

RESOLUTION NO. 6581-2024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL APPROVING A USE PERMIT, VESTING TENTATIVE MAP, AND DENSITY BONUS FOR THE PROPERTY AT 1009-1011 GRAVENSTEIN HIGHWAY NORTH (APN 060-261-026, 060-261-028)

WHEREAS, the City of Sebastopol completed a comprehensive General Plan update with adoption of a new General Plan on November 15, 2016; and

WHEREAS, the City of Sebastopol completed a Housing Element Update to the General Plan with adoption of a new Housing Element on January 3, 2023, and Certified by the State of California Department of Housing and Community Development (HCD) on March 7, 2023; and,

WHEREAS, pursuant to the California Environmental Quality Act (CEQA, codified at Public Resources Code § 21000 et seq.) and the State CEQA Guidelines (14 CCR, § 15000 et seq.), on November 15, 2016, the City Council certified and adopted an Environmental Impact Report (EIR) for the Sebastopol General Plan (the "Project"; State Clearinghouse No. 2016032001); and

WHEREAS, an application for a Conditional Use Permit for residential development in a Office Light Industrial district, a State Density Bonus for building height, and a Vesting Tentative Map for an 80-Unit townhome project known as Canopy (the "Project"), was filed on November 9<sup>th</sup>, 2022, by Samantha Hauser / City Ventures. The Project consists of subdividing two vacant parcels of approximately 6.1 acres (APN 060-261-026, 060-261-028) into two-lot subdivision with a condominium map for 80 units plus common area, with 107,200 square feet of private open space. The Project will develop 80 townhome units, landscaped areas, and parking. Parking will be provided via surface parking lots as well as garage parking for all of the units; and

WHEREAS, the project, as conditioned, is consistent with the General Plan, in that it conforms to the following goals/programs/policies; and,

- *Goal LU1 - Maintain Sebastopol as a unique, charming, and environmentally sensitive small town that provides residents, businesses, and visitors with opportunities to enjoy a high quality of life, in that the project will provide housing opportunities that are environmentally friendly with the low water landscape, all electric development, and improvements to existing pedestrian facilities.*
- *Policy LU 1-2: Avoid urban sprawl by concentrating development within the City limits; favor infill development over annexation, in that the project is an infill development as it intends to develop two vacant parcels within city limits.*
- *Policy LU 1-7: Encourage new development to be contiguous to existing development, whenever possible, in that the project reflects similar*

*characteristics to the existing development of the O'Reilly media office buildings to the west, and utilizes existing access points for both vehicles and pedestrians through the site, and enhances the connectivity to the existing urban resources.*

- *Policy LU 5-5: Strongly encourage residential development in a balanced and efficient pattern that reduces sprawl, preserves open space, and creates convenient connections to other land uses, in that the project provides connections to the West County Trail, pedestrian access to an adjacent bus line, and is within walking distance of a major shopping center.*
- *Policy LU 6-1: Promote increased residential densities in that the project provides a residential development of 13.11 dwelling units per acre, which is within the minimum and maximum densities allowed in the R7 multifamily zoning district and Office/Light Industrial Land Use designation and Zoning district.*
- *Policy LU 6-2: Promote compact urban form that provides residential opportunities in close proximity to jobs, services, and transit, in that the project is a compact design of townhomes located in close proximity to a large shopping center, bus stop and two schools.*
- *Policy CIR 1-5: When analyzing impacts to the circulation network created by new development or roadway improvements, consider the needs of all users, including those with disabilities, ensuring that pedestrians, bicyclists, and transit riders are considered preeminent to automobile drivers in that the project provides connectivity to the West County Trail and adjacent to a bus transit line.*
- *Housing Element Policy C-4: The City will encourage development of new housing to meet a range of income levels, including market-rate housing, and a variety of housing sizes and types, in that the project includes both market-rate housing as well as fifteen percent of the units to be sold at 120% or less of the average median income (AMI) in perpetuity.*
- *Housing Element Goal D-1: Promote Housing Affordability for both Renters and Homeowners, in that fifteen percent of the units to be sold at 120% or less of the average median income (AMI).*
- *Community Design Policy 1-2: Ensure that new residential and commercial development is sensitive to the surrounding architecture, topography, landscaping, character, scale, and ambiance of the surrounding neighborhood, in that it is the same scale or lower than the adjacent office buildings, it has significant setbacks from adjoining residential structures, it breaks down the massing of the development by proposing twenty separate structures for the units, it retains the majority of trees between the site and the adjoining residential uses, and maintains two-thirds of the site as open space, and will be planting additional trees.*  
And,

WHEREAS, granting a Conditional Use Permit for the Project is appropriate as it complies with SMC 17.415.030 as detailed below:

1. The proposed use is consistent with the General Plan and all applicable provisions of this title, in that residential development in an Office Light Industrial zoning district is allowed with the approval of a Conditional Use Permit.
  2. The establishment, maintenance, and operation of the use applied for will not, under the circumstances of the particular case (location, size, design, and operating characteristics), be detrimental to the health, safety, peace, morals, comfort, or general welfare of persons residing or working in the area of such use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City in that:
    - i. The proposed use of a residential development is compatible with the surrounding uses of residential, office, and scholastic.
    - ii. The Project maintains the existing trees and screening to the adjoining residential areas, as well as appropriate setbacks from adjoining properties.
    - iii. The Project maintains pedestrian and bicycle connections to the West County Trail which will remain public, and will enhance the pedestrian connectivity by providing new pedestrian and bicycle access to both Gravenstein Highway north and Hurlbut Avenue.
    - iv. The Project will provide a range of housing, including market rate townhomes, Accessory Dwelling Units, and deed-restricted Moderate income housing.
    - v. The Project is consistent with the R7 Multi-family housing zoning requirements.
    - vi. The Project, with the approval of a Use Permit, is consistent with the Office and Light Industrial Zoning District.
    - vii. The Project underwent an Environmental Impact Report (EIR), which requires mitigations related to noise, drainage, soil remediation, air quality, and light glare to ensure health and safety to the community and the new residents.
- And,

WHEREAS, granting a Tentative Map for the Project is appropriate as it complies with SMC 16.28.070(A) in that:

1. The proposed subdivision, together with the provisions for its design and improvement, is consistent with the General Plan as detailed above, and other applicable provisions of SMC Chapter 16 and the State Subdivision Map Act (SMA); and
2. The design of the proposed subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision, as described in the State Subdivision Map Act and any guidelines promulgated by the City Council.

- i. The Project is required to comply with the California Green Building Standard Code (CalGreen) requirements for energy efficient buildings and appliances, including Tier 2 standards required by the City of Sebastopol (which are higher than the base State requirements for green design). CalGreen Standards require that buildings reduce water consumption, employ building commissioning to increase building system efficiencies, divert construction waste from landfills, and install low pollutant - emitting finish materials. The project also incorporates many sustainable features which help reduce energy consumption, such as:
  - All-electric construction
  - Low water use landscape
  - Native Plant materials
  - Accessible/adaptable features in all buildings

WHEREAS, the project was subject to an Environmental Impact Report (EIR) prepared in compliance with the California Environmental Quality Act (CEQA), which was circulated for public comment on December 7, 2023, to January 24, 2024, including CEQAnet and the Federated Indians of the Graton Rancheria, consistent with local and State CEQA requirements, and complies with CEQA Guidelines Section 15074 as detailed in the CEQA Resolution; and,

WHEREAS, on January 23<sup>rd</sup>, 2024, the Planning Commission held a duly noticed public hearing to receive comments on the Draft Environmental Impact Report; and,

WHEREAS, on August 21, 2019, the Design Review conducted a preliminary review of the proposed project and provided comments to the applicant; and,

WHEREAS, on October 8, 2019, the Planning Commission conducted a preliminary review of the proposed project and provided comments to the applicant; and,

WHEREAS, on March 12, 2024, the Planning Commission held a duly noticed public hearing to review the proposed residential development with the following entitlements of a use permit, tentative map, and density bonus for building height, and Final Environmental Impact report; heard a staff report and public testimony, and deliberated; and,

WHEREAS, The City of Sebastopol Planning Commission adopted Resolution 24-02 recommending the Certification of the Final Environmental Impact Report for the "Canopy" Project (the "Project") located at 1009 and 1011 Gravenstein Highway North based on the findings of fact of the adopting Resolution No. 24-02. And,

WHEREAS, the City of Sebastopol Planning Commission also adopted Planning Commission Resolution 24-03 recommending the City Council approve the use permit, Tentative Map, and Density Bonus for building height entitlements, subject to Exhibit A,

Findings in Resolution 24-03, Exhibit B Specific Conditions of Approval, as modified by the Planning Commission, and Exhibit C Standard Conditions of Approval.

NOW, THEREFORE, BE IT RESOLVED THAT, The City of Sebastopol City Council hereby adopts a Resolution approving the following, based on the Findings above and subject to the Conditions of Approval in Exhibit B and Exhibit C:

1. A Use Permit for residential development in an Office Light Industrial district.
2. A Tentative Map for the creation of two new lots and 80 condominium units as shown in Exhibit A.
3. A Density Bonus for the increase in building height from the allowable 30' and two stories as required in the zoning ordinance to 40' and three stories.

The above and foregoing Resolution was duly passed, approved and adopted at a meeting by the City Council on the 2nd day of April 2024, by the following vote:

**VOTE:**

**Ayes:** Councilmembers Hinton, McLewis, Vice Mayor Zollman and Mayor Rich

**Noes:** Councilmember Maurer

**Abstain:** None

**Absent:** None

APPROVED: DocuSigned by:  
Diana Rich  
24BD4128102740F...  
 Diana Gardner Rich, Mayor

ATTEST: Mary E Gourley  
 Mary Gourley, Assistant City Manager/City Clerk, MMC

APPROVED AS TO FORM: DocuSigned by:  
Larry McLaughlin  
CB4B803B3308413...  
 Larry McLaughlin, City Attorney

# Phased Vesting Tentative Map

## For Condominium Purposes:

### 80 Residential Condo Units and Associated Accessory Dwelling Units

1009 & 1011 Gravenstein Highway North, Sebastopol Co.  
Assessor's Parcel Number 060-261-026 & 028

Per Gov. Code Section 66456.1, the subdivider intends to file and reserves the right to file multiple final maps.

**CURRENT ZONING**  
OLM (Office/Light Industrial)

**OWNER/SUBDIVIDER:**

City Ventures Homebuilding, LLC  
c/o Samantha Hauser  
3121 Michelson Drive, Suite 150  
Irvine, CA 92612  
samantha@cityventures.com

**SURVEYOR/ENGINEER:**

ADOBE ASSOCIATES, INC.  
1220 N. Dutton Avenue  
Santa Rosa, CA. 95401  
(707)541-2300 phone  
(707)541-2301 fax  
asmith@adobeinc.com

**General Notes**

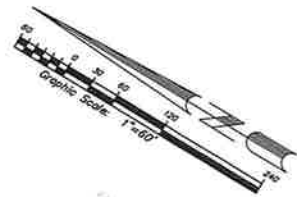
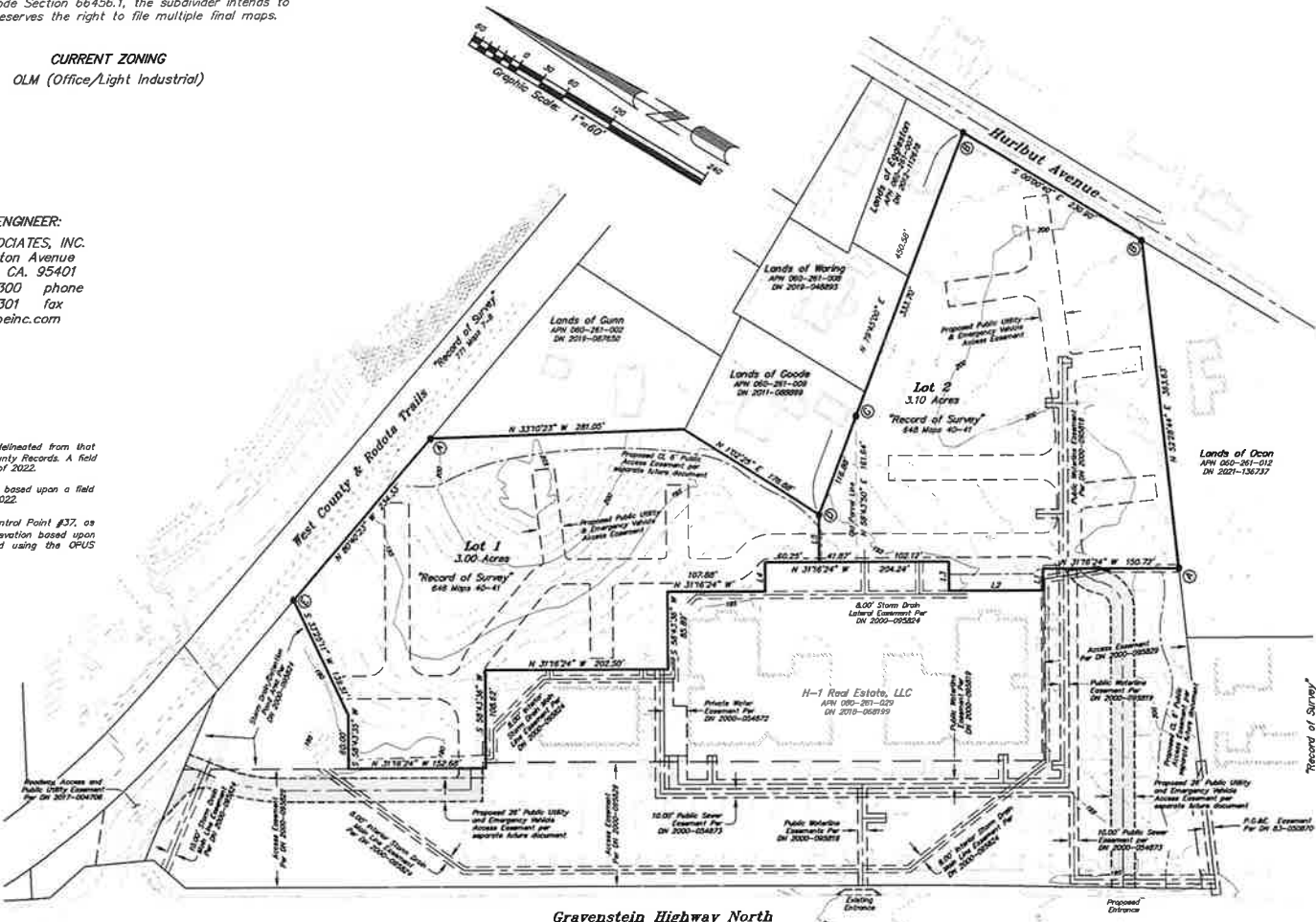
Property lines shown hereon are based upon found monumentation and delineated from that "Record of Survey" recorded in Book 119 of Maps of Page 16, Sonoma County Records. A field survey was performed by Adobe Associates, Inc. in August and September of 2022.

Contours shown hereon are a 1' (one foot) vertical interval and are shown based upon a field survey performed by Adobe Associates, Inc. in August and September of 2022.

**Bench Mark:** Set "Mag" Nail & Flagging, Adobe Associates, Inc. Control Point #37, as shown hereon, Elevation = 198.0'. This elevation is a GPS NAVD 88 elevation based upon static GPS measurements collected September 7, 2022 and adjusted using the OPUS Adjustment tool according to Control 16.

**Monument Table:**

	Line Table	No.	Direction	Length
Ⓐ	Found 1/2" Iron Pipe, LS 4483	L1	S 58°43'36" W	23.50'
Ⓑ	Found 1/2" Iron Pipe, LS 5143	L2	N 31°16'24" W	103.08'
Ⓒ	Found 1/2" Iron Pipe, No Top, In Fence Line	L3	N 58°43'36" E	31.50'
Ⓓ	Found 3/4" Rebar & Flagging	L4	S 58°43'36" W	31.50'
Ⓔ	Found 1/2" Iron Pipe, No Top, Benl. Set Not At Point Of Rotation	L5	N 58°43'36" E	52.68'



Revisions	No.	Date	Description	Appr. by

**adobe associates, inc.**  
Professional Land Surveying License  
1220 N. Dutton Ave., Santa Rosa, CA 95401  
(707) 541-2300 • F (707) 541-2301  
Website: www.adobeinc.com

*Aaron R. Smith*  
Aaron R. Smith, PLS 7901



**Vesting Tentative Map**  
City Ventures Homebuilding LLC  
1009 & 1011 Gravenstein Highway North, Sebastopol Co.  
Assessor's Parcel Number 060-261-026 & 028

Scale: 1" = 60'  
Date: April 2023  
Design by: Jiggs  
Drawn by: Jiggs  
Checked by: JMS

**C4.0**

10 of 10 sheet  
Job No. 22181

**EXHIBIT B**  
**RECOMMENDED CONDITIONS OF APPROVAL**  
Conditional Use Permit, Vesting Tentative Map, Density Bonus  
1009-1011 Gravenstein Highway North  
060-261-028, 060-261-026, **File# 2022-095**

**PLANNING:**

1. Plans and elevations shall be in substantial conformance with plans prepared by WHA Architects, and stamped received on April 21<sup>st</sup>, 2023, as revised on February 20<sup>th</sup>, 2024, and on file at the City of Sebastopol Planning Department, except as modified herein:
2. The Use shall be in substantial conformance with the proposed operations as described in the application materials prepared by Samantha Hauser/City Ventures, and stamped received on April 21<sup>st</sup>, 2023, as revised on February 20<sup>th</sup>, 2004, and on file at the City of Sebastopol Planning Department, except as modified herein:
3. All measures in the Mitigation Monitoring Reporting Program (MMRP) for the Environmental Impact Report approval for application 2022-095 shall remain applicable.
4. The project's open spaces shall be maintained by the property owner, not by the City.
5. The project site includes protected trees intended to remain. Protective measures are required for these trees. All final tree protection measures shall be submitted for review and approval by the City Arborist prior to issuance of Improvement Plans.
6. A Tree Removal permit is required for the any trees proposed for removal.
7. Design Review approval is required by the Design Review Board for the design of the units, site features, landscaping, and other amenities.
8. The Vesting Tentative Map shall expire 24 months after its approval or conditional approval unless an extension is approved as provided in SMC 16.28.100 and in accordance with the State Subdivision Map Act
9. The Planning Director shall interpret applicable requirements in the event of any redundancy or conflict in the conditions of approval.
10. This approval does not include any signs. Any new signs that will identify the use of this property are subject to the prior approval of the Design Review Board or City staff, as appropriate.
11. All other approvals than the Vesting Tentative Map shall be valid for three years, except that the applicant may request a one (1) year extension of this approval from the Planning Director, pursuant to Section 17.250.050 of the Zoning Ordinance.
12. As required by the Sonoma County Regional Parks Department the applicant shall install a 42" fence along the northern property line between the County property and the applicant's property to prevent the creation of "social trails" on County property. No fencing is needed at

the existing trail intersection. For avoidance of doubt, this condition applies to the property line adjacent to the West County Trail.

**PUBLIC WORKS:**

13. The applicant shall label all onsite sewer lines as private.
14. The applicant shall install two master water meter connections for the project.
15. Fire Hydrants will be part of the private onsite system. The City will provide hydrant testing to ensure fire protection.
16. All projects are subject to Impact Fees as adopted by the City Council at the time the preliminary application was submitted, which are due at the time of issuance of the Building Permit unless otherwise stipulated by the City.

**ENGINEERING:**

17. Prior to Final Map approval provide proof of recorded easements for access (i.e. vehicular and pedestrian access) in connection with and in favor of the Project, including future public water & sewer, public utilities, and storm drain easement, through adjacent private properties, including 1003-1007 Gravenstein Hwy, N (APN 060-261-029).
18. Prior to Final Map approval provide proof of recorded joint maintenance agreement (JMA) for off-site private easements through adjacent private properties, including 1003-1007 Gravenstein Hwy, N (APN 060-261-029), including modifications to any existing recorded agreements. JMA shall extend to proposed new lots to be established by the Final Map. The JMA shall specify and allocate rights, duties and obligations for maintenance of the private easement.
19. The Final Map shall include reference to the recorded covenant restriction along the frontage of Hurlbut Avenue, which shall read as follows: "There shall be no vehicular access from subject property to Hurlbut Avenue. This vehicular access restriction shall not be removed without the express approval of the City of Sebastopol by a resolution of its City Council."
20. No lot-to-lot drainage will be allowed between the project site and any adjacent parcels without an easement. No concentrated drainage may discharge across sidewalks. All site drains must be connected to the public storm drain system or discharged through the face of curb or to an established waterway.
21. The improvement plans for each phase of development shall include and provide for the construction of offsite improvements as approved by the City Engineer such that each phase of development shall construct sufficient onsite roadway and utility improvements.

**GENERAL:**

22. Applicant shall apply for any permits required for permanent work or temporary traffic control that encroaches onto Caltrans' Right-of-Way (ROW). The proposed project will add a new driveway connection off SR-116, it will require an encroachment permit. As part of the



encroachment permit submittal process, you may be asked by the Office of Encroachment Permits to submit a completed encroachment permit application package, digital set of plans clearly delineating Caltrans' ROW, digital copy of signed, dated and stamped (include stamp expiration date) traffic control plans, this comment letter, your response to the comment letter, and where applicable, the following items: new or amended Maintenance Agreement (MA), approved Design Standard Decision Document (DSDD), approved encroachment exception request, and/or airspace lease agreement.

**Building Department:**

23. The project shall comply with the Green Building regulations contained in the Sebastopol Municipal Code that are in effect at the time the preliminary application was submitted.

**EXHIBIT C**  
**STANDARD CONDITIONS OF APPROVAL**  
Conditional Use Permit, Vesting Tentative Map, Density Bonus  
1009-1011 Gravenstein Highway North  
060-261-028, 060-261-026, **File# 2022-095**

1. All plans shall include a brief description of the project on the cover sheet.
2. All submitted building permit plan check sets shall include a plan sheet incorporating these conditions of approval.
3. Except as otherwise noted in these conditions of approval, the plans submitted to the Building Department for plan check shall be in substantial conformance to those approved by the review body. If any changes are made to submitted plans which were approved by the review body the applicant shall work with the Planning Department to determine if the changes are significant enough to once again be seen by the review body, or if staff can approve the changes. Any changes that have not been approved by Planning staff are not approved. Construction or demolition work that does not conform to the Planning approval is not valid and shall be subject to stop work orders and may require removal.
4. Acceptance of the construction drawings and specifications does not release the applicant and owner from correction of mistakes, errors, or omissions contained therein. If, during the course of construction, the field conditions or other previously unknown conditions require a modification or a departure from the accepted plans, the applicant shall provide the modifications or departure and specify the correction of mistakes errors, or omissions in compliance with the CBC and City Standards.
5. The City of Sebastopol and its agents, officers and employees shall be defended, indemnified, and held harmless from any claim, action or proceedings against the City, or its agents, officers and employees to attach, set aside, void, or annul the approval of this application or the environmental determination which accompanies it, or which otherwise arises out of or in connection with the City's action on this application, including but not limited to, damages, costs, expenses, attorney's fees, or expert witness fees.
6. A Construction Management Plan (CMP) shall be submitted to the City as part of the Building Permit and/or Grading Permit and shall be incorporated into the plans, unless waived by staff. The City's CMP template, provided by the Planning Department, may be used for small, infill projects. Revisions to the CMP to increase or add on time to the construction timeline shall be coordinated with the Building Official and any additional requests will be at the applicant's responsibility.

This CMP shall be a binding document. Failure to adhere to the CMP may result in a "Stop Work Notice" being placed on the project. An electronic copy of the APPROVED CMP shall be submitted to the City, and may be posted to the city's website. The CMP shall be updated as project conditions warrant. Updates to the CMP shall be provided to the City for review and approval. The CMP shall include but not be limited to:

- a) Work schedule (start of construction date, road or lane closure intent/dates, important milestones and proposed final dates)
- b) Construction Hours
- c) Travel routes and turn-around locations with staff approval

- Impact to state highways
- d) Road and/or lane closures (Applicant to provide information on how many anticipated road closures, and the reasons for each road closure).
- e) Worker auto parking space locations/construction parking
- f) Phasing (if applicable)
- g) If construction improvements are located in areas of slopes 15% or greater, the Contractor shall provide safe temporary hard surface stair access to the improvements, unless waived by the Building Official. This access shall be shown on the CMP.
- h) Projects that require a grading permit shall comply with the City's grading ordinance.

The CMP may be more stringent if the project is located close to schools or in impacted neighborhoods. A CMP may be required to be modified if a neighborhood becomes "impacted" during the course of the construction. Impacted neighborhoods are defined as areas in geographic proximity (i.e. using the same streets for access) with a significant number of simultaneous construction projects.

The hours of construction activity shall be limited 7:00 a.m. to 8:00 p.m., Monday through Friday, 8:00 a.m. to 5:00 p.m. on Saturdays with staff approval, depending on scope of work being done, or unless modified by a project's Specific Conditions of Approval.

A 24-inch by 36-inch weatherproof copy with items A-F posted on site. The remaining Construction Management Plan shall be made available on site. The Construction Management Plan shall be posted on the site as part of the job site signage and should include:

- a) Address of the project site.
  - b) Permitted hours of construction and of deliveries/off-haul.
  - c) Name, e-mail address and direct phone number of the General Contractor.
  - d) Name, e-mail address and direct phone number of the person responsible for managing the project.
  - e) Name and direct phone number of the party to call in case of an emergency.
  - f) City of Sebastopol Building Department (707-823-8597).
7. All construction materials, debris and equipment shall be stored on site. If that is not physically possible, an encroachment permit shall be obtained from the Public Works Department prior to placing any construction materials, debris, debris boxes or unlicensed equipment in the right-of-way. The fee for using the right-of-way for storage of construction materials or equipment is \$10.00 per day. A minimum of 11' passable auto traffic clearance (paved travel way) shall be maintained at all times along the roadway. The placing of portable restroom facilities in the City right-of-way will not be permitted.
8. All portions of the job site shall be maintained in an organized and professional condition. All trash, debris, construction scraps and broken/deteriorated machinery shall be removed from the site by the end of each week. If off loaded construction materials are not used within 2 weeks, they shall be screened from public view. All sidewalks, driveways and public/private roadways fronting the subject site shall be broom cleaned at the end of each business day.
9. A pre-construction meeting is required with city staff for projects that:

- a) Require a City encroachment permit, a Caltrans encroachment permit, or a City grading permit; or
  - b) Have 5 dwelling units or more; or
  - c) Have a total of 5,000 square feet of building or more; or
  - d) Have a creek setback requirement; or
  - e) Are required to have a pre-construction meeting under a specific condition of approval.
10. All permits and/or inspection fees required shall be paid in full prior to final occupancy being granted unless otherwise stipulated by the City.
  11. All required construction signage and any required tree-protection shall be posted and available for City inspection at the time of the Pre-construction meeting or, if no pre-construction meeting is required, prior to commencing construction. If these measures are not in place at the time of the pre-construction meeting, a re-inspection fee will be required, and issuance of building permit will be delayed.
  12. The Planning Director shall interpret applicable requirements in the event of any redundancy or conflict in conditions of approval.

**Planning Department Standard Conditions of Approval:**

13. This approval is valid for a period of three (3) years during which time the rights granted must be exercised. However, the applicant may request one (1) one-year extension of this Use Permit from the Planning Director, pursuant to Zoning Ordinance §17.400.100.
14. The light source for all exterior lighting fixtures shall be shielded from adjacent properties. Cut sheets for all exterior lighting shall be submitted as part of the Design Review or other planning application.
15. For any project that includes new structures within 2 feet of the allowed height limit, a letter or certificate from a surveyor confirming that the height of the roof complies with the approved plans shall be submitted to the Planning Department at the earliest point possible.
16. All landscape and irrigation plans must be designed in accordance with the most current City of Sebastopol landscape requirements. Prior to providing water service for new landscape areas, or improved or modified landscape areas, the Planning Department must review and approve the project's working drawings for planting and irrigation systems. Any question regarding the City of Sebastopol current water conservation and Landscape Ordinance should be directed to the Planning Department.  
  
New construction and rehabilitated (renovations or changes made to sites with an existing irrigation system) landscape projects will be affected by these requirements if the altered landscape area is greater than 500 square feet.
17. For any new housing unit development, the developer/owner shall submit the total amount of fees and exactions associated with the project prior to issuance of certificate of occupancy or final inspection.

**Engineering and Public Works Department Standard Conditions of Approval:**

18. An Encroachment Permit is required from the Public Works Department for any and all work within the public right-of-way. If the work is within a CalTrans right-of way, an Encroachment Permit from CalTrans shall also be procured by the applicant. Encroachment Permit shall not be issued until the City Engineer approves the applicant's site improvement plans.
19. Construction within the public right-of-way is limited to that necessary to support the lot's use. This may include but is not limited to: driveways, sidewalks and any utility connections. For all improvements within the public right of way, the applicant shall submit plans to adequately describe the work. Plans shall include but not be limited to drainage details, cross-sections, driveway/roadway grades and utility locations as necessary.
20. The applicant shall prepare and submit site improvement plans for the construction of all improvements including water, sanitary sewer, storm drain, water quality facilities, roadway improvements, curbs, gutters, sidewalks, elevated or structural pedestrian walkways, landscaping, landscape irrigation, signing, striping, joint trench and streetlights. All design and construction shall conform to the latest edition of the City of Sebastopol Design and Construction Standards and other applicable codes, standards, guidelines and specifications. Public improvement drawings shall be drafted in the City-approved sheet format.
21. Once approved by the City Engineer, the applicant shall submit PDF files of the signed improvement plans. As-Built record drawings shall also be submitted as PDF files.
22. Deviations from City Standards and applicable Code requirements shall be approved by the City Engineer. The applicant's engineer shall request all design exceptions in writing.
23. Any improvements, public or private, damaged during construction shall be replaced, by the applicant, in-kind or with new improvements. All cracked, broken, or uplifted sidewalk, driveway and/or curb and gutter fronting the property shall be replaced. Applicant shall coordinate with the Public Works Department prior to the first submittal of project improvement plans to identify the extents and limits of replacement.
24. An erosion and sediment control plan are required as part of the building permit application. The plan shall be prepared by a certified erosion control specialist and in full compliance with CASQA standards. The plan is subject to review and approval by the Engineering Department prior to the issuance of the building or grading permit. No modifications to the approved plans shall be made without approval of the City Engineer.
25. Mailbox plans and locations shall be approved by the Sebastopol Postmaster prior to improvement plan approval. The developer shall provide a letter and exhibit showing mailbox locations from the Sebastopol Postmaster approving mailbox locations.
26. City Public Water and Sewer and Drainage utility easements, if required by the City

Engineer, shall be provided within the development. Easement locations shall be subject to review and approval by the City Engineer.

***Roadway Improvements:***

27. Road closures, if permitted by the Project Approval, will only be permitted with prior authorization from the Public Works Department consistent with the City's road closure policy. Signs containing details of the proposed closure must be posted 48 hours in advance. Coordinate road closures with the Sebastopol Public Works Department. Contact the Public Works Department at 707-823-5331 to obtain a road closure permit.
28. An emergency vehicle access, meeting the requirements of the Sebastopol Fire Department shall be constructed.
29. All private driveway areas less than 24-foot wide shall require the approval of the Sebastopol Fire Department.
30. Sidewalk warps shall be provided to allow a clear five-foot walkway at all locations where mailboxes, street furniture, streetlights, street signs and fire hydrants are to be installed, or as otherwise approved by the City Engineer.
31. The structural section of all public road improvements shall be designed using a soil investigation which provides the basement soils R-value and expansion pressure test results. A copy of Geotechnical report and structural section calculations shall be submitted with the first improvement plan check.
32. The structural section of the private on-site drive aisles and parking areas shall meet the requirements and recommendations of the geotechnical report for the project.
33. Retaining walls and retaining curbs may be required to protect damage to trees as determined by a licensed Arborist. All retaining structures shall be designed and constructed to minimize damage to trees.
34. Pedestrian curb ramps, meeting City standards and current accessibility requirements, shall be provided at all intersections and crosswalks where sidewalks are proposed.

***Drainage Improvements:***

35. 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 Management Design Manual (FMDM). Public and private drainage improvements shall be shown on the improvement plans and the City Engineer may require the applicant to acquire the review and recommendations by the Sonoma County Water Agency (Sonoma Water) prior to approval by the City Engineer. Private storm drain easements will be required for any portions of the private storm drain not entirely located with the lot being served or for any portion of a private utility located on an adjacent parcel.

***Stormwater Quality:***

36. Projects that create or replace 10,000 square feet or more of impervious surface area are subject to design and construction requirements of the most recent edition of City of Sebastopol Low Impact Development (LID) Technical Design Manual. Improvement plans with required LID design features shall be approved by the City Engineer.
37. Projects that will disturb 1.0 acre or more of developed or undeveloped land shall provide evidence that a Notice of Intent (NOI) has been submitted by the applicant and received by the State Water Resources Control Board for a General Construction Activity Storm Water Permit. Two copies of the project Storm Water Pollution Protection Plan (SWPPP) shall be provided to the City prior to issuing a grading permit, encroachment permit, or building permit.
38. For required LID features constructed on private property or on street frontage, the owner shall provide a Declaration Letter to the City Manager regarding the owner's commitment to ongoing maintenance of said LID features (LID Declaration) prior to occupancy.

**Grading:**

39. The City of Sebastopol shall require a grading permit for projects that meet these requirements.
  - a) Cut or fill exceeding 50 cubic yards
  - b) Cut or fill greater than 3 feet in depth
  - c) Cut creating a cut slope greater than 5 feet in height and steeper than 2 units horizontal to 1 unit vertical
  - d) Fill intended to support a structure or surcharge greater than 1 foot in depth or placed on terrain with a natural slope steeper than 15 percent
40. When required by the Building Official the applicant shall submit to the City for review and approval, a detailed Geotechnical Report prepared by a Geotechnical Engineer registered in the State of California. The grading plan shall incorporate the recommendations of the approved Geotechnical Report.
41. Where soil or geologic conditions encountered during grading operations are different from those anticipated in the Geotechnical 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.
42. Existing wells, septic tanks and/or underground fuel storage tanks that are defective or will no longer be in use shall be permanently destroyed or removed under permit and inspection by the Sonoma County Permit and Resource Management Department, Well and Septic Division and/or Sonoma County Environmental Health or other designated agency. Underground fuel storage tanks are subject to UST regulations of the State Water Resources Control Board.
43. The grading plan shall clearly show all existing 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.

44. Improvements plans shall include an erosion control (winterization) plan. The plan shall include an order of work and staging/scheduling component indicating when facilities must be installed and when they may be removed.

**Fire Department. Standard Conditions of Approval:**

45. The address shall be posted in accordance with requirements of the California Building Code and California Fire Code. The Fire Chief shall review and approve all requests for new addresses. Inspection and signoff of address posting shall be coordinated through Building Department.
46. Smoke and CO detectors shall be installed in accordance with the California Building Code. Final inspection and signoff of smoke detectors shall be coordinated through Building Department.
47. Noncombustible roofing shall be provided for:
  - a. All new roofs shall be non-combustible.
  - b. Roof Repairs or replacement:
    - i. Less than 25% - no requirement
    - ii. 25Hr to 50% - Class C minimum
    - iii. 50% or more — Non-Combustible
  - c. In no case shall the roofing material used to be less fire resistive than the existing roof.

NOTE: A "noncombustible" roof is a Class A roof (for other than Group R Occupancies, a Class A or Class A assembly) as defined in the California Building Code and approved by the Building Department.

**Building Department Standard Conditions of Approval:**

48. All construction shall comply with all applicable Title 24 Codes in effect at the time of building permit submittal. It is the responsibility of the designer(s) to ensure that all applicable Title 24 codes, as well as any applicable Sebastopol Municipal Codes are incorporated into the design.

END OF STANDARD CONDITIONS OF APPROVAL