



CITY OF REDWOOD CITY CONDITIONS OF APPROVAL

<Project Address>
<Project Number> <Spell Out Permit Type>

The following Conditions of Approval [COA] and Standard Development Requirements [SDR] apply to this project. The COAs are specific conditions applicable to the proposed project. The SDRs are items which are codified or adopted by resolution and have been included for ease of reference, they may not be appealed or changed. The SDRs are not intended as a comprehensive list. The COAs and SDRs are grouped under specific headings that relate to the subject matter and the responsible division is described in brackets, i.e. [PLANNING].

The applicant is responsible for the fulfillment of all conditions and standard development requirements, unless specifically stated otherwise.

In addition to complying with all applicable City, County, State and Federal Statutes, Codes, Ordinances, Resolutions and Regulations, Permittee expressly accepts and agrees to comply with the following Conditions of Approval and Standard Development Requirements of this Permit:

Project Conformance

1. **Substantial Conformity** - All improvements shall substantially conform to the project plans prepared by _____ dated _____, and related information submitted by the Applicant, on file with the Community Development Department. [COA][PLANNING]
2. **Approval Letter & Conditions in Building Permit Plans** - This Notice of Official Action, with the accompanying conditions of approval, shall be printed on the first page of the building permit plans. [COA][PLANNING]
3. **Use** - The project approval is for <General Residential, or other use> use only. <Lodging is prohibited.> Any change to the approved use is subject to review and approval by the City. [COA][PLANNING]
4. **Exterior Colors and Materials** - Provide a mockup of the proposed materials and colors for Planning review and approval prior to <framing inspection.> [COA][PLANNING]
5. **Mitigation Measures** - <for use with projects with MMRPs> Provide written documentation of compliance with all required mitigation measures prior to issuance of final certificate of occupancy. [COA][PLANNING]

Fees

The following fees must be paid in full prior to issuance of the building permit unless otherwise described below.

6. **Transportation Impact Fee** - Pay a Traffic Impact Fee for the net new trips resulting from the proposed project, estimated at \$_____. [SDR] [ENGINEERING]
7. **Parks Impact Fee** - Pay a Parks Impact Fee for the net new dwelling units resulting from the proposed project, estimated at \$_____ <prior to final map approval for ownership projects>. [SDR][PARKS]
8. **Affordable Housing Impact Fee** - Pay an Affordable Housing Impact Fee for the net new <residential or commercial square footage> from the proposed project, estimated at \$_____. [SDR][HOUSING]
9. **School Impact Fee** - For residential additions greater than 500 square feet and new commercial or industrial construction, pay a School Impact Fee to the [Sequoia Union High School District](#). Information regarding this fee may be obtained by contacting the Sequoia Union High School District at (650) 369-1411. [SDR][SCHOOL DISTRICT]
10. **Water and Sewer Fees** - Pay applicable water, recycled water, and wastewater-related fees as outlined on the [City's website](#). [SDR][ENGINEERING]
11. **Downtown Parking In-Lieu Fee** - Pay \$25,000/space to the City for the requested ___ in-lieu parking spaces not provided on the project site, estimated at a total of \$_____. The total fee is required within six months of issuance of first project Building Permit. [SDR][ENGINEERING]
12. **Notice of Fees Protest** - The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code Section 66020, this 90-day protest period has begun as of the date of the approval of this application. [SDR][OFFICE OF THE CITY ATTORNEY]

Landscaping and Site Improvements

13. **Water-Efficient Landscaping** - Provide a landscaping and irrigation plan conforming to the California Water-Efficient Landscape Ordinance (AB 1881), including an automatic irrigation system (drip, micro-spray, or bubblers) with a rain sensor, and show these measures on the building permit plans. [COA][PLANNING]
14. **Tree Survey** - Provide a tree survey that identifies type, diameter at breast height (DBH), condition and location prior to building permit issuance. [COA][PLANNING]
15. **Tree Protection** - Provide tree protection measures for ordinance-sized trees near the project and show these measures on the building permit plans. [COA][PLANNING]

16. **Tree Removal Permit** - Obtain a Tree Removal Permit for the removal and tree trimming of all ordinance-size trees (number, type and location) defined within the City's Tree Preservation Ordinance prior to building permit issuance. [\[SDR\]](#)[PLANNING]
17. **Street Trees** - A total of ___ (24-inch box) street trees shall be planted along _____ frontages. The tree species and location will be determined by the City Engineer and Planning Manager. These improvements shall be included as part of the building permit submittal package. Newly planted trees shall be both irrigated and maintained by the applicant. [\[SDR\]](#)[PLANNING]
18. **Stormwater Runoff** - Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. The applicant's design professional shall evaluate the project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer. The project shall be designed in conformance with the Drainage Guidelines for [Residential](#) or [Commercial](#) Development. [SDR] [ENGINEERING]
19. **Exterior Lighting** - Provide a lighting plan for proposed exterior lighting, including cut sheets, a photometric site plan demonstrating light levels and a diagram showing light spillover. This information shall be included in the building permit plans. New light sources must not introduce glare or light effects that spill off the property. [COA][PLANNING]
20. **Bicycle Parking** - Provide for <NUMBER> number of bicycle storage spaces and demonstrate this on the building permit plans. [COA][ENGINEERING]
21. **Clean Air Vehicle Parking**- Provide for <NUMBER> designated parking for any combination of low-emitting, fuel-efficient and carpool/vanpool vehicles. [COA] [ENGINEERING]
22. **Electric Vehicle Charging Stations** - Provide for and install Electric Vehicle Charging Stations (EVCS) equivalent to at least 6% of the total parking spaces for garages over 200 spaces. <3% for Garages of smaller size?> Provide the appropriate number of accessible EVCS with at least one van accessible, including considerations for signage and time limits. Demonstrate this on the building permit plans. [COA][ENGINEERING]
23. **Resurface Parking Lot** - Slurry-seal and restripe the parking lot. This work shall be included as part of the building permit plans. [COA][PLANNING]
24. **Discards Collection** - Prior to the issuance of a building permit, the applicant shall submit to Engineering a Discards Collection Plan for review and approval. The plan shall include the following elements and additional elements as required by City staff: [COA][ENGINEERING]
 - a. **Adequate Space:** Adequate space for trash, recycling and composting (Discards) storage and servicing areas shall be provided, including areas for

wastes banned from regular trash containers such as electronics, fluorescent lamps and batteries. Residential properties will also provide area for bulky item collection such as mattresses, furniture, tires and white goods. Space provided for recyclable materials shall equal or exceed the space provided for trash materials and be appropriately-sized.

- b. **Convenience and Accessibility:** If the storage area is located outside, then it must be easily accessible by the collection vehicles. If the discards area cannot be located adjacent to the street, then service-day locations easily accessible by the collection vehicle staff must be provided. The recycling area shall be equally accessible as trash and storage areas.
- c. **Screening:** All discards areas shall be completely screened and covered from off-site view by a solid fence or masonry wall at least six feet high and compatible with the building architecture. Alternatively, the trash facilities may be placed within the building.
- d. **Implementation and Reporting:** Applicant and its successors and assigns shall implement the approved Discards Collection Plan and report its activities and achievements to the Public Works Department annually as requested.

Final <Parcel> Map

- 25. **Final <Parcel> Map** - Obtain approval and record a Final [Parcel] Map prior to building permit issuance. All final [parcel] maps shall include the lot configuration and proposed easements and conform to the Subdivision Map Act and Chapter 30 of the Municipal Code. [\[SDR\]](#)[ENGINEERING]
- 26. **Agreements** - Prior to Final <Parcel> Map approval, enter into the following agreements in a form acceptable to the City Attorney and the Community Development Director: [COA][ENGINEERING]
 - a. **A Landscape Maintenance Agreement** for all assigned landscape areas in public rights of way, easements, and/or on property in which the City holds an interest to be maintained. Maintenance items shall include, but are not limited to, planting trees, shrubs, flowers, grass and all appurtenances including irrigation systems and pedestrian scale lighting.
 - b. **A Stormwater Treatment Measures Maintenance Agreement** for all on-site stormwater treatment measures associated with the project.
 - c. **An Improvement Agreement** to guarantee the installation of all improvements required of the project and to provide for payment of all City inspection and plan check charges associated with the installation of public and private improvements, including, but not limited to, streets, sanitary sewers, water, storm drains and street lights.
 - d. **A Shared Parking Covenant** providing the City with assurance that the shared parking obligations under the Downtown Precise Plan will be met and that the valet parking service will be provided for the life of the project. The

shared parking covenant shall be recorded against the property along with the Parcel Map.

- e. **[For projects with a TIF allocation] An Off-Site Improvements Agreement** for the installation of off-site improvements <LOCATION>. The agreement shall include provisions that the applicant is responsible for their fair share (XX%) of the costs associated with these improvements. The off-site improvements associated with the agreement shall be completed prior to building permit final. Total design, construction and construction contingency costs for the improvements are estimated to be \$_____.
- f. **[For projects providing onsite affordable units] Affordable Housing Agreement** with the City restricting the rental of ____ (__) units, comprised of ____ (__) studio units, ____ (__) one-bedroom units, and ____ (__) two-bedroom units to “<extremely low, very low, low, OR moderate> income households” (as defined in Health & Safety Code Section ____) which shall in no event exceed <30, 50, 80, OR 120> percent of area median income, adjusted for family size at an “affordable rent” including a reasonable utility allowance (as defined in Health & Safety Code Section 50053), for a period of <55 OR 30> years from the date of initial occupancy. The affordable housing agreement shall specify the number, type, location, size, and phasing of all affordable units, provisions for marketing, income certification and screening of potential renters of units including the financing of ongoing administrative and monitoring costs, consistent with the approved affordable housing plan.
- g. **CC&Rs** including provisions for maintenance of and access to shared utilities, stormwater treatment facilities, surface improvements, and common areas, and an estimate of costs and proposed level of maintenance for each of the activities identified. All property owners must be members. [COA][PLANNING]

Reports and Surveys

- 27. **Geotechnical Report** - Include a geotechnical field review and reports for all grading work, prepared by a licensed geotechnical engineer and in conformance with Engineering Standards, Volumes II & III, CBC, and other State regulations. This shall be submitted as part of the building permit application. [SDR][ENGINEERING]
- 28. **As-Builts** - Provide “as-built” or “record” drawings, to be submitted in paper, PDF and AutoCAD formats prior to project sign-off. [COA][ENGINEERING]
- 29. **Transportation Demand Management Program** - A final Transportation Demand Management (TDM) program, describing the elements to be implemented, shall be reviewed and approved prior to certificate of building occupancy. The TDM program shall include an annual reporting requirement for the first three years that details daytime parking utilization rates and employee use and awareness of the program. Annual reporting shall begin on December 1 of each year. [COA][ENGINEERING]

FEMA and Base Flood Elevations

30. **Finished Floor Elevation (FFE)** - The finished floor elevation (FFE) is shown to be xx.xx feet, based on NAVD88. FEMA has notified all the municipalities within San Mateo County that new Flood Insurance Rate Maps (FIRMs) will become effective in February, 2017. The project site is currently located within Zone zzzz, with a base flood elevation of yy feet, and is/is not within a Special Flood Hazard Area. Upon FEMA's approval of the new maps, the project will be located within Zone zzzz, with a base flood elevation of yy feet, and is/is not within a Special Flood Hazard Area. Chapter 41 of the City's municipal code and engineering standards require that new construction and substantial improvements to existing structures be built with the lowest finished floor elevation set at or above the base flood elevation, with a recommendation of setting the lowest finished floor elevation 1 foot above the base flood elevation. **Chapter 41 of the City's municipal code requires that all building permits and project plans meet the requirements of the FIRM in effect at the time of permit issuance, regardless of when the project was submitted or deemed complete.** Although the project will not be required to consider the updated base flood elevations if the building permit has been issued prior to the effective date of the FIRM revisions, the owner may still be subject to FEMA flood insurance requirements based on the elevation certificate filed upon completion of the project. It is recommended that the FFE and any floodproofing be designed to accommodate the new base flood elevations, and that the applicant considers implications to future flood insurance requirements.
31. **Elevation Certificate** – If all or a portion of the site is within a Special Flood Hazard Area (as shown on the latest FEMA Flood Insurance Rate Maps in effect at building permit issuance), upon completion of the structure, the elevation of the lowest floor (including basement when applicable) shall be certified by a registered professional engineer or land surveyor, verified by the City's Building Inspector to be properly elevated, and provided to the Floodplain Administrator. Where required by Chapter 41 of the City's Municipal Code, the applicant shall also submit certification by a registered professional engineer or architect that the standards for elevation and floodproofing have been satisfied. [COA][ENGINEERING]

Utility Infrastructure Improvements

32. **Conformance with the City's Engineering Standards** – All public improvements shall be designed and constructed in accordance with the [City's Engineering Standards](#). [SDR][ENGINEERING]
33. **Encroachment Permits** – Obtain an Encroachment Permit from the Engineering and Transportation Division for work listed below. This permit shall be obtained prior to the commencement of construction of the road, utilities, or any site improvements. [SDR][ENGINEERING]
- a. Work in the City public right-of-way, easements or property in which the City holds an interest.

- b. Work requiring a grading permit. Grading permits require a Plot and Finished Grading Plan prepared by a California-registered Civil Engineer.
 - c. Work requiring on-site shoring which affects the public right of way
 - d. Work using the public right-of-way for any fixed structure (awnings, roof overhangs, fixed planters, etc.). Insurance, meeting the City's standards, is required. This permit will be recorded against the property.
34. **Undergrounding Utilities** - The applicant shall underground all overhead utilities along <name street or frontage>, which shall be shown on the building permit plans. [SDR][ENGINEERING]
35. **Sewer Capacity** – Prior to encroachment permit issuance, submit to the City, and obtain approval of, an evaluation and report prepared by a licensed engineer demonstrating that the existing sewer mains have sufficient capacity for the project. The study shall consider existing, project, other approved projects, and applications currently under review in determining the needed capacity. If the existing sewer main is less than 6” in size, or is in any other way not sufficient as determined by the City Engineer, applicant shall, as part of the Project, construct and install new sewer mains sufficient to meet such requirements, in accordance with the City's Engineering standards and as directed by the City Engineer to the City Engineer's satisfaction. [SDR][ENGINEERING]
36. **Peak Wet Weather Flow Capacity** – Redwood City has exceeded its Peak Wet Weather Flow (PWWF) capacity in the past. A methodology to reduce inflow and infiltration (I/I) by pipe replacement was determined. The applicant shall reduce (I/I) to offset increased sewer demand from the project by replacing aged sewer mains or pay an equivalent in-lieu fee. The length of pipe replacement required or the amount of fee will be based on the project's sewage generation projection (Attachment L of the City's Engineering Standards). For parcels within Redwood City but connecting to County owned and maintained sewer, an I/I in-lieu fee may be collected by Redwood City if the County does not require main replacement or collect and in-lieu fee. . [COA][ENGINEERING]
37. **Sewer Lateral Limit** – The project is limited to one sewer lateral per parcel. [COA][ENGINEERING]
34. **Sewer Lateral Size for Commercial Development** - For new or remodeled commercial buildings, sewer laterals less than 4” shall be upgraded to a minimum 6” size. [SDR] [ENGINEERING]
35. **Water Mains** – Prior to encroachment permit issuance, submit to City, and obtain approval of, an evaluation and report, prepared by a licensed engineer, in conformance with the City's Engineering Standards, demonstrating that the proposed water main meets the domestic and fire flow requirements in accordance with City Code Section 38.26 and the International Fire Code. If the existing water main is less than 6” in size, or is in any other way not sufficient as determined by the City Engineer, applicant shall,

as part of the Project, construct and install new water mains sufficient to meet such requirements, in accordance with the City's Engineering Standards and as directed by the City Engineer. New water mains shall be 8" minimum in size and extend across the entire property frontage, from the nearest point of connection to an existing 6" or larger water main. [SDR][ENGINEERING]

36. **Water Meters** – The project is limited to one “master” water meter for domestic water service. Any metering for individual units must be accomplished by private sub-meters within the property. [COA][ENGINEERING]
37. **Recycled Water Facilities** – Recycled water (purple pipe) facilities shall be provided and designed in accordance with Engineering Standards for dual plumbing, irrigation, and other warranted uses per the Recycled Water Ordinance, Chapter 38. Services that are to be supplied by recycled water (either at the time of project completion or at a future date) shall be designed to properly function at the design pressure required by Engineering. Upon a final determination by the City that recycled water is available for the property, the applicant shall connect the project to the recycled water system. Pipe material for internally dual plumbed systems intended for the conveyance of recycled water shall be constructed of non-metallic materials as allowed in the California Plumbing Code, and in accordance with the City's Customer Guidelines for Recycled Water Use. [COA][ENGINEERING]
38. **Recycled Water Report** - The applicant shall enter into a Recycled Water Use Agreement and shall hire an engineer licensed in California and experienced in the field of wastewater treatment to prepare a recycled water report for dual plumbed facilities, pursuant to California Water Code section 13522.5 and in accordance with California Code of Regulations sections 60314 and 60323 (found within Title 22, Division 4, Chapter 3). The first draft of the report and the signed agreement shall be submitted to Engineering prior to building permit issuance, and will be routed to the Public Works Department for review and coordination. [COA] [ENGINEERING]
39. **Cross-Connection Control Test** - Prior to issuance of the certificate of occupancy, all applicable plumbing systems must pass a cross-connection control test, performed by a Cross-Connection Control Specialist Certified through the CA-NV Section of the AWWA and observed by Public Works staff. The cross-connection control test method must be included in the Recycled Water Report. The applicant is responsible for all fees associated with the performance of the cross-connection control test. [COA] [ENGINEERING]
40. **Discharge Permit for Subterranean Garages** - If the subterranean garage requires groundwater pumping into the sewer system, a Discharge fee will apply and a Discharge Permit will be required by [Silicon Valley Clean Water \(SCVW\)](#) prior to issuance of the building permit. [SDR][ENGINEERING]

41. **Backflow Protection** – Backflow protection on all water services is required. The backflow preventer shall be above grade and located on private property, accessible to the Public Works division for testing. [COA][ENGINEERING]
42. **Fire Flow** - The Project shall meet fire flow requirements as established by the Fire Department which are based on the Fire Code. Fire flow tests are typically performed during the preliminary design phase but must be completed prior to submittal of final design. Applicant shall contact the Fire Department for fire flow requirements, and then submit a written fire flow test request to Engineering. [COA][ENGINEERING]
43. **C3 Requirements** - Plans shall be designed to meet C3 requirements of the Municipal Regional Permit (MRP) NPDES Permit CAS612008 and be in compliance with San Mateo County C.3 Stormwater Technical Guidance. [SDR][ENGINEERING]
 - a. **Treatment Controls** – Treatment measures to be shown on final improvement or grading plans shall not differ materially from the treatment measures presented on the project’s Vesting Tentative Map, approved on ____, without written approval from the Engineering Department.
 - b. **Treatment Measure Inspection** – Applicant shall coordinate installation of stormwater treatment measures with the municipality, shall arrange to have the City’s designated inspector present at the time of installation, and shall have the City’s designated inspector complete a final inspection of installed stormwater treatment measure immediately after installation is complete.
44. **Stormwater Management Plan (SWMP)** – Applicant shall prepare a SWMP that includes, at a minimum, exhibit(s) showing drainage areas and location of Low Impact Development (LID) treatment measures; total project site area and total area of land disturbed; total new and/or replaced impervious area; treatment measures and hydraulic sizing calculations; a listing of source control and site design measures to be implemented at the site; saturated hydraulic conductivity rate(s) at relevant locations or hydrologic soil type (A, B, C or D) and source of information; elevation of high seasonal groundwater table; and a brief summary of how the project is complying with Provision C.3 of the MRP. [COA][ENGINEERING]
45. **Construction General Permit** – For construction activity resulting in a land disturbance of one acre or more, applicant shall file a Notice of Intent (NOI) with the State Water Resources Control Board under the Construction Activities Storm Water General Permit (General Permit). The NOI indicates the applicant’s intent to comply with the San Mateo Countywide Stormwater Pollution Prevention Program, including a Stormwater Pollution Prevention Plan (SWPPP). [SDR] [ENGINEERING]
46. **Stormwater BMPs** - Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality, in accordance with the approved Stormwater Pollution Prevention Plan (SWPPP). BMP plan sheets are available electronically for inserting into project plans. [SDR][ENGINEERING]

Street Infrastructure Improvements

47. **Streetlights** - A new streetlight shall be installed, if needed, as determined by the City Engineer. Streetlights are required on the construction of a new commercial building or performance of substantial commercial remodeling with street frontage of 200 feet or more. The style and location of all streetlights shall be as determined by the City Engineer and Planning Manager. [SDR][ENGINEERING]
48. **Repair or Replace Street Infrastructure** - Restore streets surrounding the project site to the satisfaction of the City Engineer at project completion. When this requires additional pavement restoration, the Engineer shall approve the preferred layout of pavement markings. [SDR][ENGINEERING]
49. **Reconstruction of Frontage Streets** - The City has identified the need for street reconstruction along _____ streets fronting the project site. [SDR][ENGINEERING]
38. **Parking Garage Ramps** - Parking garage ramps shall meet the Design Criteria of the Engineering Standards and consider safety and visibility of pedestrians to the satisfaction of the City Engineer. Access controls shall be designed and placed in such a way that vehicles do not block the public sidewalk or queue in the public right-of-way. The access control system shall be delineated in the building permit submittal. Person doors with panic hardware and alarms shall be installed at or adjacent to gates between private and public parking to allow the safest emergency egress path of travel. [SDR][ENGINEERING]
50. **Shoring for Excavations** - No tiebacks shall extend into the public right of way or onto adjacent properties without the written agreement of the City and/or private property owner. Any tie-backs within the City's right of way shall be de-tensioned prior to permit sign-off and/or project acceptance. [COA] [ENGINEERING]

Fire and Safety

51. **Radio Coverage for Emergency Responders** - All building and parking garages shall have approved radio coverage for emergency responders within the building. Upon completion of the building construction, a radio coverage test shall be conducted per the applicable codes and standards and if the test fails an Emergency Responders Radio Coverage System shall be installed. Verify any Blue Box phone communication requirements with the Redwood City Police Department. [COA][POLICE]
52. **High-Rise Construction** - The building is considered a High-Rise and must comply with all codes for High-Rise construction if the height of the top occupied floor slab exceeds 75 feet. Height is measured from the lowest point of the gutter at the lowest street elevation. [SDR][BUILDING]
53. **Addressing and Access** - The following requirements apply: [COA][FIRE]

- a. Addresses must be logical, sequential numbers, i.e. First Floor 101, 102, 103, Second Floor 202, 203, 204, as opposed to F303, G401, etc..
 - b. Floor plan maps shall be submitted with unit numbers at all entrances, excluding fire exits.
 - c. Provide a key pad with 24 hour access code for public safety personnel at the main entrance, as opposed to just RFID readers or similar devices
54. **Elevator Requirements** – The following requirements for elevators apply: [SDR][BUILDING]
- a. One elevator shall be available for use as an accessible means of egress in case of emergency.
 - b. One elevator shall be connected to backup generator power in order to remain operable during emergencies. This elevator shall be provided with appropriate signage and shall extend to all floors including the lower levels of the parking structure
 - c. All additional elevators shall be connected to battery backup with sufficient power to bring the elevator to the exit level in the event of an emergency.
 - d. All elevators shall be equipped with smoke curtains.

Construction-Related Activities

55. **Verification for Dimensions** – All dimensions, including building location on the site, setbacks, building height, etc. shall be verified by a licensed surveyor. A survey report shall be provided to the Building Inspector for review and approval. [COA][BUILDING]
56. **Sales and Use Taxes** – Applicant shall use good faith efforts to register with the Board of Equalization to create an ID prior to project construction and operation. This maximizes the City’s allocation of sales and use taxes associated with project construction. Contact Nancy Murguia, Finance Department, at (650) 780-7097 or nmurguia@redwoodcity.org. [COA][FINANCE]
57. **Hours of Construction** – On-Site Construction activity is permitted between 7:00 a.m. and 8:00 p.m. Monday through Friday, except as permitted on weekends by the Building Official, and shall adhere to the City’s Noise Ordinance. If possible, the noisiest construction activities would be scheduled for daytime hours when the ambient noise levels are highest. [SDR][BUILDING]
58. **Construction Sign** - Prior to the start of any construction work, including demolition, install at least one 36” x 48” (minimum) construction sign in a visible location along the project frontage for the duration of construction. The sign shall include, at minimum, the following information: project name & address, elevation or rendering,

construction manager (name, phone number), anticipated completion (season, year), and the City's permitting website <http://permits.redwoodcity.org> [COA][PLANNING]

59. **Construction Meetings** - The applicant is required to contact the Permit Counter (650.780.7350) to schedule the following meetings prior to or during construction. [COA][BUILDING]
- a. **Pre-Submittal** - Prior to building permit submittal, schedule a pre-submittal meeting with Building, Planning, Engineering and Fire staff to discuss the permitting process and submittal requirements.
 - b. **Pre-Construction** - After City permits are issued, but prior to start of construction, schedule a pre-construction meeting with Engineering, Building, Fire, and Planning staff to discuss the inspection process and requirements for construction and site work. The applicant shall arrange for the attendance of the owner, developer, construction manager, contractor, and all subcontractors who are responsible for grading and erosion and sedimentation protection controls.
 - c. **<For BMR units on-site> Interior Finishes & Amenities** - After sheetrock inspection but prior to installation, contact the Project Planner and Housing Staff to verify, to the City's satisfaction, that all interior finishes and amenities in the affordable units are equivalent to amenities used in market rate units.
60. **Materials Mock-Up** - Prior to final foundation inspection, prepare a mock-up that is outdoors, readily accessible, and will remain intact until the project has reached substantial completion. The mock-up should include all project colors and materials, windows for the base and top, balconies, lighting, and architectural details, as well as construction details, such as the weep screed, to understand how the design addresses them. Then schedule a mock-up meeting with the Planning and Building Departments for final review and approval of the project details. Submit an updated colors and materials board or details if any changes are made as a result of the mock-up meeting. [COA][PLANNING]
61. **Certification Letters** - Prior to final inspection, submit certification letters from the following architects verifying that the project, as constructed, complies with approved plans. After the certification letter has been submitted, the project planner will also confirm substantial compliance with the approved plans during the scheduled final inspection. [COA][PLANNING]:
- a. Project Landscape Architect verifying substantial conformance with the approved landscape plan, including species, size, quantity, and location of the approved trees, shrubs, and groundcover. It shall also verify landscape lighting, fencing, irrigation, and other details as applicable.
 - b. Project Architect verifying substantial conformance with the approved elevations, colors, materials, exterior light fixtures, and architectural details.

62. **Construction Management and Staging** - Prior to encroachment permit issuance, submit a construction parking management plan, which shall outline the number of construction workers by phase, phase duration, where parking will be located for each phase. Construction parking, material storage, equipment, or other construction-related uses are not allowed within the City right of way without prior approval from the City Engineer. [COA][ENGINEERING]
63. **Lane Closures** - Traffic control for lane closures shall conform to the Work Area Traffic Control Handbook. Street closures require submission of traffic control plans and approval in advance. [SDR][ENGINEERING]
64. **Public Parking During Construction** - Temporary parking meter permits shall be issued prior to removing any public parking spaces from public use during construction. An application fee of \$30.00, together with the parking meter fees applicable for the expected duration of the temporary parking meter permit (\$2.00-\$8.00 daily per space depending on location) shall be paid in advance prior to issuance of the permit. [SDR][ENGINEERING]
65. **Winterizing** - If construction is not complete by the start of the wet season (October 1 through April 30), implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing disturbed soils through temporary or permanent seeding, mulching, matting, tarping or other physical means; rocking unpaved vehicle access to limit dispersion of much onto public right-of-way; and covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions shall be submitted for approval by CDD prior to beginning construction. As site conditions warrant, the City Engineer may direct the applicant to implement additional winterization requirements. [COA][ENGINEERING]
66. **Grading** - Grading shall be performed in accordance with the City's Engineering Standards. Soil or other construction materials shall not be stockpiled in the public right-of-way. Submit cut/fill volumes (CY) for all soils to be imported to or exported from the site. [SDR][ENGINEERING]
67. **Monitoring** - The Soils Engineer shall conduct continuous site inspections during trenching and backfill operations at the applicant's expense. The Soils Engineer shall take compaction tests and submit the results to Engineering & Construction. [SDR][ENGINEERING]

Downtown Specific Projects

68. **Downtown Mitigation Measures** - Implement and comply with all applicable mitigation measures described in the Environmental Impact Report (EIR) and

Mitigation Monitoring Program (MMRP) for the Downtown Precise Plan, adopted by the City Council by Resolution No. 15086, including mitigations expressly identified in the Initial Study for this project. [SDR][PLANNING]

- a. **Archaeological Resources (Mitigation 7-1)** - In the event that any deposits of prehistoric or historic archaeological materials are encountered during project construction activities, all work within an appropriate buffer area shall be stopped and a qualified archaeologist shall be contacted to assess the deposit and make recommendations, possibly including complete avoidance of the resources, in-place preservation, or data recovery as detailed in Mitigation 7-1 of the DTPP EIR. [COA][PLANNING]
- b. **Paleontological Resources (Mitigation 7-5)** - Prior to the issuance of grading or demolition permits, the Community Development Department, in coordination with a qualified paleontologist, shall assess the project for the potential to destroy unique paleontological resources and to determine provisions to protect such resources when applicable, possibly including complete avoidance of the resources, in-place preservation, and/or data recovery as detailed in Mitigation 7-2 of the DTPP EIR. [COA][PLANNING]
- c. **Noise and Vibration Studies (Mitigations 11-1 and 11-2)** - The applicant shall submit a site-specific noise study consistent with the requirements of the California Building Code (CBC) and incorporate noise reduction measures necessary to achieve compatibility with the City's Noise Element guidelines (55 dBA CNEL at sensitive exterior spaces) and Title 24 standards (45 dBA CNEL within residential units). Each noise study shall be approved by the Building Division prior to issuance of the building permit per Mitigation 11-1 of the DTPP EIR. [COA][BUILDING]
- d. **Construction Noise and Vibration (Mitigations 11-3 and 11-4)** - Construction activities shall minimize the impacts of noise and vibration on adjacent properties. More requirements and details of these mitigation measures are found in Mitigation 11-3 and 11-4 of the DTPP EIR. [COA][ENGINEERING]
- e. **Air Quality Report (Mitigation 12-1)** - The applicant shall provide an air quality report to analyze the potential health risks and incorporate appropriate design and construction features that reduce potential exposure of persons to pollutants in accordance with BAAQMD adopted standards for control of odor/toxics for sensitive receptors. More requirements and details of this mitigation measure are found in Mitigation 12-1 of the DTPP EIR. [COA][BUILDING]
- f. **Wildlife Movement and Impacts (Mitigation 15-3)** - The applicant shall hire a qualified biologist to conduct a survey for nesting birds prior to tree removal or trimming, and submit the survey for filing. All tree removal and trimming shall take place outside of the breeding season. [COA][PLANNING]

69. **Notice of Right to Operations** – Provide a “Notice of Right to Downtown Operations” to all tenants prior to execution of any lease per DTPP Section 2.2.5. [SDR][PLANNING]
70. **Window Visibility** – Ground floor windows for non-residential uses shall provide an unobstructed view into the building of at least 20 feet. [SDR][PLANNING]
71. **Signs** – Future signs require a separate sign permit and shall conform to the requirements of the Downtown Precise Plan and Chapter 3 of the Municipal Code. [SDR][PLANNING]

Other Agency Permits

72. **Caltrans** - If a portion of the proposed work is within the State of California right-of-way (Woodside Road, El Camino Real), the applicant shall contact the California Department of Transportation (Caltrans) at (510) 286-4417 to obtain all necessary Encroachment Permits. [SDR][ENGINEERING]
73. **BCDC** - Prior to the issuance of any building or engineering permits, applicant shall provide proof of BCDC approval for the project. [SDR][ENGINEERING]
74. **San Mateo County** - A portion of the proposed work is within the San Mateo County right-of-way. The applicant shall contact the County of San Mateo Public Works Department at (650) 363-4100 to obtain all necessary Encroachment Permits. [SDR][ENGINEERING]

General Requirements

75. **Exterior Materials** – The exterior materials, colors, textures, trim elements, windows and roof pitch of the project shall be consistent throughout and substantially conform to the colors and materials board, date received _____, on file with Planning Services. [COA][PLANNING]
76. **Modifications** - Modifications to the approved plans require Planning review and approval prior to building permit issuance. Minor project modifications required to meet building, fire, and safety codes at time of building permit plan check may be allowed, at the City’s discretion. Substantial modification of approved plans, as determined by the Zoning Administrator, may be subject to an amendment or a new Permit. [COA][PLANNING]
77. **Indemnification** – Per Redwood City Code Section 1.54, Applicant shall defend (with counsel approved by City), indemnify, and hold harmless the City, its agents, officers, and employees from and against any claim, action, or proceeding (including without limitation any appeal or petition for review thereof) against the City or its agents, officers or employees related to an approval of the Project, including without limitation any related application, permit, certification, condition, environmental determination, other approval, compliance or failure to comply with applicable laws and regulations, and/or processing methods (“Challenge”). City may (but is not obligated to) defend

such Challenge as City, in its sole discretion, determines appropriate, all at applicant's sole cost and expense. Applicant shall bear any and all losses, damages, injuries, liabilities, costs, and expenses (including, without limitation, staff time and in-house attorney's fees on a fully-loaded basis, attorney's fees for outside legal counsel, expert witness fees, court costs, and other litigation expenses) arising out of or related to any Challenge ("Costs"), whether incurred by Applicant, City, or awarded to any third party, and shall pay to the City upon demand any Costs incurred by the City. No modification of the project, any application, permit, certification, condition, environmental determination, other approval, change in applicable laws and regulations, or change in processing methods shall alter the applicant's indemnity obligation. Per Government Code Section 66474.9, Applicant's indemnification obligation with respect to any Challenge concerning a subdivision (tentative, parcel, or final map application or approval) shall be limited to actions brought within the time period provided for in Government Code Section 66499.37, unless such time period is extended for any reason. The City shall promptly notify Applicant of any such claim, action or proceeding and shall cooperate fully in the defense. [COA][OFFICE OF THE CITY ATTORNEY]