

**MARIN COUNTY PLANNING DIVISION  
ADMINISTRATIVE DECISION**

Marin Healthcare District Construction Trailer Expansion  
Temporary Use Permit and Tree Removal Permit

**Decision:** **Approved**  
**Date:** **March 3, 2017**

Project ID No:	P1517	Applicant(s):	Jason Haim Perkins Eastman/LBL Architects
		Owner(s):	Marin Healthcare District
		Assessor's Parcel No(s):	022-010-34 022-060-020
		Property Address:	250 Bon Air Road, Greenbrae
		Project Planner:	Jeremy Tejirian (415) 473-3798 jtejirian@marincounty.org
		Signature:	
Countywide Plan Designation:		PF (Public Facility)	
Community Plan Area:		Kentfield/ Greenbrae	
Zoning District:		PF (Public Facility)	
Environmental Determination:		EIR (previously certified)	

**PROJECT SUMMARY**

The applicant requests Temporary Use Permit and Tree Removal Permit approval to modify their previously approved construction management plan for Marin General Hospital. The Temporary Use Permit would allow construction management trailers and related improvements for the construction of the hospital replacement building, anticipated to be completed in July, 2019. The temporary construction offices would be located in seven separate trailers, totaling approximately 9,100 square feet of additional area. The trailers would be located immediately adjacent to the traveled portion of Bon Air Road, along the northern portion of the property, just west of the eastern entrance. The office trailers would be one story with a maximum height of 13 feet above grade. The Tree Removal Permit would allow the removal of five protected trees in the footprint of the proposed trailers, to be replaced with nine oak trees along the frontage of Bon Air Road.

Temporary Use Permit approval is required for the installation of temporary construction trailers and Tree Removal Permit is required for the removal of protected trees.

## **COUNTYWIDE PLAN CONSISTENCY**

The proposed project is consistent with the Marin Countywide Plan (CWP) for the following reasons:

- A. The project is consistent with the CWP woodland preservation policy (BIO-1.3) because the project would not entail the irreplaceable removal of a substantial number of mature, native trees.
- B. The project is consistent with the CWP special-status species protection policy (BIO-2.2) because the subject property does not provide habitat for special-status species of plants or animals.
- C. The project is consistent with the CWP natural transition and connection policies (BIO 2.3 and BIO 2.4) because the project would not substantially alter the margins along riparian corridors, wetlands, baylands, or woodlands.
- D. The project is consistent with the CWP stream and wetland conservation policies (BIO-3.1 and CWP BIO-4.1) because the proposed development would not encroach into any Stream Conservation Areas or Wetland Conservation Areas.
- E. The project is consistent with CWP water quality policies and would not result in substantial soil erosion or discharge of sediments or pollutants into surface runoff (WR-1.3, WR-2.2, WR-2.3) because the grading and drainage improvements would comply with the Marin County standards and best management practices required by the Department of Public Works.
- F. The project is consistent with CWP seismic hazard policies (CWP Policies EH-2.1, EH-2.3, and CD-2.8) because it would be constructed in conformance with County earthquake standards, as verified during review of the Building Permit application and the subject property is not constrained by unusual geotechnical problems, such as existing fault traces.
- G. The project is consistent with CWP fire hazard management policies (EH-4.1, EH-4.2, EH-4.5) because it would meet all fire safety requirements, as verified by the local fire protection district during review of the Building Permit application.
- H. The project is consistent with CWP aesthetic policies and programs (DES-4.1 and DES-4.e) because it would protect scenic quality and views of ridgelines and the natural environment from adverse impacts related to development.
- I. The project is consistent with CWP residential design policies and programs (DES-3.b) because it would fit within the context of the neighborhood, and minimize the perception of mass and bulk.

## **KENTFIELD/ GREENBRAE COMMUNITY PLAN CONSISTENCY**

The project is consistent with the goals and policies of the Kentfield/Greenbrae Community Plan. The Community Plan contains "Conservation and Development Standards", of which number 7 (page III-47) applies specifically to Marin General Hospital.

"Modifications to Marin General Hospital should be permitted within the following guidelines:

- a. The hospital facility should continue to provide comprehensive medical service for Marin County.
- b. Building mass should be minimized visually by controlling the size and location of new structures to conform to the terrain. Views from the surrounding single-family neighborhoods, Creekside Park, and the Corte Madera Creek bicycle path should be protected.
- c. The garden on the southwest side of the hospital should be preserved if possible.
- d. Ample on-site parking must be provided both during and after construction.
- e. The lower parking lot should be improved with proper leveling, drainage, and landscaping such that 50% of the paved area will be shaded at mid-day within 15 years of planting.”

The proposed project would be consistent with guideline “a” because the phasing of the development and the construction management plan have been specifically prepared to minimize disruption of medical services and to maintain an adequate provision of parking during the construction. It would be consistent with guideline “b” because the construction trailers would only be located onsite temporarily while construction is taking place. With respect to guideline “c”, the currently proposed project would not affect the garden on the southwest side of the hospital, but this garden is slated for removal, as discussed in the EIR for the project. Further, the project would comply with guideline “d”, a temporary parking plan would provide sufficient parking on-site or on a parking lot on the other side of Bon Air Road during construction, and a new parking garage has been constructed on site for permanent parking. The project is consistent with guideline “e” because there are no permanent alterations being made to the lower parking lot.

## **DEVELOPMENT CODE CONSISTENCY**

### **Mandatory Findings for Temporary Use Permit (Marin County Code Section 22.50.060)**

- A. The establishment, maintenance or operation of the use will not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use.**

The additional construction management trailers are necessary for continuing the hospital construction as efficiently as possible, while also maintaining the full functioning of the hospital without compromising patient care.

- B. The use, as described and conditionally approved, will not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the County.**

Expanding the office trailers on site will help facilitate coordinating the development process, which will benefit the surrounding neighborhood.

- C. Approved measures for removing the use and restoring the site will ensure that the temporary use causes no changes to the site that will limit the range of possible future land uses otherwise allowed by this Development Code.**

A condition of approval requires that the office trailers be removed within 30 days of the hospital replacement building receiving final building permit inspection. Restoration will take place in conformance with the proposed landscaping plan for the trailer installation area as

shown in Exhibit A, which includes planting replacement trees for those proposed for removal.

**Mandatory Findings for Tree Removal Permit (Marin County Code Section 22.62.050)**

In considering a Tree Removal Permit application, the Director may only grant approval or conditional approval based on a finding that removal of the tree(s) is necessary for the reasonable use and enjoyment of land under current zoning regulations and Countywide Plan and Community Plan (if applicable) policies and programs, taking into consideration the following criteria:

**A. Whether the preservation of the tree would unreasonably interfere with the development of land.**

While minimizing tree removal is proposed, it would not be possible to avoid the removal of protected trees altogether. Tree removal is necessary to install the additional construction management trailers.

**B. The number, species, size and location of trees remaining in the immediate area of the subject property.**

The hillside around the developed portion of the site would continue to have a substantial number of native trees, which would be protected from damage by mitigation measures that are incorporated into the project, such as installing tree protection fencing. Further, the applicant would replace all the trees that require Tree Removal Permit to remove with native trees to be planted in conformance with the landscape plan.

**C. The number of healthy trees that the subject property can support.**

The five protected trees to be removed shall be replaced with nine native trees. Three of the replacement trees will be planted after the trailers have been removed to revegetate this area.

**D. The topography of the surrounding land and the effects of tree removal on soil stability, erosion, and increased runoff.**

The erosion control plan, drainage improvements, storm water treatment features, and additional landscaping would ensure that stability, erosion, and runoff would be adequately addressed.

**E. The value of the tree to the surrounding area with respect to visual resources, maintenance of privacy between adjoining properties, and wind screening.**

While a small number of trees would be removed from along the frontage of the property, their removal will be addressed by the landscaping plan. This will ensure that the landscaping along the frontage maintains a consistent theme that is responsive to the development occurring on campus and that the area disturbed for the trailers will be adequately revegetated.

**F. The potential for removal of a protected or heritage tree to cause a significant adverse effect on wildlife species listed as threatened or endangered by State or Federal**

**resource agencies in compliance with the California Environmental Quality Act (CEQA).**

Tree removal was evaluated in the project EIR and feasible mitigation measures have been incorporated into the project by the applicant to reduce the environmental impacts from the tree removal to a less than significant impact.

**G. Whether there are alternatives that would allow for the preservation of the tree(s), such as relocating proposed improvements, use of retaining walls, use of pier and grade beam foundations, paving with a permeable substance, the use of tree care practices, etc.**

There are no alternative locations for the trailers that will allow for the continued operation of the hospital and simultaneous construction of the hospital replacement building.

**ACTION**

The project described in condition of approval 1 below is authorized by the Marin County Planning Division and is subject to the conditions of project approval.

This decision certifies the proposed project's conformance with the requirements of the Marin County Development Code and in no way affects the requirements of any other County, State, Federal, or local agency that regulates development. In addition to a Building Permit, additional permits and/or approvals may be required from the Department of Public Works, the appropriate Fire Protection Agency, the Environmental Health Services Division, water and sewer providers, Federal and State agencies.

**CONDITIONS OF PROJECT APPROVAL**

**CDA-Planning Division**

1. This Temporary Use Permit and Tree Removal Permit approval modifies the previously approved construction management plan for Marin General Hospital. The Temporary Use Permit allows the installation of construction management trailers and related improvements for the construction of the hospital replacement building, anticipated to be completed in July, 2019. The temporary construction offices will be located in seven separate trailers, totaling approximately 9,100 square feet of additional area. The trailers will be located immediately adjacent to the traveled portion of Bon Air Road, along the northern portion of the property, just west of the eastern entrance. The office trailers will be one story with a maximum height of 13 feet above grade. The Tree Removal Permit allows the removal of five protected trees in the footprint of the proposed trailers, to be replaced with nine oak trees along the frontage of Bon Air Road.
2. Plans submitted for a Building Permit shall substantially conform to plans identified as Exhibit A, entitled "Construction Collocation Offices," consisting of 23 sheets prepared by Perkins Eastman received in final form on January 10, 2017, and a construction management plan entitled "Marin Healthcare District Hospital Replacement Building Construction Management Plan, Construction Collocation Offices", consisting of 16 (reduced) sheets prepared by McCarthy, and on file with the Marin County Community Development Agency, except as modified by the conditions listed herein.

3. The landscape plans for the project area shall be considered supplemental to the master landscape plans previously approved for the Hospital Replacement Building and shall supersede those plans with respect to the specific area of landscaping necessary for the construction trailers.
4. The temporary construction trailer shall be removed from the site within 30 days after the hospital replacement building is granted final inspection and approval for occupancy. The final restoration planting of three trees shall take place within 30 days of the trailers being removed.
5. The project shall conform to the Planning Division's "Uniformly Applied Conditions 2017" with respect to all of the standard conditions of approval and all of the requirements of the Department of Public Works.

## **VESTING**

Unless conditions of approval establish a different time limit or an extension to vest has been granted, any permit or entitlement not vested within three years of the date of the approval shall expire and become void. The permit shall not be deemed vested until the permit holder has actually obtained any required Building Permit or other construction permit and has substantially completed improvements in accordance with the approved permits, or has actually commenced the allowed use on the subject property, in compliance with the conditions of approval.

## **RIGHT TO APPEAL**

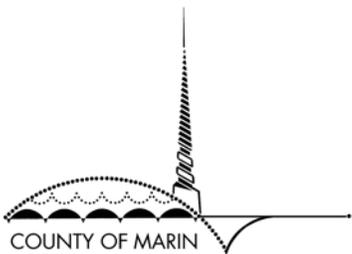
This decision is final unless appealed to the Planning Commission. A Petition for Appeal and a \$615.00 filing fee must be submitted in the Community Development Agency, Planning Division, Room 308, Civic Center, San Rafael, no later than 10 business days from the date of this decision (March 13, 2017).

cc: *{Via email to County departments}*

CDA – Assistant Director  
DPW – Land Development  
DPW – Traffic Operations  
Marin Transit District  
Marin Municipal Water District  
Ross Valley Sanitary District  
Kentfield Fire Protection District  
Marin County Fire Department  
Kentfield Planning Advisory Board

Attachments:

1. Marin County Uniformly Applied Conditions 2017
2. DPW- Land Development comments, received 2-1-17
3. Ross Valley Sanitary District comments, received 1-25-17
4. KPAB minutes, 12-14-16



**MARIN COUNTY UNIFORMLY APPLIED CONDITIONS  
FOR PROJECTS SUBJECT TO DISCRETIONARY PLANNING PERMITS**

**2017**

**STANDARD CONDITIONS**

1. BEFORE ISSUANCE OF A BUILDING PERMIT, the applicant shall revise the site plan or other first sheet of the Building Permit plan sets to list as notes all standard and project specific conditions of approval, including the applicable special conditions listed herein and those conditions listed in the project approval, as well as any requirements indicated by other regulating agencies during the planning process.
2. The applicant/owner shall pay any deferred Planning Division fees as well as any fees required for mitigation monitoring or condition compliance review before vesting or final inspection of the approved project, as determined by the Director.
3. The applicant/owner shall defend, indemnify, and hold harmless the County of Marin and its agents, officers, attorneys, or employees from any claim, action, or proceeding, against the County or its agents, officers, attorneys, or employees, to attack, set aside, void, or annul an approval of this application, for which action is brought within the applicable statute of limitations. The County of Marin shall promptly notify the applicant/owner of any claim, action, or proceeding that is served upon the County of Marin, and shall cooperate fully in the defense.
4. Exterior lighting for the approved development shall be located and shielded to avoid casting glare into the night sky or onto nearby properties, unless such lighting is necessary for safety purposes.
5. Building Permit applications shall substantially conform to the project that was approved by the planning permit. All Building Permit submittals shall be accompanied by an itemized list of any changes from the project approved by the planning permit. The list shall detail the changes and indicate where the changes are shown in the plan set. Construction involving modifications that do not substantially conform to the approved project, as determined by the Community Development Agency staff, may be required to be halted until proper authorization for the modifications is obtained by the applicant.

**SPECIAL CONDITIONS**

1. BEFORE ISSUANCE OF A BUILDING PERMIT, the applicant shall submit a signed Statement of Conformance prepared by a certified or licensed landscape design professional indicating that the landscape plan complies with the State of California's Model Water Efficient Landscape Ordinance and that a copy of the Landscape Documentation Package has been filed with the Community Development Agency.

2. BEFORE ISSUANCE OF A BUILDING PERMIT, the applicant shall mark or call out the approved building setbacks on the Building Permit plans indicating the minimum distance of the building from the nearest property line or access easement at the closest point and any of the following features applicable to the project site: required tree protection zones, Wetland Conservation Areas, or Stream Conservation Areas.
3. BEFORE ISSUANCE OF A BUILDING PERMIT, the applicant shall revise the plans to depict the location and type of all exterior lighting for review and approval of the Community Development Agency staff. Exterior lighting visible from off-site shall consist of low-wattage fixtures, and shall be directed downward and shielded to prevent adverse lighting impacts to the night sky or on nearby properties. Exceptions to this standard may be allowed by the Community Development Agency staff if the exterior lighting would not create night-time illumination levels that are incompatible with the surrounding community character and would not shine on nearby properties.
4. BEFORE ISSUANCE OF A BUILDING PERMIT, the applicant shall record a Waiver of Public Liability holding the County of Marin, other governmental agencies, and the public harmless related to losses experienced due to geologic and hydrologic conditions and other natural hazards.
5. BEFORE ISSUANCE OF A BUILDING PERMIT, the applicant shall submit written confirmation that the property owner has recorded the "Disclosure Statement Concerning Agricultural Activities," as required by Section 23.03.050 of the Marin County Code.
6. BEFORE ISSUANCE OF A BUILDING PERMIT for any of the work identified in the project approval, the applicant shall install 3-foot high temporary construction fencing demarcating established tree protection zones for all protected trees that are not being removed in the vicinity of any area of grading, construction, materials storage, soil stockpiling, or other construction activity. The applicant shall submit a copy of the temporary fencing plan and site photographs confirming installation of the fencing to the Community Development Agency. Acceptable limits of the tree protection zones shall be the dripline of the branches or a radius surrounding the tree of one foot for each one inch diameter at breast height (4.5 feet above grade) of the tree trunk. The fencing is intended to protect existing vegetation during construction and shall remain until all construction activity is complete. If encroachment into the tree protection zone is necessary for development purposes, additional tree protection measures shall be identified by a licensed arborist, forester, or botanist, and the tree specialist shall periodically monitor the construction activities to evaluate whether the measures are being properly followed. A report with the additional measures shall be submitted for review and approval by the Planning Division before any encroachment into a tree protection zone occurs.
7. BEFORE FINAL INSPECTION, if encroachments into a tree protection zone have been approved, then the tree specialist shall submit a letter to the Planning Division verifying that the additional tree protection measures were properly implemented during construction activities.
8. BEFORE ISSUANCE OF A BUILDING PERMIT, temporary construction fencing shall be installed on the subject property at edge of the Wetland Conservation Area and/or Stream Conservation Area, as applicable to the site. The applicant shall submit a copy of the temporary fencing plan and site photographs confirming installation of the fencing to the Community Development Agency. The construction fencing shall remain until all

construction activity is complete. No parking of vehicles, grading, materials/equipment storage, soil stockpiling, or other construction activity is allowed within the protected area. If encroachment into the protected area is necessary for development purposes, additional protection measures shall be identified by a qualified biologist and the biologist shall periodically monitor the construction activities to evaluate whether the measures are being properly followed. A report with the additional measures shall be submitted for review and approval by the Planning Division before any encroachment into a protected area occurs.

9. BEFORE FINAL INSPECTION, if encroachments into a protected area have been approved, then the biologist shall submit a letter to the Planning Division verifying that the additional protection measures were properly implemented during construction activities.
10. BEFORE ISSUANCE OF A BUILDING PERMIT, the applicant must provide written evidence that all appropriate permits and authorizations have been secured for this project from the Bay Conservation and Development Commission, the California Department of Fish and Game, the Regional Water Quality Control Board, the California Coastal Commission, the California State Lands Commission, the Bay Area Air Quality Management District, and/or the United States Army Corps of Engineers.
11. BEFORE FOUNDATION INSPECTION, the applicant shall have a licensed land surveyor or civil engineer with proper surveying certification verify that the foundations of the project comply with the approved setback distances from adjacent property lines, access easements, or rights of way as shown on the approved building permit plans and submit a written (stamped) Building Setback Certification to the Planning Division. Verification is only required for setback distances when the structure is located up to or within one foot of the minimum required setback for conventionally zoned properties and when the structure is located within five feet of a property line, access easement, or right of way for planned district zoned properties. The building setback verification can also be satisfied by having a licensed land surveyor or civil engineer with proper certification conduct a survey of the appropriate boundaries and install survey hubs with connecting colored line in locations that can be readily used by the Building and Safety Inspection staff to verify building setbacks in the field prior to approval of the foundation inspection. If new survey hubs are installed, the project land surveyor or civil engineer must submit a written (stamped) Building Setback Certification to the Planning Division confirming that the staking of boundary lines has been properly completed.
12. BEFORE CLOSE-IN INSPECTION, the applicant shall have a licensed land surveyor or civil engineer with proper surveying certification prepare and submit written (stamped) Floor Elevation Certification to the Planning Division confirming that the building's finish floor elevation conforms to the floor elevation that is shown on the approved Building Permit plans, based on a benchmark that is noted on the plans.
13. BEFORE CLOSE-IN INSPECTION, the applicant shall have a licensed land surveyor or civil engineer with proper surveying certification submit a written (stamped) building Roof Elevation Certification confirming that the building conforms to the roof ridge elevations that are shown on the approved Building Permit plans, based on a benchmark that is noted on the plans. The Roof Elevation Certification shall include the roof materials in the calculation.
14. BEFORE CLOSE-IN INSPECTION, the applicant shall submit a written (stamped) building Floor Area Certification from the project surveyor or engineer confirming that the floor area of the building conforms to the floor area that is shown on the approved Building Permit

plans. The Floor Area Certification shall include the exterior siding finish for buildings in the calculation.

15. BEFORE FINAL INSPECTION, the project shall substantially conform to the requirements for exterior materials and colors, as approved herein. Approved materials and colors shall substantially conform to the materials and colors samples shown in "Exhibit A" unless modified by the conditions of approval. The exterior materials or colors shall conform to any modifications required by the conditions of approval. All flashing, metalwork, and trim shall be treated or painted an appropriately subdued, non-reflective color.
16. BEFORE FINAL INSPECTION, the applicant shall install all approved landscaping that is required for the following purposes: (1) screening the project from the surrounding area; (2) replacing trees or other vegetation removed for the project; (3) implementing best management practices for drainage control; and, (4) enhancing the natural landscape or mitigating environmental impacts. If irrigation is necessary for landscaping, then an automatic drip irrigation system shall be installed. The species and size of those trees and plants installed for the project shall be clearly labeled in the field for inspection.
17. BEFORE FINAL INSPECTION, the applicant shall submit a Certificate of Completion prepared by a certified or licensed landscape design professional confirming that the installed landscaping complies with the State of California's Model Water Efficient Landscape Ordinance and the Landscape Documentation Package on file with the Community Development Agency.
18. BEFORE FINAL INSPECTION, the applicant shall submit written verification from a landscape design professional that all of the approved and required landscaping has been completed and that any necessary irrigation has been installed.
19. BEFORE FINAL INSPECTION, the applicant shall call for a Community Development Agency staff inspection of approved landscaping, building materials and colors, lighting and compliance with conditions of project approval at least five business days before the anticipated completion of the project. Failure to pass inspection will result in withholding of the Final Inspection approval and imposition of hourly fees for subsequent reinspections.
20. BEFORE FINAL INSPECTION, utilities to serve the approved development shall be placed underground except where the Director determines that the cost of undergrounding would be so prohibitive as to deny utility service to the development.

#### CODE ENFORCEMENT CONDITIONS

1. Within 30 days of this decision, the applicant must submit a Building Permit application to legalize the development. Requests for an extension to this timeline must be submitted in writing to the Community Development Agency staff and may be granted for good cause, such as delays beyond the applicant's control.
2. Within 60 days of this decision, a Building Permit for all approved work must be obtained. Requests for an extension to this timeline must be submitted in writing to the Community Development Agency staff and may be granted for good cause, such as delays beyond the applicant's control.

3. Within 120 days of this decision, the applicant must complete the approved construction and receive approval of a final inspection by the Building and Safety Division. Requests for an extension to this timeline must be submitted in writing to the Community Development Agency staff and may be granted for good cause, such as delays beyond the applicant's control.

# INTER-OFFICE MEMORANDUM

DEPARTMENT OF PUBLIC WORKS

Second Transmittal

DATE: February 1, 2017

DUE: January 31, 2017

TO: Jeremy Tejirian

FROM: Cara E. Zichelli

APPROVED: \_\_\_\_\_

RE: MGH Temporary Use Permit & Tree Removal

Construction Trailers for Hospital Replacement Building (HRB)

Project P1517

AP#: 022-010-034 & 022-060-20

ADDRESS: 250 Bon Air Road, Kentfield or Greenbrae

## TYPE OF DOCUMENT

- DESIGN REVIEW
- LAND DIVISION
- USE PERMIT
- VARIANCE
- LOT LINE ADJUSTMENT
- COASTAL PERMIT
- ENVIRONMENTAL REV.
- OTHER: Temp Use Permit & Tree Removal

Department of Public Works Land Use Division  
has reviewed this application for content and:

Comments Included (Inc.) or  
Attached (Att.) from other DPW  
Divisions:

- Find it **COMPLETE**
- Find it **INCOMPLETE**, please submit items listed below
- Find it **ACCEPTABLE** as presented
- Greater than 1-Acre site disturbance (entire project)

- Traffic (incorporated)
- Flood Control
- Water Conservation
- Other: \_\_\_\_\_

### Conditions of Approval:

1. The proposed placement of the temporary construction trailers does not provide adequate sight distance for vehicles on Schultz Memorial Drive at the traffic light based upon the 35 mph prevailing speed (posted speed is 25 mph and adequate sight is provided for this speed). Applicant shall revise placement of trailers to provide adequate sight distance for the prevailing speed or prohibit right turns on red from Schultz Memorial Drive onto Bon Air Road. If the applicant chooses to prohibit right turns on red, they shall have their traffic engineer provide a new signal timing program. This shall be coordinated with DPW Traffic Operations.
2. The peak hour was identified in prior environmental documents as occurring between 4 and 6 pm. If the PM peak is to be avoided, then the work hours must be adjusted to avoid the 4 to 6 pm time period. To demonstrate that no additional peak PM trips will be generated beyond what was considered in the EIR, applicant shall verify on the documents provided with the applications for Encroachment Permit and Building Permit for the trailers the following:
  - a. Number of workers who will occupy trailers, and number of construction workers actively working on the HRB and related site improvements
  - b. Number of trips generated by these employees (both in trailer and laborers)
  - c. Normal working hours for all construction related workers (in trailer and laborers)
  - d. Number of parking spaces to be temporarily eliminated along Bon Air Road
  - e. Hours of off-site parking shuttle operations
  - f. Reference to amended EIR peak PM trips
3. **Off-Site Contractor Parking:** Applicant shall provide copies of lease agreements for off-site parking areas mentioned in Use Permit Application to verify duration and number of spaces secured.

4. **Limits on Hours of Operation for Off-Haul Traffic:** No off haul traffic will be allowed from 6 a.m. until 9 a.m. and from 3:30 p.m. until 6 p.m. unless specific arrangements have been approved by DPW.

**Merit Items:**

1. **Bon Air Road and Sir Francis Drake Boulevard are both County Maintained Roads.** An Encroachment Permit from the Department of Public Works (DPW) will be required for any work to be performed in the right of way, including, but not limited to, utility trenching, installation of new utility connections, median cuts, crosswalk improvements and construction of the driveway apron. All facilities shall be located, constructed, operated, and maintained in the time, place and manner that causes the least interference with the public's use of the public right-of-way as determined by and approved by the Road Commissioner/Director of Public Works. Note that the Road Commissioner/Director of Public Works retains the right to issue or deny an encroachment permit or impose conditions upon issuance of an encroachment permit. In addition, the vesting and permit duration of the Design Review Approval shall not be deemed to restrict the rights of the Road Commissioner/Director of Public Works to require, at the applicant's expense, the protection, support, temporary disconnection, relocation or removal of any facility owned, operated or maintained by the applicant approved pursuant to the Department of Public Works authority.
2. Per Marin County Code (MCC) 24.04.016, if construction activity, equipment, vehicles and/or material delivery and storage cause damage to any existing facility (e.g., pavement, curb, gutter, sidewalk, landscaping) beyond normal wear and tear, as determined by the agency, then the permittee shall be responsible for the repair of same.
3. Per MCC 23.18.093 any construction contractor performing work in the county shall implement appropriate BMPs to prevent the discharge of construction wastes or contaminants from construction materials, tools and equipment from entering a county storm drain system. In addition: all construction plans submitted to the county pursuant to any permit application shall consider the potential for erosion and sedimentation at the construction site and shall comply with county code Sections 24.04.625 and 24.04.627.
4. Property owner is responsible for complying with all current State and Federal accessibility requirements. Project improvements, both on and off site, shall be completed in accordance with current State and Federal accessibility requirements.
5. Plans shall clearly indicate the EIR documents, by name and date, from where analysis and mitigation measures come.
6. The plan is proposing the temporary removal of multiple street parking spaces along Bon Air Road. The permanent removal of these public parking spaces can only be approved by the Board of Supervisors.
7. **Bus Stops:** Bus stop location shall be coordinated with Marin Transit. All bus stops shall provide accommodation for persons with disabilities and a compliant accessible path of travel shall be provided from each bus stop to all facilities on the MGH campus.

**Prior to Issuance of Encroachment Permits or Building Permits associated with the new temporary construction trailers to support construction of the Hospital Replacement Building (HRB):**

1. **Provide written approval from responding Fire Protection District.** Must include minimum travel lane width or minimum clear width to be provided along Bon Air Road for emergency vehicles to travel at require response speeds, and approval (along with Building & Safety) for materials used in trailers adjacent to road.
2. **Site plans:** Site plans shall clearly depict and label curb and gutter, stripping along Bon Air, property line, existing pedestrian path along Bon Air Road frontage, proposed temporary accessible pedestrian path along Bon Air Road frontage, drainage facilities, curb cuts, parking restrictions, existing signage, etc.
3. **Dimensions:**
  - a. Dimension minimum of at least 4 feet from the outer edge of the travel lane painted line to the outer edge of the k-rail base; provide as much additional separation as possible.

- b. Dimension clear travel width required for emergency vehicle travel along Bon Air Road (as directed by responding Fire Protection District).
  - c. Dimension crash cushions to k-rail; should be 2-3 feet.
4. **Accessibility:** The project shall provide accessible routes from all site arrival points (accessible parking stalls, bus stops & sidewalks) to all on-site services, and between buildings and services, including from the hillside parking structure to the main hospital, from the bus stop to the mental health building, and from the right of way to the parking structure and to the main entrance.
- a. Every accessible path of travel shall be clearly indicated by a dashed or dotted line. Show and label these on the plans. **Use a consistent line type on all drawings within a plan set** (CM plans use several different line types).
  - b. Provide details for all elements of complaint accessible parking and paths of travel, including signage, ramps, cross walks, railings, etc.
  - c. Relocated pedestrian path along the Bon Air Road frontage shall provide a compliant accessible path of travel at all times.
  - d. Gates for entrance from right of way into construction trailer areas shall not swing out into the pedestrian path (see SA9.08).
5. **Grading & Drainage Plans:** Applicant shall provide Drainage & Grading Plans prepared by a licensed professional engineer. Plans shall, at a minimum, provide or address:
- a. Plan shall provide both existing and proposed topographic contours, and a sufficient number of spot elevations, to describe drainage patterns. The proposed project shall maintain existing drainage patterns. Specifically, demonstrate how flow along the gutter will be maintained with the construction of the temporary accessible pedestrian path which will cross the curb in two locations.
  - b. Plan shall show and label all existing and proposed drainage features and improvements. Improvements may include down spouts, footing and foundation drains, area drains and catch basins, piping and out fall structures or means of dispersion. Verify that trailer placement will not interfere with existing on site stormdrain inlets.
  - c. The plan shall also incorporate any recommendations from the Geotechnical Engineer.
  - d. Plans shall show and label the limit of disturbance, and provide the area of disturbance on the plans, expressed in square feet.
  - e. Provide the proposed cut and fill earthwork volumes on the plans. Construction Management Plans shall indicate to where off haul will be taken.
  - f. Add a note on the plans indicating that the Design Engineer shall inspect all construction and shall certify to the County in writing upon the completion of work that all grading and drainage improvements were installed in accordance with the approved plans and field direction. Be aware that a DPW Engineer shall inspect and accept work after receipt of certification letter. Certification letters shall reference building permit number or numbers for specific work being certified, the address of the property and the Assessor's Parcel Number (APN), and shall be signed and stamped by the certifying professional.
6. **Erosion and Sediment Control Plans and Updated SWPPP.**
- a. Applicant shall provide an updated NOI to the state, shall provide DPW with a copy of the amended SWPPP, and shall provide DPW with the new WDID or verify that this number has remained the same.
  - b. Applicant shall prepare and submit Erosion and Sediment Control Plans specific to the tree clearing, grading and other disturbance for installation of the temporary trailers, as well as for the removal of these:
    - i. The applicant shall submit an Erosion & Siltation Control Plan (ESCP) as described in MCC24.04.625 as amended on May 19, 2015 through Ordinance 3631. You may refer to the Marin County Stormwater Pollution Prevention Program's website, <http://www.marincounty.org/depts/pw/divisions/mcstoppp/development/during-construction> under the tab entitled "Erosion and Sediment Control Plans – with NEW REQUIREMENTS". The plan shall indicate means of access to areas of new excavation and construction, a stabilized construction entrance, the construction staging area, and means of restoring disturbed areas after construction activities have been completed.

- ii. The applicant or contractor shall also complete and submit the Erosion and Sediment Control Plan document (application) available at the link above.
7. **Construction Phasing and Management Plans:** Applicant shall provide detailed construction management plans which address the various phases of work to be completed in association with the installation of the temporary construction trailers, and the removal of the same. Plans shall provide a 24 hour emergency contact name and telephone number, normal work hours, and general contacts for the project. All work tasks, tree clearing, grading, creation of temporary accessible pedestrian path, trailer delivery and installation, fencing, placement of k-rail and crash cushion, temporary striping in right of way, utility work, and ultimate removal and restoration of the area. Each phase shall outline the work tasks to be completed in that phase, and depict the following:
- a. Dimension clear travel lane and bike lane width along Bon Air
  - b. On-site and off-site signage regarding pedestrian access, vehicular access, modified traffic patterns, etc.
  - c. Accessible path of travel from the right of way to on-site services, and from accessible parking spaces to on-site services (both the main hospital and County Mental Health Building).
  - d. Traffic Control per CalTrans standards
  - e. Construction access and circulation.
  - f. Parking Plans which show available parking and temporary parking restrictions FOR EACH PHASE. Erosion & Sediment Control Plans (see comment above).
  - g. Copy of SWPPP and WDID (see comment above).
8. **Utility Plans.** Indicate source and show all connections for water, sanitary sewer, electric and telecom for the trailers.
9. **Work in the Bon Air Road Right of Way.** Applicant must obtain Encroachment Permits for any and all work to be conducted in the Bon Air Road Right of way.
- a. All improvements shall conform to State and Federal Accessibility requirements.
  - b. Itemize all work to be performed in the right of way, group work into various Encroachment Permits, and identify who will be applying for each Encroachment Permit. Encroachment Permits must be applied for and issued before any work can begin in the road right of way.
  - c. Responding Fire Protection District must approve final design prior to issuance of the Encroachment Permit.
  - d. Building Permit for the trailers shall not be issued until the Encroachment Permit (or Permits) is issued.
  - e. Encroachment Permit plans must provide full details for k-rails, traffic control, signage (reduced shoulder ahead, work zone ahead, etc.), crash cushions, relocated accessible pedestrian path, fences, striping, restoration, etc. Applicant to provide an enlarged detail of the work area and fully dimension all required and provided widths, setbacks, clearances, etc. Crash cushion shall be per Cal Trans standards.
  - f. MGH and McCarthy must agree to the conditions of the EP prior to issuance. (conditions will include requirement to keep an incident and maintenance log for the crash cushion, replacement of any crash cushion which has been hit or otherwise damaged).

END



## Ross Valley Sanitary District

2960 Kerner Blvd., San Rafael, CA 94901  
Tel. (415) 259-2949 Fax (415) 259-2957

January 25, 2017

Jeremy Tejirian, Project Planner  
Marin County Community Development Agency  
Dept. of Planning and Building Services  
3501 Civic Center Drive, Room 308  
San Rafael, CA 94903

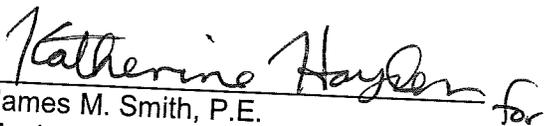
**SUBJECT: 250 BON AIR ROAD, KENTFIELD;  
TEMPORARY CONSTRUCTION MANAGEMENT TRAILERS AND TREE  
REMOVAL** **APN: 022-060-20**

Dear Mr. Tejirian:

We received your transmittal letter dated November 30, 2016 concerning the above-referenced project. This project does not appear to impact the public sanitary sewer system. Therefore, Sanitary District No. 1 has no objection to this project.

If you need further information regarding this matter, please contact our office.

Sincerely,

  
James M. Smith, P.E. for:  
Engineer

# Kentfield Planning Advisory Board

P.O. Box 304, Kentfield, California 94914

## Minutes of December 14, 2016

Anne Petersen called the meeting to order at 7 p.m. in the COM Student Union. Other board members also present: Bitsa Freeman, Dale Hansen, John Mann, Neil Park, Pam Scott.

**Minutes of October 12, 2016.** M/S (Dale/Pam) and unanimously approved as submitted.

### **Marin General Temporary Use Permit/Tree Removal Permit (Tejirian)**

(Guests for project: Darren Graves, Perkins Eastman; Al Dewitt, SWA Group)

Mr. Graves and landscape consultant Mr. DeWitt reviewed plans for the temporary construction trailers and associated changes in landscaping, including tree removal and replacement. They stated the following:

- The trailers are proposed for the hospital property's Bon Air frontage, including encroachment into the public sidewalk, because another location close to the campus and the construction is not available. St. Sebastian's could not accommodate more MGH vehicles; a location along the retaining wall would not meet fire requirements; nearby vacant offices are zoned for medical use and could not be used for this purpose; and use of medical staff parking was ruled out by the hospital administration. In addition, he said, there is no vacant space at this time in any of the hospital structures.
- Per Mr. Graves, the spaces leased at St Sebastian's are currently limited to construction employee vehicles. He also said he believes these are not being monitored.
- The project would require removal of a number of trees, more than what the original plan specified. These include 10 Monterey pine and some oaks, many of considerable size.
- To provide screening, a row of oak, redwood, and big leaf maple would line a portion of the hospital's Bon Air frontage. A larger size tree than was originally planned for in landscape plans would be used to help compensate for the extra tree removal. Lower vegetative cover would be provided by low-growing manzanita. An effort is being made to use native, drought-resistant species.
- Bus stops on both side of Bon Air Road would remain where they are.
- Eight parking spaces on the southeast side of Bon Air Road would be removed.
- The construction contract for which the trailers are needed is for the hospital replacement building, to be completed in 2020, so trailers would likely remain at least until that time.

Board discussed or expressed some concern about the following:

1. Concern that the driving surface of Bon Air Road is in poor condition.
2. Questioned if drivers, as they round the curve headed from Magnolia to SFD, have sufficient warning that they are approaching a traffic light at Schultz Drive, due the various construction related buildings close to the road.
3. Leaf litter from the big leaf maple, and other trees, could create a slippery surface that adds to danger of someone falling. The walkways need to be well maintained.
4. Existing redwoods are not doing well. There was some speculation that soil salinity is the problem. Before planting more trees, the soil should be checked to see if the area is suitable for the vegetation planned, and, if not, other species should be used.
5. On the whole, board members approved of the landscape plans presented this evening.

**Recommendation.** M/S (John/Bitsa) and unanimously approved to recommend approval of this application, including the landscape plan reviewed by Mr. Graves and Mr. DeWitt, with the following conditions:

- The entire roadway frontage along the Bon Air construction area will be fully landscaped with a significant number of trees when trailers are removed.
- The hospital will provide frequent maintenance along walkways to ensure that fallen leaves (particularly from big leaf maples), or other debris, do not create unsafe walking conditions.
- Soil salinity, and other growth factors, should be evaluated where new trees have been planned to determine whether or not the soil is suitable for the planned vegetation.
- At the time the parking spaces are removed on Bon Air Road a parking time limit, similar to the short term parking on the opposite side of the road, should be established, posted and enforced, for the southeast side of Bon Air Road to insure that spaces in this area remain available for park users and hospital visitors. These spaces along the hospital property are apparently currently being used by staff, or other users, for the entire day, and thus are not available to the public during the day.

**Other Business.** County CDA staff will be asked to check on two properties, to verify that FAR and height lines are in conformance at 75 Berens Drive and 119 McAllister Avenue.

The meeting was adjourned at 8:20 p.m.

Minutes: Ann Thomas