



INTER OFFICE MEMORANDUM

TO: Planning and Building Department

FROM: Claudia Cappio
Assistant City Administrator

CC: Sabrina B. Landreth, City Administrator
Mayor Libby Schaaf
City Council

SUBJECT: Permitting for Oakland Bulk and
Oversized Terminal at Army Base

DATE: November 6, 2015

As you may know, the redevelopment project at the former Oakland Army Base is currently under construction; the new horizontal infrastructure is currently being installed. We expect that over the next six months, applications for building and construction-related permits for the vertical components of the project will be submitted to the Planning and Building Department. One of the vertical components of the project involves the proposed Oakland Bulk and Oversized Terminal (“OBOT”) (also known as the “Break Bulk Terminal”). OBOT is located within the Gateway Industrial District (D-GI) Zone, specifically in the West Gateway portion of the Army Base redevelopment site on Burma Road at Wharf 7 (also known as “Berth 7”). OBOT will consist of maritime-related shipping and storage facilities designed to handle non-containerized bulk goods.

Due to the high-profile nature of the project it is important for the City Administrator’s Office to provide updates to the City Council on the status of OBOT implementation. As such, I plan to notify the City Council of the following:

- When an application for a building or construction-related permit is submitted and the estimated timeline for processing the application;
- When a determination has been made that the application is complete; and
- At least 15 working days prior to the issuance of any building or construction-related permits.

Accordingly, upon receipt of any building or construction-related permit application for OBOT (including, without limitation, building permit, p-job permit, grading permit, creek protection permit, etc.), please take the following actions:

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1. Notify the following staff:
 - a. Claudia Cappio, Assistant City Administrator;
 - b. Rachel Flynn, Director of Planning and Building; and
 - c. Darin Ranelletti, Deputy Director, Planning and Building; and

2. Do not deem the application complete or issue the permit until after consultation with the above staff.

Please ensure that appropriate notes are added to City permitting/parcel records, such as the Accela permit tracking system, so that staff is aware of these procedures.

For questions please contact Darin Ranelletti, Deputy Director, Planning and Building, at (510) 238-3663.

Sincerely,

/s/

CLAUDIA CAPPIO
Assistant City Administrator