

CITY OF SAN RAFAEL, CALIFORNIA  
DEPARTMENT OF PUBLIC WORKS

**MEMORANDUM**

**TO: RAFFI BOLOYAN  
PLANNING MANAGER**

**DATE: MAY 15, 2017**

**FROM: JOSH MINSHALL *qm*  
ASSOCIATE CIVIL ENGINEER**

**FILE NO: 13.02.22**

**SUBJECT: 1650 Los Gamos Dr. (New Parking Structure and Office Conversion to  
Medical Office – Sean Kennings, project planner)  
ED17-022**

We have reviewed the referenced application and find it is incomplete with the following comments:

1.0 Access

- 1.1 Show existing and proposed easements on the plan. Relocation of easements shall require approval of the easement holders. It is unclear if any new easements are proposed, such as access for drainage.
- 1.2 It is unclear if the driveway includes a flared apron. For a flared apron configuration, we recommend that striping be used to further separate the opposing traffic entering and exiting the garage.
- 1.3 Please show the proposed lane configuration on Los Gamos Dr. Will a separate turn lane be provided or will a second lane extend south of the garage entrance?
- 1.4 The scale of the various parking garage levels does not appear to be consistent. However using the dimensions called out for the 26' aisle it appears that the portion of the parking garage with spaces along the angles wall on the north side do not have a full 26' aisle for 90° parking spaces. We recommend that the applicant consider either eliminating the spaces at the end of the adjacent rows that extend into the 26' aisle or to reconfigure the parking spaces along this portion of the garage to be angled.

If angled parking is proposed, we recommend that the applicant consider the flow of traffic through the garage if two-way angled spaces would be appropriate for the third level.

- 1.5 The existing mid-block crosswalk shall be replaced with a crosswalk located in line with the pedestrian entrance/exit to the garage. This crosswalk shall include bulb-outs and a rapid repeating flashing beacon similar to others utilized in the City.

In addition to the revised crosswalk, we recommend that the sidewalk from the crosswalk to the main building entrance be revised to allow for a more direct route and encourage pedestrians to utilize the crosswalk.

*es*

## 2.0 Drainage and Sewer

- 2.1 The hydrology and water quality report for CEQA review discusses that runoff impacts will be less than a significant impact due to the extent of existing impervious surface compared to the proposed conditions. The submitted documents do not clearly define the square footage of existing impervious area as well as the proposed creation or replacement.

The new parking garage is a MCSTOPPP regulated project and the proposed plan includes bioretention. It is understood that more detailed plans and submittals to show that MCSTOPPP requirements are met are deferred to future submittals. Meeting these requirements is anticipated to result in improved water quality and reduce runoff impacts compared to the existing conditions.

The applicant may consider additional potential improvement options for stormwater such as pervious pavement, bioswales, tree-planter devices or others.

- 2.2 The storm drain proposed to be abandoned shall be removed to the inlet structure or alternatively for the portion to be abandoned-in-place, flow-able fill may be used and the inlet structure.
- 2.3 We do not recommend routing the storm drainage beneath the proposed parking garage structure, due to potential maintenance and access issues. However, we recognize that this is a private drainage system.
- 2.4 It appears that the sidewalk around the uphill perimeter of the site will act to direct surface water conveyance. We recommend that this be designed to accommodate flow in a swale.
- 2.5 The sanitary sewer alignment shall be reviewed by the Las Gallinas Valley Sewer District. However, we recommend that the alignment be configured to eliminate or reduce angles where possible. The applicant may consider following a similar angular direction of the existing uphill section of sewer, to reach the Fire Lane on the north side of the building in a more direct route, while protecting existing trees where possible.

## 3.0 Traffic

- 3.1 Please refer to the Memo from Parisi Transportation Consulting dated March 14, 2017 prepared on behalf of the City, which summarizes the review findings for the Traffic Study.
- 3.2 The following additional comments have been initially provided in conjunction with providing the public agency responses to the project applicant. These comments are reiterated herein.

The following comments have been prepared with regard to the responses provided from the County of Marin (attached) and organized similarly:

1. The City will discuss whether it concurs with the County's recommended trip distribution adjustment. It is expected that only a minority of trips will use Miller Creek Road and Las Gallinas Avenue, and it is not expected that the shift will trigger new impacts beyond those already identified; however, the trip distribution adjustment could affect the

- project's contribution to new trips at impacted facilities and the corresponding fair share contribution.
2. The project applicant may be amenable to the approach recommended by the County. The City will clarify the project's conditions for approval. The timing for the signal may be contingent on continued monitoring. The City and County will clarify the reimbursement mechanism and signed agreement.
  3. The City, County, Caltrans and project applicant will clarify how to move forward on mitigating interchange impacts in the EIR.
  4. The City concurs with the recommendation for coordination.
  5. The City concurs with the County's recommendation.
  6. The City acknowledges the County's comment.
  7. The City will direct the applicants to look at mitigation for vehicles and also non-motorized modes at the intersection.
  8. The City concurs with the County's comment.
  9. The City has previously identified pedestrian crossings as an issue. The City will require the applicant to clarify how the parking structure entries align to the building entry. The City recommends improvements to include bulb-outs, Rectangular Rapid Flashing Beacons (RRFBs) and highly visible ladder-style crosswalks.

The following comments have been prepared with regard to the responses provided from Caltrans (attached) and organized similarly:

1. City directs Fehr & Peers to clarify and correct if necessary.
2. Project applicant provides queuing results in Appendix F, pp. 541 and 544 for Baseline Plus Project conditions. the westbound queue does not appear to spill back from intersection 3 to intersection 4. City directs Fehr & Peers to clarify.
3. The City directs the project applicant to provide a queuing analysis under mitigated conditions. Appendix F appears to contain queuing results for the existing intersection geometry.
4. See response to comment 3.
5. The City directs the project applicant to provide information per Caltrans comment.
6. See response to comment 3.
7. The City will discuss with the County, Caltrans, and project applicant how to consider 101 interchange capacity improvements with the 101 interchange PSR.
8. The City directs the project applicant to clarify whether the Cumulative Analysis assumptions used the existing roadway geometry for the LOS analysis or the

improvements listed on in Section 7.1 (p. 57), and to correct intersection geometry on Figure 7-1 as necessary.

9. The City directs the project applicant to clarify whether the LOS results on Table 7-1 reflect existing roadway geometry or the improvements listed on in Section 7.1 (p. 57).
10. The City concurs with the recommendation and requests the applicant consider with a Transportation Demand Management plan (TDM), and the opportunity to expand shuttle service to non-employees.
11. The City directs the applicant to strongly consider indoor bicycle parking and shower facilities.
12. The City recommends the applicant provide the map as requested in the Traffic Impact Study.
13. The City recommends the applicant to improve the pedestrian path of travel per Caltrans comment
  - along Lucas Valley
  - from the project site to the bus stop
  - along Los Gamos, where deficient or where revisions are necessaryThe City to consider methodology to assign a project cost to the project for pedestrian improvements.
14. The City directs the applicant make considerations for transit stop access and coordinate potential service improvements with Golden Gate Transit and Marin Transit, for example provide or coordinate installation of a new bus stop at Los Gamos Drive / Lucas Valley Road.

The following comments shall be addressed prior to occupancy:

4.0 Drainage

- 4.1 A stormwater agreement, and stormwater Operation and Maintenance (O&M) plan shall be required to comply with stormwater requirements.

More information is available from MCSTOPPP, hosted on the Marin County Website. See tools and guidance, and post construction requirements at:

<http://www.marincounty.org/depts/pw/divisions/mcstoppp/development/new-and-redevelopment-projects>

The following comments are for informational purposes:

5.0 Access

- 5.1 Please note that an encroachment permit is required for any work within the Right-of-Way, from the Department of Public Works located at 111 Morphew St.

6.0 Grading

- 6.1 Prior to soil disturbance or stockpiling, a grading permit shall be required from the Department of Public Works located at 111 Morphew St.

7.0 Traffic

- 7.1 A construction vehicle impact fee shall be required at the time of building permit issuance; which is calculated at 1% of the valuation, with the first \$10,000 of valuation exempt.

Please contact Josh Minshall at the Department of Public Works with questions regarding these comments, by phone at 415.485.3158 or email at [Josh.Minshall@cityofsanrafael.org](mailto:Josh.Minshall@cityofsanrafael.org)

**INTER-OFFICE MEMORANDUM**  
**DEPARTMENT OF PUBLIC WORKS**  
**TRAFFIC OPERATIONS DIVISION**

**Date:** March 14, 2017

**To:** Berenice Davidson, Principal Engineer, Land Development  
Cara E. Zichelli, Assistant Engineer, Land Development

**From:** Bob Goralka, Principal Engineer, Traffic Operations

**Re: Kaiser Medical Office Building – City of San Rafael Planning Application  
1650 Los Gamos Drive, San Rafael – APN 165-220-12 & 165-220-13  
Review of Draft Transportation Impact Analysis**

We appreciate the opportunity to review a draft of the Transportation Impact Analysis for the proposed 1650 Los Gamos Drive Kaiser project. Department of Public Works Transportation staff reviewed draft TIA dated February 2017. Our comments are as follows:

1. The trip distribution (pg. 27) does not assign any trips to Miller Creek Road and Las Gallinas Avenue. We have observed that when the 101 south bound freeway is congested that many motorists will utilize the auxiliary lane to exit at the Marinwood exit (Miller Creek Road) and by pass freeway traffic by using Miller Creek Road and Las Gallinas. It is anticipate that some may use this route to reach Lucas Valley Road and the proposed Kaiser facility.
2. Direct and cumulative significant traffic impact impacts are identified at the intersection of Lucas Valley Road and Los Gamos Drive. It is also stated that the provision of a traffic signal will fully mitigate this impact. The proposed mitigation measure TR-1 (pg. 37); however, states that the project sponsor would only pay their fair share towards the cost of the traffic signal. It should be noted that making a fairshare contribution towards the installation of the traffic signal will not fully mitigate the traffic impact. In order to fully mitigate the traffic impact, the project sponsor should install the traffic signal. The project sponsor through an agreement may be able to enter into a reimbursement agreement to be reimbursed from future development for costs associated with the signal installation based upon future fair share contributions from future land development projects.
3. The TIA on pages 36 and 47 shows that the proposed project will substantially degrade the level of service (LOS) at the Lucas Valley Road/Smith Ranch Road/UB 101 northbound ramps. Level of service falls from LOS B to LOS E in the Existing No Project to Existing plus Project conditions and from LOS D to LOS F in the Baseline No Project to Baseline with Project conditions. A significant impact is not identified because the

San Rafael 2020 General Plan exempts the US 101 interchange intersection from LOS Standards. It should, however, be noted that these dramatic changes to LOS are being caused by the local project and not solely the regional traffic. Efforts should be made to provide improvements to maintain adequate levels of service.

4. With the addition of the proposed traffic signal at the Los Gamos Drive/Lucas Valley Road intersection, four traffic signals will be placed in very close proximity to each other. Efforts should be made to provide traffic signal interconnection and coordination amongst the traffic signal to minimize traffic congestion along this corridor.
5. Caltrans should review the proposed traffic signal and timing plans for the corridor.
6. It should be noted that the Lucas Valley Road/Las Gallinas intersection is a shared intersection with the City of San Rafael and County of Marin. Marin County, however, has the lead in maintaining and operating the existing traffic signal.
7. Although the traffic impact at the Lucas Valley Road/Las Gallinas intersection is identified as significant and unavoidable, the proposed project should still mitigate to the extent feasible.
8. Although specific future intersection improvements have not yet been identified, consideration should be made to have the proposed project fund or identify future capacity improvements at the intersection. The project could also be conditioned to provide or pay fair share towards the provision of any future identified capacity enhancing intersection improvements.
9. The proposed project includes the provision of a 511 space parking structure on the west side of Los Gamos Drive. This is a substantial increase over the number of parking spaces in the existing lot (209). The proposed parking structure will substantially increase the number of pedestrians crossing and the existing midblock crosswalk. The proposed project will also substantially increase the traffic volume on Las Gamos Drive. Efforts should be made to provide a pedestrian signal or HAWK, at the crosswalk to enhance pedestrian safety. The advantage of the pedestrian signal is that it can be coordinated with the proposed new traffic signal and Lucas Valley Road/Las Gallinas intersection and can provide a delay to pedestrians so it is not automatically triggered at the instant a pedestrian pushes the button to aid in the flow of traffic.

**END**

**DEPARTMENT OF TRANSPORTATION**

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March 14, 2017

04-MRN-2016-00045  
MRN101GTS

Mr. Sean Kennings  
Community Development  
City of San Rafael  
1400 Fifth Avenue  
San Rafael, CA 94915

**Kaiser Permanente Medical Office Conversion – Design Review**

Dear Mr. Kennings:

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the above-referenced project. In tandem with the Metropolitan Transportation Commission's (MTC) Sustainable Communities Strategy (SCS), Caltrans new mission signals a modernization of our approach to evaluating and mitigating impacts to the State Transportation Network (STN). We aim to reduce Vehicle Miles Travelled (VMT) by tripling bicycle and doubling both pedestrian and transit travel by 2020. Our comments are based on the Design Review.

***Project Understanding***

The project proposes the reuse of an existing 147,200 square foot (sf) office building located at 1650 Los Gamos Drive in the City of San Rafael. One of two surface parking lots for the project is located to the west of the existing building, on the opposite side of Los Gamos Drive. The lot abuts an undeveloped hillside slope. Currently, four tenants occupy approximately 50,000 sf of the building. Some of the smaller tenants may remain temporarily in the building. Eventually, Kaiser anticipates converting the remaining portion of the building for medical office use, for a total of up to 150,000 sf of total medical office use and resulting in a net gain of 2800 sf. Kaiser plans on completing the Environmental Impact Report by the first quarter of 2017 with the goal of beginning construction by the end of 2017. Access to the development will be provided by the US 101 on- and off-ramps at Lucas Valley Road and Smith Ranch Road.

***Traffic Analysis***

- 1
- In Section 5.2.2.1, Queue Summary, in discussion about queue at the Intersection 3, Lucas Valley Road/US 101 Southbound Ramps intersection, last statement of 1<sup>st</sup> paragraph on page 38 states "*During the PM peak period, the addition of the Project increases the eastbound queue on Lucas Valley Road such that the queue spills back to the adjacent Lucas Valley*



Mr. Kennings, City of San Rafael

March 14, 2017

Page 2

*Road/US 10 Northbound Ramp intersection.*” Since the intersection of Lucas Valley Road/US 101 Northbound Ramp intersection (Intersection 4) is to the east, does it mean “westbound queue” instead? Also, the highway at this location is US 101, not US 10. Please verify and correct appropriately.

- 2  • If the westbound queue at Intersection 3 spills back to Intersection 4 (per #1 above), please provide further analyses on whether this queue creates any impact on the operation of Intersection 4 and whether Lucas Valley Road Overcrossing needs to be widened to accommodate the queue generated by project’s traffic.
- 3  • The project proposes to signalize the intersection of Los Gamos Drive and Lucas Valley Road (Intersection 2). The queue calculation for this Intersection 2 shown in the Appendix indicates the intersection is “side-street Stop” controlled under all scenarios. The queue for this Intersection 2 must be calculated with the assumption that the intersection is signalized under all scenarios, except for existing conditions. Please verify and revise if needed.
- 4  • Please also confirm that the westbound queue at the proposed signalized Intersection 2 shall not spill back to the US 101 SB ramp intersection (Intersection 3), which is only about 500’ to the east.
- 5  • On page 14, intersection turning movement counts were collected in November 2015 as noted. Please also identify the data resources for freeway mainline counts.
- 6  • On page 37, the second to last paragraph noted that the average queue for westbound left-turn vehicles at the Lucas Valley/Los Gamos Dr intersection exceeded the existing storage length. Mitigation measure to extend the westbound storage length should be considered.
- 7  • On page 37, the last paragraph noted that at the Lucas Valley Rd/US 101 southbound ramps intersection, the southbound off-ramp queue increases with the project and exceeds the available storage length. Mitigation measure to add storage length on southbound off-ramp should be considered.
- 8  • Page 52 lists all improvements and noted that they were included in the Cumulative No Project and Cumulative Plus Project scenarios; however, these improvements were not reflected in Figure 7.1 Cumulative No Project - Peak Hour Intersection Control, Volumes, and Lane Configuration and Figure 7.2 Cumulative Plus Project - Peak Hour Intersection Control, Volumes, and Lane Configuration.
- 9  • Regarding page 61, are these results based on the lane configuration including all improvements noted in the section 7.1 Assumed Roadway Improvements?

### ***Multi-Modal Planning***

- 10  • In addition to the Transportation Demand Management (TDM) measures recommend in the October 28, 2016 letter, the project should include a commuter subsidy for bicycle commuters in addition to the existing commuter subsidy for transit or vanpool use.
- 11  • Secured indoor bicycle parking and shower facilities should be provided.
- 12  • Include a map of Existing and Proposed Pedestrian Facilities in Project Vicinity, similar to Figure 2.2, map of Existing and Proposed Bicycle Facilities in Project Vicinity on page 20.
- 13  • We recommend (or if it cannot be included in Mitigation Measure TR-4, condition the project to do this in another way) widening the existing narrow sidewalk on the eastern

Mr. Kennings, City of San Rafael

March 14, 2017

Page 3

portion of the project site that leads to the parking lot. This would provide direct access to the project site for people walking and bicycling from east of the project site, including from the two transit stops.

14

- Condition the project to explore options for improving transit access, such as working with Vine Transit to provide transit wayfinding signage and pedestrian refuge islands on Lucas Valley Road where the crosswalks meet the “two narrow foot paths located on the south side of Lucas Valley Road to the northbound and southbound transit stops on US 101” (page 19), as well as considering connections to the Marin Civic Center SMART station.

Should you have any questions regarding this letter, please call Stephen Conteh at 510-286-5534 or [Stephen.Conteh@dot.ca.gov](mailto:Stephen.Conteh@dot.ca.gov).

Sincerely,



PATRICIA MAURICE  
District Branch Chief  
Local Development - Intergovernmental Review