

CAPISTRANO BAY DISTRICT
AGENDA REPORT
June 12, 2024

New Business

ITEM 10d

Proposed Office Storage Annex

District staff is growing out of the existing 10x20 administration office and additional storage space is needed. There are three small storage sheds in the Northgate maintenance yard but this houses archived paper files that have to be retained for several years and are inconvenient due to the distance to that area. Staff needs additional cabinet storage space within a few steps of the office for practicality purposes.

The preliminary plan is to erect a 10x10 storage annex, similar in design to the District office, and place it in the first parking space right next to the office.

A design has not been approved and is only in the initial concept phase right now. However, a concept picture is provided to give you an idea of what such a structure might look like. Keep in mind this is only a first version of the plan.

