

**TO:** Andrew P. Powers, City Manager

**FROM:** Clifford G. Finley, Public Works Director

**DATE:** May 21, 2024

**SUBJECT:** **Grant Underground Easement to Southern California Edison  
Adjacent to Brossard Drive – APN 669-0-161-075**

**RECOMMENDATION:**

1. Approve Grant Deed of Easement to Southern California Edison Company (SCE) and authorize the City Engineer to execute all necessary documents for dedication of the easement on City property (APN 669-0-161-075).
2. Find that this action is not a project as defined under the California Environmental Quality Act (CEQA).

**LEVINE ACT ITEM: No**

**FINANCIAL IMPACT:**

**No Additional Funding Requested.** Minimal staff time required to process the necessary easement documentation is included in the Adopted FY 2023-24 General Fund Budget.

**BACKGROUND:**

The City owns a 0.08-acre remnant parcel (APN 669-0-161-075) adjacent to the terminus of Brossard Drive, adjacent to 951 Brossard Drive, 918 Brossard Drive, and the 23 Freeway (Attachment #1). This parcel is a remnant lot of the original Parcel E (Brossard Drive) from the Greenwich Village Tract Map. When State Route (SR) 23 was constructed, it truncated Brossard Drive and created this remnant parcel between the roadway and SR 23. This parcel has remained undeveloped and has a permanent Access Encroachment Permit across it for the benefit of lots 17 and 18 of Block 22 of the Greenwich Village Tract Map, 951 and 955 Brossard Drive (Attachment #2).

**DISCUSSION/ANALYSIS:**

SCE is requesting a 4-foot-wide by 107-foot-long, a 6-foot-wide by 36-foot-long, and a triangular-shaped strip of underground easements totaling approximately 821 square feet over the City's parcel (Attachment #3). SCE needs these easements for the installation of new underground conduit and cable to service existing and future residents residing on Brossard Drive. Granting of the easement will not change or impact the City's current use of the parcel. Staff recommends approval of the requested easement and authorization for the City Engineer to execute necessary documents.

**COUNCIL GOAL COMPLIANCE:**

Meets the following City Council goals:

C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.

F. Provide and enhance essential infrastructure to ensure that the goals and policies of the Thousand Oaks General Plan are carried out and the City retains its role and reputation as a leader in protecting the environment and preserving limited natural resources.

**PREPARED BY:** Norasaze Nana, Engineering Associate

Attachments:

Attachment #1 – Vicinity and Location Maps

Attachment #2 – Original Grant Deed with Encroachment Permit

Attachment #3 – Proposed Easement Grant Deed