

**CITY OF SANTA ROSA, CALIFORNIA  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT  
ENGINEERING DEVELOPMENT SERVICES**

**EXHIBIT "A"  
June 29, 2022**

**Brookwood Medical  
4-story medical office building, and a 6-level parking structure  
101 Brookwood Avenue  
PRJ21-024**

- I. Developer's engineer shall obtain the current City Design and Construction Standards and the Engineering Division of the Planning & Economic Development 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. Developer's engineer shall comply with all requirements of the City Storm Water Low Impact Development Technical Design Manual in effect at the time this application was deemed complete.
- III. Submit landscape and irrigation plans in conformance with the Water Efficient Landscape Ordinance adopted by the Santa Rosa City Council, Ordinance 4051, on December 1, 2015.
- IV. In addition, the following summary constitutes the recommended conditions of approval on the subject application/development based on the plans and SWLIDS received 6-20-22, the Traffic Impact Study prepared by W-Trans dated 1-19-22 and Addendum dated 3-16-22, and Preliminary Hydrology and Hydraulics Study received 5-26-22:

**PUBLIC EASEMENT DEDICATION**

1. All public easement and right of way dedications shall be granted by separate instrument. Where needed, required easements are referenced within the appropriate sections of these conditions and/or the Standard Conditions.
2. Prior to the signing of Improvement Plans or the issuance of any Encroachment Permit, required public easements and rights of way shall be dedicated to the satisfaction of the City Engineer.

**MAPPING**

3. All costs associated with map, plan, easement, plat, legal description, and/or support document preparation shall be the sole responsibility of the developer.
4. A merger or lot line adjustment is required prior to issuance of any Building Permit that crosses current lot lines.

## PUBLIC STREET IMPROVEMENTS

5. All public and private improvements, both on-site and off-site; all rights-of-way and easement acquisitions, be they on-site or off-site; and all removal, relocation, or undergrounding of existing public utilities and any coordination thereof required or necessitated as a result of the review and approval of the project and the cost thereof shall be the obligation of the developer unless express written provision to the contrary is agreed to by the City. The full installation of all such required improvements to the satisfaction of the City Engineer shall be completed prior to the acceptance of the improvements by the City.
6. Public Improvement plans shall be submitted to the City for review and approval by the City Engineer of all public improvements in the Public Right of Way or within Public Utility easements prior to Building permit issuance. Civil improvement plans shall be prepared by a Registered Civil Engineer licensed to practice in the State of California for approval by the City Engineer.
7. An Encroachment Permit shall be obtained from Engineering Development Services of the Planning and Economic Development Department prior to beginning any work within the public Right-of-Way or for any work on utilities located within public easements.
8. To the extent that any area of existing or proposed sidewalk is or shall be situated outside of current City right of way, a sidewalk easement shall be dedicated to the City.
9. Where not already existing a public utility easement (PUE) shall be dedicated behind the property line ending 7.5-feet behind the back of sidewalk per City Standard 230 G. No private improvements shall encroach into the PUE per City Code 20-16.140, A, 1, a, including but not limited to LID BMPs.
  - a. Note: The 2<sup>nd</sup> St frontage of 101 2<sup>nd</sup> Street (APN 009-063-019) does not trigger a PUE dedication since the property line is currently situated more than 13.5-feet back of curb.
10. **2<sup>nd</sup> Street** is a Minor Street subject to City Standard 200 E, with a minimum curb to curb width of 24-feet, a 6-foot planter strip, and a 5-foot sidewalk. The current approximate width of **2<sup>nd</sup> Street** through this corridor is greater than 36-feet at all points. This project shall maintain the current curb line along this frontage as it is currently constructed.
11. Improvements to **2<sup>nd</sup> Street** shall consist of the installation of:
  - a. A 26-foot wide City Standard 250 A Driveway Curb Cut near the southwesterly terminus of the frontage.
  - b. A 6-foot planter strip and a 5-foot sidewalk per City Standard 200 E.
12. At the intersection of **2<sup>nd</sup> Street** and **Brookwood Avenue** applicant shall install a Caltrans Standard a88a Pedestrian Curb Ramp.

13. **Brookwood Avenue** is a 4-Lane Regional/Arterial Street subject to City Standard 200 J "Parkway". This project shall maintain the current curb line along this frontage as it is currently constructed.

14. Improvements to **Brookwood Avenue** shall consist of the installation of:

- a. A 32-foot wide City Standard 250 A Driveway Curb Cut centered on proposed property line.
- b. A 32-foot wide City Standard 250 A Driveway Curb Cut aligned with the median break and left-turn lane along the Brookwood Avenue frontage to the satisfaction of the City Traffic Engineer.
- c. A 6-foot planter strip and a 5-foot sidewalk.
- d. A continuation of 5-foot wide sidewalk along City owned parcel at 113 Brookwood Avenue (APN 009-081-042) per City Standard 230 E.
  - i. This segment of sidewalk shall conform to the existing sidewalk near the Santa Rosa Creek bridge through reversing curves along the inside edge similar to City Standard 231.
- e. The replacement of any broken curb, gutter and/or sidewalk per City Standards 235, 237, and 241.

15. This project shall underground existing overhead utilities per section 13-12.250 of the Santa Rosa City Code.

16. New services (electrical, telephone, cable or conduit) to new structures shall be underground.

17. Developer shall coordinate, and where necessary, pay for the relocation of any power poles or other existing public utilities.

## **TRAFFIC**

18. According to the Traffic Impact Study for the Brookwood Medical Office Project prepared by W-Trans and dated January 19, 2022, a left-turn lane is warranted on Brookwood Avenue at the proposed southerly driveway. The design and construction of this left-turn lane shall be to the satisfaction of the City Traffic Engineer.

19. The applicant shall demolish a sufficient length of the existing median to accommodate a left-turn lane with a total length of 135-feet. The left-turn lane shall be 11-feet wide with a 3-foot wide median that is 75-feet in length tapering to the existing median width through 60-foot radius reversing curves for a length of 60-feet.

## **CREEK TRAIL**

20. The applicant shall install an 8-foot Paved Trail per the Santa Rosa Citywide Creek Master Plan and Santa Rosa Creek Design Guidelines. The alignment, materials, and surface shall be to the satisfaction of the City Engineer.
21. The alignment of the trail shall run from Brookwood Avenue connecting to the proposed onsite pedestrian pathways which lead to 2<sup>nd</sup> Street and shall be finalized during the Building Permit phase to the satisfaction of the Chief Building Official.
22. The public access easement over all areas of the creek path shall be dedicated prior to the issuance of any Building Permits.
  - a. The public access easement over the portion of the path that connects to the proposed onsite pedestrian pathways which lead to 2<sup>nd</sup> Street may contain a sunset clause detailing its termination upon acceptance of the trail improvements in future creek trail extension public access easement shown on plans. The form of the public access easement is subject to the approval of the City Engineer.

## **STORM DRAINAGE**

23. Drainage facilities and drainage easements shall be provided to the satisfaction of the City Engineer or the Chief Engineer of the Sonoma County Water Agency (SCWA) at the developer's expense.
24. Drainage facilities shall be designed per the Flood Control Design Criteria manual of the Sonoma County Water Agency. If flows exceed street capacity, flows shall be conducted via an underground drainage system (with minimum 15" diameter and maximum 72" diameter pipe sizes) to the nearest approved downstream facility possessing adequate capacity to accept the runoff, per the City's design requirements. Such runoff systems shall be placed within public street right-of-way wherever possible.
25. Systems designed to accommodate storm events larger than 1.0 inch in a 24-hour period are subject to approval by SCWA. This project design shall adequately address all storm events per the City Standards and the most current SCWA Flood Management Design Manual dated March 2020. This may require an extension of the public storm drain system, onsite retention with a release metered so as not to exceed allowable flows, onsite detention of adequate capacity, or another method as determined to the satisfaction of the City Engineer and SCWA.
26. Proposed connections in the public right of way to the public storm drain system shall have pipe profiles and plan views shown on the construction plans.
27. All onsite flows shall be directed into the SWLID system.

28. Drainage from landscape areas shall not cross over curb or sidewalk. Unless a Public Improvement Variance is approved, private drainage systems shall be connected to a public system via a minimum 15-inch storm drain pipe through the public right-of-way to a public drainage structure, or outlet to a street gutter pan through City Standard detail thru-curb drains. No blind connections are permitted into the public storm drain system.
29. The new parking lots shall be bordered by concrete curb or curb and gutter along its landscaped areas to meet with City design guidelines. Show top of curb elevations, finish grade elevations and drainage curb cuts as applicable on the construction plans.
30. All onsite and offsite adjacent storm drain inlets shall be labeled with the sign "DRAINS TO CREEK" per City Standard 409 or an approved equal.
31. Provide storm drain and easements for any lot to lot drainage.
32. Any off-site storm water runoff shall be conveyed across the project site in a separate bypass storm drain system or shall be fully treated. Collection points along the boundary of the project shall convey storm water to the bypass system to separate treated and untreated storm water. All storm water systems shall be sized to convey the storm water per Sonoma County Water Agency standards.

## **FEMA**

33. The FEMA Flood map indicates that this project area is located along a stretch of Santa Rosa Creek shown on FIRM Panel dated December 2, 2008, Map Number 06097C0729E, Panel 729 of 1150 but not studied. As applicable, the project shall address all flood prevention standards in accordance with City Code Chapter 18-52, "Flood Damage Protection". The grading and drainage plan shall show all grading and drainage construction details, cross-sections and elevations as needed to prevent flooding of the adjacent structures and show compliance with City Code. Any required State or Federal Permits shall be obtained prior to City Building permit issuance at the sole expense of the applicant.

## **CREEK SET BACK**

34. Along the southerly riparian property line, the creek setback area on the side of the natural water way shall be as shown on the approved creek set back exhibit. Grading, fill, and or improvements shall not be installed within the creek setback boundary without valid approvals and permits. The creek set back line and multiple construction cross-sections through the Santa Rosa Creek at 50-foot intervals shall be shown on the construction drawings or other approved exhibit and the setback line shown clearly on the approved grading plan or as otherwise approved by the City Engineer and or Flood Plain Administrator or other designated Authority.

35. A Sonoma County Water Agency (SCWA) revocable and or encroachment permit license and or maintenance/installation agreement for storm drain outfalls may be required prior to building permit if there are encroachments within their property and/or modifications to the storm drain system and or catch basins within their Creek ownership lot or Storm Drainage easements. The applicant shall apply separately for their required permits at their sole cost.
36. A State of California and or SCWA Encroachment Permit may be required prior to building permit issuance if there are encroachments within the Santa Rosa Creek area to the south of the project. The applicant may apply separately for their encroachment permit or other necessary permits. Grading and fill of the southern portion of this project near Santa Rosa Creek area may require additional State of California permits such as Fish and Wildlife Department - Stream bank alteration permits and/or a 404 Permit –fill material into waters of the U.S. issued by the U.S. Army Corps of Engineer permits. It is the applicant's sole responsibility to obtain all necessary State and Federal permits to perform the proposed work. Applicant is responsible for obtaining all other agency permits and payment of permit fees prior to construction.
37. The construction plans shall show all adjacent elevations and topographical data within 25-feet of the construction area including existing grades, proposed finish grades, tops of curbs, flow lines, finish grades and other adjacent existing improvements. To-scale, dimensioned development cross sections from property line to property line shall be placed on the construction plans for each lot to show relevant dimensions and vertical design relationships and any fill/cut earthwork. Grades shall join existing grades at the property lines within one feet vertical elevation or as approved by the Chief Building Official.
38. All protected areas onsite or adjacent to the project including the Santa Rosa Creek area, the 30 feet wide creek setback area, CTS areas and or Waters of the U.S. shall be called out and shown on the plans and protected from unnecessary disturbance, fill, construction storage and or grading unless specifically permitted.
39. As applicable, protected trees and their roots shall be roped off along the dripline to be shown as protected and or per the recommendations of the project Arborist.

#### **STORM WATER COMPLIANCE (SUSMP)**

40. All LID design storm level flows exiting BMPs within the creek setback area shall connect to a piped system that directs flows into an existing or proposed outfall.
41. Bioretention areas within planter strips shall be planted with plants from the approved plant and tree list included in Appendix F of the 2020 Storm Water Low Impact Development Technical Design Manual as revised 2022-04-11. The planting of trees within bioretention areas shall neither impede the flows of the design storm nor damage any underground infrastructure.

42. Building Permit Plans shall incorporate all Low Impact Development (LID) Best Management Practices (BMPs) and shall be accompanied by a Final Storm Water LID Submittal (SWLIDS) which shall address the storm water quality and quantity to the satisfaction of the Chief Building Official.
43. Perpetual maintenance of LID BMPs, including any along APN 009-081-042, shall be the sole responsibility of the owner of the project site that they serve. Building Permit Plans shall be accompanied by a maintenance agreement or comparable document to assure continuous maintenance in perpetuity of the LID BMPs which shall be approved by the Chief Building Official and the City Attorney's Office prior to issuance of any Building Permit.
44. The maintenance schedule and the Final SWLIDS are to be included as part of and recorded along with the maintenance agreement. The maintenance agreement shall note the maintenance schedule required by the Final SWLIDS is to be followed by the property owner and all logs are to be made available for review by the City on an annual basis.
45. After the LID BMP improvements have been constructed, the developers Civil Engineer is to prepare and sign a written certification that they were constructed and installed as required or per the manufacturer's recommendation. Written certification of LID BMPs is to be received by the City prior to final occupancy.
46. A Final SWLIDS using BMPs is to be included with the Building Permit Plans submitted for the First Plan Check. Private improvements required by the Final SWLIDS are to be contained on the property and shall be maintained by the property owner.

**GRADING** (from Building Memo dated November 12, 2021)

47. Obtain a demolition permit for structures to be removed.
48. Provide a geotechnical investigation and soils report with the building permit application. The investigation shall include subsurface exploration and the report shall include grading, drainage, paving and foundation design recommendations.
49. Obtain building permits for the proposed project.

**WATER AND WASTEWATER**

50. Credits for existing water and sewer services shall be determined at the building permit stage.
51. Any existing water or sewer services that shall not be used shall be abandoned per current City Standards.
52. A new combination water service shall be installed per City Standard 870 and shall be designed to meet domestic, fire and irrigation needs. The domestic and irrigation meters shall require reduced pressure backflow devices per City Standard 876. The fireline Double Check Detector Fire Line Backflow Assembly shall be installed per City Standard 880.

- 53. Applicant shall install a dedicated irrigation meter.
- 54. A sewer lateral shall be installed per Standard 513.

## **ENVIRONMENTAL COMPLIANCE**

- 55. If a commercial kitchen is to be installed in the shared kitchen space the following conditions may apply.
- 56. Submit a Wastewater Discharge Permit Application including plumbing plans to City of Santa Rosa Environmental Services section. The Application requires no permit fee and it can be accessed online at: [www.srcity.org/foodapp](http://www.srcity.org/foodapp)  
Contact this office at 543-3393 for additional information.
- 57. Any business that performs on-site cooking or food preparation is required to install a grease removal device. See City's Interceptor Policy for details on connections and sizing criteria.

## **FIRE** (from Fire Memo dated November 2, 2021)

Applicant is advised and acknowledged that the following Fire Department **General Conditions** apply to this project:

- 60. A Phase 1 Environmental Site Assessment shall be provided to the Fire Department Hazardous Material Program for review. Phase 1 shall be approved prior to issuance of any grading, demolition, or construction permit.
- 61. The structures will be required to be protected by an automatic fire sprinkler system designed to NFPA 13.
  - a. The Fire Department Connection (FDC) for the sprinkler and standpipe systems will be required within 100 feet of a fire hydrant. \*Reviewed with Adobe Associates 8/2/21.
  - b. Based on the size of the project and available water supply a fire pump may be required to support the buildings suppression systems.
- 62. The structures will be required to install a standpipe system in the buildings.
- 63. Fire flow and location of fire hydrants shall be installed in accordance with California Fire Code Chapter 5, Appendix B, and Appendix C as adopted by the City of Santa Rosa.
  - a. A Fire Flow test shall be performed prior to delivery of combustible materials.
- 64. Required Fire Department access roads shall be signed "No Parking – Fire Lane" per current Fire Department standards.
  - a. Parking allowed only in designated spots. All curbs shall be painted red and posted "No Parking".

- b. Based on the size of the project there will be a requirement for two points of access to the site.
  - c. Access points shall be located remote from one another from the site.
65. CA Fire Code requires fire apparatus access roads (“Fire Lanes”) to within 150 feet hose-pull distance of all first-floor exterior walls.
- a. For structures exceeding 30 feet in height, there shall be a minimum of 26-foot access provided along the longest side of structures that exceed 30 feet in height and allows for placement of the Fire Department aerial apparatus to be positioned 15 – 30 feet from the face of the building.
  - b. There shall be no projections or obstructions that would limit the articulation of the aerial apparatus.
66. The structure shall have addressing that complies with the Fire Department Standards.
- a. New and existing buildings shall be provided with approved illuminated or other approved means of address identification.
  - b. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property.
  - c. Address identification characters shall contrast with their background.
  - d. Address numbers shall be Arabic numerals or alphabetic letters.
  - e. Numbers shall not be spelled out. Character size and stroke shall be in accordance with CFC Section 505.1.1 through 505.1.2.
  - f. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response in accordance with this code and CFC Section 505.1.3.
  - g. Where access is by means of a private road and the building cannot be viewed from the public way or when determined by the fire code official, a monument, pole, or other approved illuminated sign or other approved means shall be used to identify the structure(s).
  - h. Address identification shall be maintained.
67. The following are a list of deferred plan submittal items that will be required by the Fire Department - additional items may be called out:
- a. Phase I
  - b. Private Underground Fire Main
  - c. Fire Sprinkler System
  - d. Standpipe System
  - e. Fire Alarm
  - f. Fire Pump (may be required)

- g. Emergency Responder Radio System (may be required)
68. A Fire Department key box shall be provided for access to the commercial structure.
- a. Should a gate be planned to the site at Sonoma Hwy., the gate shall be equipped with a Knox Company key operated electric gate release switch with dual key option for the Police Department. Contact the Fire Department at 707-543-3500 for the order form.
  - b. The gate shall be located a minimum of 20 foot from the public way to allow for apparatus to pull completely off the roadway.
  - c. The gate shall be equipped with an Opticom controller to allow for opening capability via the emergency lights and strobe device on the emergency vehicles.
  - d. During a power failure, gate shall release for manual operation OR be equipped with standby power or connected to the building emergency panel.
  - e. In addition to sending the request to exit signal to the gate operator, the magnetic detection loop (when activated) shall prohibit the gate from closing upon fire apparatus
69. Storage or use of any hazardous materials at the site will require a Hazardous Materials Inventory Statement to be submitted to the Fire Dept. for review via the California Environmental Reporting System (CERS). Materials more than the permit amounts will require a Hazardous Materials Management Plan to be submitted to the Fire Dept. for review and approval and may require payment of Hazardous Material Use or Hazardous Waste Generator permit fees.
70. Access roads and water supplies for fire protection shall be installed and made serviceable prior to storage or construction of any combustible materials and/or vertical construction at the site.
71. Site shall also be maintained to comply with the City of Santa Rosa's Weed and Rubbish Abatement Ordinance.

**PARKS AND RECREATION** (from Memo dated December 30, 2021)

58. Street trees will 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.
59. Parks acquisition and/or park development fees shall be paid at the time of building permit issuance. The fee amount shall be determined by the resolution in effect at the time.

60. All landscaping shall be privately maintained and irrigated. Property owners and/or homeowners' association 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.



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A. R. Jesús McKeag

PROJECT ENGINEER