Group will provide ongoing project management, in coordination with County Planning, Coastal Commission, Caltrans, State Parks, the Bureau of Land Management, local tribes, and other stakeholders. EMC Planning Group will attend periodic project virtual meetings (four hours per month), maintain a project schedule and prepare monthly status reports.

Task 2 Deliverables

Monthly Status Reports, Meeting Minutes.

Task 3 – Background Research

Task 3.1 Review Mendocino County LCP and CCC Guidance

EMC Planning Group will review and assess the County of Mendocino's existing Local Coastal Program (LCP) documents and policies pertaining to visual resources, special communities, archaeological resources, and special treatment areas (Section 3.5 of the County's Coastal Element) to establish a baseline understanding of the current mapped resources within the County's coastal zone and the County's current policies to protect the integrity of such resources. EMC Planning Group will evaluate Mendocino County's LCP in the context of current Coastal Commission guidance for updating policies regarding visual resources, special communities, archaeological resources, and special treatment areas, as well as review recently approved LCP amendments throughout the State that address these issues.

Task 3.2 Preliminary Mapping and Data Logging

Using existing sources, including Google Earth, California Coastal Records Project, information from the County of Mendocino, Coastal Commission, Sonoma State University, Caltrans and other agencies, EMC Planning Group will identify the following known resources within Mendocino County's coastal zone:

- Visual resources, including public scenic view corridors and viewsheds, highly scenic coastal areas, natural landforms of significance, viewing areas, vista points, and overlooks
- Significant structures, including historic structures
- Public access trails and access points located within the coastal zone
- Archaeologically sensitive areas
- Special Communities or neighborhoods which are significant visitor serving destinations
- Special treatment areas

EMC Planning Group will create an excel spreadsheet listing the known resources described above to be used as a starting point for the in-person site visit and mapping.

Task 3 Deliverables

Memo Summarizing the County's Existing Policies to Protect Archaeological and Visual Resources, Special Treatment Areas, and Special Communities and CCC Guidance on Policy Updates for these Policy Areas and an Excel spreadsheet identifying the names and locations of the known resources.

Task 4 – Stakeholder Outreach

EMC Planning Group will participate in virtual calls with Caltrans, State Parks, the Bureau of Land Management (BLM), and other identified stakeholders to discuss policy recommendations and the agencies future projects and goals in collaboration with Mendocino County Planning. The intent of this outreach will be to identify existing State Park lands that should be protected from visual degradation, and to coordinate with State

Parks on policy language and mitigation measures.

- With Caltrans, EMC Planning Group will primarily discuss future projects and long-term plans and will coordinate mitigation measure recommendations and LCP policy language recommendations.
- With the BLM, EMC Planning Group will request guidance on policies to protect the visual and archaeological resources and special treatment areas of the portion of the King Range Wilderness that is within Mendocino County's coastal zone.

Task 4 Deliverables

Up to four virtual stakeholder meetings and meeting notes.

Task 5 – Tribal Consultation

Under the guidance of the Native American Heritage Commission (NAHC), this task includes assistance with Tribal Consultation pursuant to the goals of the project and the best practices found under the California Coastal Commission Adopted Tribal Consultation Policy. It includes preparation of consultation offer letter(s). EMC will discuss with the County how best to approach tribal consultation knowing that each tribe may request individual meetings. Based on preliminary research, EMC has identified a minimum of 15 tribes within Mendocino's coastal zone. For this proposal, we assume that five tribes will request consultation and meetings will be held virtually.

Task 5 Deliverables

Five virtual meetings and meeting notes – If an in-person meeting with interested tribes is requested, EMC Planning Group will make every effort to accommodate this meeting during a site visit (Task 6.1).

Task 6 – Visual Resources Analysis Report

Task 6.1 Site Visit

EMC Planning Group will conduct a site visit of Mendocino County's coastal zone to validate the significant visual and archaeological resources, special communities, and special treatment areas identified during the background research conducted. This site visit is anticipated to take four days and will specifically allocate 4 hours of the site visit to meet in-person with stakeholders or County. The site visit will be conducted in the following manor:

- EMC Planning Group will assess the visual characteristics of distinct landscape components as seen from the coastal land area, beaches and off-shore by driving the entirety of Mendocino's coastal zone and, using a Garmin GPSMap 65s, identifying the location of visually significant areas, including special communities, archaeological resources, special treatment areas, and public access points/hiking trails. Areas where State Route 1 traverses inland, EMC Planning Group should turn off State Route 1 to assess and document coastal views and areas of significance from arterial roads, blufftop trails, or viewing points

- along the coast.
- EMC Planning Group will visit the following towns within unincorporated Mendocino County to document any historic resources and determine whether they should be considered special communities due to being popular visitor-destinations for recreational uses:
 - Gualala
 - Point Arena Lighthouse
 - Mendocino
 - Point Cabrillo Lighthouse
 - Westport
 - Caspar
 - Little River
 - Albion
 - Elk
 - Manchester
 - EMC Planning Group will visit the beaches along Mendocino's coastline to photograph and identify significant landscapes viewed from beaches, including uninterrupted coastline views, mountainous views, and blufftop views as seen from the beach. To assess the visual characteristics from off-shore, EMC Planning Group will use images from California Coastal Records project.
 - The visual and archaeological resources in the portion of the coastal zone north of Rockport, is not likely to be adversely affected by development as such, EMC Planning Group will not be accessing these areas for the ground-truth GPS documentation. Instead, EMC Planning Group will use California Coastal Records Project (to consult photos taken from off-shore) and will work with State Parks and the Bureau of Land Management, to identify areas within this region of coastline that should be identified as scenic areas or special treatment areas under the LCP. EMC Planning Group will also consult with State Parks and the Bureau of Land Management to discuss policy recommendations for this area. EMC Planning Group will provide mitigation measures and policy recommendations to protect these areas, in later tasks.

Task 6.1 Deliverables

Notes, photos, GIS coordinates, and Rough Mapping Notes.

Task 6.2 Draft Visual Resources Analysis Report

EMC will prepare a draft Visual Resources Analysis Report that will serve as the narrative description of the visual resources, archaeological resources, special communities, and special treatment areas identified in previous tasks. The report will be structured as followed:

1. Environmental and regulatory setting
2. Discussion and photos of known and identified visual and archaeological resources, special communities, and special treatment areas
3. Examination of the existing framework for protection of these resources, including the current LCP policies and design review process
4. Recommended methodology for categorizing and protecting visual and archaeological resources, special communities, and special treatment areas.

More specifically, the report will include:

- A description of Mendocino's coastal zone, including a discussion of the environmental and regulatory setting and significance of the area within a regional context and the methodology of the research conducted with all survey details.
- Photos of all known and identified visual resources and discussion on the visual characteristics and distinct landscape components of Mendocino's coastline. Such resources include:
 - public scenic view corridors and viewsheds,
 - highly scenic coastal areas, and natural landforms of significance
 - significant structures (especially along SR 1)
 - public access trails and access points located within the coastal zone
 - archaeologically sensitive areas
 - special communities or neighborhoods which are significant visitor serving destinations
 - Areas of special treatment
- An assessment on the effectiveness of the existing visual and design process in the LCP to protect the resources that have been identified, within the context of coastal hazards, including sea-level rise with recommended public viewsheds, view corridors, archaeologically significant areas, and special communities that should be protected and mapped in the LCP.
- A recommended methodology for characterizing different types of views and visual resources and will provide suggestions on how to assign these views different levels of protection under the LCP.
- Maps created in Task 7.

Task 6.2 Deliverables

Draft Visual Analysis Report and presentation to County staff.

Task 6.3 County and Stakeholder Review and Community Virtual Meeting

Following the Draft Visual Analysis Report preparation, County staff and stakeholders will have two-weeks to review the Draft Report and provide consolidated and coordinated comments on the findings of the Draft Report.

- County staff will be responsible for gathering and reviewing the stakeholders' comments to submit only one set of comments EMC Planning Group.

Upon receipt of the comments, EMC Planning Group will host a virtual community meeting with County staff and stakeholders to discuss the comments received on the Draft Report.

Task 6.3 Deliverables

Two-week County and Stakeholder review, one virtual meeting, and meeting notes.

Task 6.4 Final Visual Analysis Report

Incorporating the comments and feedback received from County staff and Stakeholders a Final Visual Analysis Report will be completed.

Task 6.4 Deliverables

A submitted Final Visual Analysis Report to the County.

Task 7 – Coastal Visual Analysis Mapping and Graphics

A detailed mapping of the coastal zone and the surrounding areas outside of the coastal zone will be provided. The maps will also be used to define the study area based on data gathered during field reconnaissance and clearly reflect all locations of:

- visual resources
- special communities and special treatment areas
- topography
- surface features
- all beaches, streams, and rivers
- public access trails and access points within the coastal zone

Mapping will begin concurrently with the Draft Visual Resources Report and be included in both the Draft and Final Visual Resources Reports.

Task 7.1 Creation of New Shapefiles

Utilizing data collected from field reconnaissance and other key items, EMC Planning Group will create new Shapefiles.

Task 7.2 Mapping

Upon compiling all data collected through field reconnaissance and from the State of California GIS Database, EMC Planning Group will create high resolution, aerial photograph, maps of the key items that will give the viewer an up-to-date aerial view of the areas being mapped.

Task 7.3 Packaging Shapefiles to be Sent to County of Mendocino

All shapefiles will be packaged for delivery to the County of Mendocino once they have been finalized. This will allow for the County to use them for their future mapping needs. These Shapefiles will be delivered via drop-box or email to the county and include a Technical Memorandum providing draft language defining the study area.

Task 7 Deliverables

Technical Memorandum providing draft language defining study area, up to thirty maps and Shapefiles sent to County.

Task 8 – Cultural/Archaeological Resource Analysis

Task 8.1 Background Research

EMC Planning Group will utilize the statewide California Historical Resources Information System (CHRIS) in addition to museums and institutes, to review previous projects and known resources within the coastal zone.

Task 8.2 Archaeological Sensitivity/Development Constraints Report

EMC Planning Group will create a technical memorandum and a series of maps to show areas of archaeological sensitivity, development constraints based on the findings from the archival research, and CHRIS file searches.

- Sites that need special protection or those that are slated to be nominated to the National Register of Historic Places will be given special attention to in our report.

Task 8 Deliverables

Technical Memorandum with maps describing development constraints within the Coastal Zone based on archaeologically sensitive areas.

Task 9 – Mitigation Measure Development and Recommendations

EMC Planning Group will develop mitigation measures, taking into account coastal hazards (which include, sea level rise, bluff erosion, climate change, ESHA), that can be applied to permits and projects to help protect the following resources:

- Archaeological/Cultural
- Special Communities
- Visual Resources

For each resource, mitigation measures will be recommended based on land use designation however specific coastal hazards analysis report and policy recommendations are not included.

Task 9 Deliverables

Technical Memorandum containing recommended mitigation measures

Task 10 – LCP Policy Recommendations

EMC Planning Group will develop LCP policy recommendations to protect the visual resources, archaeological resources, special communities, and special treatment areas, with consideration for hazards and environmentally sensitive habitats present within the coastal zone, that were documented and identified in the previous tasks. Based off the previously created maps, specific policies will be assigned to designated or mapped areas shown as scenic corridors, State Route 1 viewshed, special communities, and

archaeologically sensitive areas. Policy recommendations will include:

- land use and zoning designations commensurate with protection of scenic and visual qualities,
- development guidelines to ensure significant views remain unimpeded
- measures to ensure new development is visually compatible with existing natural features and the character of surrounding areas
- standards for protecting community character and historic preservation
- lighting restrictions
- sign and billboard regulations
- design review process updates
- grading regulations
- protection of significant views and views required to stay unobstructed

Task 10 Deliverables

Technical Memorandum containing recommended LCP policy language.

Task 11 – Draft and Final Reports

Task 11.1 Administrative Draft Report

EMC Planning Group will synthesize the Technical Memorandums prepared for Tasks 7, 8, 9, and 10, including County comments, into an Administrative Draft report.

Task 11.1 Deliverables

PDF and Word Format Administrative Draft Report to County Staff.

Task 11.2 County Staff and Stakeholder Review

The Administrative Draft report will be provided to County staff and stakeholders for consolidated and coordinated comments.

- County staff will be responsible for gathering and reviewing the stakeholders' comments to submit only one set of comments EMC Planning Group.

Task 11.2 Deliverables

Two-week review of the Administrative Draft by County and Stakeholders for comments and findings.

Task 11.3 Draft Final Report

Based on comments from County staff and stakeholders, EMC Planning Group will prepare a Draft Final report.

Task 11.3 Deliverables

PDF and Word Format of the Draft Final Report to County Staff

Task 11.4 Coastal Commission Review

The Draft Final report will be provided to the Coastal Commission for feedback.

Task 11.4 Deliverables

Three-week Review of the Final Draft Report by the Coastal Commission

Task 11.5 Final Report

Incorporating the Coastal Commission's comments and findings, EMC Planning Group will prepare a Final Report.

Task 11.5 Deliverables

PDF and Word Format of the Final Report provided to County Staff.

Task 12 – Presentation

EMC Planning Group will virtually present the findings from the Visual Resource Analysis Report and the recommendations in the Final Report to the Planning Commission and Board of Supervisors.

Task 12 Deliverables

Virtual presentations to the Planning Commission and Board of Supervisors.

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