



MARIN COUNTY COMMUNITY DEVELOPMENT AGENCY

ALEX HINDS, DIRECTOR

Marinwood Village Planning Process Scope of Work

Summary Version – September 2008

Task 1. Preferred Development Alternative

Task 1.1 Stakeholder Meetings

Facilitate and record six stakeholder meetings between community representatives, local government representatives, the developer and the property owners to develop a shared vision for the reuse of the existing Marinwood Plaza site. Using the existing Guiding Principles, develop alternative design plans for the site that address retail, market rate and affordable housing, building massing, circulation and parking, streetscape elements and open space amenities. Fine tune site plan alternatives and select a preferred alternative for development.

Task 1.2 Conduct Community Outreach

Prior to the community workshops, conduct outreach to further inform the community about the Marinwood Village Planning Process and upcoming workshops, and encourage participation. Outreach methods will include:

- Design, production and distribution of two newsletters to 2,409 Marinwood homes and other identified stakeholders.
- Design and production of posters to be displayed at key community locations.
- Development and distribution of press releases for local newspapers, such as the Marin Independent Journal and San Rafael News Pointer.
- Update of Marinwood Association website with information related to design alternatives and community meetings.

Task 1.3 Facilitate Community Workshops

Facilitate and record two community workshops. The first workshop will present the draft vision and design alternatives, first developed with the stakeholders. The intent of this workshop will be to receive input from the community on these drafts. The second workshop will present a preferred alternative that is based on community input, and receive comments on it in order to make necessary refinements.

Task 2. Parking and Circulation Study

Task 2.1 Conduct Field Research and Collect Data

Review existing traffic conditions, with a focus on three weekday mornings and afternoon peak commute periods. Observe and record traffic conditions, including potential freeway jumping, vehicular queuing, illegal maneuvers and driver behaviors. Observe pedestrian, bicyclist, transit rider and parking characteristics.

Conduct turning movement counts on a weekday between 7 a.m. and 9 a.m. and between 4 p.m. and 6 p.m. at the intersections of Highway 101 Southbound Ramps/ Miller Creek Road and Miller Creek Road/Marinwood Avenue.

Task 2.2 Assess Current Conditions

Conduct intersection level-of-service analysis for the two study intersections for each study period. Identify the location and condition of existing sidewalks, pedestrian walkways/pathways, bicycle paths, bus stops and routes, and potential unsafe conditions along routes to and from school. Review public transportation use levels.

Task 2.3 Forecast Future Conditions and Recommend Improvements

Estimate the potential future traffic generated by redevelopment at Marinwood Village based on Land Use types and intensities provided by others, and conduct a future level-of-service analysis for the two study intersections.

Review proposed site plans created by the developer and DC&E regarding transportation and parking issues.

Recommend potential design revisions, including measures to reduce traffic diversion, if appropriate. Recommend measures to improve pedestrian and bicyclist routes, and to improve access to public transportation nodes.

Task 2.4 Prepare Parking and Circulation Study

Document the analysis and recommendations in a circulation study that will include illustrative maps and figures. The study will address:

- Reconfiguration of intersection of Marinwood Drive and Lucas Valley Road, possibly including a roundabout
- Reconfiguration of the Lucas Valley Road/Highway 101 on and off ramps

- Narrowing of Marinwood Avenue
- Adequacy of proposed on- and off-street parking in the project
- Issues and concerns related to tandem parking, to the extent it is proposed in the project
- Potential for spill-over parking in the surrounding neighborhoods

Task 2.4 Participate in Public Meetings

David Parisi will participate in stakeholder planning meetings and a community workshop.

Task 3 Master Plan

Task 3.1 Develop Master Plan Vision, Goals and Policies

Refine the draft Marinwood Village vision as discussed and reviewed by the stakeholders and the community. Develop goals and policies for redevelopment of the site that help accomplish the vision.

Task 3.2 Refine Development Concepts

Describe the selected land use pattern, mix of uses and circulation components conceptualized for Marinwood Village. Display the preferred alternative graphically, as refined through Task 1.3. Explain how the Master Plan land use and circulation pattern addresses General Plan policies, including housing and affordable housing, density, connectivity and open space. Include discussion of property access, parking, and vehicular, pedestrian, bicycle and public transit circulation through and to the site.

Task 3.3 Plan Implementation Memorandum

Develop a strategy that identifies the next steps for the County, community and developer to take to implement the plan.

Task 3.4 Schematic Drawings

Develop schematic drawings of the site plan and elevations of the proposed Marinwood project.

Task 3.5 Master Plan Final Report and Hearings

Present the Final Master Plan at up to three meetings of the County of Marin Planning Commission and/or Board of Supervisors.