



KENSINGTON FIRE PROTECTION DISTRICT

DATE: January 12, 2022

TO: Board of Directors
Kensington Fire Protection District

RE: **Agenda Item 5c**
Public Safety Building Renovation - Progress Update

SUBMITTED BY: Bill Hansell, General Manager

Recommended Action

Accept Report. Discuss and Direct Staff as needed.

Update

Since the last report, the Public Safety Building architects and engineers completed the *Design Development Phase*. The 100% *Design Development* Drawings have been posted on the district website at:

<https://www.kensingtonfire.org/files/7bad2ff01/20211217+KFPD+PSB+100%25+Design+Development.pdf>

During the DD phase coordination with the MEP engineers including more detailed equipment specifications and code implementation resulted in slight modifications to the plans as needed. For example, the laundry room and bathrooms on the second floor were refined, and it was determined that an elevator machine room (EMR) would have to be included on the first floor, so the storage area was adjusted to accommodate the area needed. Most significantly, a meeting with Chief Pigoni and his staff led to a more efficient layout for the apparatus bay that will maintain a third vehicle space by placing the turnouts along the east (rear) wall, the decon area in the northeast corner, and the workbench/storage on the north wall. The third bay currently provides layout work space and vehicle storage flexibility and the staff felt strongly that should remain an option. By deleting the proposed enclosures shown in the prior plans and maintaining the existing compressor closet and utility sink, we have reduced the new construction scope and will save money in this area.

The project has now entered the *Construction Document Phase*, where the necessary drawings will be prepared for building permit submittal and, eventually, construction bidding. Since the overall extent of work has not changed dramatically, it was decided to wait until 50% CDs for the next cost estimate review. In December, I met with all the shift crews and over the next month we will meet with them again to have the architect review material finishes and other details such as cabinetry. BC Kevin Janes is supplying information on the communications equipment that must be accommodated for both the PSB renovation and the Temporary Facilities project.

In the December report, I stated that a variance request was submitted to the County DCD. A variance is required to enclose the second-floor deck, since the existing building extends over the typical 20' front setback and 5' side setback. The application was made with payment, assigned to a planner, and reviewed for completeness. The attached letter from the planner

requested additional information, which was supplied on January 6th, 2022. The response letter with attachments has been posted at:

<https://www.kensingtonfire.org/files/f964968b9/20220106+KFPD+Response+Letter+to+DCD+with+Attachments.pdf>

Since the project requires a variance, it must be reviewed by the [Kensington Municipal Advisory Council](#), who will subsequently make a recommendation to the planner. Please note that the review in this case is only on the allowance for the enclosure of the deck. I am awaiting confirmation on when the project will be reviewed by KMAC.

With regards to the financing of the building, I met with our grant writers, ESS, on December 15th, 2022. They updated me on the *Hazard Mitigation Grant Program* application process. In order to complete the next step, we are required to submit a Cost-Benefit Analysis which studies the impact of the structural upgrades relative to seismic risk. ZFA Structural Engineers attended the meeting since they will be the ones creating the analysis, and clarified with the grant writer what is required. ZFA will submit a separate fee proposal for this work since it is outside the scope of their regular design services. I understand that if we are awarded the HMGP grant, the cost will be claimed as a project expense. ESS also notified me that the deadline for the application has been pushed back a month, which means the award notification may come later as well. I understood previously that awards would be made by the end of July, and that we can not bid our project until the determination has been made. Thus, a delay in awards will affect the construction schedule as well.

ESS also advised me that, if we are awarded the grant, we will have to complete a NEPA environmental assessment. Although the project is categorically exempt from CEQA since the renovation is within the existing footprint, the FEMA-based grant money triggers a NEPA review. While there do not seem to be any concerns about conflicting with NEPA standards, e.g. the building is not an historical structure and is not on Federal land, ESS believes the approval could take 3 to 12 months to process. Obviously, this would be another significant impact on the construction schedule and requires that we include further construction inflation in our estimate. I have requested that from our estimators for the next round, and also asked that they include the impact of the *Build America/Buy America Act*, which is another requirement of using federal funding. While the grant can potentially fund 75% of the project cost, I will be reviewing the above information with our municipal advisors so they can update the financial strategies we discussed in November and December. I will have further information for the board to consider at the February BOD meeting. We still have time to weigh different financial options, but in the meantime our consultants will continue to work on what is necessary to complete the HMGP application.

Meanwhile, the site plan for the Temp Facility project has been completed. It was reviewed and approved by Chief Pigoni after his requested revisions were included. I met with Kappe Architects and Mack5 a few times to discuss plan details and strategy. During those meetings, we studied a similar project by the Carlsbad Fire Department a few years ago, and used their drawings as a reference for both the modular living unit and the tent structure vehicle storage. The plan will provide the minimum space necessary to continue operations. We are in the process of using the schematic plan to reach out to vendors for the modular unit and the tent structure. Mack5 will use the plan to update the estimate so we can fill-in that component of the overall financial planning. Although we assume we will either buy or rent new structures, I have

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reached out to a few agencies to see if any similar units happen to be available, either from recently finished projects or other existing stock that might be coming up. I am checking through the CSDA to get the word out and Chief Pigoni is trying through his association as well. For example, I spoke to the Menlo Park FD, as they utilized a mobile unit a few years ago during a station renovation. Unfortunately, their unit is under lease to the Santa Rosa FD while they rebuild a station that was lost in the wildfires. MPFD intends to take it back after the lease is up later this year because they will be starting another renovation.

Other next steps for the Temp Facility include lease discussions with the Unitarian church now that we have a better idea of the scope, layout, and the available utilities of the site. We will also talk with the city about planning approval, and look into the timeline for utility connections. Fortunately, we confirmed a sanitary line in the street so that should be straightforward, as will the water supply connection. The greatest concern is for the PG&E hook-up, since new service connections can take some time to complete.

The next update will be presented at the February Board of Directors meeting. In the meantime, any new project related documents will continue to be posted on the KFPD website at: <https://www.kensingtonfire.org/public-safety-building>

**Department of
Conservation and
Development**

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Martinez, CA 94553

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Assistant Deputy Director

January 5, 2022

Bill Hansell
217 Arlington Ave
Kensington, CA 94707

RE: Notice of Incomplete Application for a Variance Request
Site Address: 217 Arlington Ave, Kensington, CA 94707
APN: 570-050-021
County File: #CDVR21-01040

Dear Applicant,

The Department of Conservation and Development has received your variance application and submitted on December 9, 2021, requesting approval of a Variance to allow a 13-foot front yard setback (where 20-feet is the minimum) and a 3-foot, 5-inch side yard (where 5-feet is the minimum) for a 345 square-foot second story addition that will enclose an existing deck and convert it into an office space. We have enough information to move forward, however, please provide this information prior to applying for a building permit.

1. On Sheet A101, please provide the front setback measured from the property line to the closest wall of the second story addition.
2. On Sheet A101, please provide both side yard setbacks measured from the property line to the closest wall of the second story addition.
3. On Sheet A202, the plans show a workshop, turnout and decon that are to be removed from the project scope. Please confirm this is accurate and if so, please revise the plans accordingly.
4. Please confirm if the new offices will be used by new individuals who are not already at the site. Or, will these offices be occupied by staff already on-site (relocation from downstairs to upstairs).

5. Pursuant to 26-2.2006 – Variance permit standards require that the following conditions must be met. Please see the attached PDF containing those standards. Please answer the following three questions for each development in a written response to myself:
- a. What is the physical hardship displayed by the property that necessitates the need for a variance?
 - b. Why is it that granting you this variance would not be giving you a special privilege that your neighbors do not have?
 - c. How would granting this variance help you maintain the property use for its intended purpose?

Agency Comments:

As part of the application process, we have shared the application materials with other organizations and agencies. Staff will forward pending agency comments to you when received.

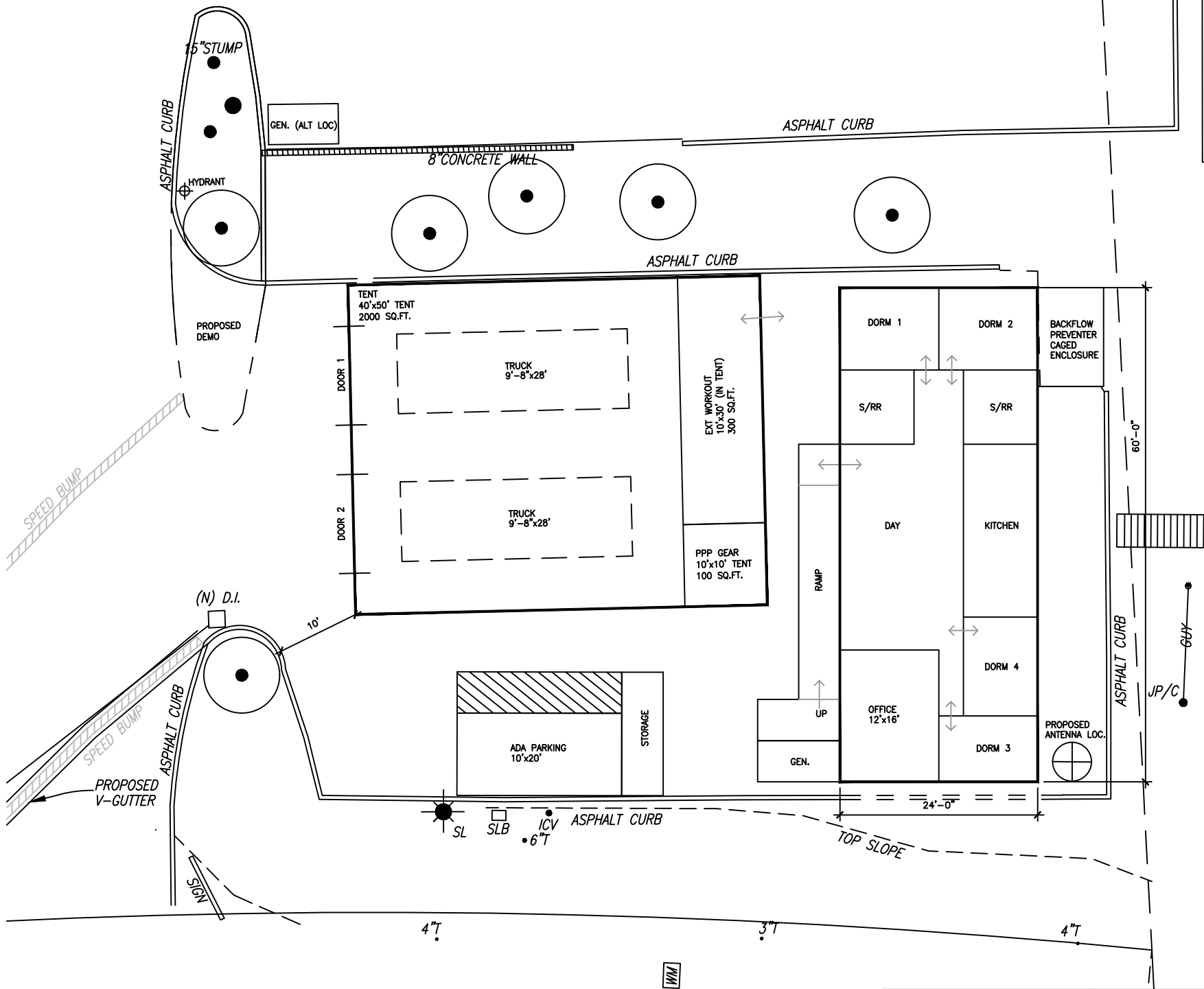
Please send your response and/or revised plans to me via email at Everett.Louie@dcd.cccounty.us. Should you have questions, please feel free to contact me by phone at (925) 655-2873 or via email so that I may be of further assistance.

Sincerely yours,



Everett Louie
Project Planner

Cc: County File #CDVR21-01040
Property Owner: Kensington Fire Protection District 217 Arlington Ave, Kensington, CA 94707



WM

SCALE: 1" = 16'

KENSINGTON FIRE

PROGRAMING SITE LAYOUT
SKA-4

12/20/2021

KAPPE ARCHITECTS

801 'D' STREET SAN RAFAEL, CA 94901
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