



Exhibit F

Hillside Safety Measures and Reviews. Section 5-10-9

The Safety Section of the code is intended to reduce the negative impacts of hillside construction on neighboring properties and to promote public safety. Hillside properties are prone to natural hazards and the safety section of code is designed to protect lives and property from disasters resulting from hillside development and to mitigate the potential issues such as increased erosion, boulders rolling, rockfalls, landslides, construction traffic, and construction parking.

During the March 22nd Council work session, staff was directed to identify how the hillside safety checklist and safety process will work on a sample property. The scenario or example is the development of a new single-family residence on a one-acre previously undeveloped property. Since the application is for a new home, it requires a Concept Hillside Committee review and Formal Hillside Committee review.

Current Hillside Code Process

An application for a new hillside home has two Hillside Committee reviews: Concept review (similar to a work study session where direction is given but no action is taken) and a Formal review (where the Hillside Committee either denies, approves, or approves the application with stipulations). Neighbors located within a 1,500-foot radius are notified of the upcoming Committee review. Notices are mailed out three weeks before each Hillside Committee meeting. Staff reviews the plans for code compliance and completeness (including safety items such as a geotechnical report/seismic refraction survey and a drainage report). Once the application receives Hillside Committee approval at the Formal review, the applicant may apply for building permits. The current hillside process for a new home is approximately 6 months.

Draft Hillside Code Process

Once the hillside application is submitted, the applicant must notify all neighboring properties within a 1,500-foot radius of the submittal. Staff will review the application for completeness and will forward the request to the Hillside Committee for the Concept review. After Concept review, the applicant will submit a construction staging plan, safety plans, and plans for the Formal hillside review. The applicant must notify all neighbors located within a 1,500-foot radius that:

- The construction staging and safety plans were submitted to the Town.
- The plans are available for review at the Town.
- The neighbors have 45 calendar days to provide the Town with their review comments.
- Any comments regarding the safety plan must be sealed by a registered engineer.

Staff will review the plans in accordance with the Hillside Construction Staging & Safety Improvement Checklist and will identify which requirements apply. After the first review is finished, staff will provide the applicant with the Town's review comments and the neighbor's review comments. The applicant will resubmit updated plans and documents in response to the review comments. Once the updated plans are reviewed for compliance and deemed complete by staff:

- The Town Manager or designee will approve a compliant construction staging plan.
- The safety plan will be forwarded to a Technical Advisory Group (TAG) for review.

After the safety plan is approved by the TAG, the application will be sent to the Hillside Committee for Formal review. The new safety requirement will add a minimum of 3 months to the hillside review process (with the estimated review time of 9 month for a new home).

Staff contact several contractors and a Geotech Engineer regarding the costs associate with a construction staging plan and Geotech report/Seismic Refraction survey. The cost for a construction staging plan varied from \$2,500 to \$5,000 and the estimated cost for Geotech report was approximately \$6,900.00

Also, a copy of the Hillside Construction Staging & Safety Improvement Checklist is enclosed for reference.