



AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: September 4, 2018

Agenda Item 6-I
Approvals:
City Manager [Signature]
Dept. Head [Signature]
Attorney [Signature]
Finance [Signature]

Department: Public Works
Prepared By: Zak Ponsen, Senior Civil Engineer *ZP*

Subject: **AGREEMENT WITH COUNTY OF ORANGE TO PROVIDE SUBDIVISION MAP CHECKING SERVICES.**

Fiscal Impact: None. Cost for subdivision map checking is paid directly by the project applicant.

Summary: This action will approve an agreement with the County of Orange to provide subdivision map checking services.

Discussion: The City of San Clemente has an old existing agreement dated June 2, 1976 with the County of Orange (County) which outlines the duties of the City Engineer and County Surveyor for review and approvals of subdivision maps. In the existing agreement, among other duties, the City Engineer is responsible for review of internal mapping and technical data within the boundary of a subdivision. To perform these duties, the City Engineer must be a licensed surveyor or have a professional engineering license issued before 1982. Since the retirement of the previous City Engineer, who had a pre-1982 engineering license, the City has utilized a consultant's land surveyor for review and approval of subdivision maps and lot line adjustments.

With the retirement of many pre-1982 City Engineers, many cities have revised their agreements with the County to allow the County Surveyor to provide all map planchecking duties. Staff recommends entering into a new agreement with the County so that the County Surveyor will perform all subdivision map checking services, not just the external boundary of maps as currently done with the 1976 agreement. The new agreement will include review and approvals for all parcel maps, tract maps, lot line adjustments, and other such duties related to land surveying practices such as records of survey and corner records. The City will still review and approve tentative and final subdivision maps and lot line adjustments to ensure compliance with the City conditions of approval and compliance with the General Plan and zoning regulations, etc. By entering into this new agreement, the City will technically be joining several other cities via an amendment to their agreements. This is necessary to conform to the streamlining actions of the County Board of Supervisors.

Currently, the cost for subdivision map checking is paid by the project applicant. This will still remain the case, except that the project applicant will pay the County directly for such map checking services.

Recommended

Action: STAFF RECOMMENDS THAT the City Council approve and authorize the Mayor to execute the agreement (Amendment No. 4 to Agreement No. D07-028) which allows the City to join the existing agreement that other cities have with the County of Orange to provide all subdivision map checking services.

Attachments: None. Agreement is on file at City Clerks office.

Notification: None

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