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9 September 2017

**MEMORANDUM**

Marin City Community Services District  
630 Drake Ave.  
Marin City, CA 94965  
Attn: CSD Board of Directors, Monique Brown, Joshua Barrow

**PROJECT**

Marin City Center for Community Life

**SENT VIA**

Hand Delivered

**TOPIC**

CFCL Group 4 Updates as of 9/7/2017

Dear Members of the Board,

Please find below a project progress update and general next steps for the Center for Community Life project:

**Funding**

- Staff/new fundraising consultant to update the funding strategy with CSD and community input.
- CSD to confirm the total Phase 1 budget and any specific subphases/budgets.

**Project Scoping & Phasing** (remaining part of existing Group 4 Amendment 2 scope)

- G4 to facilitate CAC/CSD Board workshop(s) to determine scope that fits budget
- Scope could include early MCJ Senior Center project.

**CEQA** (Group 4 Contract Amendment 1)

- Group 4 to update plans to reflect phasing and analyses based on CSD Board direction.
- CSD to approve County required supplemental studies, which include traffic and geotechnical studies (Future Group 4 Contract Amendment(s) tbd)
- CEQA to finish formal process and receive CSD certification within 4-8 months of phasing direction and supplemental study completion.

**Design Development – CA Scope** (Future Group 4 Contract Amendment(s) tbd)

- CSD Board authorization to advance Phased Project(s) into Design Development

**County Approvals**

The County of Marin recently updated their development code, which has several effects on the CFCL project. The following updates are as follows:



- ✘ The **Master Plan** (MP) requirements (Ch. 22.33.010) have been updated, and the submitted February 2017 CFCL master plan application to the County is no longer applicable under the new code. As such, County approval of the submitted master plan will no longer continue since the master plan had not yet been approved by the County. Any remaining fees paid by the CSD can be transferred to future project submission fees, with any remaining fees in excess refunded to the CSD. The CSD approved February 2017 Master Plan is still necessary for CEQA purposes in that it specifies the maximum project buildout for the project.
- ✘ **Precise Development Plan** (PDP) has been replaced.
- ✓ The **Design Review** (DR) process is its replacement (Ch. 22.42.010), which will review the submitted design documents to ensure that the built project adheres to the goals set forth in the overall Countywide Plan. Upon CSD confirmation of the Phase 1 project, the updated design package will be submitted to the County for their Design Review process, which will include a public hearing with the Planning Commission. All submitted information to the County will be posted on the County webpage, and community members may sign-up for County updates on the process. The Design Review process is contingent on the CEQA certification, with no approval occurring until the CEQA process is finished. County Design Review could be done by the Deputy Zoning Administrator, but CSD staff and consultants recommend voluntarily going to the County Planning Commission for greater opportunity for public input.
- ✓ A **Master Use Permit** (MUP, Ch. 22.49.010) has been added to the County development code, and allows for multiple conditional land use activities on a single site. A Master Use permit will be sought for the multiple existing onsite uses that require a conditional-use permit. These uses are as follows: indoor recreation centers, sports facilities, professional offices, health/fitness facilities, health clinic, and preschool uses. Future onsite uses such as the indoor pool will also seek a MUP. The MUP application is submitted in conjunction with the Design Review application.

The next steps for County approval are as follows:

- Group 4 to update Design Review submission per updated phasing (part of Group 4's future Amendment 3 scope)
- CSD to submit to the County the Design Review and the Master Use Permit
- County conduct Design Review for Phase 1 (and any associated subphases).
- County public process is ~3-6 months after CEQA certification and submission

Thanks,

David Schnee, AIA, LEED BD+C  
Principal