Appendix A

ENVIRONMENTAL DESIGN REVIEW APPLICATION REQUIREMENTS FOR HILLSIDE RESIDENTIAL DEVELOPMENT PROJECTS

This section lists submittal requirements for all hillside residential development projects subject to Environmental Design Review. For projects subject to "Minor" Environmental Design Review, 10 copies of all drawings must be submitted for full submittal. For projects subject to "Major" Environmental Design Review, 17 copies must be submitted for full submittal. All copies must be folded to fit a 9" x 14" envelope, unless they are so thick they can only be rolled up.

Please make submittals as clear as possible and follow accepted conventions of drawings—all drawings clearly labelled, scales shown (not to exceed 1" = 40' for engineering drawings, not to exceed 1/8" = 1'-0" for architectural drawings), north arrow on plans, clear and readable line work, name of the project, name, address and phone number of applicant, engineer or architect.

Proposals should not be presented open-ended with expectations of the staff or Environmental Design Review Board to make decisions.

Additional information, drawings or other materials necessary to describe the project may be requested by the Planning Department or the Design Review Board depending on the nature of the project or site.

Also, depending on the projects nature, not all of the above requirements may be needed — the applicant should discuss proposed modifications with the Planning staff member assigned to the City's Environmental Design Review.

The applicant may include additional information or materials such as sketches and models or photos if they help explain the proposal. Photos of the site and surrounding properties are always required.

All Hillside Residential Development projects on properties with the ***HR*** and ***HRR*** Land Use designations in the ***General Plan 2000*** should be prepared to go through the "Major" Environmental Design Review Process.

PRELIMINARY REVIEW

Development proposals that elect the optional step of Preliminary Review or a request for waiver may submit drawings or other materials appropriate to the nature of the project and extent of planning studies completed. In most cases, site design, location of buildings, grading, basic form and height of buildings and landscape concepts will be important. Building elevations, perspectives and other information may be presented, but kept in preliminary form.

MINOR ENVIRONMENTAL DESIGN REVIEW

I. Initial Submittal

The following information and drawings shall be included upon initial submittal of an application:

- Application Form (including a detailed description of the project).
- Environmental Assessment Form (may be required)
- Geotechnical Review Information (may be required)
- Required Development Plans (4 copies)
- Site Photographs
  Showing subject property and buildings in relationship to the surrounding area. A panorama or aerial shot may be required.
- Preliminary Title report (may be required)
  Including property description, easements, deed restriction information and all conditions, covenants and restrictions.
- Filing Fees

II. Full Submittal

After Planning Department Review of the Initial Submittal information and drawings for "completeness," the following information and drawings shall be submitted prior to the project being accepted as complete for processing:

- Required Development Plans (10 Copies)

- Photo Montage and/or Model

- 8-1/2" x 11" transparencies and photo copy of each development plan as revised to incorporate City comments, is required for Planning Commission review.

- The Development Plans should contain the following information:

a. Detailed Site Plan (drawn over the topographic map as a base)

- Property lines and dimensions of the subject site and all adjacent properties, showing all easements.
- Boundary of all tree massing or tree cover.
- Location of all trees that are 6 inches or more in trunk diameter at a point 4'-6" above the root crown.
- Location of all shrub masses with a diameter of 10' or more, and all hedges with the height of 5' or more and a length of 15' or more.
- Existing trees and shrubs shall be labeled to be saved or removed.
- Dimensioned locations of all existing and proposed buildings and structures.
- Distances between buildings and/or structures.

- Building setbacks and required yard areas (front, rear and sides).
- Location, height and materials of walls and fences.
- Location of exterior light fixtures and typical lighting distribution, including specifications of light fixtures.
- Existing and proposed sidewalks, curbs, gutters, driveways, and paving widths.
- Location, dimensions, height of outdoor storage areas, trash enclosures and mechanical service areas.
- Site Plan summary with the following information:
  a. Site coverage.
  b. Gross Floor Area.
  c. Lot coverage(%).
  d. Gross Density.
  e. Number of unit types, square footage by unit type, number of bedrooms, number of stories, and number of units per building.
  f. Proposed landscape area (square footage and percentage)
  g. Percentage of turf area within developed landscaped area.
  h. Required and proposed number of parking spaces (covered and uncovered, as applicable).

b. Landscape Plan (may be shown on site plan).

- All existing and proposed improvements as shown on the detailed site plan; however, dimensions (such as setbacks and street widths) shall be excluded.
- Location of all proposed plantings.
- Plant legend identifying plant materials by form and function.
- Written description of irrigation concept consistent with Marin Municipal Water District Ordinance Number 285
- Landscape structures (e.g., arbors trellises, alcoves, and benches)

c. Grading Plan (may be shown on site plan)

- Proposed grading, including structures, curbs, retaining walls (show height), gutters, pavement, walks, swales, mounding, slopes, open space, trails, etc.
- Show all items (existing and proposed), clearly defined with distances, spot elevations, gradients, contours, details, cross-sections, drainage, flow arrows, etc. Existing improvements shall be designated with dashed lines, and proposed improvements shall be designated with solid lines. Include footprints of proposed structures.
- Easements, property lines, rights-of-ways.
- Quantities of cuts and fill (numeric calculations).
- Patterned or colored shading of cuts and fills (only 2 copies required)
- Drainage patterns and facilities
- Retaining walls, including top of wall and ground elevations.

d. Illustrative Building Elevations

- All side of existing and proposed building structures. Landscaping should not

obstruct the design of a building.

- Vertical dimensions, exterior materials, textures and colors of all proposed and existing buildings.
- Exterior materials to be used, including walls, glass (type/color), railings, detailing, fencing, signs, etc.
- Design of accessory structures, such as carports, trash enclosures, retaining walls, trellis, etc. Landscape materials should not hide design details.
- All superstructures, roof equipment, equipment screening and mechanical duct routing above the roof.

e. **Roof Plans (for all proposed structures)**

f. **Floor Plans (for all proposed structures)**

g. **Site Lighting Plan**

h. **Site Staking**

- Corners of building envelopes by stakes with flags.
- Building lot corners by stakes with flags.
- Location of proposed access roads and driveways by stakes with flags (may be required).
- The corners, height and the rooflines of the proposed building(s) by poles with flags (may be required).

i. **Arborist Report** (may be required).

j. **Biological Survey** (may be required).

k. **Drainage Report** (may be required).

MAJOR ENVIRONMENTAL DESIGN REVIEW

I. Initial Submittal

The following information and drawings shall be included upon initial submittal of an application.

- Application Form including detailed description of project.
- Environmental Assessment Form (may be required)
- Geotechnical Review Information (may be required)
- Hydrologic Review Information (may be required)
- Required Development Plans (4 copies)
- Building Materials Sample and Color Board
- Site Photographs showing subject property and buildings in relationship to the surrounding area. A panorama or aerial shot may be required.

- Preliminary Title Report (may be required)
  Including property description, easements, deed restrictions information and all conditions, covenants and restrictions.
- Filing Fees

II. Full Submittal

1. Required development plans (17 copies)

2. Photo Montage and/or Model

3. Transparencies. An 8-1/2" x 11" transparency and photocopy of each development plan, as revised to incorporate City comments, is required for Planning Commission review. 10 sets of 1/2 size (11" x 17") plans will be required prior to Planning Commission review.

   The following information should be included on the drawings submitted for Environmental design review.

   a. Contextual Map (showing the relationship of the proposed project to the surrounding buildings and site features):

   - Vicinity Map, indicating site in relationship to major streets.
   - Location of the site and relationship of the proposed project to existing and surrounding uses, noting all significant features, landscaping and topography.
   - All buildings and streets within a 50' to 100' radius greater radius may be required); footprints, height, use, and zoning of adjacent structures.
   - Adjacent access and circulation.
   - All slope banks, ridgelines, natural drainage courses, rock outcroppings, and all mature trees as shown on the Natural Features Map.
   - Surrounding public improvements including pavement width, medians, curb cuts and sidewalks.
   - Driveways, parking and loading areas.
   - Proposed and existing open space, and riparian areas.

   b. Natural Features Map (site analysis of existing site conditions)

   - Basic site information (locate on drawing).
   - Site boundaries with dimensions; building setback lines and easements.
   - Sidewalks and public rights-of-way.
   - Existing structures and other significant built improvements
   - Existing Natural Features (locate on drawing):
     Trees 6 inches or more in trunk diameter measured at a point 4'-6" above the root crown. Note trunk size and species.
   - Existing contours (typically at two to five foot intervals).
   - All slope banks, including unstable slopes or areas of previous slide repair, ridgelines,

natural drainage courses, and rock outcroppings.
- Wetland and riparian areas.
- Existing structures outlined including drainage devices, public improvements and buildings.
- Boundary of all tree massing or tree cover.
- Location of all shrub masses with a diameter of 10′ or more and all hedges with the height of 5′ or more and length of 15′ or more.
- Existing trees to be saved or removed.

c. Detailed Site Plan:

- Property lines and dimensions of the subject site and all adjacent properties, showing all easements.
- Dimensioned locations of all existing and proposed buildings and structures.
- Dimensioned locations of access for pedestrians, bicycles and vehicles, showing service areas, points of egress and ingress, public access to open spaces.
- Dimensioned locations of all off street parking and loading areas showing location, number and typical dimension of spaces, and wheel stop placement.
- Internal circulation patterns.
- Dimensioned locations of proposed subdivision building envelopes.
- Distances between buildings and/or structures.
- Building setbacks and required yard areas (front, rear and side).
- Location, height and materials of walls and fences.
- Location of exterior light fixtures and typical lighting distribution, including specifications of lighting fixtures.
- Existing and proposed sidewalks, curbs, gutters, driveways, and paving widths, on-site and all adjacent properties and properties across the street.
- Typical street section.
- Location and footprint of all buildings within 50′ of the site.
- Existing sewers or nearest method of sewering.
- Existing drainage courses or storm drains within approximately 50′ of the site.
- Location of existing and proposed utilities (sewers, watermains, culverts, power and telephone lines) 50′ to 100′ from the site boundary.
- Site Plan summary with the following information:
    a. Site coverage.
    b. Gross Floor Area.
    c. Lot coverage(%).
    d. Gross Density.
    e. Number of unit types, square footage by unit type, number of bedrooms, number of stories, and number of units per building.
    f. Proposed landscape area (square footage and percentage)
    g. Percentage of turf area within developed landscaped area.
    h. Required and proposed number of parking spaces (covered and uncovered, as applicable).

b. Landscape Plan (may be shown on site plan).

- All existing and proposed improvements as shown on the detailed site plan; however, dimensions (such as setbacks and street widths) shall be excluded.
- Location of all proposed plantings.
- Plant legend identifying plant materials by form and function.
- Written description of irrigation concept consistent with Marin Municipal Water District Ordinance Number 285
- Building footprint and roof outlines, including eave overhangs.
- Private walkways, walls and courtyards.
- Berms and/or mounding areas, ground cover areas, areas of rock, gravel or stone; shrub locations; accent and street trees; slope planting materials; retaining walls; private yard areas; landscape lighting; and other elements necessary to show the landscape concept.
- Landscape structures (e.g., arbors trellises, alcoves, and benches)
- Community amenities, common or public recreation, primary and secondary entry point treatment, emergency vehicle access, public walkways and other elements necessary to show the community amenities.
- Location of all ground mounted mechanical or utility equipment and method of screening.

c. Conceptual Grading Plan

- The Planning Department may require major projects to show existing conditions on 50% half-tone screen base with proposed improvements drawn on the base. If a project is to be phased, separate grading plans may be required for each phase.
- Existing features (natural ground, trees, structures, drainage courses, streets, trails, slopes, etc.) on site and within approximately 50′ of project site labeled to remain or be removed.
- Natural areas to be preserved.
- Contour grading will be required wherever practical.
- Show all items (existing and proposed) listed below, clearly defined with distances, spot elevations, gradients,contours, details, cross-sections, drainage flow arrows, etc. Existing Improvements shall be designated with dashed lines and proposed improvements shall be designated with solid lines. Include footprints of proposed structures.
- Easements, property lines, rights-of-way.
- Contour lines approximately 50′ beyond boundary subject site.
- Maximum contour intervals shall conform to the following table:

Slope	Under 5%	5%-20%	Over 20%
Interval	2′	5′	10′

- Proposed grading, including structures, curbs, retaining walls (show height), gutters, pavement, walks, swales, mounding, slopes, open space, trails, etc.
- Subdivisions show grading for streets, drainage, and trails only. Provide a separate plan showing future house plotting and lot grading to be completed on a lot-by-lot basis.

- Quantities of cuts and fills (numeric calculations).
- Patterned or colored shading of cuts and fills (only 2 copies required).
- Illustrations of separate cut and fill areas with a line.
- Potential source/destination of fill excavation in excess of 10,000 CY.
- Erosion control measures.
- Sections on slopes over 10%.
- Cross-sections at all site boundaries (maximum and minimum conditions).
- Drainage patterns.
- Drainage facilities.
- Parkway culverts where drainage is directed to streets.
- Location, elevation and size of proposed building pads.
- Streets, including cross-sections, improvements, right-of-way, etc.
- Shade or screen with different screens or shades pavement areas and slopes of: 1%-25%; 25%-35%; 35%-50%; and over 50%.
- Retaining walls, including top of wall and ground elevations

d. Illustrative Building Elevations

- All side of existing and proposed building structures. Landscaping should not obstruct the design of a building.
- Vertical dimensions, exterior materials, textures and colors of all proposed and existing buildings.
- Exterior materials to be used, including walls, glass (type/color), railings, detailing, fencing, signs, etc.
- Design of accessory structures, such as carports, trash enclosures, retaining walls, trellis, etc. Landscape materials should not hide design details.
- Shadows which depict the true building profiles and dimensions (45 azimuth and altitude). Allow building design to read through shadows.
- All superstructures, roof equipment, equipment screening and mechanical duct routing above the roof.
- If an addition to an existing building is proposed, show the elevations of the existing buildings together with those of the addition.

e. Roof Plans (for all proposed structures)

- Basic site plan elements and property lines.
- Direction and slope of drainage.
- Drainage collectors.
- Location of rooftop mechanical equipment and method of screening.
- Outline of building footprint below.
- Differentiate between levels for structures with multiple roof levels.

f. Floor Plans (for all proposed structures)

- Square footage.
- Perimeter dimensions.

- Exterior materials.
- Glass Areas.
- Exits.
- Above grade extensions, such as balconies or decks.

g. Site Lighting Plan

h. Phasing Plan

- Required for phased projects, indicating the limits of the phasing.

i. Site Staking

- Corners of building envelopes by stakes with flags.
- Building lot corners by stakes with flags.
- Location of proposed access roads and driveways by stakes with flags (may be required).
- The corners, height and the rooflines of the proposed building(s) by poles with flags (may be required).

j. Arborist Report (may be required).
k. Biological Survey (may be required).
l. Drainage Report (may be required).

Appendix B

PLANT SELECTION GUIDE

The shrubs and trees listed within this appendix are a reflection of the design goals stated in guideline A8, "Planting Design for Hillsides." They are listed, in matrix form, by uses. Other Trees and shrubs not listed here may accomplish the desired goals, and if so, are encouraged also.

To use this Appendix, determine the use of the tree or shrub and find the appropriate heading at the top of the matrix. Please consult the Sunset Western Garden Book for additional information about each plant.

The first list is a Tree List which includes Drought Tolerant and Low Fuel Volume Trees for use in high fire hazard areas.

The second list is a Shrub List. Nerium oleander has toxic foliage but is included in the Appendix because of its other excellent qualities. Its use is encouraged where toxic foliage will not present a hazard. Size considerations are important for shrubs: use low creeping varieties for groundcovers; medium shrubs and large sized shrubs can be used for screening, accents and spatial definition. Note the list of Drought Tolerant shrubs. The Ribes and Rhus species have deciduous habits; all others are evergreen.

Please note the Low Fuel Volume Shrubs for use in high fire hazard areas. All of these shrubs are low growing and can exist with little summer irrigation.

APPENDIX B

GENERAL HILLSIDE PLANT LIST FOR SAN RAFAEL CLIMATE ZONE

BOTANICAL NAME	COMMON NAME	Drought Toleran	Screen Backgrnd.	Slope/ Ero.Cont.	Low Fuel Volume	Drainage Ravine	Deer Resistant	Freeze Damaged
TREES:								
Aesculus californica*	California Buckeye	X		X		X	X	
Ailanthus altissima	Tree of Heaven	X					X	
Alnus cordata	Italian Alder					X	X	
Arbutus unedo*	Strawberry Tree	X	X	X	X	X		
Cedrus deodara	Deodar Cedar	X	X				X	
Ceratonia siliqua	Carob Tree	X			X			X
Cercis occidentalis*	Western Redbud	X		X	X	X	X	
Cupressocyparis leylandii	Leyland Cypress	X	X	X			X	
Eriobotrya japonica	Loquat	X						
Eucalyptus lehmannii	Bushy Yate	X	X				X	
Eucalyptus sideroxylon	Pink Iron Bark	X	X	X			X	
Fraxinus o. 'Raywood'	Raywood Ash	X						
Geijera parviflora	Australian Willow	X					X	
Leptospermum laevigatum	Australian Tea Tree	X					X	
Leptospermum scoparium	New Zealand Tea Tree	X					X	X
Liquidambar styraciflua	Sweet Gum						X	
Lyonothamnus f.'Asplenifolius'*	Fernleaf Ironwood	X	X				X	
Maytenus boaria	Mayten Tree	X					X	
Melia a. 'Ubraculiformis'	Texas Umbrella Tree	X					X	
Melaleuca linariifolia	Flaxleaf Paperbark	X					X	X
Metrosideros excelcus	New Zealand Christmas Tree	X			X		X	
Myoporum laetum	Myoporum		X	X	X		X	X
Olea europea	European Olive	X					X	
Pinus pinea	Italian Stone Pine	X	X	X			X	
Pistacia chinensis	Chinese Pistache	X					X	
Platanus a.'Bloodgood'	London Plane Tree					X	X	

* DENOTES NATIVE SPECIES

BOTANICAL NAME	COMMON NAME	Drought Toleran	Screen Backgrnd.	Slope/ Ero.Cont.	Low Fuel Volume	Drainage Ravine	Deer Resistant	Freeze Damaged
Populus fremonti*	Fremont Poplar		X			X	X	
Prunus caroliniana	Carolina Cherry	X	X	X	X	X	X	
Prunus lyonii*	Catalina Cherry	X	X	X	X	X	X	
Pyrus c. 'Bradford'	Bradford Pear						X	
Quercus agrifolia*	Coast Live Oak	X		X		X	X	
Quercus chrysolepis*	Canyon Live Oak	X				X	X	
Quercus ilex	Holly Oak	X					X	
Rhus lancea	African Sumac	X			X		X	
Robinia a. 'Idahoensis'	Idaho Locust	X					X	
Schinus terebinthifolius	Brazilian Pepper	X			X		X	
Sequoia sempervirens*	Coast Redwood		X	X		X	X	
Tilia e. 'Redmond'	Crimean Linden						X	
Tristania laurina	Swamp Myrtle	X					X	
Umbellularia californica*	California Laurel	X		X		X	X	

SHRUBS:

Abelia grandiflora	Glossy Abelia			X				
Acacia decurrens	Green Wattle	X			X			X
Agonis flexuosa	Peppermint Tree	X	X					
Arbutus u. 'Compacta'*	Dwarf Strawberry Tree	X	X		X	X	X	
Arctostaphylos spp.*	Manzanita	X		X	X	X		
Berberis thunbergii	Japanese Barberry						X	
Caesalpinia spp.	Bird of Paradise	X						
Callistemon citrinus	Lemon Bottlebrush	X	X				X	
Ceanothus spp.*	Ceanothus	X		X	X		X	
Chaenomeles spp.	Flowering Quince			X			X	
Chamelaucium uncinatum	Waxflower		X	X				
Cistus spp.	Rockrose	X		X	X		X	
Cotoneaster spp.	Cotoneaster			X			X	
Daboecia cantabrica	Daboecia			X	X			
Diosma pulchra	Pink Diosma			X				

BOTANICAL NAME	COMMON NAME	Drought Toleran	Screen Backgrnd.	Slope/ Ero.Cont.	Low Fuel Volume	Drainage Ravine	Deer Resistant	Freeze Damaged
Dodonaea viscosa	Hopseed Bush		X	X			X	
Echium fastuosum	Pride of Madeira	X		X			X	
Elaeagnus pungens	Silverberry	X	X	X			X	
Escallonia spp.	Escallonia		X					
Fallugia paradoxa*	Apache Plume	X		X				
Feijoa sellowiana	Pineapple Guava	X	X	X	X			
Fremontodendron spp.*	Flannel Bush	X	X	X				
Garrya fremontii*	Coast Silk Tassle	X	X	X	X			
Grevillea canberra	Grevillea		X	X			X	
Heteromeles arbutifolia*	Toyon	X	X	X	X	X	X	
Juniperus spp.	Juniper	X		X			X	
Lonicera pileata	Privet Honeysuckle		X	X				
Mahonia spp.*	Mahonia			X			X	
Myrica californica*	Pacific Wax Myrtle	X	X	X			X	
Nandina domestica	Heavenly Bamboo		X				X	
Nerium oleander	Oleander	X	X	X	X		X	X
Photinia fraseri	Photinia		X					
Pittosporum t.'Wheelers Dwarf'	Dwarf Pittosporum				X			
Pittosporum tenuifolium	Pittosporum		X		X			
Plumbago auriculata	Cape Plumbago	X	X	X			X	
Prunus ilicifolia*	Holly Leaf Cherry	X	X	X	X			
Rhamnus californica*	California Coffeeberry	X	X	X	X			
Rhapiolepis indica	Pink India Hawthorn	X		X				
Rhus integrifolia*	Lemonade Berry	X	X	X	X		X	
Rosmarinus 'Prostratus'	Rosemary	X		X	X		X	
Sophora secundiflora	Mountain Laurel	X	X	X				
Symphoricarpos albus*	Common Snowberry	X		X	X	X		
Trichostema lanatum	Wooly Blue Curls	X		X	X			
Xylosma congestum	Shiny Xylosma		X	X				

BOTANICAL NAME	COMMON NAME	Drought Toleran	Screen Backgrnd.	Slope/ Ero.Cont.	Low Fuel Volume	Drainage Ravine	Deer Resistant	Freeze Damaged
VINES:								
Bougainvillea spp.	Bougainvillea	X		X			X	X
Clytostoma callistegioides	Lavender Trumpet Vine							X
Gelsemium sempervirens	Carolina Jessamine						X	
Hibbertia scandens	Guinea Gold Vine						X	
Jasminum polyanthum	Pink Jasmine						X	X
Rosa 'Cecile Brunner'	Cecile Brunner Rose	X		X				
Solanum jasminoides	Potato Vine	X					X	X
Wisteria sinensis	Chinese Wisteria	X					X	
GROUNDCOVER/PERENNIALS:								
Acacia redolens	Acacia	X		X	X			
Achillea tomentosa	Wooly Yarrow	X			X		X	
Agapanthus spp.	Lily of the Nile				X		X	X
Arctostaphylos 'E. Carpet'*	Manzanita	X		X				
Baccharis p. 'Twin Peaks'*	Dwarf Coyote Bush	X		X	X		X	
Ceanothus spp.*	Ceanothus	X		X	X		X	
Centaurea cineraria	Dusty Miller							
Chorizema cordatum	Flame Pea			X				
Cistus salviifolius	Sageleaf Rockrose	X		X	X		X	
Convolvulus cneorum	Bush Morning Glory	X		X	X			
Coprosma kirkii	Creeping Coprosma	X		X	X		X	
Correa pulchella	Australian Fuchsia			X			X	X
Cotoneaster spp.	Cotoneaster			X	X		X	
Daboecia spp.	Daboecia			X				
Dietes vegeta	Fortnight Lily						X	
Gazania 'Mitsuwa Yellow'	Gazania	X		X	X			
Hemerocallis hybrids	Daylily			X	X		X	
Hypericum calycinum	St. John's Wort			X	X		X	
Iris douglasiana*	Douglas Iris	X					X	
Lantana montevidensis	Trailing Lantana			X			X	X

BOTANICAL NAME	COMMON NAME	Drought Toleran	Screen Backgrnd.	Slope/ Ero.Cont.	Low Fuel Volume	Drainage Ravine	Deer Resistant	Freeze Damaged
Lavandula spp.	Lavender	X					X	X
Lobularia maritima	Sweet Alyssum							
Myoporum parvifolium	Myoporum	X		X	X			X
Narcissus spp.	Daffodil						X	
Oenothera berlandieri	Mexican Evening Primrose	X						X
Osteospermum fruiticosum	African Daisy			X	X			
Ribes viburnifolium*	Evergreen Currant	X		X		X	X	
Salvia leucantha*	Creeping Sage	X		X	X		X	
Santolina virens	Santolina			X	X		X	
Sollya heterophylla	Australian Bluebell	X		X			X	X
Trachelospermum jasminoides	Star Jasmine			X			X	
Vinca spp.	Periwinkle			X	X		X	
Zauschneria californica*	California Fuchsia	X		X	X		X	

* Indicates native California species.

Appendix C

PLANNING DEPARTMENT PROCEDURES FOR GEOTECHNICAL/HAZARDOUS SOILS REVIEW

A. Purpose: The General Plan Health and Safety Element requires geotechnical studies for development proposals to determine the actual extent of geotechnical hazards, optimum location for structures, the advisability of special structural requirements, and the feasibility and desirability of a proposed facility at a specified location (Policy S-4). The requirements for geotechnical investigations are set forth in the Geotechnical Review Matrix (Appendix E).

B. Processing Geotechnical Review

1) When handing out an application for a master plan zoning, subdivision, conditional certificate of compliance, design review, or use permit/grading permit, the planner reviews the Relative Geoseismic Hazards and Relative Slope Stability Maps which are located on the wall by the hall.

   Sites which are rated 3 or 4 (most hazardous) on either Geoseismic Hazard or Slope Stability map will require a *Geotechnical Investigation Report* as part of the materials needed for completeness. Geologic reports must be prepared by a Certified Engineering Geologist and soil engineering reports must be prepared by a Registered Geotechnical Engineer. Appendix E contains the specific report requirements.

   Sites which are rated 1 or 2 require a *Preliminary Geologic Report* (as defined in Appendix E) before the application is considered complete. A Geotechnical Investigation may be required if the use is 1) considered to be critical use as defined in the Geotechnical Review Matrix, or 2) is downslope of possible debris flow avalanche areas (areas rated as a category 4).

2) The required report must be submitted before the application is deemed complete. A fee is charged for review of the reports.

3) The report is referred to the Senior Engineer. Reports for high hazard areas must be reviewed by private Geotechnical Review Board. The Public Works Department hires the geotechnical firms to review reports and additional information or additional mitigation measures may be required. 8-12 weeks may be required for the review process.

4) Reports in areas rated 1 or 2 are generally reviewed by the Senior Engineer.

5) A written response on the geotechnical review must be received before the environmental review is completed and the item scheduled for a hearing.

C. Processing Hazardous Soils Reports

1) The planner reviews Map GP-22 to determine whether the site is located on artificial fill or on land which has been used by commercial businesses.

2) If the site was a service station site, or if it is located on the areas identified on Map GP-22, require a report reviewing historical land uses, nature of fill and site characteristics for evidence of potential hazardous materials. The report is required as part of the submittal.

3) The Fire Prevention Officer will review this report and determine whether a Hazardous Waste Investigation Report is required. Contents of the report are outlined in Appendix B.

4) A written response on the hazardous soils review must be received before the environmental review is completed and the item scheduled for a hearing.

Note: For a General Plan amendment, annexation, lot line adjustment, general rezoning, variance or open space dedication request, staff may require geotechnical or hazardous soils review upon consultation with the Senior Engineer or the Fire Prevention Officer.

Appendix D

DRAINAGE REPORT REQUIREMENTS

Section A.3 of the Hillside Residential Design Guidelines Manual establishes guidelines for grading and drainage. Subdivision applications must include a detailed hydrology report and hydraulic analysis prepared by a California-registered civil engineer experienced in hydrology and hydrologic investigation. The report shall include, but not be limited to, the following information:

A. Project/Site Description

1) Identify hydrologic conditions on the site, including natural drainage courses, below ground springs, the location of all wells, flood hazards, and areas of debris flow;
2) Identify hydrologic conditions of the drainage basin, including creek morphology;
3) Identify downstream flood hazards;
4) Identify location of existing and proposed drainage facilities.

B. Project Assessment

1) Possible flood inundation with existing development and with future development under the General Plan;
2) Hydraulic capacity of proposed and existing downstream drainage facilities;
3) Cumulative impacts of development in the drainage basin;
4) Cumulative impacts from potential runoff and from debris from tributary areas;
5) Other cumulative impacts as well as consideration for each lot or dwelling unit site.
6) The report shall include all maps, calculations and criteria upon which the analysis is based.

C. Recommendations

1) Conclusions and recommendations regarding the effect of hydrologic conditions on the proposed project and the proposed drainage system;
2) Opinions and recommendations covering the adequacy of the sites to be developed;
3) Design criteria to mitigate any identified hydrologic hazards, including cumulative impacts on proposed and existing downstream systems.

The applicant may be required to provide a second opinion from a City-approved civil engineer, at the discretion of the Public Works Department.

Appendix E

BIOLOGICAL SURVEY REQUIREMENT

Section C2 of the Residential Design Guideline Manual establishes guidelines for development in riparian and watershed areas and Section A8 outlines criteria for development in hazardous fire areas. A detailed report prepared by a qualified biologist may be required to determine compliance with these guidelines. The report shall include the following information:

A. Project Description

1) Identify the type(s) of plant and animal habitats found on the site with an accompanying map delineating habitat location(s);
2) Identify the plant and animal species, including rare and endangered species, found on the site with a map showing their habitat locations;
3) Identify any wildlife corridors;
4) Identify vegetation areas with high fire hazards;
5) Describe the method of survey.

B. Project Assessment

1) Describe and assess potential impacts of the development on the habitats;
2) Evaluate the adequacy of proposed wetlands, creek and drainageway setbacks;
3) Evaluate compatibility of proposed landscaping materials;
4) Identify riparian, wetlands or other habitats needing enhancement to provide productive habitat values;
5) Evaluate potential fire hazards.

C. Recommendations

1) Establish mitigation measures, such as buffer area and/or greater setbacks from the habitat and modifications to proposed siting, lot design, building envelopes, vegetation removal and grading which will reduce impacts and allow for the habitat's long-term maintenance.
2) Indicate any needed modifications to proposed landscaping plans;
3) Establish appropriate planting materials which will enhance and protect habitat values;
4) List mitigation measures which will reduce fire hazards while protecting habitat values;
5) Determine whether mitigation measures will reduce the development's impact to an insignificant level at which the long-term maintenance of the habitat is assured.

Appendix F

ARBORIST/FORESTER'S REPORT REQUIREMENTS

Section A2 of the Residential Deign Guidelines Manual establishes guidelines for the preservation of significant trees. A detailed report prepared by an arborist or forester may be required to determine compliance with these guidelines. The report shall include the following information:

A. Project Description

1) Vegetation type, condition, and health.
2) Tree removal (as keyed to the site plan). Types, amount and sizes of trees to be removed and reason for removal.
3) Trees with grading under dripline (as keyed to the site plan).

B. Project Assessment

1) Health of trees proposed for removal.
2) Hazardous trees on the project site.
3) Fire hazards.
4) Grading impacts on tree health and survival.
5) The number of healthy trees the parcel or area can support.
6) Impacts from proposed landscaping and irrigation.

C. Recommendations

1) Alternatives, such as modification in the development siting, bulk, or design to minimize removal of significant trees.
2) Measures to minimize grading impacts.
3) Pruning and/or tree removal needed to prevent hazards from fire or tree/limb falling.
4) Number, type, size and locations of replacement trees.
5) Thinning needed to promote the growth of trees.
6) Other management measures, such as removal of exotic plants, needed for a health forest.
7) Modifications to landscaping plans to maintain tree health.
8) Methods to protect trees during construction activities.