

**PA # 21-29 Cotati Village 1
Conditions of Approval**

REAL PROPERTY

1. Please provide a current (within the last 3 months) **Preliminary Title Report** (including the grant deed and title items) and show all existing easements and other relevant title items on the Site Plan and other plans as appropriate.
2. Proposed Easements shall be finalized (legal descriptions and plats) and presented to the City for review prior to recordation before the issuance of a building and/or grading permit.
3. If the property is not presently included, the owner shall execute an agreement to annex into the City's Community Facility (CFD) District. The owner shall create a CFD if one does not already exist and annex the property into it. Determination of parcel descriptions to be dedicated to the District (versus roadway right of way) shall be determined by the City Engineer. Public facilities within public properties/rights of way shall be included in the district in terms of funding maintenance of such facilities, shall be determined by the City Engineer.

PUBLIC WORKS / ENGINEERING

(Unless otherwise stated, conditions in this section shall be to the satisfaction of the City Engineer prior to issuance of a Grading Permit.)

Reports and/or Studies:

4. Site Specific Geotechnical Investigation Report
5. Site Specific Traffic Impact Study and recommendations
6. Water and Sewer use and capacity study with recommendations
7. Environmental Study including requirements/limitations.
8. Hydraulics and Hydrology Report
9. Storm water Low Impact Development Report

Improvement Plans:

The following Conditions of Approval shall be satisfied prior to Improvement Plan Approval:

General Requirements:

10. The developer shall prepare and submit a separate set of Public Improvement Plans for the construction of all public improvements with separate sheets for
 - a. Demolition: showing all items to be removed such as buildings, well system, septic system, current road improvements and other ROW features.
 - b. Utilities including water, sanitary sewer, storm drain facilities, joint trench, etc.

- c. Roadway Improvements including grading, curbs, gutters, sidewalks, parkway strips,
- d. Storm Water and Erosion Control plan shall be included.
- e. A Photometric Plan shall be included showing proposed streetlights.
- f. Striping and Signage including signing, striping, streetlights, painted curbs, etc.
- g. Details including site specific and all referenced city, state, or other details.
- h. Where modifications or improvements are minimal, some items and sheets may be combined, but surface improvements and underground improvements should remain separate for clarity.

All design and construction shall conform to the latest edition of the City of Cotati Design and Construction Standards. The submittal shall include a detailed Engineer's Estimate for the public improvements including items, unit costs and quantities.

- 11. All plan sets submitted for improvement plans and final map shall have a sheet printed with all conditions of approval written herein.
- 12. The Improvement Plans shall include an approval line for the Geotechnical Engineer to sign off on the plans based on their Geotechnical Investigation Report.
- 13. A letter shall be provided by the engineers providing the studies or reports indicating compliance with their respective report and recommendations. This would include the following reports:
 - a. Geotechnical
 - b. Traffic
 - c. Water and Sewer
 - d. Environmental
 - e. Hydraulics and Hydrology
 - f. Stormwater LID
- 14. Improvement Plans must be approved and signed by the City Engineer, Community Development Director, Police Chief and Rancho Adobe Fire District prior to the issuance of an Encroachment Permit, Grading Permit or Building Permit.
- 15. The applicant shall enter into a deposit agreement with the City to assure all City project review and inspection costs are reimbursed by the project proponent. A plan check and inspection fee deposit shall be paid prior to the signature of the Improvement Plans.
- 16. A Construction General Permit is required from the State Water Board if construction activity results in a land disturbance of one acre or more. Construction activity subject to this permit includes clearing, grading and disturbances to the ground such as stockpiling, or excavation. The Construction General Permit requires the development of a Storm Water Pollution Prevention Plan (SWPPP) by a certified Qualified SWPPP Developer (QSD).
- 17. Mailbox plans and locations shall be approved by the Cotati Postmaster prior to Improvement Plan approval. The developer shall provide a letter and exhibit showing mailbox locations from the Cotati Postmaster approving mailbox locations.

18. Existing curb, gutter and sidewalk along the project frontage that are to remain and are in disrepair shall be removed and replaced as part of the improvements for this project. All nonconforming pedestrian ramps and driveway approaches shall also be brought up to current accessibility standards. All as determined by the City Engineer.
19. Deviations from City Standards shall require the approval by the City Engineer. The applicant's engineer shall request all design exceptions in writing.
20. Project benchmark shall be based on a City approved USGS benchmark.
21. A "dry" Utility Plan shall be submitted for review and approval by the City Engineer, prior to Improvement Plans approval.
22. Submit a Storm Water Determination Worksheet, and assuming Low Impact Development (LID) requirements are triggered, prepare and submit an Initial SWLIDS along with a Completeness Checklist, pursuant to the City of Santa Rosa LID Manual, 2017 Storm Water Technical Design Manual Narrative. These resources can be found at the following link: <https://srcity.org/1255/Low-Impact-Development>.
23. An Encroachment Permit is required for all improvements, work activities, and staging or storage of equipment and materials within the public right-of-way subject to the approval of the Director of Public Works / City Engineer.
Information on our Encroachment Permit process can be found at: http://www.cotaticity.org/city_hall/departments/public_works_and_engineering/encroachments.
24. If the project involves movement of greater than 50CY, a Grading Permit is required prior to commencement of earthwork. Information on the Grading Permit application can be found at: https://www.codepublishing.com/CA/Cotati/#!/Cotati14/Cotati1434.html#_14.34.050.
25. Required Improvement Plan Notes:
 - a. "Any excess materials shall be considered the property of the contractor and shall be disposed of away from the job side in accordance with applicable local, state and federal regulations."
 - b. "All existing overhead utilities (of 26,000 volts or less) and proposed utilities, both on-site and along project frontages, shall be placed underground. This does not include surface mounted transformers, pedestal mounted terminal boxes and meter cabinets, which are required to be screened by means acceptable to the City."
 - c. "If hazardous materials are encountered during construction, the contractor will halt construction immediately, notify the City of Cotati, and implement remediation (as directed by the City or its agent) in accordance with any requirements of the North Coast Regional Water Quality Control Board."
 - d. "The contractor(s) shall be required to maintain traffic flow on affected roadways during non-working hours, and to minimize traffic restriction during construction. The contractor shall be required to follow traffic safety measures in accordance with the Cal Trans "Manual of Traffic Safety Controls for Construction and Maintenance Work Zones." The City of Cotati emergency service providers shall be notified of proposed construction scheduled by the contractor(s). The project specifications shall require that the contractor(s) notify emergency service providers in writing at least 24 hours in advance of its proposed

schedule of work. A Traffic Handling Plan shall be provided to the City for City Engineer approval prior to any work occurring within the public right of way."

- e. The following notes shall be added to the cover of the plans in bold.

IMPORTANT NOTICE TO DEVELOPER AND ALL CONTRACTORS:

Utility joint trench location shall be field staked and approved by the City PRIOR TO INITIATION OF ANY TRENCHING. This required approval by the City is independent of any authorization granted by the Utility Company, the Developer and/or Contractor. Trench locations within the tree protection zones of any protected trees may not be approved by the City. The City's inspector may require consultation by the City's arborist prior to approval of trench location. Failure to comply with these requirements may result in an immediate order to stop work, as well as incurrence of civil penalties as provided by City Ordinance.

NOTE: Soil shall not be treated with lime or other cementitious material without prior express permission by the City Engineer.

Frontage & Roadway Improvements:

26. The applicant shall ensure that all proposed improvements along the frontage of Highway 116 are approved by Caltrans and in conformance with the "State Route 116 & West Cotati Avenue Realignment" project produced for the City of Cotati by Fehr and Peers.
27. All improvements to Highway 116 shall conform to the recommendations of an approved project Traffic Impact Study.
28. The Improvement Plans shall include street profiles, typical street sections and calculations for the street design. Said plan shall incorporate the findings and recommendations from the approved Soils Report for the pavement design and the approved Traffic Study. The proposed T.I. shall be submitted to the City Engineer for review and approval.
29. The structural section of all road improvements shall be designed using a soil investigation which provides the basement soils R-value and expansion pressure test results. If no R-value tests are supplied, roadway structural sections shall be designed using an R-value of 5.0. A copy of a soils report and structural section calculations shall also be submitted with the first Improvement Plan check.
30. Accessible Ramps shall be provided at all intersections, crosswalks, driveways, and where sidewalks are proposed. Ramps shall conform to Caltrans Standards A88A or A88B, Or as specifically detailed for the individual site to meet site ADA guidelines.
31. Sidewalk widths shall be provided to allow a clear five-foot walkway at all locations, including but not limited to areas where mailboxes, streetlights, street signs and fire hydrants are to be installed.
32. One-inch chases shall be installed to all parkway strips from adjacent parcels to allow for the installation of irrigation lines.

Lighting, Signing and Striping Plan:

33. Streetlights shall be City Standard Decorative type or approved equal. Developer shall provide additional streetlights for replacement purposes (5% of total or as otherwise approved).

34. Plans shall be subject to the review and approval of the City Engineer and the Police Chief. A photometric plan for the project site shall be submitted to the City Engineer for review and approval.
35. Striping, pavement markings and traffic signage shall be provided on all streets as necessary and as required by the City Engineer. Signage restricting parking and red painted curbing shall be installed where appropriate. Speed limit signs shall be installed at locations determined by the City Engineer.

Drainage Improvements:

36. All project related flooding impacts shall be mitigated by the project developer. Drainage improvements shall be designed by a Civil Engineer registered in the State of California in accordance with the Sonoma County Water Agency's Flood Control Design Criteria. Public and private drainage improvements (including Storm Water Management Plans) shall be shown on the improvement plans and shall be submitted to and approved by the City of Cotati and/or Sonoma County Water Agency (SCWA) prior to approval by the City Engineer.
37. Plans and engineer of record certifications shall be provided by the developer to demonstrate compliance of all improvements, including building pads and finished floor elevations, with the City's Flood Plain Ordinance, to the satisfaction of the Building Official and City Engineer. Pad elevations shall be constructed at a minimum of 1 foot above the 100-year Floodplain / Hydraulic Grade Line as determined by the City and certified by the project engineer.
38. All design and construction shall meet the requirements of the most recent editions of City of Cotati, Phase I MS4 permit and the City of Santa Rosa Low Impact Development (LID) Technical Design Manual. Prior to approval of the improvement plans, the applicant shall submit a Final Storm Water Low Impact Development Plan (FSWLID) subject to review and approval by the City Engineer. The plan shall include post-construction storm water treatment and peak reduction measures and shall address maintenance of private and/or public storm water facilities. The FSWLID shall be approved by the City Engineer prior to issuance of the grading permit.

Also include a three-part program designed to limit direct disposal of contaminants into streets and storm drains: labeling all catch basins - "No Dumping - Drains to Creek"; strictly limiting the use of non-biodegradable fertilizers or pesticides; prohibit the regular washing or maintenance of vehicles in paved areas that drain directly into the storm drain system.
39. Prior to approval of improvement plans and issuance of any Permits the applicant/developer shall submit a Declaration of Covenants Regarding Maintenance of Storm Water Best Management Practices (BMP) Facilities. The applicant/developer shall obtain the City's review and approval of the said Declaration and record with the Sonoma County Recorder against the parcel prior to approval of the Grading/Building permit or issuance of Certificate of Occupancy permit, timing subject to the discretion of the City Engineer. The planter and landscape strips adjacent to public streets shall be included in the Declaration and be maintained by the private property owner(s), subject to review and approval by the City Engineer.
40. All on-site storm drain facilities installed as part of the project shall be private and clearly identified as "private" on the design drawings.

Grading Improvements:

41. The developer's engineer shall include a site-grading plan prepared by a Civil Engineer registered in the State of California as part of the required improvement drawings. Lots shall be generally designed to drain to the street, unless otherwise approved in the interest of tree preservation or other unusual circumstances.
42. The grading plan shall clearly show all survey monuments and property corners and shall state that they shall be protected and preserved. Should monuments be damaged or destroyed during construction, they shall be replaced by the developer.
43. The applicant shall submit to the City for review and approval, a detailed Soils Report/Geotechnical Investigation prepared by a Civil Engineer registered in the State of California and qualified to perform soils work. The grading plan shall incorporate the recommendations of the approved Soils Report and be signed by the project Geotechnical Engineer.
44. Where soil or geologic conditions encountered during grading operations that are different from those anticipated in the Soils Report, or where such conditions warrant changes to the recommendations contained in the original soil investigation, a revised soil or geologic report shall be submitted for approval by the City Engineer. It shall be accompanied by an engineering and geological opinion as to the safety of the site from hazards of land slippage, erosion, settlement, and seismic activity.
45. All existing wells, septic tanks and/or underground fuel storage tanks shall be clearly identified on the demolition plan and abandoned under permit and inspection of Sonoma County Environmental Health or other designated agency. If there are none, the project engineer shall provide a letter describing the scope of the search done to make this determination.
46. Improvements plans shall include an erosion control (winterization) plan. The plan must include an order of work and staging/scheduling component indicating when facilities must be installed and when they may be removed. A separate Rain Event Action Plan (REAP) shall be required and prepared as part of the Storm Water Pollution Prevention Plan (SWPPP). A copy of the REAP shall be kept on-site throughout the duration of construction activities.

Utility Improvements:

47. All existing overhead utilities (of 26,000 volts or less) and proposed utilities, both on-site and along project frontages, shall be placed underground. All proposed utilities are to be placed underground per Chapter 17.30.100 of the City's Municipal Code.

Sanitary Sewer and Water Improvements:

48. The applicant shall submit for City review and approval the domestic water use calculations and meter sizing. Water use calculations shall compare the estimated water use to the water use attributed to the area by the Water Master Plan (latest edition).
49. The applicant shall submit for City review and approval the sanitary sewer use study. The study shall present expected sewer flow generation, a comparison of the expected sewer flows to what was attributed to the area by the Sewer Master Plan (latest edition).

50. Prior to issuance of a building permit, developer shall obtain a letter from the City of Santa Rosa stating their requirements for a sewer use permit have been satisfied.
51. All on-site sewer facilities installed as part of the project shall be private and clearly identified as "private" on the design drawings.
52. City shall install a domestic and an irrigation meter at property line in City ROW and Developer is to comply with SB 7 provisions regarding submetering individual dwelling units, specifically California Water Code Division 1, Chapter 8. Water Measurement [500-537.5]. Water lines, including fire lines, and sewer lines on the private property shall be identified as "private" on the design drawings. Fire hydrants may connect directly to public mains.
53. All irrigation water mains, service laterals, plumbing, valves, pipes, appurtenances, irrigation parts, vaults and boxes must be purple.

Permit Requirements:

54. Provide evidence that a Notice of Intent has been submitted and received by the North Coast Regional Water Quality Control Board for a General Construction Activity Storm Water Permit. Two copies of the project Storm Water Pollution Protection Plan shall be provided to the City prior to issuance of a grading permit, encroachment permit or building permit.
55. It is Applicant's responsibility to obtain and provide proof of all permits necessary from other local, state and federal agencies. Applicant shall provide evidence of these permits at the time of grading plan submittal.

Other / Landscape Parcels:

56. Landscape and irrigation plans for plantings shall be submitted at the time of the Improvement Plan submittal package. All landscaping and irrigation shall comply with the City Water Efficient Landscape Ordinance (WELO). Said plan is subject to review and approval by the City Engineer.
57. The landscape plans shall show underground utilities and no trees shall be planted over any existing or proposed underground utilities.

Public Improvement Agreement (PIA):

58. The applicant shall execute a City standard Public Improvement Agreement to address the proposed Old Redwood Highway public improvements. The agreement shall address design, construction, dedication of and City acceptance of the public improvements. The agreement shall include and engineer's cost estimate for the public improvements, security for the completion of these improvements, an initial deposit and execution of the City's deposit account agreement for City inspection of the construction of the public improvements. The agreement shall be submitted for review and approval by the City. The agreement shall also address the ownership, maintenance, lighting, parking, access and shall be recorded against the lands of the project.

Grading Permit

Prior to Issuance of a Grading Permit the following Conditions shall apply:

59. The Improvement Plans shall be approved by the City Engineer.

60. Submittal of copies of required permits and/or agreement from resource agencies.

Encroachment Permit

Prior to Issuance of an Encroachment Permit the following Conditions shall apply:

61. A Traffic Control and Work Plan shall be submitted to the City Engineer for review and approval. At a minimum, the Traffic Control Plan shall address ingress and egress, haul route, flagging, and maintenance of the road and identifies a staging area. The plan shall be reviewed and approved by the Chief of Police and the Planning Department prior to the start of any sitework.

62. An Encroachment Permit shall be required prior to performing work on public utilities or work within public rights-of-way or public easements.

During Construction Operations the Following Conditions Shall Apply:

63. The developer shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period, as found necessary by the City Engineer. If a construction entrance is used, the area shall be swept and cleaned daily to remove any dirt, mud or debris. If necessary, street sweeping may be required.

64. The developer shall be responsible for all damage to existing City streets during construction and shall repair all damaged facilities at no cost to the City.

65. If any hazardous waste is encountered during the construction of this project, all work shall be immediately stopped and the Sonoma County Environmental Health Department, the Fire District the Police Department, and the City Inspector shall be notified immediately. Work shall not proceed until clearance has been issued by all of these agencies.

66. During construction, the Contractor shall be responsible for controlling noise, odors, dust and debris to minimize impacts on surrounding properties and roadways. Contractor shall be responsible that all construction equipment is equipped with manufacturers approved muffler's baffles in compliance with all City codes relating to noise and idling equipment. City Code includes but is not limited to section 17.30.050. Failure to do so may result in the issuance of an order to stop work.

67. If grading is to take place between October 15 and April 15, both temporary and permanent erosion control measures, conforming to the project erosion control plans shall be in place before October 1st. Erosion control measures shall be monitored and maintained continuously throughout the storm season.

68. The following minimum Best Management Practices (BMPs) shall be required during construction:

- a. Construction crews shall be instructed in preventing and minimizing pollution on the job.
- b. Stabilize construction entrance/exit to prevent tracking onto roadway. Only one stabilized construction entrance/exit will be allowed per site. Vehicles entering and leaving construction sites spread pollutants such as sediment, gravel, and other loose particles

onto adjacent roads. Pollutants are washed into roadside ditches and are a nuisance to drivers and may cause damage to vehicles.

- c. Protect exposed slopes from erosion through preventative measures. Cover slopes to avoid contact with storm water by hydro-seeding, mulch, use of plastic sheeting or other approved means.
- d. Use brooms and shovels, when possible, to maintain a clean site. Use of a hose is not recommended. Introducing water as a cleanup method adds to water pollution.
- e. Designate a concrete washout area, if needed, to avoid wash water from concrete tools or trucks from entering storm drain systems. Maintain washout area and dispose of concrete waste on a regular basis.
- f. Establish a vehicle storage, maintenance, and refueling area, if needed, to minimize the spread of oil, gas, and engine fluids. Use of oil pans under stationary vehicles is strongly recommended.
- g. Protect drain inlets from receiving polluted storm water through the use of filters such as fabrics, gravel bags or straw wattles.
- h. Be prepared for rain and have the necessary materials onsite before the rainy season.
- i. Inspect all BMPs before and after each storm event. Maintain BMPs on a regular basis and replace them as necessary, through the entire course of construction.

69. In the event that any cultural resources are uncovered during earthmoving activities, all construction excavation activities would be suspended for a period to be determined by a City-approved archaeologist to allow for adequate inspection, recommendation and retrieval, if appropriate.

70. In the event that human remains are uncovered during earthmoving activities, all construction excavation activities shall be suspended, and the following measures shall be undertaken:

- a. The Sonoma County Coroner shall be contacted.
- b. If the coroner determines the remains to be Native American, the coroner shall contact the Native American Heritage Commission within 24 hours.
- c. The project sponsor shall retain a City-approved qualified archaeologist to provide adequate inspection, recommendations and retrieval, if appropriate.
- d. The Native American Heritage Commission shall identify the person or persons it believes to be the most likely descended from the deceased Native American and shall contact such descendant in accordance with state law.
- e. The project sponsor shall be responsible for ensuring that human remains and associated grave goods are reburied with appropriate dignity at a place and process suitable to the most likely descendent.

Prior to Acceptance of Public Improvements and Bond Exoneration, the Following Conditions of Approval Shall Be Satisfied:

71. All improvements shown on the Improvement Plans shall be completed and accepted by the City.

72. Prior to acceptance of improvements or occupancy of buildings, existing curb, gutter and sidewalk to remain shall be inspected by the City. Any curb, gutter and sidewalk which is not in accord with City standards or is damaged before or during construction, shall be replaced.
73. The developer shall provide a written statement signed by his or her engineer verifying that the grading and/or drainage improvements are completed in accordance with the plans approved by the City Engineer, and the Building Official.
74. A complete set of As-Built or Record improvement plans showing all constructive changes from the original plans, shall be provided to the Public Works Department prior to final acceptance of the public improvements.