

# DRAFT MEMORANDUM OF UNDERSTANDING

## MARIN COUNTY OFFICE OF THE COUNTY EXECUTIVE & BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT

Residential Parking Permit Program along Brighton Avenue, Wharf Road, Park Avenue in  
Bolinas

THIS **MEMORANDUM OF UNDERSTANDING (MOU)** is entered into as of \_\_\_\_\_, 2024 by and between the **MARIN COUNTY OFFICE OF THE COUNTY EXECUTIVE (OCE) and the BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT (BCPUD)** for the purposes of implementing a residential parking permit program along Brighton Avenue, Wharf Road, and Park Avenue in Bolinas, CA.

### Recitals

WHEREAS, the County of Marin Department of Public Works, Transportation Division, requested Coastal Development Permit approval from the California Coastal Commission on November 16, 2021 to authorize a residential parking permit program and parking restrictions along the right-of-way of Brighton Avenue and Wharf Road in the downtown area of Bolinas. The residential parking permit program was approved as proposed, to provide residents reasonable expectation that on-street parking will be available for their overnight use and that a vehicle length restriction will require larger than a standard parking stall to park somewhere other than downtown Bolinas; and

WHEREAS, the Marin County Deputy Zoning Administrator approved the Marin County Vehicle Code Coastal Development Permit for Bolinas, subject to specific conditions being met; and

WHEREAS, the following represents the conditions as outlined by the California Coastal Commission approval:

- A. On the residential side of each street, overnight parking restrictions are established (2am-5am) for all vehicles, except those displaying residential parking permit;
- B. Residential permit holders are exempt from overnight parking restrictions on designated areas of the street;
- C. Residential Permits are to be valid on only one side of the street;
- D. Only residents of restricted, downtown streets qualify for permits. Permit applications must clearly identify that the applicant resides within an exempt location via documentation;
- E. Up to two permits may be issued per household, with consideration for special circumstances on an as-needed basis;
- F. Total available permits are not to exceed 50% of the available spaces on the affected streets, and as need is demonstrated;
- G. Residential permit holders must move their vehicle at least every 72 hours, in compliance with existing Marin County Code;
- H. Permit must be permanently affixed to vehicle(s) registered at eligible addresses;
- I. The permit must be renewed regularly and at least every 2 years;
- J. Marin County Sheriff Office (MCSO) will provide enforcement;
- K. Vehicle length restrictions will entail the following criteria:
  - a. Vehicle lengths will be restricted to 22 feet or less on the non-residential side of Brighton Ave., effective only during the hours of 11:00 PM to 5:00 AM
  - b. Vehicle lengths will be restricted to 22 feet or less on Wharf Ave, south of the Bolinas Museum at all times due to restricted vehicle turnaround space; and

WHEREAS, BCPUD responsibilities are as follows:

Permit Program Conditions: BCPUD will develop the parking permit program conditions as approved by the California Coastal Commission, and ensure parking permit program participant information is shared securely with the Marin County Sheriff's Department for enforcement purposes.

Permit Application Process: BCPUD will administer the developed parking permit application process. BCPUD will identify eligibility for permits based upon applicant verification as based upon the conditions approved in the Coastal Permit referenced above. Permits will be required to be renewed on no less than a 2 year basis; and

WHEREAS, County of Marin responsibilities are as follows:

Enforcement Conditions: The enforcement of Marin County Municipal Code Section 15.36.080 requires the installation of signage that informs the public of the parking restrictions. The County will develop the signs based upon the described permit program conditions within this MOU, including any parameters developed by BCPUD for administering the program that are consistent with conditions as approved by the California Coastal Commission. The signs shall be of a size, location, and appearance so as not to detract from scenic areas or view from public roads and comply with California Manual for Uniform Traffic Control Devices (CA-MUTCD) sign schedule provisions. Lastly, the Marin County Sheriff's Office will provide enforcement; and

WHEREAS, additional requirements are as follows:

Amendments: This MOU may be amended only by the mutual written consent of both parties.

Termination: Either party hereto may terminate this MOU for any reason by giving thirty (30) calendar days written notice to the other parties. Notice of termination shall be given by written notice or email to the party as follows:

BCPUD            Georgia Woods, General Manager  
                     Bolinas Community Public Utility District  
                     270 Elm Rd  
                     Bolinas, CA 94924

County           Daniel DelMonte, Deputy County Executive  
                     3501 Civic Center Drive, Suite 325  
                     San Rafael, CA 94903

NOW, THEREFORE BE IT RESOLVED that both parties shall comply with all written responsibilities as documented in this MOU, as both parties agree that this program provides a public benefit to Bolinas residents.

IN WITNESS WHEREOF, Marin County OCE and BCPUD have executed this MOU as of the date and signatures below.

COUNTY OF MARIN (OCE)

BOLINAS COMM. PUBLIC UTILITY DISTRICT

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Name, Title

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Date

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Name, Title

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Date