

**DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT  
ENGINEERING DEVELOPMENT SERVICES**

**EXHIBIT "A"  
05/09/2022**

**Green Pen Dispensary – Site Improvements (parking lot paving)  
349 College Avenue  
LMA21-021**

- I. Developer's engineer shall obtain the current City Design and Construction Standards and the Engineering Development Services Department's Standard Conditions of Approval dated August 27, 2008 and comply with all requirements therein unless specifically waived or altered by written variance by the City Engineer.
- II. In addition, the following summary constitutes the recommended conditions of approval on the subject application/development based on the plans stamped received May 3, 2022:

**EASEMENT DEDICATIONS**

1. An easement declaration of reciprocal access, parking, and drainage shall be required for the driveway connection between the 3 parcels as configuration shown on the Site Plan. Conformed copies of the recorded covenant shall be submitted to the City prior to the issuance of the Building Permit.
2. All dedication costs shall be borne by the Applicant or property owner, including preparation of any legal descriptions, plats, title reports, and deeds that are necessary. Legal descriptions and plats shall be prepared by a registered Land Surveyor or Civil Engineer licensed to practice Land Surveying in the State of California.

**PUBLIC STREET IMPROVEMENTS**

3. An Encroachment Permit is required prior to issuance of the building permit. Any improvements proposed or required, within the public right shall be reviewed and approved with the Encroachment Permit application. Only Construction plans submitted with the Encroachment Permit Application are final plans and shall be approved for construction. Contact Engineering Development Services at 543-3200, located at 100 Santa Rosa Avenue, Room 5, as soon as possible to begin Encroachment Permit application processing. Encroachment Permit application processing may take 4-6 weeks. Submit plans showing all work in the public right of way, or in public easements, including all work on public utilities (water meter boxes, sewer lateral cleanouts, backflow devices, etc.)
4. Two one-way commercial driveways shall be constructed along Glenn Street and College Avenue in accordance with City Standard detail 250A if they do not already exist. The private driveways shall have a minimum width of 12-feet as the

back of sidewalk, unless otherwise approved by a variance by the City Engineer, accessing through an additional 6-feet in width at the curb cut. Provide for a public sidewalk, level portion of sidewalk behind the driveway ramp.

5. Any non-standard sidewalk sections, curb and gutter, and driveway approaches along the property's frontage shall be upgraded to the current standard in order to ensure a compliant path of travel within the public right-of-way or public easements and to mitigate any potential trip hazards.

### **STORM WATER COMPLIANCE**

6. Note on the plans submitted with the building permit application that "no debris, soil, silt, bark, slash, sawdust, rubbish, cement or concrete washings, oil or petroleum products, or other organic or earthen material from any construction or associated activity of whatever nature, shall be allowed to enter into or be placed where it may be washed by rainfall into the storm drain system. When operations are complete, any excess material or debris shall be removed from the work area."

### **BUILDING** (from Mike Enright dated 12/21/2021)

7. Obtain building permits for the proposed project.

### **STORM DRAINAGE**

8. Any needed drainage facilities and drainage easements shall be provided to the satisfaction of the City Engineer and shall be designed per the Sonoma County Water Agency's Flood Control Design Manual and the City of Santa Rosa Design and Construction Standards at the developer's expense.
9. No cross lot drainage is permitted without a drainage easement in place.
10. Grading and drainage plans shall be submitted with the Building Permit Application.

### **WATER AND WASTEWATER**

11. Demand fees may be required and shall be determined during review of the building permit application. Submit the type of use in each portion of the building (residential, office, warehouse, lab, manufacturing, cultivation, etc.) and the square footage of each usage type with the building permit application. The applicant may contact the Water Engineering Services division at [watereng@srcity.org](mailto:watereng@srcity.org) to obtain a preliminary fee calculation.
12. All irrigation and domestic water services shall be protected with a reduced pressure backflow device per City Standard 876. Backflow additions or upgrades shall be required as part of the building permit review. The location of all existing

or proposed utilities and backflow devices shall be shown on the utility plan submitted with the building permit application.

13. No plumbing for landscape irrigation or any other use shall cross lot lines.
14. Any existing water or sewer services that shall not be used shall be abandoned at the main per City Design Standards. Abandon the existing residential services to the existing house (349 ½ College Ave) that is to be demolished.
15. A sewer cleanout per City Standard 513/513A shall be installed on the existing sewer lateral if one does not already exist. The location of the cleanout shall be shown on the utility plan submitted with the building permit application. The type of cleanout and the placement shall be based on the depth of the existing lateral. The installation of the clean out shall be performed under an encroachment permit.
16. Any additions or modifications to the existing landscaping shall be consistent with the Water Efficient Landscape Ordinance adopted by the Santa Rosa City Council, Ordinance 4051, on December 1, 2015. Landscape plans will be reviewed during the building permit stage to determine compliance with the ordinance.

**RECREATION AND PARKS** – (from Tim Bernard dated January 3, 2022)

17. As applicable, street trees shall be required and planted by the developer. Selection will be made from the City's approved master plan list and inspected by the Parks Division may occur. Planting shall be done in accordance with the City *Standards and Specifications for Planting Parkway Trees*. Copies of the master street tree list and the standards are available at the Parks Division Office (707) 543-3770. This declaration shall be added to the General Notes of the improvement plans.
18. All landscaping shall be privately maintained and irrigated. Property owners shall be responsible for the irrigation and maintenance of the street trees and maintenance of the planter strips in front of and alongside of their lots.



05/09/2022

CLEVE GURNEY - EDS ASSISTANT ENGINEER