



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**  
Planning and Building Department



**DATE:** February 23, 2011  
**BOARD MEETING DATE:** March 15, 2011  
**SPECIAL NOTICE/HEARING:** 10-Day Notice  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors

**FROM:** Jim Eggemeyer, Community Development Director *by Jim*

**SUBJECT:** **EXECUTIVE SUMMARY:** Conduct a public hearing to consider:  
(1) Zoning Text and Map Amendments to rezone a parcel from R-3/S-5 (Multiple-Family Residential) to PUD (Planned Unit Development);  
(2) adoption of ordinances to change the subject parcel's zoning designation from R-3/S-3 to PUD 136, and to enact the PUD 136 regulations pursuant to Section 6190 of the County Zoning Regulations; and (3) certification of a Mitigated Negative Declaration pursuant to the California Environmental Quality Act, to construct a 9,577 sq. ft. gym/recreation center that includes a caretakers living unit and office space to serve as a San Mateo County Sheriff's substation on the 11,193 sq. ft. vacant St. Francis Center parcel, located at the intersection of Marlborough Avenue and Nottingham Avenue in the unincorporated North Fair Oaks Area of San Mateo County.

**RECOMMENDATION:**

1. Adopt an Ordinance amending Chapter 2 of Division VI of the San Mateo County Ordinance Code (Zoning Annex) to revise the Zoning Maps, Appendix A, to add the Planned Unit Development No. 136 (PUD-136) District Regulations, affecting one property in the Unincorporated North Fair Oaks Area.
2. Adopt an Ordinance amending Division VI of the San Mateo County Ordinance Code (Zoning Annex) to revise the zoning text, Appendix A (Planned Unit Developments), to Enact the Planned Unit Development No. 136 (PUD-136) Zoning District Regulations on a single property in the Unincorporated North Fair Oaks Area.
3. Certify the Mitigated Negative Declaration by adopting the required findings and conditions of approval.

**BACKGROUND:**

Proposal: The applicant is proposing to rezone the project parcel from R-3/S-5 (Multiple-Family Residential) to PUD (Planned Unit Development), in order to develop the parcel with the proposed gym/recreation center to a standard different from that normally required in the S-5 development district. Specifically, if approved, the proposed PUD rezoning will allow for the construction of the proposed center with reduced side setbacks, greater lot coverage than is otherwise allowed by the surrounding zoning district, reduced off-street parking space requirements, and eight-foot high fences.

Planning Commission Action: The Planning Commission considered this project at its February 9, 2011 hearing and unanimously recommended approval of the project with modified conditions of approval. The Commission modified the conditions of approval to: (1) prohibit the upgrade of the kitchen located on the first floor to commercial standards and to prohibit the regular serving of food to the public; and (2) to modify the proposed landscaping plan to replace the proposed California palms with another tree species and to revise the overall plan to only include non-invasive plants and trees which are native to the State of California. These modifications are included in Attachment A and in the operating procedures for the ordinance enacting PUD 136.

Zoning Hearing Officer Action: The Zoning Hearing Officer (ZHO) considered this project at the October 21, 2010 hearing. At that time, the project was designed as presently configured, except that it included a Use Permit, Variance, Off-Street Parking Exception, and Fence Height Exception to allow for the deviations from the Zoning Regulations applicable to the zoning district. The ZHO determined that the permits and exceptions being sought were not the appropriate mechanisms for securing the approval necessary for the project and suggested that the applicant should consider revising the project to a PUD. Therefore, the item was continued to allow the applicant to consider the option of applying for a PUD.

Subsequently, the applicant submitted a revised application on November 8, 2010 to request a PUD for the project. The supporting documentation for this change is included as Attachment J.

**DISCUSSION:**

The applicant is proposing a use that has been identified as lacking in the North Fair Oaks community. Given the high density of development and lack of available park and recreation lands, Planning staff believes that the PUD designation is the most appropriate option to allow for locating the proposed building and use within the community. The proposed rezoning and underlying project have been reviewed by staff and determined to be in compliance with the General Plan policies regarding the equitable distribution of facilities, access to park and recreation facilities, the locating of suitable park and recreation facilities in urban areas, and with the park and recreation section of the North Fair Oaks Community Plan. Staff also concludes that the required findings of the PUD ordinance can be made with respect to the project, as the project is desirable for future growth of the County, is not detrimental to the surrounding environs, and is consistent with uses found in other residential areas. The project was reviewed by the North Fair Oaks Community Council who provided its full support with a recommendation

of approval. The St. Francis Center is an active member of the community with a long history of providing members of the community with basic social services. As a continuation of their commitment to the community, the proposed project provides a needed resource, as identified by the Community Alliance to Revitalize Our Neighborhood (CARON) Initiative's Youth Master Plan that was adopted by the Board of Supervisor's in 2002. The plan specifically identifies a "pressing need for services for youth ages 11-18," and to develop a plan for a youth facility in the North Fair Oaks Area which would provide a variety of activities.

County Counsel has reviewed and approved the Ordinances as to form and content.

The approval of the PUD for the gym/recreation center with associated apartment and San Mateo County Sheriff's office space contributes to the 2025 Shared Vision outcome of a Livable Community by providing a resource to a community, which will provide supportive social services to the youth of the North Fair Oaks community. The center's unique location provides an opportunity for the adjacent community to have a resource in their immediate vicinity, thereby encouraging a more connected and diverse community. As discussed previously, the proposed project is consistent with the North Fair Oaks Community Plan as well as with the General Plan policies regarding Urban Land Use Policies and Park and Recreational Resources.

**FISCAL IMPACT:**

No Impact



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**FROM:** Jim Eggemeyer, Community Development Director *by JEM*

**SUBJECT:** Conduct a public hearing to consider: (1) Zoning Text and Map Amendments to rezone a parcel from R-3/S-5 (Multiple-Family Residential) to PUD (Planned Unit Development); (2) adoption of ordinances to change the subject parcel's zoning designation from R-3/S-3 to PUD 136, and to enact the PUD 136 regulations pursuant to Section 6190 of the County Zoning Regulations; and (3) certification of a Mitigated Negative Declaration pursuant to the California Environmental Quality Act, to construct a 9,577 sq. ft. gym/recreation center that includes a caretakers living unit and office space to serve as a San Mateo County Sheriff's substation on the 11,193 sq. ft. vacant St. Francis Center parcel, located at the intersection of Marlborough Avenue and Nottingham Avenue in the unincorporated North Fair Oaks Area of San Mateo County.

County File Number: PLN 2010-00172

**RECOMMENDATION:**

1. Adopt an Ordinance amending Chapter 2 of Division VI of the San Mateo County Ordinance Code (Zoning Annex) to revise the Zoning Maps, Appendix A, to add the Planned Unit Development No. 136 (PUD-136) District Regulations, affecting one property in the Unincorporated North Fair Oaks Area.
2. Adopt an Ordinance amending Division VI of the San Mateo County Ordinance Code (Zoning Annex) to revise the zoning text, Appendix A (Planned Unit Developments), to Enact the Planned Unit Development No. 136 (PUD-136) Zoning District Regulations on a single property in the Unincorporated North Fair Oaks Area.
3. Certify the Mitigated Negative Declaration by adopting the required findings and conditions of approval.

**BACKGROUND:**

Proposal: The applicant is proposing to rezone the project parcel from R-3/S-5 (Multiple-Family Residential) to PUD (Planned Unit Development), in order to develop the parcel with the proposed gym/recreation center to a standard different from that normally required in the S-5 development district. Specifically, if approved, the proposed PUD rezoning will allow for the construction of the proposed center with reduced side setbacks, greater lot coverage than is otherwise allowed by the surrounding zoning district, reduced off-street parking space requirements, and eight-foot high fences.

Planning Commission Action: The Planning Commission considered this project at its February 9, 2011 hearing. The Commission unanimously recommended approval of the project. However, the Commission modified the conditions of approval to: (1) prohibit the upgrade of the kitchen located on the first floor to commercial standards and to prohibit the regular serving of food to the public; and (2) to modify the proposed landscaping plan to replace the proposed California palms with another native tree species and to revise the overall plan to only include plants and trees native to the State of California. These modifications are included in Attachment A and in the operating procedures for the ordinance enacting PUD 136.

Zoning Hearing Officer Action: The Zoning Hearing Officer (ZHO) considered this project at the October 21, 2010 hearing. At that time, the project was designed as presently configured, except that the application requested a Use Permit, Variance, Off-Street Parking Exception, and Fence Height Exception as opposed to a PUD to allow for the deviations from the Zoning Regulations applicable to the existing zoning district. The ZHO determined that the permits and exceptions being sought were not the appropriate mechanisms for securing the approval necessary for the project. However, the ZHO suggested that a PUD should be considered for this project. Therefore, the item was continued to allow the applicant to consider the option of applying for a PUD.

Subsequently, the applicant submitted a revised application on November 8, 2010 to request a PUD for the project. The supporting documentation for this change is included as Attachment J.

Report Prepared By: Angela Chavez, Project Planner, Telephone 650/599-7217

Applicant: Bill Plant for W. L. Butler Construction, Inc.

Owner: St. Francis Center of Redwood City

Location: Vacant corner parcel located at the intersection of Marlborough Avenue and Nottingham Avenue (previously addressed as 2621 and 2625 Marlborough Avenue), unincorporated North Fair Oaks

APN(s): 054-262-310 (Previously identified as 054-262-140, 054-262-150 and 054-262-160)

Size: 11,193 sq. ft.

Existing Zoning: R-3/S-5 (Multiple-Family Residential/ 5,000 sq. ft. minimum parcel size)

General Plan Designation: Medium High Density Residential (8.8 – 17.4 dwelling units/acre)

Sphere-of-Influence: City of Redwood City

Existing Land Use: Undeveloped

Water Supply: Redwood City Municipal Water Department (existing service)

Sewage Disposal: Fair Oaks Sewer District (existing service)

Flood Zone: Zone C (areas of minimal flooding), FEMA Panel No. 060311-0252B,  
Effective Date: July 5, 1984

Environmental Evaluation: An Initial Study and Mitigated Negative Declaration was prepared and circulated, with review and comment period running from January 13, 2011 to February 2, 2011. No comments were received. The mitigation measures have been included as Conditions of Approval in Attachment A.

Setting: The project site is an 11,193 sq. ft. property owned by the St. Francis Center of Redwood City, which is currently undeveloped. However, the property was previously developed with a multiple family residential development that has since been demolished. The area in the vicinity of the project site is densely developed with both single-family and multiple-family residential development. The parcels are located within a Multiple-Family Residential (R-3) Zoning District and one block from the Caltrain Railway right-of-way within in the unincorporated North Fair Oaks area of San Mateo County.

The Saint Francis Center is a non-profit organization that provides non-perishable foods, vouchers, clothing and education to the economically disadvantaged residents of Redwood City and East Menlo Park. The Saint Francis Center's main campus is located one block from the proposed project site. The main campus provides a number of social service programs, as well as serving as the location for the Holy Family School, which accommodates 12 families. The school educates not only the enrolled children but operates an intensive literacy program for their parents as well. The Saint Francis Center also maintains a community garden and provides 27 units of low-income housing through the main campus and the adjacent St. Clare Apartments.

#### Chronology:

<u>Date</u>	<u>Action</u>
June 2, 2010	- Original Use Permit, Variance, Off-Street Parking Exception, and Fence Height Exception application submitted.

- |                                       |  |
|---------------------------------------|--|
| August 16, 2010                       | - Application deemed complete.   |
| September 13, 2010 to October 4, 2010 | - Initial Study and Mitigated Negative Declaration circulated for review and comment. No comments were received.   |
| September 16, 2010                    | - North Fair Oaks Community Council reviewed and unanimously recommended approval.   |
| October 21, 2010                      | - Zoning Hearing Officer considered the project and continued it to a date uncertain.  |
| November 8, 2010                      | - Applicant submitted a revised application to change the zoning of the subject property to a PUD.   |
| December 23, 2010                     | - Revised application deemed complete.   |
| January 13, 2011 to February 2, 2011  | - Revised Initial Study and Mitigated Negative Declaration circulated for review and comment (due to the PUD rezoning request). No comments were received. |
| February 9, 2011                      | - Planning Commission considered the project and unanimously recommended approval of the project, as amended, to the Board of Supervisors.                 |
| March 15, 2011                        | - Board of Supervisor's Hearing  |

## A. KEY ISSUES

Staff has reviewed the project for conformance with the General Plan and has determined that the project is in conformance with the Plan's Park and Recreation Resources and Urban Land Use Policies, which are the components of the plan relevant to this project. The policies applicable to this project include the following:

Policy 6.5 (*Access to Park and Recreation Facilities*) calls for the provision of appropriate access and conveniences for all people in park and recreation facilities while encouraging access to these facilities by transportation means other than private automobiles. The proposed gym/recreation center will be ADA accessible in all public areas. Given that the center is meant to serve the youth of the immediately adjacent community, the applicant and staff anticipate that a substantial number of the users of this facility will either bike or walk to the facility. Therefore, to maximize the overall space available for recreational uses, the applicant has proposed to eliminate some of the on-site parking space that would otherwise be required by County Zoning Regulations and build-out the proposed structure to provide a space large enough to be used for multiple sports activities including basketball, volleyball, and indoor soccer (as well as for other multi-uses).

Policy 6.9 (*Locate Suitable Park and Recreation Facilities in Urban Areas*) calls for park providers to locate active park and recreation facilities in urban areas, taking advantage of existing service infrastructure systems and maximizing the recreational use of limited available land. Given the high density of development in the area and limited availability of land, there are very few opportunities for the provision of park and recreation facilities in the North Fair Oaks area. While there are some existing park and recreation spaces located within the neighborhood, a number share space with local schools thereby optimizing space. In the Dumbarton Oaks (unincorporated area west of the Caltrain right-of-way) portion of the North Fair Oaks area, the residents do not have convenient access to existing sites due to physical barriers to mobility such as the Caltrain railroad right-of-way and surrounding busy roadways. Therefore, the placement of the proposed facility in this location both maximizes the limited availability of land, and serves a community that is significantly lacking in recreational opportunities.

Policy 6.14 (*Site Planning for Public and Private Facilities*) calls for the encouragement of providers to design sites that can accommodate a variety recreation uses while minimizing the adverse effects on the natural environment and adjoining privately owned properties. The proposed site will accommodate youth basketball, volleyball, and indoor soccer. In addition, the site will provide a small space off of the main gym floor for homework tutoring and other activities. The applicant has indicated that the facility is slated for certification by the Leadership in Energy and Environmental Design (LEED) criteria by incorporating green building features and design methods in order to minimize effects on the natural environment. The structure has been designed to minimize impacts to the adjacent properties by designing the two-story portion of the structure toward the street and away from the adjacent residences. The applicant, as part of this project, has also proposed to increase the fence height to eight feet at the left and rear side yards, in order to provide additional privacy and buffering between the proposed structure and the adjacent residential uses. In addition, staff has included conditions requiring the applicant

to explore construction methods that include noise-baffling properties to minimize noise impacts to adjacent properties.

Policy 8.11 (*General Plan Designations for Urban Areas*) designates the project site as being within the area covered by the North Fair Oaks Community Plan (adopted by the County in 1979). The proposed center is consistent with Urban Land Use Policy 8.2(a) (*Land Use Objectives for Urban Communities*), as the center will aid this community in providing a land use that is currently not available and will help to address the lack of recreational opportunities.

#### North Fair Oaks Community Plan

Regarding the provision of Open Space/Recreation, the North Fair Oaks Community Plan notes that park and recreation facilities are among the services most noticeably lacking in the area. The plan goes on to state that acquisition of park sites would only be possible through funding from "outside sources" including, for example, State or Federal funding. However, given the age of the document, relative lack of change in the supply of park and recreation spaces, and the current national fiscal climate, exploration of alternative means of providing needed parks and recreational facilities are appropriate. The St. Francis Center is a non-profit organization that has a long history in the community of providing housing, various social services, education, etc., and this project will build on those efforts by providing the community with a much-needed resource while meeting the intent of the community plan.

## 2. Conformance with Zoning Regulations

As stated previously, the project site is located in an area that is presently zoned R 3/S-5. The project includes a proposal to change the zoning designation of this parcel to PUD (Attachments G and H). In order to illustrate the impact of this zoning change, a comparison of the proposed project to the existing S-5 Combining District standards was completed. Below is a table listing the development standards for the S-5 Combining District and how the proposed project compares with them.

Standard	S-5 Combining District	Proposal (PUD)
Minimum Building Site Width	50 feet	106.45 feet
Minimum Building Site Area	5,000 sq. ft.	11,193 sq. ft.*
Minimum Lot Area Per Dwelling Unit	2,500 sq. ft.	11,193 sq. ft.*

Standard	S-5 Combining District	Proposal (PUD)
Minimum Building Setbacks		
Front:	20 feet	1ft.-11in. to 11 feet (varies)*
Sides:	5 feet (right side) 10 feet (left side)	5 feet (right side) 3 feet to 5 feet (varies) (left side)*
Rear:	20 feet	4 ft. 4 inches to 6 feet (varies) *
Maximum Building Site Coverage Area Ratio	50%	86%*
Maximum Building Height	36 feet, three stories	31 feet, two stories
* These development standards are incorporated into the proposed PUD regulations for this site.		

### 3. Compliance with the Planned Unit Development (PUD) Findings

The differences between the existing R-3/S-5 zoning and the proposed PUD zoning are illustrated above. However, Section 6191 of the Zoning Regulations requires the following findings be made before a PUD is adopted for any area:

- a. *Reviewed a precise plan of the subject area and its environs, and found that the proposed zoning of the area would be in harmony with said plan, and would not be in conflict with the County Master Plan (i.e., 1986 General Plan), or with any current land use plan for a sub-area of the County previously adopted by the Commission.*

As discussed under Section A.1 above, the proposed project is consistent with the General Plan, and it will provide the community with an identified needed resource. Furthermore, the proposed project is consistent with the North Fair Oaks Community Plan, which states that the project area is in need of not only recreation space, but also resources in general for the large number of youth located in this area. The plan also encourages creative ways of providing these resources as the traditional municipal means of providing these services are not feasible due to a lack of available land and funding.

- b. The additional required findings for the specific PUD are listed below (*italicized*), followed by staff's response, and stipulate that the specific PUD District:

- (1) *Is a desirable guide for the future growth of the subject area of the County.*

The closest facilities that would traditionally provide youth after-school or extracurricular activities are limited and are located outside of this particular area of North Fair Oaks. The proposed project site is located within a densely developed urban area that is improved with sidewalks throughout. However, there are three major mobility barriers that insulate this portion of North Fair Oaks, which limit the walk-ability and bike-ability for youth to access existing services. These barriers include the Southern Pacific/Caltrain rail lines to the east, and the busy thoroughfares of El Camino Real and Woodside Road to the west and north. The proposed use is not something found within the neighborhood and has been identified as being needed by several sources which include the North Fair Oaks Community Plan and Community Alliance to Revitalize Our Neighborhood (CARON) Coalition. Specifically, the CARON Coalition was formed to create a Youth Master Plan (YMP), which would address the highest priority needs of youth living in the North Fair Oaks Community in an effort to reduce and prevent youth gang involvement and violence. One of the key findings that came from the YMP was that there was a proven need for the development of a youth facility located in North Fair Oaks that would allow youth of all ages to participate in a variety of activities. The proposed facility addresses this need by providing needed services to the overall community where traditional methods are lacking (i.e., municipally provided).

Furthermore, the recent studies conducted for the update to the North Fair Oaks Community Plan found that where the adjacent incorporated cities (Redwood City, Menlo Park, and Palo Alto) provide approximately three acres of active parks per thousand people (130,680 sq.ft./1,000 people), that ratio in North Fair Oaks is 0.03 acres per thousand people (3,390 sq.ft./1,000 people). Therefore, while new to the immediate area, the activities proposed for the center are no different from what would be found in any public park, community, or school gymnasium, and therefore results in the provision of a vital service to the community and serves as a desirable guide for future growth of the area.

- (2) *Will not be detrimental to the character, social and economic stability of the subject area and its environs, and will assure the orderly and beneficial development of such areas.*

As discussed previously, this proposed use has been identified as a needed resource for the subject area. Moreover, the applicant has indicated the hours of operation proposed for the facility would be as follows: 9:00 a.m. to 10:00 p.m., Monday through Thursday, and 9:00 a.m. to 11:00 p.m., Friday through Sunday.

While the goal of providing alternative activities to the youth of the community is understood, staff believes that the requested hours of

operation are inappropriate to the neighborhood setting of the area and the proximity to adjacent uses. While conditions have been incorporated in the Initial Study/Negative Declaration requiring the applicant to explore noise-baffling measures in the construction of the facility, the proposed structure will be, at most, six feet from the adjoining residential properties with the potential for negative noise and light impacts. In addition, the County does have a juvenile curfew of 10:00 p.m. daily. Given this, staff recommends that the PUD reflect authorized hours of operation as follows: 9:00 a.m. to 9:00 p.m., Sunday through Thursday, and 9:00 a.m. to 10:00 p.m., Friday and Saturday. Furthermore, staff recommends that the PUD reflect that the applicant will be required to ensure that the facility is closed/locked and members have cleared the area within one half hour of closing time. This will help to ensure the continued residential feel of the surrounding community.

Overall construction on this vacant parcel with a new building, which is constructed to current standards, will enhance the value of this parcel and the surrounding area. Furthermore, the applicant has also opted to incorporate numerous "green" building techniques and is seeking LEED certification which would be beneficial to not only the efficiency of the new structure but will also benefit the surrounding community by constructing a building that is environmentally conscious.

(3) *Will be in harmony with the zoning in adjoining unincorporated areas.*

While the proposed parcel, at 11,193 sq. ft. complies with the required 5,000 sq. ft. minimum parcel size, it is of a slightly irregular configuration where the parcel fronts Nottingham Avenue. Due to the limited amount of vacant property in the community and the inability for the property owner to obtain any additional adjacent properties, introducing the proposed use while adhering to the adjoining zoning regulations is infeasible.

Given the proposed use and the parcel shape, the project does trigger the need for certain allowances in regard to setbacks, lot coverage, off-street parking and fence heights. The applicant has therefore chosen to design the structure by minimizing the required setbacks at the front, rear, and left side yards, thereby orienting the development away from the two residentially developed parcels and toward the street in an attempt to maintain a buffer between the uses. Furthermore, the applicant has also incorporated design features such as hipped roofs so adjoining properties would still maintain adequate light and air. The proposal to increase the fence height to eight feet, from the normally allowed six feet, was made to provide privacy and a buffer to the adjacent residential properties.

The rationale behind the size chosen for the gym floor was that a junior high sized gym was the smallest floor configuration available while still meeting the objectives of serving the youth population of the community. Building the proposed facility to the standards of a junior high sized gym also allows for the maximization of the use of the parcel in order to accommodate a number of activities rather than solely basketball. While the size of the gym only allows for one sports activity to be conducted at a time, as currently proposed, the facility will be able to accommodate indoor soccer, volleyball, a homework help center, a Sheriff's Activities League program site, a Sheriff's Sub-station and a caretaker's unit.

Therefore, while the project deviates from the zoning of the adjoining areas, the applicant has worked to minimize any impacts to these properties through thoughtful site placement and design elements.

In regard to the provision of parking, the County's zoning regulations do not have a specific standard for this particular type of use. However, if analyzed under the most restrictive model that could conceivably be applied to the project, the size and various elements of the project would potentially require up to 239.5 on-site vehicle parking spaces.

A breakdown of the required parking for each of the different types of uses is as follows: For the residential use, there is a one-unit apartment with two bedrooms, which would require 1.5 parking spaces. The Sheriff's substation office occupies approximately 656 sq. ft., and therefore requires three spaces. The homework room requires that one space be provided. The remainder of the building is occupied by the gym floor and ancillary spaces, which include the bathrooms, changing rooms, kitchen, utility and storage spaces.

The parking regulations currently in effect do not provide specific standards for gyms that do not have fixed seating, as proposed with this application. Therefore, staff determined two potential formulas could be applied to the site. The first would be to equate the gym area with the formula for dance halls/assembly halls without fixed seats, which would result in 234 spaces for a total of 239.5 spaces. The other option would be to consider this space under the formula for school auditoriums, which would result in a requirement of 58.5 spaces for a total of 64 spaces.

In contrast, the project, due to the limited size of the parcel, includes the provision of one disabled on-site parking space and 24 bike parking spaces. However, based on concerns raised by the neighbors and a desire to address those concerns, the applicant has negotiated an agreement with the San Francisco Public Utilities Commission

(SFPUC) to use an approximately 10,320 sq. ft. portion of the Hetch Hetchy right-of-way in order to provide some off-street overflow parking for the center. The SFPUC area is located one half block to the southwest of the project site, and fronts both Marlborough and Nottingham (see Attachment I for delineation). This area is expected to yield between 37 and 43 off-street parking spaces for which the center would maintain as open space (i.e., no structures) with minimal landscaping, and secured by fencing on both ends. While this proposal does not afford the parking that would be required under either formula given that this center is focused for the youth of the immediate community, users are not of driving age and will therefore either walk or bike to the site.

Furthermore, given the expected usage of the facility (as discussed below), its day-to-day operation is not expected to result in a demand for parking that would exceed what can be provided off-site. Aside from the day-to-day activities, the applicant has also proposed four special events per year that may draw more people to the center.

At the North Fair Oaks Community Council's September 16, 2010 meeting, it was suggested that the applicant explore a parking agreement with the commercial development located at 2525 El Camino Real. This commercial development is located approximately one block to the north with existing access to the parking lot from the east end of Northumberland Avenue. The applicant is currently in discussions with the owners of this facility, and if successful, this could result in the availability of up to 123 spaces for the four special events. While the special events are not expected to draw this large number of people from outside of the community, staff believes that the limited number of events in combination with the street and off-street parking should adequately address the parking need.

However, staff has encouraged the applicant to pursue this agreement to further ensure that there is limited impact to the residents of the area. In addition, staff has also included a condition requiring a parking monitor to be on-site during special events and any organized games where spectators are expected, to monitor that there is no blocking of driveways or double parking, and who can serve as a resource for neighbors in the event of a problem. Lastly, staff has also included a condition requiring that all facility calendars, game schedules, fliers and event announcements include language (in Spanish and English) describing the limited amount of parking and encouraging walking or carpooling to the center.

- (4) *Will obviate the menace to the public safety resulting from land uses proposed adjacent to highways in the County, and will not cause undue interference with existing or prospective traffic movements on said highways.*

The project site is located within an urbanized area with an established network of roadways. While the nearby roadways of CA-82 (El Camino Real) and CA 84 (Woodside Road) are part of the California State Highway System and run in close proximity to the project, there is an expected negligible impact on the carrying capacity of either of these roadways based on the expected usage of the facility.

The applicant has submitted a sample schedule that indicates that during the daytime the center will offer one to two daytime activities (conducted in the gym area) which may include recess activities for the Holy Family School (located one and one half blocks to the south), a dance class, and/or Sheriff mentor program-run and other similar activities. The evening and weekend hours will largely be dedicated to organized sports activities. Given the size of the gym floor, the center can only conduct one sport at a time, with a total of up to three sports activities expected each evening. Each sport is expected to accommodate approximately twelve children at a time, with another eight children in the homework lounge. This would result in a total of approximately twenty children on-site at any one time, and 44 over an entire evening with an additional five adults supervising.

As noted, aside from the day-to-day events, the applicant has also indicated that there would be a total of four other special events during the year. These events would continue the mission of the center and would include the St. Francis Center's annual Christmas toy drive and volunteer appreciation dinner.

After construction, there would be an expected increase in bike traffic volume, as it is expected that this will be one of the preferred modes of transportation to and from the facility. However, these trips are expected to originate from within the immediate vicinity and it is not expected that this increase in either bike or pedestrian traffic will have an adverse impact on the carrying capacity of any of the surrounding roads. Furthermore, considering the overall use of the center with its limited number of special events and the total number of children and adults at the site over the duration of a day (understanding that their arrival and departures will be staggered), the changes would be minimal and not of a sufficient level as to impact any adjacent highway.

- (5) *Will provide adequate light, air, privacy and convenience of access to the subject property and further, that said property shall not be made subject to unusual or undue risk from fire, inundation, or other dangers.*

The applicant and the project architects have provided a very unique site design intended to maximize the building area for all of their uses while fully analyzing and understanding how the design and operation of the facility would impact the surrounding community. The center was designed to look more like an apartment building than a youth center. In addition, in order to minimize impacts to the closest neighbors, the structure was oriented toward the street sides. Specifically, the two-story portion of the structure faces Marlborough Avenue and the roof has a hip design, which reduces the visible bulk of the structure and allows light, air, and privacy to the adjoining properties. Furthermore, the proposed plans have been reviewed by both County's Building Inspection Section and the Menlo Park Fire Protection District and both provided preliminary approval. The proposed structure would be built in accordance with the requirements of both agencies, thus ensuring that there is no undue risk to this property or those that surround the site.

- (6) *Will not result in overcrowding of the land or undue congestion of population.*

As discussed previously, the structure has been designed to provide light, air, and privacy to adjacent properties and minimize the appearance of overcrowding the land. In addition, design elements have been included to give the appearance of an apartment building and less like a gym to allow the structure to fit into the residential character of the surrounding neighborhood. Furthermore, as the intensity of use has been described by the applicant and detailed above, there is no expectation that an undue congestion of the population would occur.

B. REVIEW BY THE NORTH FAIR OAKS COMMUNITY COUNCIL

On September 16, 2010, the North Fair Oaks Community Council reviewed the proposed project in its original form (i.e., as a Use Permit, Variance, Off-Street Parking Exception, and Fence Height Exception). The Council unanimously recommended approval of the project as proposed with the recommendation that the applicant explore a parking agreement with the adjacent commercial development located at 2525 El Camino Real. Staff has included this recommendation as a condition of approval in Attachment A. While the permits being sought have changed, the project (with the exception of the provision of off-site parking) has not changed, and therefore, there is no expectation that the recommendation of the Council would differ.

C. ENVIRONMENTAL REVIEW

An Initial Study was completed and a Negative Declaration issued in conformance with CEQA guidelines. An Initial Study and Mitigated Negative Declaration was prepared for this project and circulated from January 13, 2011 to February 2, 2011. As of the publication of this report, no comments were received on the document.

D. REVIEWING AGENCIES

Building Inspection Section  
Department of Public Works  
Geotechnical Section  
Menlo Park Fire Protection District  
North Fair Oaks Community Council

County Counsel has reviewed and approved the Ordinances as to form and content.

The approval of the PUD for the gym/recreation center with associated apartment and San Mateo County Sheriff's office space contributes to the 2025 Shared Vision outcome of a Livable Community by providing a resource to a community, which will provide supportive social services to the youth of the North Fair Oaks community. The center's unique location provides an opportunity for the adjacent community to have a resource in their immediate vicinity, thereby encouraging a more connected and diverse community. As discussed previously the proposed project is consistent with the North Fair Oaks Community Plan as well as with the General Plan policies regarding Urban Land Use policies and Park and Recreational Resources.

**FISCAL IMPACT:**

No fiscal impact.

**ATTACHMENTS:**

- A. Recommended Findings and Conditions of Approval
- B. Location Map
- C. Site Plan/Floor Plans
- D. Elevations
- E. Landscaping Plan
- F. Mitigated Negative Declaration and Initial Study
- G. Proposed PUD Map Zoning Amendment Ordinance
- H. Proposed PUD Zoning Text Amendment Ordinance
- I. SFPUC Parking Agreement and Potential Layout
- J. Applicant's Supporting Statements

COUNTY OF SAN MATEO  
PLANNING AND BUILDING DEPARTMENT

**RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL**

Permit File Number: PLN 2010-00172

Board Meeting Date: March 15, 2011

Prepared By: Angela Chavez, Project  
Planner

For Adoption By: Board of Supervisors

**RECOMMENDED FINDINGS:**

**Regarding the Environmental Review, Find:**

1. That the Negative Declaration is complete, correct and adequate, and prepared in accordance with the California Environmental Quality Act and applicable State and County guidelines. An Initial Study was completed and a Negative Declaration issued in conformance with CEQA guidelines. The public review period for this document was January 13, 2011 to February 2, 2011.
2. That, on the basis of the Initial Study and comments received thereto, no evidence exists that the project will have a significant effect on the environment. The project will not result in the removal of significant vegetation, require extensive grading, or impact sensitive habitats.
3. That the Negative Declaration reflects the independent judgment of the San Mateo County Planning and Building Department.
4. That the mitigation measures identified in the Negative Declaration and agreed to by the owner and placed as conditions on the project have been incorporated into the Mitigation Monitoring and Reporting Plan in conformance with the California Public Resources Code Section 21081.6.

**Regarding the Planned Unit Development (PUD) Zoning Amendment, Find:**

5. That the proposed zoning of the area would be in harmony with said plan, and would not be in conflict with the County Master Plan (i.e., 1986 General Plan), or with any current land use plan for a sub-area of the County previously adopted by the Commission, and that the specific PUD District under consideration provides an identified needed resource to the North Fair Oaks community as identified by the North Fair Oaks Community Plan and CARON Youth Master Plan.
6. That it is a desirable guide for the future growth of the subject area of the County, as the proposed use is not something found within the neighborhood and has been identified as a needed resource. In addition, while new to the immediate area, the

activities proposed for the center are no different than what would be found in any public park, community, or school gymnasium, and therefore results in the provision of a vital service to the community and serves a desirable guide for the future growth of the area.

7. That it will not be detrimental to the character, social and economic stability of the subject area and its environs, and will assure the orderly and beneficial development of such areas, as the applicant has incorporated methods of a construction that employs green building techniques. In addition, the design and operational limits, as defined by the PUD, ensure that the project respects and retains the residential feel of the area.
8. That it will be in harmony with the zoning in adjoining unincorporated areas, despite the fact that the project deviates from the zoning of the adjoining areas, the applicant has worked to minimize any impacts to these properties through thoughtful site placement and design elements. In addition, the applicant has been creative in providing some off-street parking in order to address concerns and impacts to neighboring properties.
9. That it will obviate the menace to the public safety resulting from land uses proposed adjacent to highways in the County, and will not cause undue interference with existing or prospective traffic movements on said highways as proposed project while located adjacent to roadways identified as part of the State of California's Highway System the site is also located in an area of established roadways. The expected usage of the facility and the youth population for which it is meant to serve will not significantly impact the traffic movements or carrying capacity of these roadways.
10. That it will provide adequate light, air, privacy and convenience of access to the subject property and further, that said property shall not be made subject to unusual or undue risk from fire, inundation, or other dangers as the project has been designed to ensure minimal impacts to adjacent properties.
11. That it will not result in overcrowding of the land or undue congestion of population as the project has been designed to provide light, air, and privacy to adjacent properties and minimize the appearance of overcrowding the land and the intensity of use is not expected to create an undue congestion of the population.

Regarding the Adoption of the Ordinances Rezoning the Parcel to PUD 136 and Enacting the PUD 136 Regulations, Find:

12. That the adoption of the PUD zoning is necessary for this project as the applicant is proposing a type of development that has been identified as lacking in the neighborhood. It has been determined that the rezoning will not be detrimental to the public welfare, but rather will be a positive influence by providing recreational opportunities, where they do not currently exist, and through increased safety with the placement of the new Sheriff's substation.

## **RECOMMENDED CONDITIONS OF APPROVAL:**

### **Current Planning Section**

1. The approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission on February 9, 2011 and subsequently by the Board of Supervisors. Any changes or revisions to the approved plans shall be submitted for review by the Community Development Director to determine if they are consistent with the intent of and in substantial conformance with this approval.
2. The Department of Fish and Game has determined that this project is not exempt from Department of Fish and Game California Environmental Quality Act filing fees per Fish and Game Section 711.4. The applicant shall pay to the San Mateo County Recorder's Office an amount of \$2,094.00 at the time of filing of the Notice of Determination by the County Planning and Building Department staff.
3. This PUD shall be for the limited operation of a gym/recreation facility, Sheriff's sub-station, with one residential apartment. The kitchen located on the first floor shall not be upgraded to commercial standards and shall not be used in the regular service of food to the public. The PUD permit further limits the operator to a maximum of four special events. The operator shall notice Current Planning staff and all adjacent neighbors/property owners within a 300-foot radius of said special events. The applicant shall include in the notice a description of the event, date, and duration of the event, at minimum 14 days prior to the event.
4. Administrative staff and the San Mateo County Sheriff's staff at the Siena Youth Center may be on-site at any time. The hours of operation for members/clients visiting the Siena Youth Center shall be from 9:00 a.m. to 9:00 p.m., Sunday through Thursday and from 9:00 a.m. to 10:00 p.m., Friday and Saturday. The operator of the Center shall ensure that the facility is promptly closed and all members/clients shall disperse from the site within one half hour of closure.
5. The Center shall not be used as a residence or allow for sleep anywhere in the building except the designated caretaker's unit/apartment.
6. The facility operator or an appointed, identified, responsible adult representative shall be present and remain at all events to ensure that all applicable conditions of the PUD are met. This person shall be present at all special events and/or organized games and shall regularly walk the surrounding area to ensure that proper parking etiquette is observed, bringing violations to the attention of the attendees.
7. In the event that the property changes ownership and/or ceases use as a charitable organization, the facility shall be converted to allowable uses or uses allowed with a use permit as identified in the County Zoning Regulations. Any planning or building permits required for conversion or removal shall be obtained from the Planning and Building Department prior to the commencement of any work or change of use.

8. The Center shall be maintained and operated in a manner that is inoffensive to abutting or nearby residences.
9. The operator shall supply to the Current Planning Section a monthly schedule of events that provides a daily breakdown of uses and hours. This calendar shall also be posted in a conspicuous location at the exterior of the building.
10. The applicant shall undertake reasonable efforts to conclude a shared parking agreement with the nearby commercial development located at 2525 El Camino Real to supply parking for the site. The applicant shall provide a copy of all correspondence between the two parties prior to the building permit approval by Planning. If an agreement can be reached, the applicant shall provide and maintain a current copy of said agreement to the Current Planning Section. Along with this at the time of the one- and three-year administrative reviews, the applicant shall prepare and submit a self evaluation report for review and approval assessing the parking impacts and any modifications or additional parking measures for implementation.
11. All associated calendars, fliers, event notifications, etc., shall include the following language in Spanish and English: Due to the limited amount of parking availability in the area we encourage visitors to either carpool or walk where feasible.
12. Prior to the issuance of a building permit, the applicant shall submit to the Planning Department for review and approval an erosion and sediment control plan that shows how the transport and discharge of soil and pollutants from and within the project site shall be minimized during construction. The plan shall be designed to minimize potential sources of sediment, control the amount of runoff and its ability to carry sediment by diverting incoming flows and impeding internally generated flows, and retain sediment that is picked up on the project site through the use of sediment-capturing devices. The plan shall also limit application, generation, and migration of toxic substances, ensure the proper storage and disposal of toxic materials, and apply nutrients at rates necessary to establish and maintain vegetation without causing significant nutrient runoff to surface waters. Said plan shall adhere to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:
  - a. Sequence construction to install sediment-capturing devices first, followed by runoff control measures and runoff conveyances. No construction activities shall begin until after all proposed measures are in place.
  - b. Minimize the area of bare soil exposed at one time (phased grading).
  - c. Clear only areas essential for construction.
  - d. Within five days of clearing or inactivity in construction, stabilize bare soils through either non-vegetative BMPs, such as mulching, or vegetative erosion control methods such as seeding. Vegetative erosion control shall be established within two weeks of seeding/planting.

- e. Construction entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and control dust.
  - f. Control wind-born dust through the installation of wind barriers such as hay bales and/or sprinkling.
  - g. Soil and/or other construction-related material stockpiled on-site shall be placed a minimum of 200 feet from all wetlands and drain courses. Stockpiled soils shall be covered with tarps at all times of the year.
  - h. Intercept runoff above disturbed slopes and convey it to a permanent channel or storm drains by using earth dikes, perimeter dikes or swales, or diversions. Use check dams where appropriate.
  - i. Provide protection for runoff conveyance outlets by reducing flow velocity and dissipating flow energy.
  - j. Install storm drain inlet protection that traps sediment before it enters any adjacent storm sewer systems. This barrier shall consist of filter fabric, straw bales, gravel, or sand bags.
  - k. Install sediment traps/basins at outlets of diversions, channels, slope drains, or other runoff conveyances that discharge sediment-laden water. Sediment traps/basins shall be cleaned out when 50% full (by volume).
  - l. Use silt fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5-acre or less per 100 feet of fence. Silt fences shall be inspected regularly and sediment removed when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.
  - m. Throughout the construction period, the applicant shall conduct regular inspections of the condition and operational status of all structural BMPs required by the approved Erosion Control Plan.
13. The applicant shall submit a dust control plan to the Planning Department for review and approval prior to the issuance of a building permit for the project. The approved plan shall be implemented for the duration of any grading, demolition, and construction activities that generate dust and other airborne particles. The plan shall include the following control measures:
- a. Water all active construction areas at least twice daily.
  - b. Water or cover stockpiles of debris, soil, sand, or other materials that can be blown by the wind.

- c. Cover all trucks hauling soil, sand and other loose materials or require all trucks to maintain at least 2 feet of freeboard.
  - d. Apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking and staging areas at construction sites. Also, hydroseed or apply non-toxic soil stabilizers to inactive construction areas.
  - e. Sweep daily (preferably with water sweepers) all paved access roads, parking and staging areas at construction sites.
  - f. Sweep adjacent public streets daily (preferably with water sweepers) if visible soil material is carried onto them.
  - g. Enclose, cover, water twice daily or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.).
  - h. Limit traffic speeds on unpaved roads within the project parcel to 15 mph.
  - i. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.
  - j. Replant vegetation in disturbed areas as quickly as possible.
14. The applicant shall explore utilizing materials and construction methods that provide noise-attenuating properties. The applicant shall provide an analysis of such measures and either how they have been incorporated into the project or why they are not feasible.
15. All grading and construction activities associated with the proposed project shall be limited to 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction activities will be prohibited on Sunday and any nationally observed holiday. Noise levels produced by construction activities shall not exceed the 80-dBA level at any one moment.
16. The applicant shall submit an on-site drainage plan, as prepared by a civil engineer, showing all permanent, post-construction stormwater controls and drainage mechanisms at the time of the submitted building permit application. The required drainage plan shall show, in all respective cases, the mechanisms necessary to contain all water runoff generated by on-site impervious surfaces, and to reduce the amount of off-site runoff through the use of on-site percolation facilities. The drainage plan shall also include facilities to minimize the amount of pollutants in stormwater runoff through on-site retention and filtering facilities.

The on-site drainage plan shall be submitted to the Current Planning Section for review and approval by the Community Development Director prior to the issuance of building permits. The plan shall be included as part of the project's final building permit application and construction plans. The County Building Inspection Section

shall ensure that the approved plan is implemented prior to the project's final building and/or grading inspection approval.

17. Prior to building permit issuance, the project sponsor shall incorporate via a note on the first page of the construction plans that, should cultural resources be encountered during site grading or other site work, such work shall immediately be halted in the area of discovery and the project sponsor shall immediately notify the Community Development Director of the discovery. The applicant shall be required to retain the services of a qualified archaeologist for the purpose of recording, protecting, or curating the discovery as appropriate. The cost of the qualified archaeologist and of any recording, protecting, or curating shall be borne solely by the project sponsor. The archaeologist shall be required to submit to the Community Development Director for review and approval a report of the findings and methods of curation or protection of the resources. No further grading or site work within the area of discovery shall be allowed until the preceding has occurred. Disposition of Native American remains shall comply with CEQA Guidelines Section 15064.5(e). The note on the plans shall be subject to review and approval of the Current Planning Section.
18. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works and the respective Fire Authority.
19. No site disturbance shall occur, including any grading, until a building permit has been issued. The oak tree located at the front of the property is allowed for removal. If any additional trees are required to be removed, a separate tree removal permit and process are required and then only those trees approved for removal shall be removed.
20. To reduce the impact of construction activities on neighboring properties, comply with the following:
  - a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on-site during construction to prevent debris from blowing onto adjacent properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.
  - b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.
  - c. The applicant shall ensure that no construction related vehicles shall impede through traffic along the right-of-way on Marlborough Avenue or Nottingham Avenue. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Marlborough Avenue or Nottingham Avenue. There shall be no storage of construction vehicles in the public right-of-way.

21. Prior to the issuance of a building permit, the applicant shall revise the proposed landscaping plan to include only non-invasive plants and trees that are drought resistant, and native to the State of California. After installation, the landscaping shall be provided and maintained in accordance with the requirement of the PUD.

#### Building Inspection Section

22. The applicant shall comply with all requirements of the Building Inspection Section.
23. Prior to pouring any concrete for foundations, written verification from a licensed surveyor must be submitted which will confirm that the required setbacks as shown on the approved plans have been maintained.
24. An automatic fire sprinkler system will be required. This permit must be issued prior to or in conjunction with the Building permit.
25. If a water main extension, upgrade or hydrant is required, this work must be completed prior to the issuance of the building permit or the applicant must submit a copy of an agreement and contract with the water purveyor which will confirm the work will be completed prior to finalization of the building permit.
26. A site drainage plan will be required. This plan must demonstrate how roof drainage and site runoff will be directed to an approved disposal area.
27. Sediment and erosion control measures must be installed prior to beginning any site work and maintained throughout the term of the permit. Failure to install or maintain these measures will result in stoppage of construction until the corrections have been made and fees paid for staff enforcement time.
28. This project must comply with the Green Building Ordinance.
29. The applicant shall provide a complete code summary at time of building permit application. This summary shall include the type of use and/or occupancy codes, type of construction, allowable area calculation per the 2007 Building Codes (not just Zoning Regulations), and type of fire sprinklers.
30. All drawings must be drawn to scale and clearly define the whole project including its scope in its entirety.
31. On submitted building plans the applicant shall call out the appropriate codes on the code summary. The design and/or drawings shall be done in accordance with the 2007 Editions of the CA Building Standards Code, 2007 CA Plumbing Code, 2007 CA Mechanical Code, and the 2007 CA Electrical Code.

### Menlo Park Fire Protection District

32. An approved automatic fire sprinkler system shall be installed throughout the structure, under separate fire permit. The required fire sprinkler density is .33-gpm/3,000 sq. ft. per Menlo Park Fire Protection District Standards.
33. Prior to the issuance of a Building Permit, submit two full sets of building plans to the Menlo Park Fire Protection District for review and approval.
34. If the public water supply is not available to provide required fire flows, a separate engineered plan showing how the applicant will provide fire flows shall be submitted to the Menlo Park Fire Protection District for approval prior to the issuance of grading and/or building permits.
35. One new fire hydrant is required. New and existing nearby fire hydrants shall be wet barrel standard steamer type with 1 - 4-1/2" (114.3 mm) and 2 - 2-1/2" (63.5 mm) outlets. MPFPD Ord. 30, Sec. 508.2.
36. Photovoltaic roof mounted panels to meet the guidelines/standards of the CA State Fire Marshal's Office and the Menlo Park Fire Protection District.
37. The exterior stairs on the North West corner of the building shall comply with the CA Building Code in regards to the location adjacent to the property line.

### Department of Public Works

38. Prior to the issuance of the building permit, the applicant will be required to provide payment of "roadway mitigation fees" based on the square footage (assessable space) of the proposed building per Ordinance No. 3277.
39. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued.
40. The applicant shall submit a permanent stormwater management plan in compliance with the County's Drainage Policy and NPDES requirements for review and approval by the Department of Public Works.
41. The applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed parcel merger and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property being merged shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures

shall be designed and included in the street improvement plans and submitted to the Public Works Department for review and approval.

42. The applicant shall record documents, which address future maintenance responsibilities of any private drainage facilities which may be constructed. Prior to recording these documents, they shall be submitted to the Public Works Department for review.
43. The applicant shall comply with all requirements of the Public Works Department.

#### Fair Oaks Sewer Maintenance District

44. At the building permit stage the applicant shall contact the sewer district for approval of building plans.

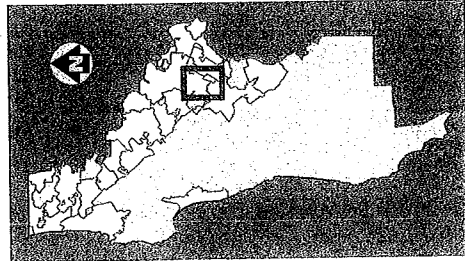
#### Geotechnical Section

45. A soils and foundation study shall be required prior to the issuance of a Building Permit.
46. The applicant shall comply with all requirements of the Geotechnical Section.



County of San Mateo Planning and Building Department

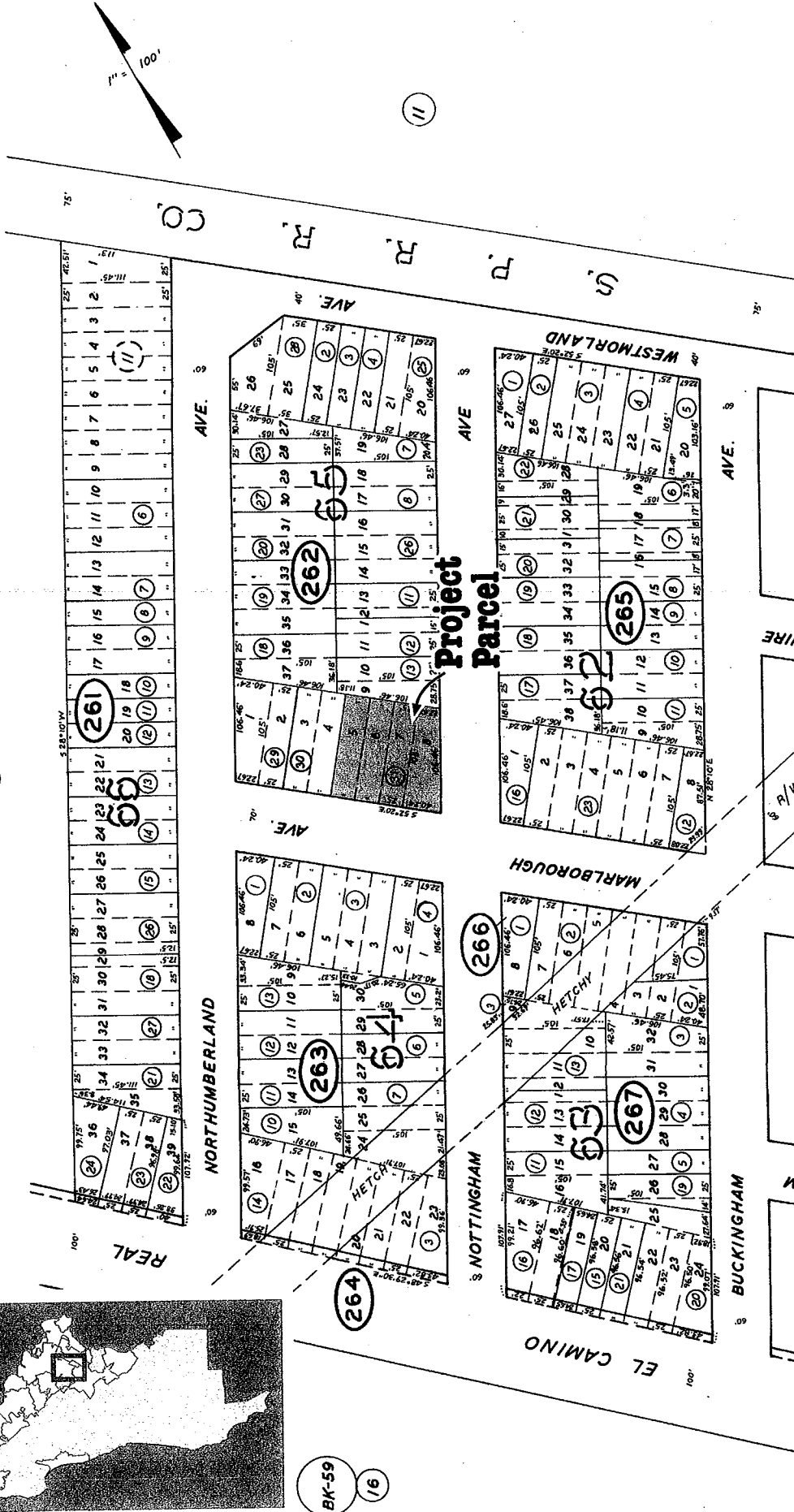
# ATTACHMENT B



54-26

TAX CODE AREA - - - - -

11



# Vicinity Map

San Mateo County Board of Supervisor's Meeting

Applicant: **St. Francis Center of Redwood City**

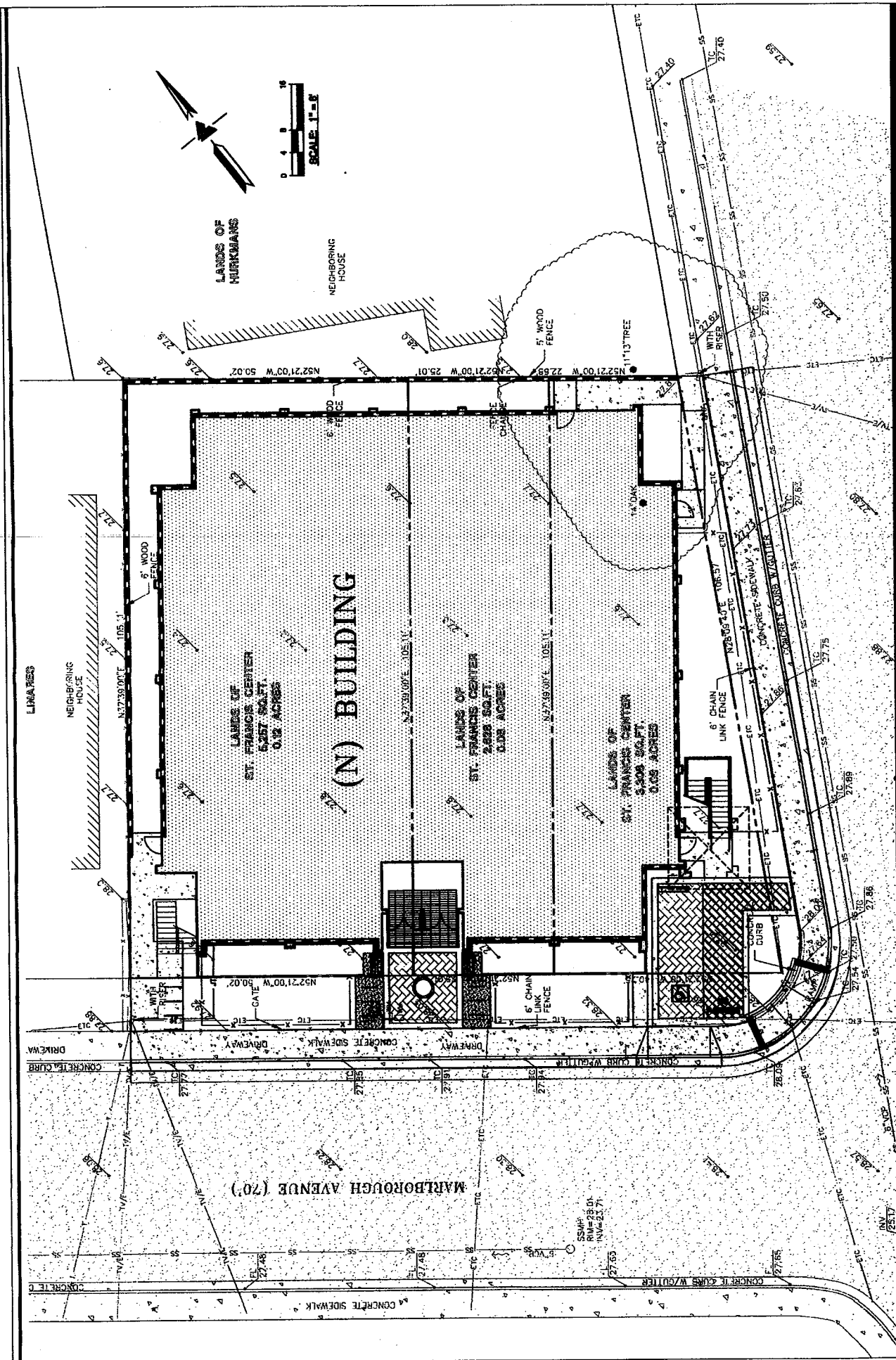
File Numbers: **PLN 2010-00172**

Attachment: **B**



County of San Mateo - Planning and Building Department

# ATTACHMENT C

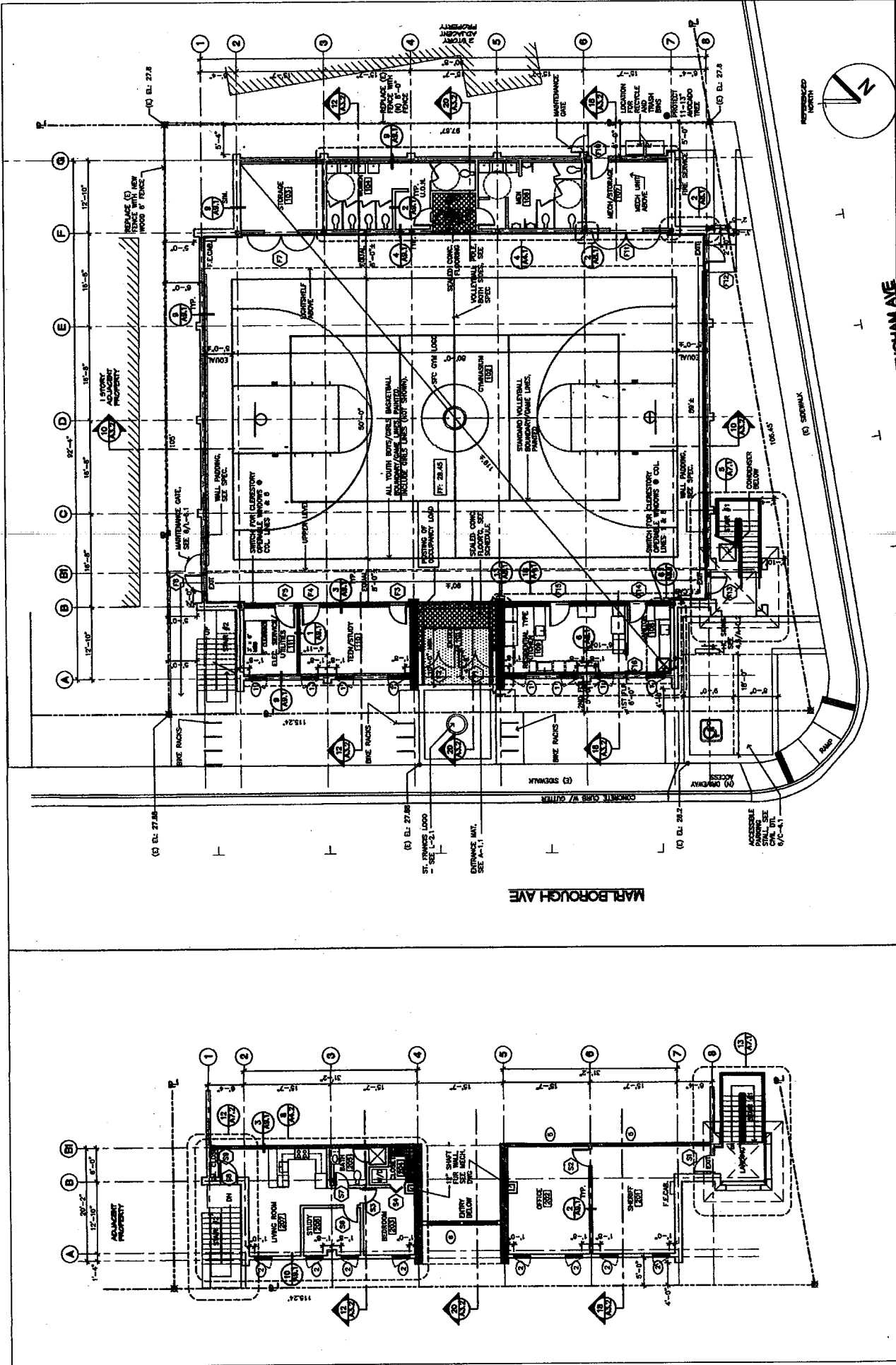


# San Mateo County Board of Supervisor's Meeting

Applicant: **St. Francis Center of Redwood City**

File Numbers: **PLN 2010-00172**

Attachment: **C**



# San Mateo County Board of Supervisor s Meeting

Applicant: **St. Francis Center of Redwood City**

File Numbers: **PLN 2010-00172**

Attachment: **C**

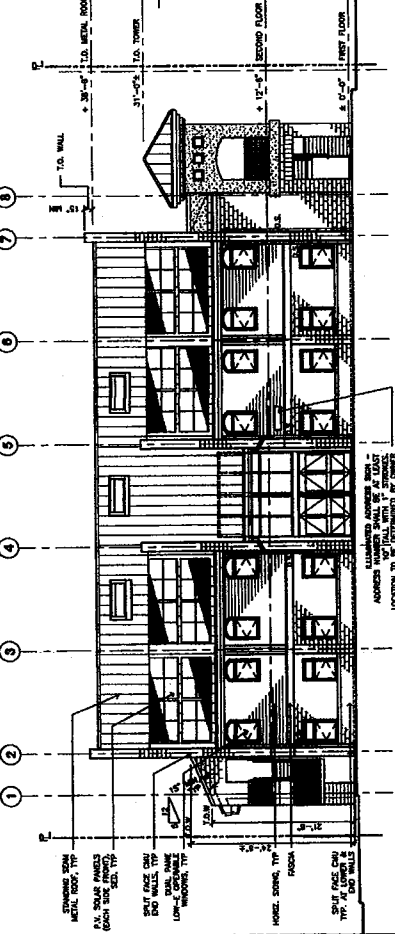
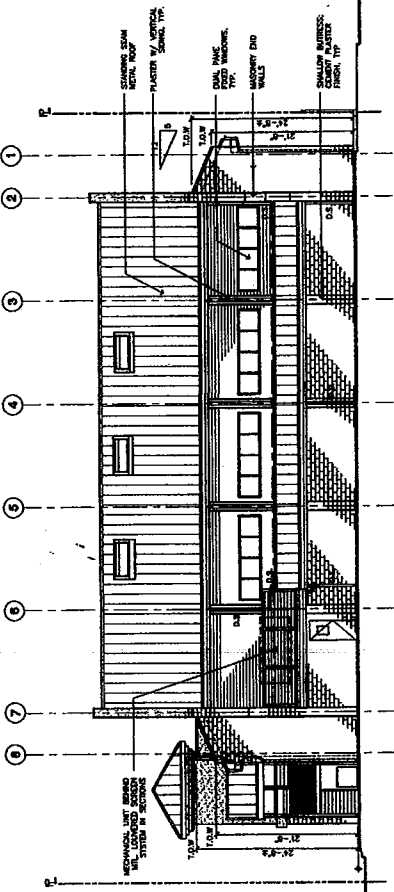


County of San Mateo - Planning and Building Department

# ATTACHMENT D

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CDR8\plan\0-00\72 02-15-11 rp



County of San Mateo Planning and Building Department

# ATTACHMENT E

MARLBOROUGH AVE

2-LAS RTB  
center between  
building columns

2-LAS RTB  
center between  
building columns

1-LAS RTB

1-LAS RTB

3-WIS FL  
center between  
building columns

Prune Existing Tree Per  
Arborists Recommendations  
1" = 1' 3" TREE

NOTTINGHAM AVE

1/8"



0 4 8 16 24  
Scale: 1/8" = 1'-0"



**San Mateo County Board of Supervisor's Meeting**

**Applicant: St. Francis Center of Redwood City**

**Attachment: E**

**File Numbers: PLN 2010-00172**



County of San Mateo - Planning and Building Department

# ATTACHMENT F

COUNTY OF SAN MATEO, PLANNING AND BUILDING DEPARTMENT

**NOTICE OF INTENT TO ADOPT  
NEGATIVE DECLARATION**

A notice, pursuant to the California Environmental Quality Act of 1970, as amended (Public Resources Code 21,000, et seq.), that the following project: St. Francis Center Gymnasium/ Recreation Center (Siena Youth Center), when adopted and implemented, will not have a significant impact on the environment.

FILE NO.: PLN 2010-00172

OWNER: St. Francis Center of Redwood City

APPLICANT: Bill Plant for W. L. Butler Construction, Inc.

ASSESSOR'S PARCEL NOS.: 054-262-140; 054-262-150; and 054-262-160

LOCATION: Vacant corner parcel at the intersection of Marlborough Avenue and Nottingham Avenue (previously addressed as 2621 and 2625 Marlborough Avenue), North Fair Oaks

**PROJECT DESCRIPTION**

The applicant proposes to construct a new 9,577 sq. ft. gym/recreation center that includes a 656 sq. ft. caretaker's unit and a 656 sq. ft. San Mateo County Sheriff's substation office over three legal parcels that total 11,193 sq. ft. The parcels are currently undeveloped and are located within a high-density Multiple-Family Residential (R-3) District in the unincorporated North Fair Oaks area of San Mateo County. As the project site is located within a R-3 zoned district, the project also involves a rezoning of the parcels as a Planned Unit Development (PUD).

**FINDINGS AND BASIS FOR A NEGATIVE DECLARATION**

The Current Planning Section has reviewed the initial study for the project and, based upon substantial evidence in the record, finds that:

1. The project will not adversely affect water or air quality or increase noise levels substantially.
2. The project will not have adverse impacts on the flora or fauna of the area.
3. The project will not degrade the aesthetic quality of the area.
4. The project will not have adverse impacts on traffic or land use.
5. In addition, the project will not:
  - a. Create impacts which have the potential to degrade the quality of the environment.

- b. Create impacts which achieve short-term to the disadvantage of long-term environmental goals.
- c. Create impacts for a project which are individually limited, but cumulatively considerable.
- d. Create environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly.

The County of San Mateo has, therefore, determined that the environmental impact of the project is insignificant.

MITIGATION MEASURES included in the project to avoid potentially significant effects:

**Mitigation Measure 1:** Prior to the issuance of a building permit, the applicant shall submit to the Planning Department for review and approval an erosion and drainage control plan that shows how the transport and discharge of soil and pollutants from and within the project site shall be minimized. The plan shall be designed to minimize potential sources of sediment, control the amount of runoff and its ability to carry sediment by diverting incoming flows and impeding internally generated flows, and retain sediment that is picked up on the project site through the use of sediment-capturing devices. The plan shall also limit application, generation, and migration of toxic substances, ensure the proper storage and disposal of toxic materials, and apply nutrients at rates necessary to establish and maintain vegetation without causing significant nutrient runoff to surface waters. Said plan shall adhere to the San Mateo Countywide Storm-water Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:

- a. Sequence construction to install sediment-capturing devices first, followed by runoff control measures and runoff conveyances. No construction activities shall begin until after all proposed measures are in place.
- b. Minimize the area of bare soil exposed at one time (phased grading).
- c. Clear only areas essential for construction.
- d. Within five days of clearing or inactivity in construction, stabilize bare soils through either non-vegetative BMPs, such as mulching, or vegetative erosion control methods, such as seeding. Vegetative erosion control shall be established within two weeks of seeding/ planting.
- e. Construction entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and control dust.
- f. Control wind-born dust through the installation of wind barriers such as hay bales and/or sprinkling.

- g. Soil and/or other construction-related material stockpiled on-site shall be placed a minimum of 200 feet from all wetlands and drain courses. Stockpiled soils shall be covered with tarps at all times of the year.
- h. Intercept runoff above disturbed slopes and convey it to a permanent channel or storm drains by using earth dikes, perimeter dikes or swales, or diversions. Use check dams where appropriate.
- i. Provide protection for runoff conveyance outlets by reducing flow velocity and dissipating flow energy.
- j. Install storm drain inlet protection that traps sediment before it enters any adjacent storm sewer systems. This barrier shall consist of filter fabric, straw bales, gravel, or sand bags.
- k. Install sediment traps/basins at outlets of diversions, channels, slope drains, or other runoff conveyances that discharge sediment-laden water. Sediment traps/basins shall be cleaned out when 50% full (by volume).
- l. Use silt fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5-acre or less per 100 feet of fence. Silt fences shall be inspected regularly and sediment removed when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.
- m. Throughout the construction period, the applicant shall conduct regular inspections of the condition and operational status of all structural BMPs required by the approved erosion control plan.

**Mitigation Measure 2:** The applicant shall submit a dust control plan to the Planning Department for review and approval prior to the issuance of a building permit for the project. The approved plan shall be implemented for the duration of any grading, demolition, and construction activities that generate dust and other airborne particles. The plan shall include the following control measures:

- a. Water all active construction areas at least twice daily.
- b. Water or cover stockpiles of debris, soil, sand, or other materials that can be blown by the wind.
- c. Cover all trucks hauling soil, sand and other loose materials or require all trucks to maintain at least 2 feet of freeboard.
- d. Apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking and staging areas at construction sites. Also, hydroseed or apply non-toxic soil stabilizers to inactive construction areas.
- e. Sweep daily (preferably with water sweepers) all paved access roads, parking and staging areas at construction sites.

- f. Sweep adjacent public streets daily (preferably with water sweepers) if visible soil material is carried onto them.
- g. Enclose, cover, water twice daily or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.).
- h. Limit traffic speeds on unpaved roads within the project parcel to 15 mph.
- i. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.
- j. Replant vegetation in disturbed areas as quickly as possible.

**Mitigation Measure 3:** The applicant shall explore utilizing materials and construction methods that provide noise-attenuating properties. The applicant shall provide an analysis of such measures and either how they have been incorporated into the project or why they are not feasible, prior to the issuance of the building permit.

**Mitigation Measure 4:** All grading and construction activities associated with the proposed project shall be limited to 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction activities will be prohibited on Sunday and any nationally observed holiday. Noise levels produced by construction activities shall not exceed the 80-dBA level at any one moment.

**Mitigation Measure 5:** The applicant shall submit an on-site drainage plan, as prepared by a civil engineer, showing all permanent, post-construction stormwater controls and drainage mechanisms at the time of the submitted project application. The required drainage plan shall show, in all respective cases, the mechanisms necessary to contain all water runoff generated by on-site impervious surfaces, and to reduce the amount of off-site runoff through the use of on-site percolation facilities. The drainage plan shall also include facilities to minimize the amount of pollutants in stormwater runoff through on-site retention and filtering facilities.

The on-site drainage plan shall be submitted to the Current Planning Section for review and approval by the Community Development Director prior to the issuance of building permits. The plan shall be included as part of the project's final building permit application and construction plans. The County Building Inspection Section shall ensure that the approved plan is implemented prior to the project's final building and/or grading inspection approval.

**Mitigation Measure 6:** Prior to building permit issuance, the project sponsor shall incorporate via a note on the first page of the construction plans that, should cultural resources be encountered during site grading or other site work, such work shall immediately be halted in the area of discovery and the project sponsor shall immediately notify the Community Development Director of the discovery. The applicant shall be required to retain the services of a qualified archaeologist for the purpose of recording, protecting, or curating the discovery as appropriate. The cost of the qualified archaeologist and of any recording, protecting, or curating shall be borne solely by the project sponsor. The archaeologist shall be required to submit to the Community Development Director for review and approval a report of the findings and methods of curation or protection of the resources. No further grading or site work within the area of discovery shall be allowed until the preceding has occurred. Disposition of Native American

remains shall comply with CEQA Guidelines Section 15064.5(e). The note on the plans shall be subject to review and approval of the Current Planning Section.

#### RESPONSIBLE AGENCY CONSULTATION

None.

#### INITIAL STUDY

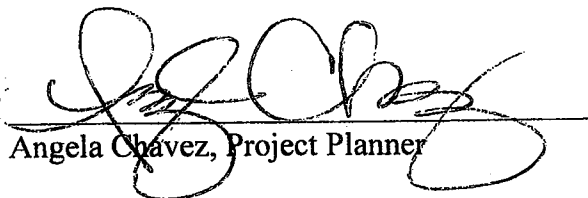
The San Mateo County Current Planning Section has reviewed the Environmental Evaluation of this project and has found that the probable environmental impacts are insignificant. A copy of the initial study is attached.

REVIEW PERIOD: January 13, 2011 to February 2, 2011

All comments regarding the correctness, completeness, or adequacy of this Negative Declaration must be received by the County Planning and Building Department, 455 County Center, Second Floor, Redwood City, no later than **5:00 p.m., February 2, 2011.**

#### CONTACT PERSON

Angela Chavez, Project Planner  
Telephone 650/599-7217



Angela Chavez, Project Planner

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**INITIAL STUDY**  
**ENVIRONMENTAL EVALUATION CHECKLIST**  
(To Be Completed By Current Planning Section)

**I. BACKGROUND**

Project Title: St. Francis Center Gymnasium/Recreation Center (Siena Youth Center)

File No.: PLN 2010-00172

Project Location: Vacant corner parcel at the intersection of Marlborough Avenue and Nottingham Avenue (previously addressed as 2621 and 2625 Marlborough Avenue), North Fair Oaks

Assessor's Parcel Nos.: 054-262-140; 054-262-150; and 054-262-160

Applicant/Owner: Bill Plant of W. L. Butler Construction, Inc./St. Francis Center of Redwood City

Date Environmental Information Form Submitted: June 2, 2010

**PROJECT DESCRIPTION**

The applicant proposes to construct a new 9,577 sq. ft. gym/recreation center that includes a 656 sq. ft. caretaker's unit and a 656 sq. ft. San Mateo County Sheriff's substation office over three legal parcels that total 11,193 sq. ft. The parcels are currently undeveloped and are located within a high-density Multiple-Family Residential (R-3) District in the unincorporated North Fair Oaks area of San Mateo County. As the project site is located within a R-3 zoned district, the project also involves a rezoning of the parcels as a Planned Unit Development (PUD).

## II. ENVIRONMENTAL ANALYSIS

Any controversial answers or answers needing clarification are explained on an attached sheet. For source, refer to pages 13 and 14.

	NO	IMPACT				Cumulative	SOURCE
		Not Significant	YES		Significant		
			Significant Unless Mitigated				
<b>1. <u>LAND SUITABILITY AND GEOLOGY</u></b>							
Will (or could) this project:							
a. Involve a unique landform or biological area, such as beaches, sand dunes, marshes, tidelands, or San Francisco Bay?	X					B,F,O	
b. Involve construction on slope of 15% or greater?	X					E,I	
c. Be located in an area of soil instability (subsidence, landslide or severe erosion)?	X					Bc,D	
d. Be located on, or adjacent to a known earthquake fault?		X				Bc,D	
e. Involve Class I or Class II Agriculture Soils and Class III Soils rated good or very good for artichokes or Brussels sprouts?	X					M	
f. Cause erosion or siltation?			X			M,I	
g. Result in damage to soil capability or loss of agricultural land?	X					A,M	
h. Be located within a flood hazard area?	X					G	
i. Be located in an area where a high water table may adversely affect land use?	X					D	
j. Affect a natural drainage channel or streambed, or watercourse?	X					E	

	IMPACT					SOURCE
	NO	YES			Cumulative	
		Not Significant	Significant Unless Mitigated	Significant		
<b>2. <u>VEGETATION AND WILDLIFE</u></b>						
Will (or could) this project:						
a. Affect federal or state listed rare or endangered species of plant life in the project area?	X					F
b. Involve cutting of heritage or significant trees as defined in the County Heritage Tree and Significant Tree Ordinance?		X				I,A
c. Be adjacent to or include a habitat food source, water source, nesting place or breeding place for a federal or state listed rare or endangered wildlife species?	X					F
d. Significantly affect fish, wildlife, reptiles, or plant life?	X					I
e. Be located inside or within 200 feet of a marine or wildlife reserve?	X					E,F,O
f. Infringe on any sensitive habitats?	X					F
g. Involve clearing land that is 5,000 sq. ft. or greater (1,000 sq. ft. within a County Scenic Corridor), that has slopes greater than 20% or that is in a sensitive habitat or buffer zone?	X					I,F,Bb
<b>3. <u>PHYSICAL RESOURCES</u></b>						
Will (or could) this project:						
a. Result in the removal of a natural resource for commercial purposes (including rock, sand, gravel, oil, trees, minerals or topsoil)?	X					I

	IMPACT					SOURCE
	NO	YES			Cumulative	
		Not Significant	Significant Unless Mitigated	Significant		
b. Involve grading in excess of 150 cubic yards?	X					I
c. Involve lands currently protected under the Williamson Act (agricultural preserve) or an Open Space Easement?	X					I
d. Affect any existing or potential agricultural uses?	X					A,K,M
<b>4. <u>AIR QUALITY, WATER QUALITY, SONIC</u></b>						
Will (or could) this project:						
a. Generate pollutants (hydrocarbon, thermal odor, dust or smoke particulates, radiation, etc.) that will violate existing standards of air quality on-site or in the surrounding area?			X			I,N,R
b. Involve the burning of any material, including brush, trees and construction materials?	X					I
c. Be expected to result in the generation of noise levels in excess of those currently existing in the area, after construction?			X			Ba,I
d. Involve the application, use or disposal of potentially hazardous materials, including pesticides, herbicides, other toxic substances, or radioactive material?		X				I
e. Be subject to noise levels in excess of levels determined appropriate according to the County Noise Ordinance or other standard?	X					A,Ba,Bc
f. Generate noise levels in excess of levels determined appropriate according to the County Noise Ordinance standard?			X			I

	IMPACT						SOURCE
	NO	YES				Cumulative	
		Not Significant	Significant Unless Mitigated	Significant			
g. Generate polluted or increased surface water runoff or affect groundwater resources?			X				I
h. Require installation of a septic tank/leachfield sewage disposal system or require hookup to an existing collection system which is at or over capacity?	X						S
5. <u>TRANSPORTATION</u>							
Will (or could) this project:							
a. Affect access to commercial establishments, schools, parks, etc.?	X						A,I
b. Cause noticeable increase in pedestrian traffic or a change in pedestrian patterns?		X					A,I
c. Result in noticeable changes in vehicular traffic patterns or volumes (including bicycles)?		X					I
d. Involve the use of off-road vehicles of any kind (such as trail bikes)?	X						I
e. Result in or increase traffic hazards?	X						S
f. Provide for alternative transportation amenities such as bike racks?		X					I
g. Generate traffic which will adversely affect the traffic carrying capacity of any roadway?	X						S

		IMPACT					SOURCE
		NO	YES			Cumulative	
			Not Significant	Significant Unless Mitigated	Significant		
<b>6. <u>LAND USE AND GENERAL PLANS</u></b>							
Will (or could) this project:							
a. Result in the congregating of more than 50 people on a regular basis?		X					I
b. Result in the introduction of activities not currently found within the community?		X					I
c. Employ equipment which could interfere with existing communication and/or defense systems?	X						I
d. Result in any changes in land use, either on or off the project site?		X					I
e. Serve to encourage off-site development of presently undeveloped areas or increase development intensity of already developed areas (examples include the introduction of new or expanded public utilities, new industry, commercial facilities or recreation activities)?	X						I,Q,S
f. Adversely affect the capacity of any public facilities (streets, highways, freeways, public transit, schools, parks, police, fire, hospitals), public utilities (electrical, water and gas supply lines, sewage and storm drain discharge lines, sanitary landfills) or public works serving the site?	X						I,S
g. Generate any demands that will cause a public facility or utility to reach or exceed its capacity?	X						I,S
h. Be adjacent to or within 500 feet of an existing or planned public facility?	X						A

	IMPACT						SOURCE
	NO	YES				Cumulative	
		Not Significant	Significant Unless Mitigated	Significant	Significant		
i. Create significant amounts of solid waste or litter?	X						I
j. Substantially increase fossil fuel consumption (electricity, oil, natural gas, coal, etc.)?	X						I
k. Require an amendment to or exception from adopted general plans, specific plans, or community policies or goals?		X					B
l. Involve a change of zoning?		X					C
m. Require the relocation of people or businesses?	X						I
n. Reduce the supply of low-income housing?	X						I
o. Result in possible interference with an emergency response plan or emergency evacuation plan?	X						S
p. Result in creation of or exposure to a potential health hazard?	X						S
7. <b><u>AESTHETIC, CULTURAL AND HISTORIC</u></b>							
Will (or could) this project:							
a. Be adjacent to a designated Scenic Highway or within a State or County Scenic Corridor?	X						A, Bb
b. Obstruct scenic views from existing residential areas, public lands, public water body, or roads?	X						A, I
c. Involve the construction of buildings or structures in excess of three stories or 36 feet in height?	X						I

		IMPACT				SOURCE
		NO	YES			
			Not Significant	Significant Unless Mitigated	Significant	
d.	Directly or indirectly affect historical or archaeological resources on or near the site?			X		H
e.	Visually intrude into an area having natural scenic qualities?	X				A,I

III. **RESPONSIBLE AGENCIES.** Check what agency has permit authority or other approval for the project.

AGENCY	YES	NO	TYPE OF APPROVAL
U.S. Army Corps of Engineers (CE)		X	
State Water Resources Control Board		X	
Regional Water Quality Control Board		X	
State Department of Public Health		X	
San Francisco Bay Conservation and Development Commission (BCDC)		X	
U.S. Environmental Protection Agency (EPA)		X	
County Airport Land Use Commission (ALUC)		X	
CalTrans		X	
Bay Area Air Quality Management District		X	
U.S. Fish and Wildlife Service		X	
Coastal Commission		X	
City		X	
Sewer/Water District:		X	
Other:		X	

#### IV. MITIGATION MEASURES

Yes No

Mitigation measures have been proposed in project application.

X

Other mitigation measures are needed.

X

The following measures are included in the project plans or proposals pursuant to Section 15070(b)(1) of the State CEQA Guidelines:

**Mitigation Measure 1:** Prior to the issuance of a building permit, the applicant shall submit to the Planning Department for review and approval an erosion and drainage control plan that shows how the transport and discharge of soil and pollutants from and within the project site shall be minimized. The plan shall be designed to minimize potential sources of sediment, control the amount of runoff and its ability to carry sediment by diverting incoming flows and impeding internally generated flows, and retain sediment that is picked up on the project site through the use of sediment-capturing devices. The plan shall also limit application, generation, and migration of toxic substances, ensure the proper storage and disposal of toxic materials, and apply nutrients at rates necessary to establish and maintain vegetation without causing significant nutrient runoff to surface waters. Said plan shall adhere to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:

- a. Sequence construction to install sediment-capturing devices first, followed by runoff control measures and runoff conveyances. No construction activities shall begin until after all proposed measures are in place.
- b. Minimize the area of bare soil exposed at one time (phased grading).
- c. Clear only areas essential for construction.
- d. Within five days of clearing or inactivity in construction, stabilize bare soils through either non-vegetative BMPs, such as mulching, or vegetative erosion control methods, such as seeding. Vegetative erosion control shall be established within two weeks of seeding/planting.
- e. Construction entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and control dust.
- f. Control wind-born dust through the installation of wind barriers such as hay bales and/or sprinkling.
- g. Soil and/or other construction-related material stockpiled on-site shall be placed a minimum of 200 feet from all wetlands and drain courses. Stockpiled soils shall be covered with tarps at all times of the year.
- h. Intercept runoff above disturbed slopes and convey it to a permanent channel or storm drains by using earth dikes, perimeter dikes or swales, or diversions. Use check dams where appropriate.
- i. Provide protection for runoff conveyance outlets by reducing flow velocity and dissipating flow energy.
- j. Install storm drain inlet protection that traps sediment before it enters any adjacent storm sewer systems. This barrier shall consist of filter fabric, straw bales, gravel, or sand bags.

- k. Install sediment traps/basins at outlets of diversions, channels, slope drains, or other runoff conveyances that discharge sediment-laden water. Sediment traps/basins shall be cleaned out when 50% full (by volume).
- l. Use silt fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5-acre or less per 100 feet of fence. Silt fences shall be inspected regularly and sediment removed when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.
- m. Throughout the construction period, the applicant shall conduct regular inspections of the condition and operational status of all structural BMPs required by the approved erosion control plan.

**Mitigation Measure 2:** The applicant shall submit a dust control plan to the Planning Department for review and approval prior to the issuance of a building permit for the project. The approved plan shall be implemented for the duration of any grading, demolition, and construction activities that generate dust and other airborne particles. The plan shall include the following control measures:

- a. Water all active construction areas at least twice daily.
- b. Water or cover stockpiles of debris, soil, sand, or other materials that can be blown by the wind.
- c. Cover all trucks hauling soil, sand and other loose materials or require all trucks to maintain at least 2 feet of freeboard.
- d. Apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking and staging areas at construction sites. Also, hydroseed or apply non-toxic soil stabilizers to inactive construction areas.
- e. Sweep daily (preferably with water sweepers) all paved access roads, parking and staging areas at construction sites.
- f. Sweep adjacent public streets daily (preferably with water sweepers) if visible soil material is carried onto them.
- g. Enclose, cover, water twice daily or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.).
- h. Limit traffic speeds on unpaved roads within the project parcel to 15 mph.
- i. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.
- j. Replant vegetation in disturbed areas as quickly as possible.

**Mitigation Measure 3:** The applicant shall explore utilizing materials and construction methods that provide noise-attenuating properties. The applicant shall provide an analysis of such measures and either how they have been incorporated into the project or why they are not feasible, prior to the issuance of the building permit.

**Mitigation Measure 4:** All grading and construction activities associated with the proposed project shall be limited to 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction activities will be prohibited on Sunday and any nationally observed holiday. Noise levels produced by construction activities shall not exceed the 80-dBA level at any one moment.

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The on-site drainage plan shall be submitted to the Current Planning Section for review and approval by the Community Development Director prior to the issuance of building permits. The plan shall be included as part of the project's final building permit application and construction plans. The County Building Inspection Section shall ensure that the approved plan is implemented prior to the project's final building and/or grading inspection approval.

**Mitigation Measure 6:** Prior to building permit issuance, the project sponsor shall incorporate via a note on the first page of the construction plans that, should cultural resources be encountered during site grading or other site work, such work shall immediately be halted in the area of discovery and the project sponsor shall immediately notify the Community Development Director of the discovery. The applicant shall be required to retain the services of a qualified archaeologist for the purpose of recording, protecting, or curating the discovery as appropriate. The cost of the qualified archaeologist and of any recording, protecting, or curating shall be borne solely by the project sponsor. The archaeologist shall be required to submit to the Community Development Director for review and approval a report of the findings and methods of curation or protection of the resources. No further grading or site work within the area of discovery shall be allowed until the preceding has occurred. Disposition of Native American remains shall comply with CEQA Guidelines Section 15064.5(e). The note on the plans shall be subject to review and approval of the Current Planning Section.

**V. MANDATORY FINDINGS OF SIGNIFICANCE**

	Yes	No
1. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal, or eliminate important examples of the major periods of California history or prehistory?		X
2. Does the project have the potential to achieve short-term environmental goals to the disadvantage of long-term environmental goals?		X
3. Does the project have possible environmental effects which are individually limited, but cumulatively considerable?		X
4. Would the project cause substantial adverse effects on human beings, either directly or indirectly?		X

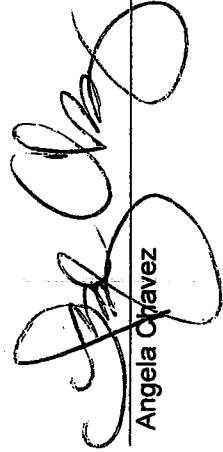
On the basis of this initial evaluation:

I find the proposed project **COULD NOT** have a significant effect on the environment, and a **NEGATIVE DECLARATION** will be prepared by the Current Planning Section.

I find that although the proposed project could have a significant effect on the environment, there **WILL NOT** be a significant effect in this case because of the mitigation measures in the discussion have been included as part of the proposed project. A **NEGATIVE DECLARATION** will be prepared.

I find that the proposed project **MAY** have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.

January 13, 2011  
Date

  
Angela Chavez  
Project Planner  
(Title)

**VI. SOURCE LIST**

- A. Field Inspection
- B. County General Plan 1986
  - a. General Plan Chapters 1-16
  - b. Local Coastal Program (LCP) (Area Plan)
  - c. Skyline Area General Plan Amendment
  - d. Montara-Moss Beach-El Granada Community Plan
  - e. Emerald Lake Hills Community Plan
- C. County Ordinance Code
- D. Geotechnical Maps
  - 1. USGS Basic Data Contributions
    - a. #43 Landslide Susceptibility
    - b. #44 Active Faults
    - c. #45 High Water Table
  - 2. Geotechnical Hazards Synthesis Maps
- E. USGS Quadrangle Maps, San Mateo County 1970 Series (See F. and H.)
- F. San Mateo County Rare and Endangered Species Maps, or Sensitive Habitats Maps
- G. Flood Insurance Rate Map – National Flood Insurance Program
- H. County Archaeologic Resource Inventory (Prepared by S. Dietz, A.C.R.S.) Procedures for Protection of Historic and Cultural Properties – 36 CFR 800 (See R.)
- I. Project Plans or EIF
- J. Airport Land Use Committee Plans, San Mateo County Airports Plan
- K. Aerial Photography or Real Estate Atlas – REDI
  - 1. Aerial Photographs, 1941, 1953, 1956, 1960, 1963, 1970
  - 2. Aerial Photographs, 1981
  - 3. Coast Aerial Photos/Slides, San Francisco County Line to Año Nuevo Point, 1971
  - 4. Historic Photos, 1928-1937

- L. Williamson Act Maps
- M. Soil Survey, San Mateo Area, U.S. Department of Agriculture, May 1961
- N. Air Pollution Isopleth Maps – Bay Area Air Pollution Control District
- O. California Natural Areas Coordinating Council Maps (See F. and H.)
- P. Forest Resources Study (1971)
- Q. Experience with Other Projects of this Size and Nature
- R. Environmental Regulations and Standards:
 

Federal	<ul style="list-style-type: none"> <li>- Review Procedures for CDBG Programs</li> <li>- NEPA 24 CFR 1500-1508</li> <li>- Protection of Historic and Cultural Properties</li> <li>- National Register of Historic Places</li> <li>- Floodplain Management</li> <li>- Protection of Wetlands</li> <li>- Endangered and Threatened Species</li> <li>- Noise Abatement and Control</li> <li>- Explosive and Flammable Operations</li> <li>- Toxic Chemicals/Radioactive Materials</li> <li>- Airport Clear Zones and APZ</li> </ul>	<ul style="list-style-type: none"> <li>24 CFR Part 58</li> <li>36 CFR Part 800</li> <li>Executive Order 11988</li> <li>Executive Order 11990</li> <li>24 CFR Part 51B</li> <li>24 CFR 51C</li> <li>HUD 79-33</li> <li>24 CFR 51D</li> </ul>
State	<ul style="list-style-type: none"> <li>- Ambient Air Quality Standards</li> <li>- Noise Insulation Standards</li> </ul>	<ul style="list-style-type: none"> <li>Article 4, Section 1092</li> </ul>
- S. Consultation with Departments and Agencies:
 

<ul style="list-style-type: none"> <li>a. County Health Department</li> <li>b. City Fire Department</li> <li>c. California Department of Forestry</li> <li>d. Department of Public Works</li> <li>e. Disaster Preparedness Office</li> <li>f. Other</li> </ul>
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**COUNTY OF SAN MATEO**  
Planning and Building Department

**Initial Study Pursuant to CEQA**  
**Project Narrative and Answers to Questions for the Negative Declaration**  
**File Number: PLN 2010-00172**  
**St. Francis Center Gymnasium/Recreation Center**  
**(Siena Youth Center)**

**EXISTING DEVELOPMENT AND PERMIT PROCESSING**

**Existing Development.** The project site consists of an 11,193 sq. ft. property owned by the St. Francis Center of Redwood City. The property is currently undeveloped. However, the property was previously developed with residential development that has since been demolished. The area in the vicinity of the project site is densely developed with both single-family and multiple-family residential development. The parcels are located within a Multiple-Family Residential (R-3) District in the unincorporated North Fair Oaks area of San Mateo County.

**Required Planning Permits and Processing.** The project applicant has applied for a Planned Unit Development to allow the site to be designed with greater flexibility and to deviate from traditional development regulations and land use restrictions. The proposed use requires an Initial Study and Negative Declaration as outlined by the California Environmental Quality Act (CEQA). This Negative Declaration supersedes a previous one (circulated from September 13, 2010 to October 4, 2010) for the identical project at the same location. The project parcels proposed rezoning triggered revisions and recirculation of this document.

**PROJECT DESCRIPTION**

The applicant proposes to construct a new 9,577 sq. ft. gym/recreation center that includes a 656 sq. ft. caretaker's unit and a 656 sq. ft. San Mateo County Sheriff's substation office over three legal parcels that total 11,193 sq. ft. The parcels are currently undeveloped and are located within a high-density Multiple-Family Residential (R-3) District in the unincorporated North Fair Oaks area of San Mateo County. As the project site is located within a R-3 zoned district, the project also involves a rezoning of the parcels as a Planned Unit Development (PUD).

**ANSWERS TO QUESTIONS**

**1. LAND SUITABILITY AND GEOLOGY**

- a. **Will (or could) this project involve a unique landform or biological area, such as beaches, sand dunes, marshes, tidelands, or San Francisco Bay?**

**No Impact.** The project location does not involve any unique landforms or biological areas.

- b. **Will (or could) this project involve construction on slopes of 15% or greater?**

**ANSWERS TO QUESTIONS**

File No. PLN 2010-00172

Page 2

**No Impact.** The area for which the proposed project is to be located is flat and will not involve construction on slopes of 15% or greater.

- c. **Will (or could) this project be located in an area of soil instability (subsidence, landslide or severe erosion)?**

**No Impact.** The proposed project is to be located on a flat parcel. There are no known areas of landslide susceptibility on the subject parcel or within the overall surrounding community. There is also no visual evidence of recent landslides and, therefore, would have little danger of future soil instability.

- d. **Will (or could) this project be located on, or adjacent to a known earthquake fault?**

**Yes, Not Significant.** The San Andreas Fault is located approximately 6.4 km to the west. An earthquake on this fault could affect the proposed project. However, compliance with current building codes and standards would result in no significant impact due to proximity to this earthquake fault. The San Mateo County Geotechnical Section has also reviewed the proposed project and concurs.

- e. **Will (or could) this project involve Class I or Class II Agriculture Soils and Class III Soils rated good or very good for artichokes or Brussels sprouts?**

**No Impact.** The project site is not located on previously developed land that has been identified as having Class I, II, or III soils.

- f. **Will (or could) this project cause erosion or siltation?**

**Yes, Significant Unless Mitigated.** Some excavation would be performed on the site in order to create the foundation for the gym/recreation center. While the amount of grading is minimal at approximately 125 cubic yards, staff concludes that the following mitigation measure would address stormwater drainage and erosion impacts both during and after project construction.

**Mitigation Measure 1:** Prior to the issuance of a building permit, the applicant shall submit to the Planning Department for review and approval an erosion and drainage control plan that shows how the transport and discharge of soil and pollutants from and within the project site shall be minimized. The plan shall be designed to minimize potential sources of sediment, control the amount of runoff and its ability to carry sediment by diverting incoming flows and impeding internally generated flows, and retain sediment that is picked up on the project site through the use of sediment-capturing devices. The plan shall also limit application, generation, and migration of toxic substances, ensure the proper storage and disposal of toxic materials, and apply nutrients at rates necessary to establish and maintain vegetation without causing significant nutrient runoff to surface waters. Said plan shall adhere to the San Mateo

Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:

- a. Sequence construction to install sediment-capturing devices first, followed by runoff control measures and runoff conveyances. No construction activities shall begin until after all proposed measures are in place.
- b. Minimize the area of bare soil exposed at one time (phased grading).
- c. Clear only areas essential for construction.
- d. Within five days of clearing or inactivity in construction, stabilize bare soils through either non-vegetative BMPs, such as mulching, or vegetative erosion control methods, such as seeding. Vegetative erosion control shall be established within two weeks of seeding/planting.
- e. Construction entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and control dust.
- f. Control wind-born dust through the installation of wind barriers such as hay bales and/or sprinkling.
- g. Soil and/or other construction-related material stockpiled on-site shall be placed a minimum of 200 feet from all wetlands and drain courses. Stockpiled soils shall be covered with tarps at all times of the year.
- h. Intercept runoff above disturbed slopes and convey it to a permanent channel or storm drains by using earth dikes, perimeter dikes or swales, or diversions. Use check dams where appropriate.
- i. Provide protection for runoff conveyance outlets by reducing flow velocity and dissipating flow energy.
- j. Install storm drain inlet protection that traps sediment before it enters any adjacent storm sewer systems. This barrier shall consist of filter fabric, straw bales, gravel, or sand bags.
- k. Install sediment traps/basins at outlets of diversions, channels, slope drains, or other runoff conveyances that discharge sediment-laden water. Sediment traps/basins shall be cleaned out when 50% full (by volume).
- l. Use silt fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5-acre or less per 100 feet of fence. Silt fences shall be inspected regularly and sediment removed

when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.

- m. Throughout the construction period, the applicant shall conduct regular inspections of the condition and operational status of all structural BMPs required by the approved erosion control plan.

- g. **Will (or could) this project result in damage to soil capability or loss of agricultural land?**

**No Impact.** The project site is located within a high-density residential district, was previously developed, and has been identified to contain no agricultural soils.

- h. **Will (or could) this project be located within a flood hazard area?**

**No Impact.** The project site is located in Flood Zone C as defined by FEMA, which is an area of minimal potential flooding. No mitigation is required.

- i. **Will (or could) this project be located in an area where a high water table may adversely affect land use?**

**No Impact.** There is no indication of the presence of a high water table in this area, thus there would be no expected impact.

- j. **Will (or could) this project affect a natural drainage channel or streambed, or watercourse?**

**No Impact.** The project site is located on previously developed land. The site is not located near any natural drainage channels, streambeds, or watercourses.

## **2. VEGETATION AND WILDLIFE**

- a. **Will (or could) this project affect federal or state listed rare or endangered species of plant life in the project area?**

**No Impact.** A search of the California Natural Diversity Database was conducted and no special status species were found to occur within 2 miles of the project area.

- b. **Will (or could) this project involve cutting of heritage or significant trees as defined in the County Heritage Tree and Significant Tree Ordinance?**

**Yes, Not Significant.** One 14" diameter oak tree is proposed for removal as part of this project as the tree sits in the footprint of the proposed structure. The subject oak tree qualifies as a significant tree but does not qualify as a heritage tree. The County's Significant Tree Ordinance does allow for the removal of trees when they

interfere with proposed construction. In order to compensate for the loss of the oak tree, the project includes a replanting plan, which includes five 15-gallon crape myrtle trees and three California fan palms.

- c. **Will (or could) this project be adjacent to or include a habitat food source, water source, nesting place or breeding place for a federal or state listed rare or endangered wildlife species?**

**No Impact.** A search of the California Natural Diversity Database was conducted and no special status species were found to occur within 2 miles of the project area.

- d. **Will (or could) this project significantly affect fish, wildlife, reptiles, or plant life?**

**No Impact.** As mentioned previously, a search of the California Natural Diversity Database was conducted and no special status species of plant or animal was found to occur in the area. The assigned mitigation measures and additional conditions of approval will further ensure no impact on fish, wildlife, reptiles, or plant life.

- e. **Will (or could) this project be located inside or within 200 feet of a marine or wildlife reserve?**

**No Impact.** The proposed project is not located within 200 feet of a marine or wildlife reserve.

- f. **Will (or could) this project infringe on any sensitive habitats?**

**No Impact.** The proposed project is located on previously disturbed land and is not located within an area identified to have any sensitive habitats.

- g. **Will (or could) this project involve clearing land that is 5,000 sq. ft. or greater (1,000 sq. ft. within a County Scenic Corridor), that has slopes greater than 20% or that is in a sensitive habitat or buffer zone?**

**No Impact.** As the proposed project site has previously been developed and while that development has since been demolished, no land clearing is necessary. In addition, the site has slopes less than 20% and is not located in a sensitive habitat or buffer zone.

### **3. PHYSICAL RESOURCES**

- a. **Will (or could) this project result in the removal of a natural resource for commercial purposes (including rock, sand, gravel, oil, trees, minerals or topsoil)?**

**No Impact.** The project site is not used for nor identified as a source of natural resources.

- b. **Will (or could) this project involve grading in excess of 150 cubic yards?**

**No Impact.** The proposed project would involve less than 150 cubic yards of grading and excavation.

- c. **Will (or could) this project involve lands currently protected under the Williamson Act (agricultural preserve) or an Open Space Easement?**

**No Impact.** The project site is not protected under the Williamson Act or any Open Space Easements.

- d. **Will (or could) this project affect any existing or potential agricultural uses?**

**No Impact.** As mentioned previously, the project site is located within a residentially zoned district and there are no existing agricultural uses in the area. Furthermore, due to the dense development in the area any potential agricultural uses would only be small residential gardens for which this project would have no impact.

4. **AIR QUALITY, WATER QUALITY, SONIC**

- a. **Will (or could) this project generate pollutants (hydrocarbon, thermal odor, dust or smoke particulates, radiation, etc.) that will violate existing standards of air quality on-site or in the surrounding area?**

**Yes, Significant Unless Mitigated.** The project would be expected to generate dust during the excavation and construction phases. This would be a potentially significant impact that would be mitigated by the following measure.

**Mitigation Measure 2:** The applicant shall submit a dust control plan to the Planning Department for review and approval prior to the issuance of a building permit for the project. The approved plan shall be implemented for the duration of any grading, demolition, and construction activities that generate dust and other airborne particles. The plan shall include the following control measures:

- a. Water all active construction areas at least twice daily.
- b. Water or cover stockpiles of debris, soil, sand, or other materials that can be blown by the wind.
- c. Cover all trucks hauling soil, sand and other loose materials or require all trucks to maintain at least 2 feet of freeboard.

- d. Apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking and staging areas at construction sites. Also, hydroseed or apply non-toxic soil stabilizers to inactive construction areas.
  - e. Sweep daily (preferably with water sweepers) all paved access roads, parking and staging areas at construction sites.
  - f. Sweep adjacent public streets daily (preferably with water sweepers) if visible soil material is carried onto them.
  - g. Enclose, cover, water twice daily or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.).
  - h. Limit traffic speeds on unpaved roads within the project parcel to 15 mph.
  - i. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.
  - j. Replant vegetation in disturbed areas as quickly as possible.
- b. **Will (or could) this project involve the burning of any material, including brush, trees and construction materials?**

**No Impact.** No burning of any materials is expected to occur during or after project construction.

- c. **Will (or could) this project be expected to result in the generation of noise levels in excess of those currently existing in the area, after construction?**

**Yes, Significant Unless Mitigated.** The introduction of a gym/recreation center into a multiple-family residential district could be expected to result in the generation of noise levels in excess of those currently existing in the area, after construction. Due to the proposed close proximity of the facility to existing structures, the following mitigation measure has been added to encourage the applicant to explore materials and methods of construction that could provide noise mitigation.

**Mitigation Measure 3:** The applicant shall explore utilizing materials and construction methods that provide noise-attenuating properties. The applicant shall provide an analysis of such measures and either how they have been incorporated into the project or why they are not feasible, prior to the issuance of the building permit.

- d. **Will (or could) this project involve the application, use or disposal of potentially hazardous materials, including pesticides, herbicides, other toxic substances, or radioactive material?**

**No Impact.** The proposed project is not likely to involve the application, use, or disposal of hazardous materials. Furthermore, the project has been slated for LEED certification and therefore is expected to be constructed using “green” methods and materials.

- e. **Will (or could) this project be subject to noise levels in excess of levels determined appropriate according to the County Noise Ordinance or other standard?**

**No Impact.** Noise levels in this area would have no impact on the proposed gym/recreation center.

- f. **Will (or could) this project generate noise levels in excess of levels determined appropriate according to the County Noise Ordinance standard?**

**Yes, Significant Unless Mitigated.** During project construction, excessive noise could be generated. Mitigation Measure 4 is proposed to reduce the construction noise impact to a less than significant level. Also, see the discussion under 4.c of this section.

**Mitigation Measure 4:** All grading and construction activities associated with the proposed project shall be limited to 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction activities will be prohibited on Sunday and any nationally observed holiday. Noise levels produced by construction activities shall not exceed the 80-dBA level at any one moment.

- g. **Will (or could) this project generate polluted or increased surface water runoff or affect groundwater resources?**

**Yes, Significant Unless Mitigated.** The project will result in a net increase in impermeable surfaces in the project area. The proposed location of the project consists of unpaved relatively flat topography, which is covered, in low native grasses and weeds. However, this site was previously developed with a single-family residence and a multiple unit residential property that were both demolished in 2009. Given the current state of the site, there is a potential for increased surface water runoff. The completion of a drainage plan, as required below, would reduce this potential impact to a less than significant level.

**Mitigation Measure 5:** The applicant shall submit an on-site drainage plan, as prepared by a civil engineer, showing all permanent, post-construction stormwater controls and drainage mechanisms at the time of the submitted project application. The required drainage plan shall show, in all respective cases, the mechanisms necessary to contain all water runoff generated by on-site impervious surfaces, and to reduce the amount of off-site runoff through the use of on-site percolation facilities. The drainage plan shall also include facilities to minimize the amount of pollutants in stormwater runoff through on-site retention and filtering facilities.

The on-site drainage plan shall be submitted to the Current Planning Section for review and approval by the Community Development Director prior to the issuance of building permits. The plan shall be included as part of the project's final building permit application and construction plans. The County Building Inspection Section shall ensure that the approved plan is implemented prior to the project's final building and/or grading inspection approval.

- h. Will (or could) this project require installation of a septic tank/leachfield sewage disposal system or require hookup to an existing collection system which is at or over capacity?**

**No Impact.** The proposed project will not require the installation of a septic tank or leachfield sewage disposal system as this property is served by municipal service. A referral was sent to the Fair Oaks Sewer District and was provided a conditional approval, as there is ample availability to serve the project site and its proposed use.

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**5. TRANSPORTATION**

- a. Will (or could) this project affect access to commercial establishments, schools, parks, etc.?**

**No Impact.** The proposal would not affect access to commercial establishments, schools, parks, or other amenities or services. The project site is located entirely on a privately owned parcel, which has direct access from the existing street. In addition, there are no commercial establishments, schools, parks, etc., that are immediately adjacent to the project site.

- b. Will (or could) this project cause noticeable increase in pedestrian traffic or a change in pedestrian patterns?**

**Yes, Not Significant.** The construction of the gym/recreation center has been proposed as a result of a recognized lack of services for youth ages 11-18 in the community surrounding the site. The closest facilities that would traditionally provide after-school or extracurricular activities are limited and are located outside of this particular area of North Fair Oaks. The proposed project site is located within a densely developed urban area that is improved with sidewalks throughout. However, there are three major mobility barriers that insulate this portion of the community, which limits the walk-ability and bike-ability for youth to access existing services. These include the Southern Pacific/Caltrain rail lines to the east and the busy thoroughfares of El Camino Real and Woodside Road to the west and north. Therefore, as the proposed facility is meant to focus on youth in the immediately adjacent community given the age of participants most will either walk or bike.

The applicant has submitted a sample schedule that indicates that during the daytime the center will offer one to two daytime activities (conducted in the gym area) which

may include recess activities for the Holy Family School (located one and one half blocks to the south), a dance class, and/or Sheriff mentor program-run activities. The evening and weekend hours will largely be dedicated to organized sports activities. Given the size of the gym floor, the center can only conduct one sport at a time with a total of up to three sports activities expected each evening. Each sport is expected to accommodate approximately 12 children at a time with another eight children in the homework lounge. This would result in a total of approximately 20 children on-site at any one time and 44 over an entire evening with an additional five adults supervising. Aside from the day-to-day events, the applicant has also indicated that there would be a total of four other special events during the year. These events would continue the mission of the center and would include the St. Francis Center's annual Christmas toy drive and volunteer appreciation dinner.

While there will be a change in pedestrian patterns and traffic focused toward the center, considering the limited number of special events, total number of children and adults at the site over the duration of a day (understanding that their arrival and departures will be staggered), the changes would be minimal and not of a sufficient level as to require mitigation measures.

- c. **Will (or could) this project result in noticeable changes in vehicular traffic patterns or volumes (including bicycles)?**

**Yes, Not Significant.** As previously cited, the project is not expected to significantly increase vehicular traffic since the applicant has indicated, given the nature of the facility and its use by mostly children and juveniles, that most users will either walk or bicycle to the facility. After construction, there would be an expected increase in bike traffic volume as it is expected that this will be one of the preferred modes of transportation to and from the facility. However, as these trips are expected to originate from within the immediate vicinity, it is not expected that this increase will have an adverse impact on the carrying capacity of any of the surrounding roads.

- d. **Will (or could) this project involve the use of off-road vehicles of any kind (such as trail bikes)?**

**No Impact.** The project would not involve the use of off-road vehicles.

- e. **Will (or could) this project result in or increase traffic hazards?**

**No Impact.** The facility participants' primary mode of transportation will be by walking and bicycling, rather than by automobile, given the target age group of the participants of the facility and the level of usage as described in 5.b above. As such, it is not expected that there would be any significant increase in traffic hazards due to more vehicles on the roadway. In addition, there do exist traffic control measures in the area, which mitigate traffic hazards. These include a two-way stop for the

vehicles crossing Marlborough and a concrete valley gutter (dip) at the southern intersection of Marlborough and Nottingham.

- f. **Will (or could) this project provide for alternative transportation amenities such as bike racks?**

**Yes, Not Significant.** The project includes the installation of bike racks, to accommodate 24 bikes, at the entrance of the proposed facility, along Marlborough Avenue. Given the expectation that users will either walk or ride bikes to the facility, the availability to accommodate 24 bikes is deemed sufficient. Previous practice in large-scale projects has been to require a 1:10 ratio of bike parking spaces to the number of car parking spaces that would be required. While the San Mateo County's Parking Regulations do not have an exact parking model for this particular type of use, if considered under the most restrictive model, the size and various elements of the project would potentially require up to 238.5 on-site vehicle parking spaces. Therefore, the provision of the 24-bike spaces is consistent with previous practices regarding alternative transportation amenities.

- g. **Will (or could) this project generate traffic which will adversely affect the traffic carrying capacity of any roadway?**

**No Impact.** While the proposed project would be expected to generate a slight increase in traffic, the community focused use and target age group are not anticipated to generate a significant change to car traffic as discussed previously. The increase in bike and pedestrian traffic is not expected to be at a level significant enough to affect the carrying capacity of any nearby roadway.

6. **LAND USE AND GENERAL PLANS**

- a. **Will (or could) this project result in the congregating of more than 50 people on a regular basis?**

**Yes, Not Significant.** The proposed project could be expected to result in the congregation of children that may reach or exceed 50 people on a regular or semi-regular basis. The applicant has provided a sample schedule of a day at the proposed center that states that maximum usage is expected to be approximately 44 youths and five adults for the evening hours (i.e., 3:30 to closing) with an average of 20 youths and five adults to be on-site at any one time. This number is derived from the center's size limitations, as it will only be able to accommodate one sport activity at a time. Therefore, the center is expected to accommodate approximately 12 youths at a time for each sport activity while concurrently conducting a homework room that could accommodate another eight youths. While it is not expected that all participants will immediately vacate the premises at the end of each activity, it is not expected that the day-to-day operations of the site will result in more than 50 people on-site at one time. Aside from the daily activities, the site is also expected

## ANSWERS TO QUESTIONS

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to support other activities such as the San Mateo County Sheriff's Activities League and Mentoring Program. This could result in an occasional community meeting; however, these activities would not run concurrently with any of the normal sports or tutoring activities on-site and thus would remain consistent with the expected numbers of participants. Furthermore, the site will have an on-site caretaker that will be responsible for ensuring that no loitering occurs and that all participants clear the site reasonably soon after events. The center is also expected to conduct four special events a year that include the annual Holiday Toy Program and volunteer appreciation dinner. These events could be expected to result in more than 50 people on the site. However, as all the proposed activities are to be conducted indoors, be supervised by center staff and are limited in frequency, there is no foreseeable negative impact of this number of people congregating.

- b. **Will (or could) this project result in the introduction of activities not currently found within the community?**

**Yes, Not Significant.** The project will introduce a gym/recreation center into a portion of the community that currently does not contain facilities of a similar type. As described previously, the project site is located in an area that is segregated from the community at large due to major mobility barriers which include major roadways and railroad lines. While this type of use is not found in the immediate area, there are similar types of facilities found in the community at large. The existing facilities are mainly associated with area schools parks. In recent studies of this area, conducted as part of County updates to the Community Plan, it has been determined that the area overall is largely lacking recreational and youth activities when compared to the surrounding incorporated cities. Therefore, while new to the immediate area, the activities proposed for the center are no different than what would be found in any public park, community, or school gymnasium and therefore, there is no expected significant impact with the introduction of these new activities into this particular area.

- c. **Will (or could) this project employ equipment which could interfere with existing communication and/or defense systems?**

**No Impact.** The proposed project would not employ equipment that could interfere with existing communication and/or defense systems.

- d. **Will (or could) this project result in any changes in land use, either on or off the project site?**

**Yes, Not Significant.** As discussed earlier, the site was previously developed with residential development that has since been demolished. The proposed project would result in a change in land use with the introduction of the gym/recreation center in an otherwise high-density residentially developed area. However, the proposed change in land use is not expected to result in any significant impact on the project site for

the reasons discussed in previous responses of this document. As part of this project, the applicant has also negotiated a lease agreement for an approximately 10,320 sq. ft. portion of the San Francisco Hetch Hetchy right-of-way in order to provide some off-street parking. This area is located half a block from the project site immediately to the southwest along Marlborough. This area is expected to yield between 37 and 43 off-street parking spaces. While this would constitute a change in use to this piece of land, it will largely remain undeveloped aside from the surface improvements necessary to make the area drivable and will be secured when not in use by the facility to ensure security of adjacent properties and to discourage loitering. Therefore, this change would not result in any significant negative impact to adjacent properties. The project is not anticipated to result in any other changes off the project site due to the unique aspect of the project and the lack of any anticipated additional public or private projects in the immediate area, which is otherwise fully developed.

- e. **Will (or could) this project serve to encourage off-site development of presently undeveloped areas or increase development intensity of already developed areas (examples include the introduction of new or expanded public utilities, new industry, commercial facilities or recreation activities)?**

**No Impact.** The proposed project is located within a densely developed residential neighborhood and, while providing recreation activities, does not include any programs that would encourage off-site development or increase the development intensity of the area. Further, the project's intent and purpose is to provide recreational activities that neither presently exist nor are anticipated to be developed in this neighborhood. Thus, it is not anticipated that this project would trigger "any expanded public utilities, new industry, commercial or recreational facilities."

- f. **Will (or could) this project adversely affect the capacity of any public facilities (streets, highways, freeways, public transit, schools, parks, police, fire, hospitals), public utilities (electrical, water and gas supply lines, sewage and storm drain discharge lines, sanitary landfills) or public works serving the site?**

**No Impact.** The proposed project does not affect the capacity of any public facility or utility. Referrals have been sent to affected agencies and all have provided conditional approvals for this project. In addition, the facility will provide office space to the San Mateo County Sheriff's Office to operate a substation thereby improving their service to the surrounding community. Therefore, there is no expected adverse impact to the capacity of any public facilities.

- g. **Will (or could) this project generate any demands that will cause a public facility or utility to reach or exceed its capacity?**

**No Impact.** The project site is served by (and its new use will be able to connect to) existing utilities including municipal water and sewer. The project has been reviewed by the affected public service agencies and all have provided conditional approvals.

- h. Will (or could) this project be adjacent to or within 500 feet of an existing or planned public facility?**

**No Impact.** The project site is not located adjacent to or within 500 feet of an existing or planned public facility.

- i. Will (or could) this project create significant amounts of solid waste or litter?**

**No Impact.** The proposed project would not generate significant amounts of solid waste or litter. Facility staff and event personnel will be responsible for managing all facility attendees to ensure that any resultant litter or solid waste is properly disposed of and picked up.

- j. Will (or could) this project substantially increase fossil fuel consumption (electricity, oil, natural gas, coal, etc.)?**

**No Impact.** The project involves the construction of a gym/recreation center, which would not substantially increase fossil fuel consumption, as the project will be constructed to San Mateo County Building Code standards for energy and Green Building Ordinance requirements.

- k. Will (or could) this project require an amendment to or exception from adopted general plans, specific plans, or community policies or goals?**

**Yes, Not Significant.** The proposed project requires the approval and the adoption of a rezoning of the subject parcel from R-3 to a Planned Unit Development (PUD). While public parks and playgrounds are an allowed use outright, private centers and all schools are not an outright allowed use in residentially zoned districts. In order to achieve the goals of providing an indoor, secure and safe place for the youth of the community to gather, greater flexibility from the strict provisions of the underlying zoning district is required. Due to the density of surrounding existing development and limited availability of vacant land, acquiring additional parcels in order to adhere to the development standards of the zoning district would render the project infeasible. While the approval of a PUD would allow for a number of variations from the development standards as part of the project, the proposed use is consistent with the North Fair Oaks Youth Master Plan as adopted by the San Mateo County Board of Supervisors in 2002. Given the limited availability of vacant land and the mobility barriers of the built environment, the granting of exceptions or rezoning in this case, to meet the goals set forth by the North Fair Oaks Youth Master Plan, is to be expected and is acceptable.

- l. Will (or could) this project involve a change of zoning?**

**Yes, Not Significant.** See the discussion of 6.k above.

- m. Will (or could) this project require the relocation of people or businesses?**

**No Impact.** The proposal would not require the relocation of people or businesses.

- n. Will (or could) this project reduce the supply of low-income housing?**

**No Impact.** The proposed project does not include or reduce the supply of any low-income housing.

- o. Will (or could) this project result in possible interference with an emergency response plan or emergency evacuation plan?**

**No Impact.** The proposed project would not interfere with any emergency response or evacuation plans.

- p. Will (or could) this project result in creation of or exposure to a potential health hazard?**

**No Impact.** The proposed project does not involve any activities that will result in the creation of or exposure to a potential health hazard.

**7. AESTHETIC, CULTURAL AND HISTORIC**

- a. Will (or could) this project be adjacent to a designated Scenic Highway or within a State or County Scenic Corridor?**

**No Impact.** The proposed project site is not located adjacent to a designated Scenic Highway or within a State or County Scenic Corridor.

- b. Will (or could) this project obstruct scenic views from existing residential areas, public lands, public water body, or roads?**

**No Impact.** The proposed project is located within a densely developed residential area where the topography throughout is relatively flat. Given this, there are no scenic views from this area to be impacted by the project.

- c. Will (or could) this project involve the construction of buildings or structures in excess of three stories or 36 feet in height?**

**No Impact.** Based on how height is measured in the zoning district (R-3/S-5) for which the proposed project is to be located, the gym/recreation center will have an average maximum height of 31.5 feet at its topmost ridge, less than the prescribed 36-foot limit.

- d. **Will (or could) this project directly or indirectly affect historical or archaeological resources on or near the site?**

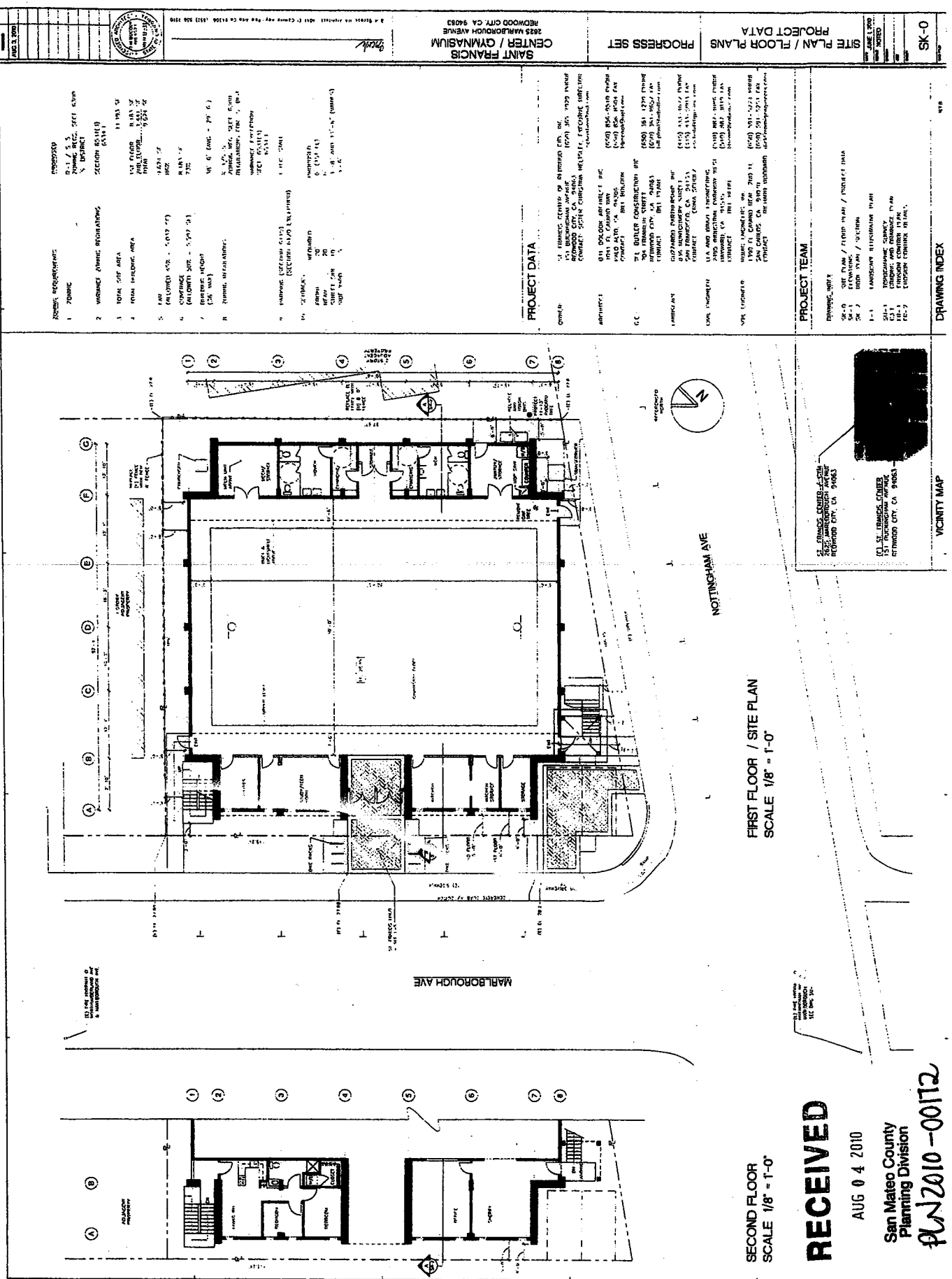
**Yes, Significant Unless Mitigated.** There are no known historical or archaeological resources on or near the site. However, particularly with the excavation proposed as part of the project, historical or archaeological resources may be unearthed during project construction. In order to mitigate the potential effects on unknown resources, the following mitigation measure is required.

**Mitigation Measure 6:** Prior to building permit issuance, the project sponsor shall incorporate via a note on the first page of the construction plans that, should cultural resources be encountered during site grading or other site work, such work shall immediately be halted in the area of discovery and the project sponsor shall immediately notify the Community Development Director of the discovery. The applicant shall be required to retain the services of a qualified archaeologist for the purpose of recording, protecting, or curating the discovery as appropriate. The cost of the qualified archaeologist and of any recording, protecting, or curating shall be borne solely by the project sponsor. The archaeologist shall be required to submit to the Community Development Director for review and approval a report of the findings and methods of curation or protection of the resources. No further grading or site work within the area of discovery shall be allowed until the preceding has occurred. Disposition of Native American remains shall comply with CEQA Guidelines Section 15064.5(e). The note on the plans shall be subject to review and approval of the Current Planning Section.

- e. **Will (or could) this project visually intrude into an area having natural scenic qualities?**

**No Impact.** The area for which this project is proposed does not have any natural scenic qualities due to the density of development and flat topography.

PLAN 2010-00172



RECEIVED

AUG 04 2010

San Mateo County  
Planning Division

PLAN 2010-00172

SECOND FLOOR  
SCALE 1/8" = 1'-0"

FIRST FLOOR / SITE PLAN  
SCALE 1/8" = 1'-0"

ST. FRANCIS CENTER  
2625 MARLBOROUGH AVENUE  
REDWOOD CITY, CA 94063

ST. FRANCIS CENTER  
2625 MARLBOROUGH AVENUE  
REDWOOD CITY, CA 94063

VICINITY MAP

DRAWING INDEX

PROJECT TEAM

OWNER: ST. FRANCIS CENTER  
2625 MARLBOROUGH AVENUE  
REDWOOD CITY, CA 94063

ARCHITECT: ST. FRANCIS CENTER  
2625 MARLBOROUGH AVENUE  
REDWOOD CITY, CA 94063

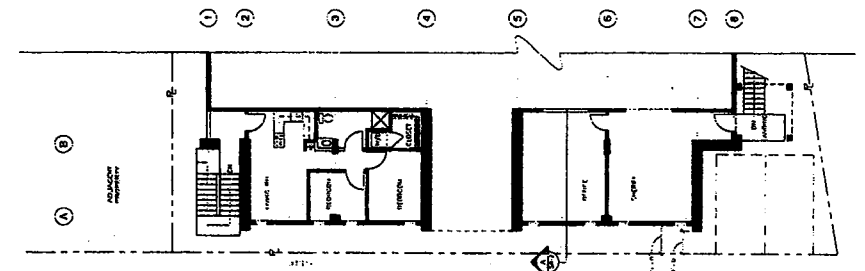
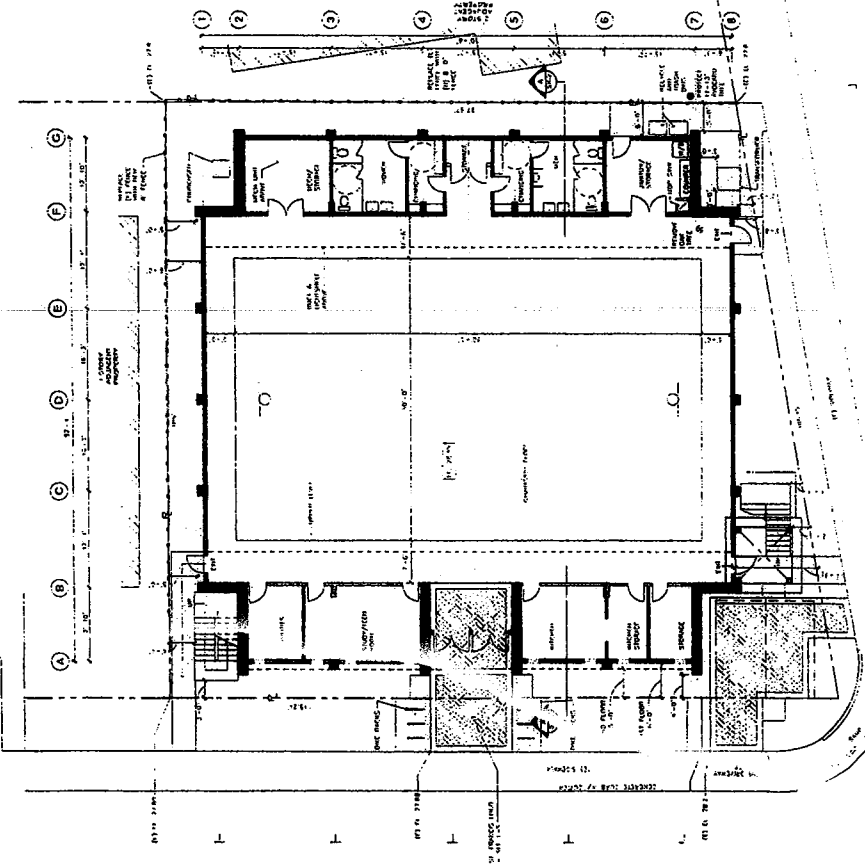
MARLBOROUGH AVE

NOTTINGHAM AVE



ALL DIMENSIONS  
UNLESS OTHERWISE  
NOTED ARE IN FEET  
AND INCHES

ALL DIMENSIONS  
UNLESS OTHERWISE  
NOTED ARE IN FEET  
AND INCHES



NO.	REVISION	DATE
1	ISSUED FOR PERMIT	08/04/2010
2	ISSUED FOR PERMIT	08/04/2010
3	ISSUED FOR PERMIT	08/04/2010
4	ISSUED FOR PERMIT	08/04/2010
5	ISSUED FOR PERMIT	08/04/2010
6	ISSUED FOR PERMIT	08/04/2010
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# Siena Youth Center

Redwood City, CA

St. Francis Center  
Redwood City, CA

**THE GUZZARDO PARTNERSHIP INC.**  
Landscape Architects - Land Planners  
835 Montgomery Street  
San Francisco, CA 94133  
T 415 433 4672  
F 415 433 5093

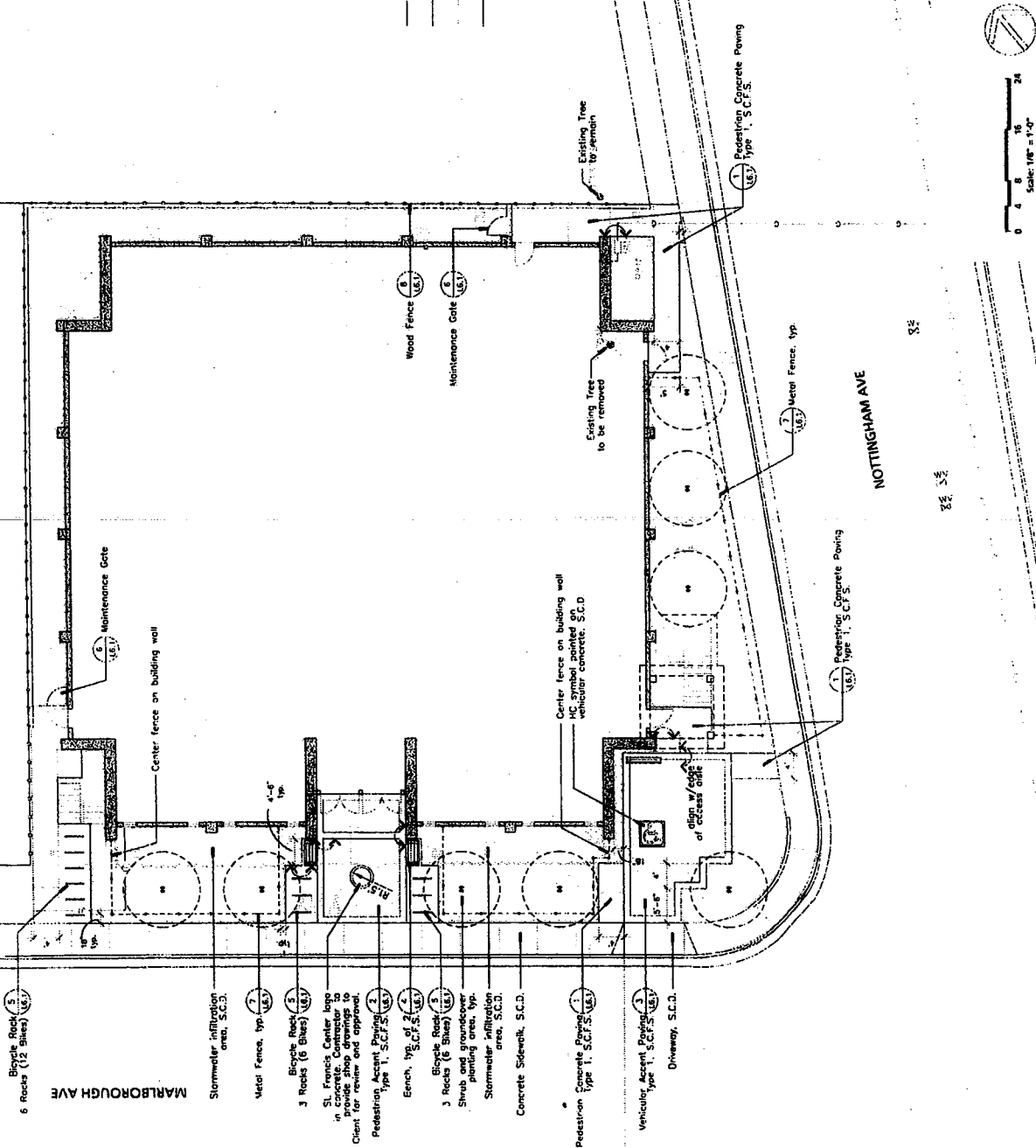
History/Revisions  
No. Date Description

Layout Plan

Date: 09.17.10 Progress Print

L-2.1

Sheet Number  
Project Number 10528





SK-2

DATE: 1/20/20  
BY: [Signature]  
CHECKED: [Signature]

ROOF PLAN

PROGRESS SET

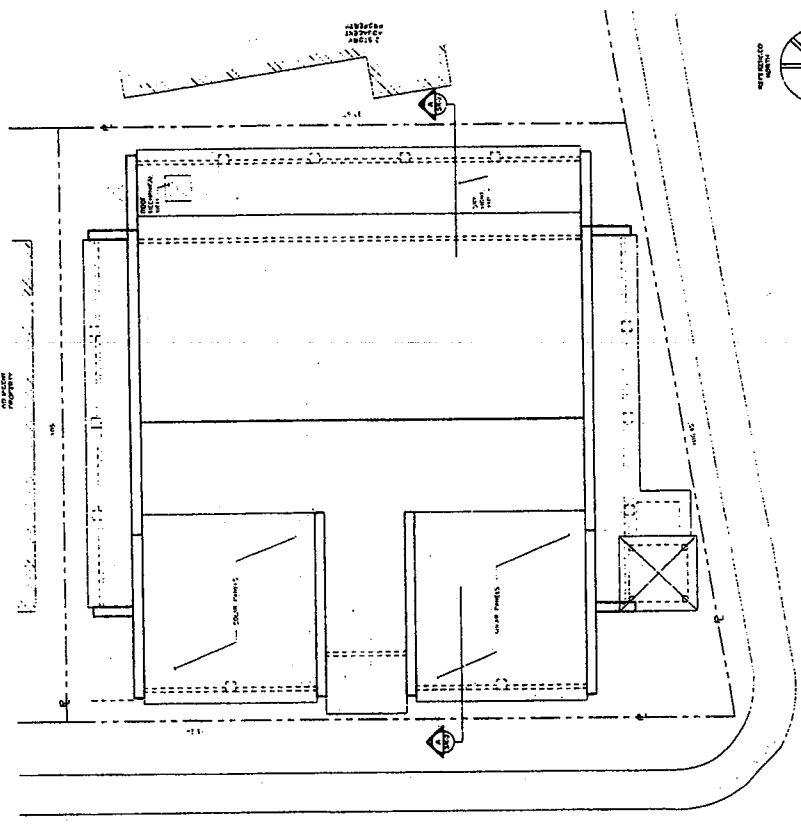
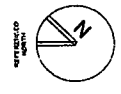
SAINT FRANCIS  
CENTER / GYMNASIUM  
2025 MARLBOROUGH AVENUE  
REDWOOD CITY, CA 94063



3. If DESIGN AND CONSTRUCTION OF BUILDING, MECHANICAL, ELECTRICAL, PLUMBING, AND/OR OTHER SYSTEMS, THE DESIGNER SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE BUILDING, MECHANICAL, ELECTRICAL, PLUMBING, AND/OR OTHER SYSTEMS.

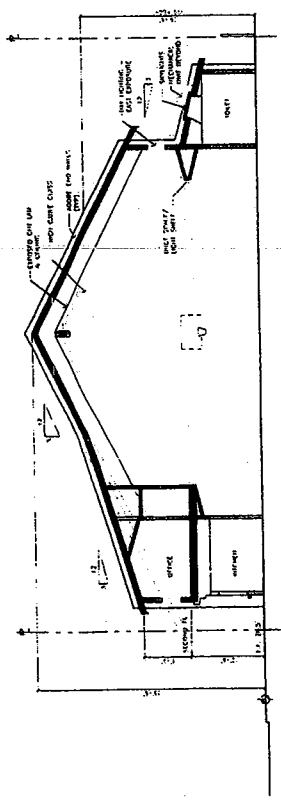
ROOF PLAN  
SCALE 1/8" = 1'-0"

NOTTINGHAM AVE



MARLBOROUGH AVE

SECTION A-A  
SCALE 1/8" = 1'-0"





**County of San Mateo - Planning and Building Department**

# **ATTACHMENT G**

**ORDINANCE NO. \_\_\_\_\_**  
**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,**  
**STATE OF CALIFORNIA**

\* \* \* \* \*

**AN ORDINANCE AMENDING CHAPTER 2 OF DIVISION VI OF THE SAN MATEO  
COUNTY ORDINANCE CODE (ZONING ANNEX) TO REVISE THE ZONING MAPS,  
APPENDIX A, TO ADD THE PLANNED UNIT DEVELOPMENT NO. 136 (PUD-136)  
DISTRICT REGULATIONS, AFFECTING ONE PROPERTY IN THE  
UNINCORPORATED NORTH FAIR OAKS AREA**

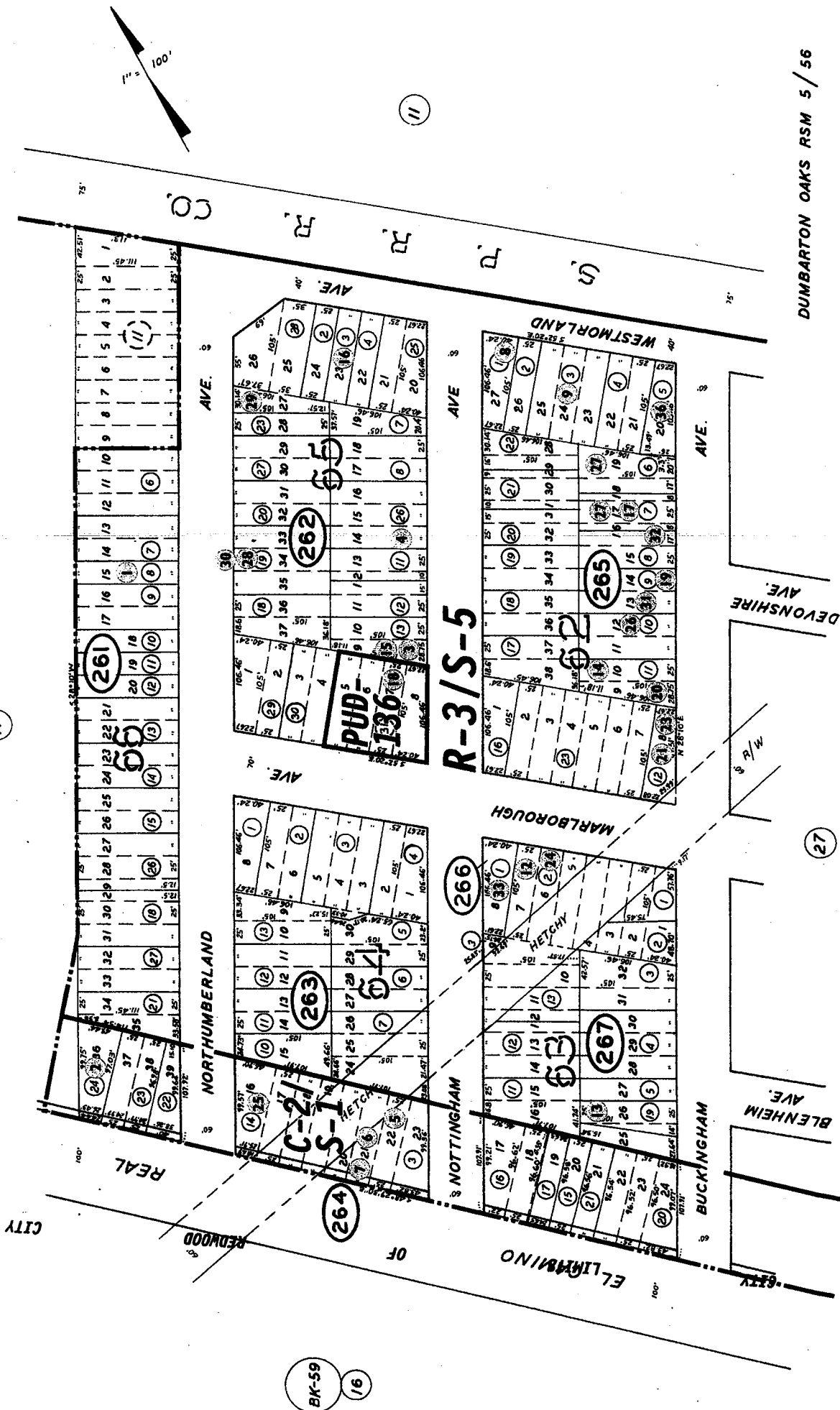
The Board of Supervisors of the County of San Mateo, State of California,

**ORDAINS** as follows:

**SECTION 1.** Section 6115 of Chapter 2 of Part One of Division VI of the San Mateo County Ordinance Code (Zoning Maps), Appendix A, shall be amended to establish the Planned Unit Development No. 136 (PUD-136) Zoning District Regulations, applicable to Assessor's Parcel Number 054-262-310 (2625 Marlborough Avenue).

**SECTION 2.** This Ordinance shall be in full force and effect thirty (30) days after its passage.

\* \* \* \* \*





County of San Mateo - Planning and Building Department

# ATTACHMENT H

**ORDINANCE NO. \_\_\_\_\_**  
**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,**  
**STATE OF CALIFORNIA**

\* \* \* \* \*

**AN ORDINANCE AMENDING DIVISION VI OF THE SAN MATEO COUNTY  
ORDINANCE CODE (ZONING ANNEX) TO REVISE THE ZONING TEXT,  
APPENDIX A (PLANNED UNIT DEVELOPMENTS), TO ENACT THE PLANNED UNIT  
DEVELOPMENT NO. 136 (PUD-136) ZONING DISTRICT REGULATIONS ON  
A SINGLE PROPERTY IN THE UNINCORPORATED NORTH FAIR OAKS AREA**

The Board of Supervisors of the County of San Mateo, State of California,

**ORDAINS** as follows:

**SECTION 1.** The San Mateo County Ordinance, Division VI, Part One, Zoning Maps, Appendix A (Special Districts and Planned Unit Developments) is hereby amended to establish and enact the Planned Unit Development No. 136 (PUD-136) to read as follows:

**PUD-136. PLANNED UNIT DEVELOPMENT SECTIONS**

1. PURPOSE
2. DEVELOPMENT PLAN
3. RESTRICTION TO PERMITTED USES
4. HEIGHT
5. SETBACKS
6. LOT COVERAGE
7. FLOOR AREA
8. MAINTENANCE OF LANDSCAPING

**Attachment H**

9. RESTRICTION OF OUTDOOR LIGHTING
10. MAINTENANCE OF MINIMUM PARKING PROVISIONS
11. RESTRICTION ON HOURS OF OPERATION
12. OPERATING PROCEDURES

**SECTION 1. PURPOSE.** The following PUD-136 regulations shall govern the land use and development (described below) on an 11,185 sq. ft. property (Assessor's Parcel Number 054-262-310) located at 2625 Marlborough Avenue in the unincorporated North Fair Oaks area of San Mateo County. To the extent that the regulations contained herein conflict with other provisions of Part One, Division VI (Zoning) of the San Mateo County Ordinance Code, the regulations contained herein shall govern.

**SECTION 2. DEVELOPMENT PLAN.** All development shall conform to the development plans (County File Number PLN 2010-00172) for the subject property as conditioned and approved by the Planning Commission on February 9, 2011, and by the Board of Supervisors on March 15, 2011, and on file in the County Planning and Building Department. Those plans include the following specific elements: (a) construction of 9,624 sq. ft. building for a gymnasium/ recreation center, a two-bedroom caretaker apartment, and office space for a Sheriff's substation; (b) the provision and maintenance of all new and approved landscaping and surface materials; (c) and provision and maintenance of all parking area surface materials and drainage elements. No enlargements to this building shall be allowed and no building or site design

modifications shall be allowed unless determined to be minor and approved by the Community Development Director. The Community Development Director shall make any necessary determination of conformity with the plan.

**SECTION 3. RESTRICTION TO PERMITTED USES.** This PUD shall be for the limited operation of a gym/recreation facility, Sheriff's substation, with one residential caretaker apartment. The facilities located on the property that is the subject of this PUD shall not be used as a residence or allow for sleep anywhere in the building except the designated caretaker's unit/apartment. The kitchen located on the first floor shall not be upgraded to commercial standards and shall not be used in the regular service of food to the public. The gymnasium/recreation center that is located on the property that is the subject of this PUD shall be limited to conducting no more than four (4) special events per year. For purposes of this Section 3, "special event" means a public activity held for the purpose of amusement, education, or entertainment of the participants or the public to publicize or aid an organization or commemorate an event or occasion. These events would include, for example, a volunteer appreciation dinner, holiday toy drive, etc., each will have a scheduled time and duration that may impact the normal operation of the adjacent areas.

**SECTION 4. HEIGHT.** Heights of all the buildings shall conform to those shown in the approved plans as adopted by the Board of Supervisors.

**SECTION 5. SETBACKS.** The minimum setbacks of all the buildings shall conform to those shown in the approved plans or as modified by conditions of approval as adopted by the Board of Supervisors.

**SECTION 6. LOT COVERAGE.** The maximum lot coverage for all buildings shall comply with that shown on the approved plans or as modified by conditions of approval as adopted by the Board of Supervisors.

**SECTION 7. FLOOR AREA.** The maximum floor area for all floors of all buildings shall comply with that shown on the approved plans or as modified by conditions of approval as adopted by the Board of Supervisors.

**SECTION 8. MAINTENANCE OF LANDSCAPING.** All landscaping (i.e., trees, shrubs, flowers, groundcover) as required by the conditions of approval for this project shall be maintained in a healthy condition. Any dead or dying landscaping elements shall be replaced in perpetuity by that of a like kind immediately. The Community Development Director should determine when landscaping is considered of "like kind."

**SECTION 9. RESTRICTION OF OUTDOOR LIGHTING.** All outdoor lighting glare shall be contained on the subject parcel and shall not project onto or at any adjacent residential use.

#### **SECTION 10. MAINTENANCE OF MINIMUM PARKING PROVISIONS.**

The facility located on the premises that is subject of this PUD shall maintain a minimum of 24 on-site bike parking spaces and a minimum of 37 vehicle off-street parking spaces, as shown on the approved plans. The internal backup area and access driveway shall be kept free of any permanently parked vehicles, and shall be reserved for vehicle circulation.

**SECTION 11. RESTRICTION ON HOURS OF OPERATION.** Administrative staff and the San Mateo County Sheriff's staff at the Siena Youth Center may be on-site at any time. The hours of operation for members/clients visiting the Siena Youth Center shall be from 9:00 a.m. to 9:00 p.m., Sunday through Thursday, and from 9:00 a.m. to 10:00 p.m., Friday and Saturday. The operator of the Center shall ensure that the facility is promptly closed and all members/clients shall disperse from the site within one-half hour of closure.

#### **SECTION 12. OPERATING PROCEDURES.**

- a. In regard to the four yearly special events, as defined in Section 3, the operator shall notice Current Planning Staff and all adjacent neighbors/property owners within a 300' radius of said special events. The applicant shall include in the notice a description of the event, date, and duration of the event, at minimum 14 days prior to the event.
- b. The facility operator or an appointed, identified, responsible adult representative shall be present and remain at all events to ensure that all

applicable conditions of the PUD are met. This person shall be present at all special events and/or organized games and shall regularly walk the surrounding area to ensure that proper parking etiquette is observed, bringing violations to the attention of the attendees.

- c. The operator shall supply to the Current Planning Section a monthly schedule of events that provides a daily breakdown of uses and hours. This calendar shall also be posted in a conspicuous location at the exterior of the building.
- d. All associated calendars, fliers, event notifications, etc., shall include the following language in Spanish and English: Due to the limited amount of parking availability in the area we encourage visitors to either bicycle, carpool, or walk to activities at this facility, where possible.

**SECTION 2.** This Ordinance shall be in full force and effect thirty (30) days after its passage.

\* \* \* \* \*



**County of San Mateo - Planning and Building Department**

# **ATTACHMENT I**

**SAN FRANCISCO PUBLIC UTILITIES COMMISSION**

1145 Market St., 7th Floor, San Francisco, CA 94103 • Tel. (415) 487-5210 • Fax (415) 487-5200



December 9, 2010

Sr. Christina Heltsley  
St. Francis Center  
151 Buckingham Way  
Redwood City, CA

RE: Use of SFPUC Right of Way

Dear Sr. Christina,

In response to your query about working with your nonprofit center to provide for "overflow" parking for events at the proposed youth center, the San Francisco Public Utilities Commission (SFPUC) would be willing to work with you to accommodate this use. Outside of this use, we understand that the Center would be willing to maintain this section of the Right of Way as open space with minimal landscaping and fencing.

Our Natural Resources Right of Way staff has included a possible mock-up to demonstrate how the space would accommodate the parking demand and could also be utilized by the community for open space purposes. The section we have outlined is a stretch of parcel along BDPL #1 and #2 where we are currently adding a fifth seismically reinforced pipeline.

The SFPUC would coordinate this arrangement with the nonprofit when the youth center is built and before it is permitted for use. In the meantime, we could provide access to the area adjacent to 2680 Buckingham through the permit that the Center has long held with SFPUC at 95 Buckingham.

The SFPUC Natural Resources staff has been impressed with how well the Center has cared for the Community Garden on our Right of Way for the past ten years. Because of your diligent maintenance efforts and the contribution the Center has made to this community area, we are willing to pursue future community endeavors with St. Francis Center.

We look forward to hearing more about your plans for the youth center. Our Right of Way staff will be working with you on the permit for 95 Buckingham as we close out construction of the new pipeline.

Sincerely,

Garrett M. Dowd, Director  
Real Estate Services

cc

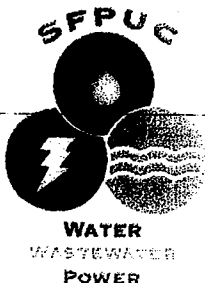
Jane Herman, Natural Resources Right of Way Manager

SAN FRANCISCO COUNTY  
PLANNING DIVISION

2011 JAN 12 A 10:59

RECEIVED

Attachment I



**SAN FRANCISCO PUBLIC UTILITIES COMMISSION**



**WATER ENTERPRISE**

**NATURAL RESOURCES AND LANDS MANAGEMENT DIVISION**

1657 Rollins Road, Burlingame, CA 94010 • Tel: (650) 652-3209 • Fax: (650) 652-3219

October 19, 2010

**GAVIN NEWSOM**  
MAYOR

**ANN MOLLER CAEN**  
PRESIDENT

**F.X. CROWLEY**  
VICE PRESIDENT

**FRANCESCA VIOTOR**  
COMMISSIONER

**JULIET ELLIS**  
COMMISSIONER

**ED HARRINGTON**  
GENERAL MANAGER

Sister Christina Heltsley, Executive Director  
Saint Francis Center of Redwood City  
151 Buckingham Avenue  
Redwood City, CA 94063

**Subject: Saint Francis Center of Redwood City Parking Permit**  
SFPUC ROW between Marlborough and Nottingham Avenues,  
Redwood City, CA (APN 093-530-010)

Dear Sister Christina:

The San Francisco Public Utilities Commission (SFPUC) has received your request for a revocable permit to create a surface parking area on a portion of the SFPUC Right of Way (ROW) between Marlborough and Nottingham Avenues in Redwood City (Project). Said property is adjacent to the Saint Francis Center and would satisfy neighborhood concerns about available parking associated with the new youth center.

We have determined the Project, as initially proposed, would adhere to applicable SFPUC policies, including the Right of Way Integrated Vegetation Management Policy, the Commercial Land Management Operating Manual and the SFPUC Stewardship Policy. Once the details of your revocable permit have been worked-out with our Real Estate Services Division, we would likely issue a Certificate of Project Review.

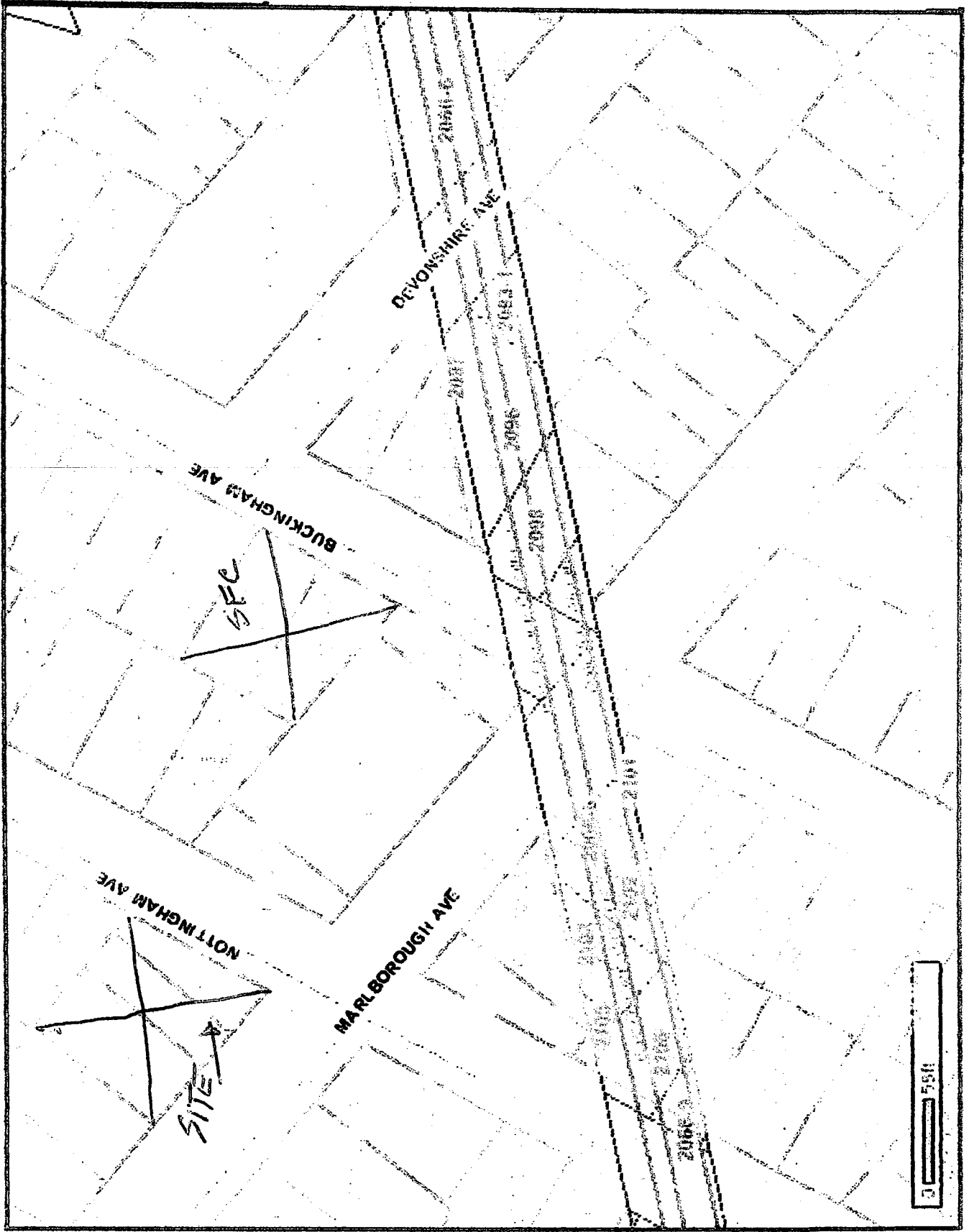
However, we understand you will be attending a community meeting on October 21, 2010 and are writing to let you know that your request is under consideration. Feel free to have community members or other interested parties contact me directly at (650) 652-3204, or Real Estate Services Director Gary Dowd at (415) 487-5211, regarding your pending revocable permit request.

Sincerely,

Jane Herman, ROW Manager  
Natural Resources and Lands Management Division

Cc: Joanne Wilson, Land and Resources Planner  
Gary Dowd, Real Estate Services Director

**Saint Francis Center of Redwood City: Proposed Overflow Parking (Revocable Permit)**



Saint Francis Center of Redwood City: Proposed Overflow Parking (Revocable Permit)





**County of San Mateo - Planning and Building Department**

# **ATTACHMENT J**



### **The Problem and Solution:**

The underemployment of our youth, the temptation to gang membership and the unsavory drug trade has presented us with a serious yet unmet need. We believe it essential that we find ways to keep our youth from what is described above and offer them healthy, wholesome and engaging alternatives. But young teens have few choices in our immediate community due to a lack of recreational facilities and programs.

The blocks immediately adjacent to our Center have a very high concentration of young children as well as older youth, but no parks, playgrounds or recreation centers. As the map indicates, several geographic barriers block access to recreational facilities. Woodside Road (Highway 84), several blocks northwest, is not open to pedestrians. Railroad tracks run just a block to the northeast. Two very busy streets – El Camino Real and 5<sup>th</sup> Avenue – block easy access in the other directions. Boys and Girls Clubs of the Peninsula runs programs at several sites in Redwood City, the closest to our neighborhood located at Hoover School Park. These can be reached with a drive of a little over a mile but are not accessible on foot because they require crossing the railroad tracks or walking on Woodside Road.

The County recognized the lack of facilities for youth in North Fair Oaks over a decade ago. In 1999, a steering committee made up of youth serving agencies, law enforcement, faith-based organizations, young people and parents formed the Community Alliance to Reform Our Neighborhood (CARON) Steering Committee which identified a serious gap in services for the age group of 11-18 years. Efforts to address this gap have been made over the years, but unfortunately none have reached our immediate neighborhood. The 2010 NFO General Plan reiterates the strong need for recreational and green space. It also highlights the unacceptably high incidences of diabetes, obesity and asthma in our neighborhood! (Please see related quotes from the 2010 Fair Oaks Community General Planning Report at the end of “The Problem and Solution” section of this document.)

Green space, or lack thereof, was another need highlighted in the 2010 Fair Oaks General Planning Report. Some would ask why, if green space is also an issue in our part of North Fair Oaks, we did not convert our newly purchased property into green space. The honest answer to that question is unfortunate but true. Were it to be a green space, it would end up being a hang out place for those already initiated into gangs and thus become another unsafe place exacerbating the problems already inherent in this neighborhood. The very few parks available to the North Fair Oaks Community have no monetary support and individual neighbors who have tried to maintain the few parks in NFO are finding it more and more difficult to garner resources to insure or maintain them. We are in the process, however, of increasing the size of our community garden space, which is, as previously noted, the only green space provided to this neighborhood.

Some neighbors might be concerned about parking problems that such a facility could cause. In truth, this facility is intended as a walk-to facility and is proposed to serve the immediate community. Other parts of Redwood City and North Fair Oaks have better access to recreational facilities like the Boys and Girls Club; they are not hemmed-in by the train tracks and non-pedestrian use streets. The facility we are proposing is not a huge youth center and does not have a regular sized gym floor. It is rather a small youth center designed for very local youth to access homework help and accept mentorship from members of the Sheriff's Department. The gym floor is a junior high sized floor with no permanent seating. We honestly do not believe that this proposed facility will generate large parking problems. It is intended to be a drop-off or walk-to facility. We also believe that should it increase parking a little bit, it is, as

the folks here would say, “vale la pena” or it is worth it to support the health of our youth. After all, we have a responsibility to offer alternatives to our youth- alternatives to gang affiliation and membership.

Besides, in order to alleviate any possible parking problems, we are in the process of getting a permit from the Public Utility Commission to use the water right of way, which is only 120 feet from the proposed front door of the youth center/gym, for any over-flow parking generated by the youth center. We are also in conversation with the owners of the Regency Center, located two blocks away from our intended youth center, to get permission to use the Marshall’s Store parking lot (which can accommodate a hundred and twenty three cars) for the four special events each year that we anticipate might require more parking.

We have sought to more than adequately address the concerns of a minority of people who have expressed them. For example, a few have expressed concern over changing the residential nature of our neighborhood. In answer to this we would like to say that healthy neighborhoods need healthy and accessible places built right into the community (see NFO General Plan Recommendations). For example, Red Morton Community Center, a much bigger facility, is located right in the middle of a neighborhood; it is not in a commercial district and is an amazing asset to that and outlying communities. If the neighbors there had said, “we do not want this in our neighborhood”, that community would not have a fantastic resource. We need, on a much smaller scale, a resource like that for this community. Besides, the St. Francis Center, over its course of existence, has specifically chosen to purchase properties that have been in a state of disrepair. The six units that were on the property prior to our purchase were neglected, blighted, dangerous and a horrible eye sore! We did not purchase something in good shape with the idea of removing it. Built purposefully into the design of our proposed building are features we think respect the residential nature of this area. For example, the building was designed to look more like an apartment/house rather than a youth center. Out of respect for our closest neighbors, we hipped the roof structure so that those neighbors did not feel like our structure was imposing. We have also complied with height limitations for the same reasons

#### **Conclusion:**

Our portion of North Fair Oaks is the most densely populated and youngest in the County. The general plan for North Fair Oaks shows that more than half (55%) of NFO residents are under 35 years of age; in 2030, 70% will be younger than 44. The need for a local recreational facility will only grow stronger over the next decades. Young people need a safe place to grow strong and healthy.

#### **Data from the 2010 General Plan and Finding for NFO:**

- “Youth in NFO are very sedentary- NFO youth well below target rates for physical activity.” (June 2010 Park and Recreation Section)
- “Many NFO residents, [especially those in our section of NFO] do not have access to existing parks & playgrounds due to physical barriers.” (June 2010 Park and Recreation Section)
- “Programming is not adequate to meet the high need in community.” (June 2010 Park and Recreation Section)
- “PAL, SAL, Senior Center, Boys and Girls Club, etc. run programs, however not enough for demand and unaffordable.” (June 2010 Park and Recreation Section)
- “Youth after the school days ends are in critical need of something to do and someplace safe to go.” (June 2010 Park and Recreation Section)

- “The only green space in our area of NFO is our community garden; there is no recreational space at all.” (Area Map-June 2010 Park and Recreation Section)
- “Our area of NFO is the youngest and most densely populated. Population will continue to be young and be families – more than half (55%) of NFO residents are under 35 years old. In 2030, 70% of NFO will be 44 or younger.” (Economic and Market Analysis, June 2010 NFO General Plan)



- NFO has a significantly higher proportion of large family households - 54% of renters and 22% of homeowners live in overcrowded conditions (compared with 12.3% of San Mateo). (Economic and Market Analysis, June 2010 NFO General Plan)
- “Lower rents because of age of housing, condition of units & lack of amenities offered.” (Economic and Market Analysis, June 2010 NFO General Plan)
- “Community faces challenges such as antiquated infrastructure, planning and underutilized parcels (21% of the total land).” (Economic and Market Analysis, June 2010 NFO General Plan)
- “The land is worth more than the structures on it.” (Economic and Market Analysis, June 2010 NFO General Plan)
- “There are opportunities for revitalization!” (Economic and Market Analysis, June 2010 NFO General Plan)
- “Finding 1: North Fair Oaks has a few neighborhood parks, but there is high need for additional parks, play areas and open space areas throughout the neighborhood. North Fair Oaks residents are dramatically underserved in parks and recreation, with per capita park acreage well below the standard in nearby communities and across the nation. Given the critical role that parks and open space play in healthy living, there is a strong need to address this deficiency.” (Health and Wellness July 2010)

- **“Finding 6: Residents and community groups in North Fair Oaks are working closely with the Sheriff’s Office and other crime-prevention organizations to improve public safety, but crime rates and other indicators remain significantly higher than in neighboring jurisdictions. Continued efforts are needed to build the programs run by the Sheriff’s Office and other community groups, and to create new strategies for deterring both violent and property crimes...significant concerns affecting quality of life in the neighborhood.” (Health and Wellness July 2010)**
- **“Leading Causes of Death; Identifying the leading causes of death provides insight into specific health burdens that may be affected by social and environmental factors. Chronic conditions, such as heart disease, cancers, and hypertension, are among the leading causes of all deaths in North Fair Oaks, San Mateo County and the nation. However, from 2005 to 2008, homicide was tenth among the top ten causes of death in North Fair Oaks. Comparing this to the County, where homicide ranks 53rd among causes of death, suggests that violence reduction may be a priority for the community.” (Health and Wellness July 2010)**
- **“Roughly 25 percent of North Fair Oaks’ population is obese...residents with convenient access to a park are more likely to use parks for recreation and physical activity. Quality recreational facilities and programs can also increase physical activity. Health benefits of physical activity include a reduced risk of premature mortality, coronary heart disease, hypertension, stroke, some cancers and diabetes mellitus. This is particularly significant for North Fair Oaks because heart disease and cancer are leading causes of death for residents in the neighborhood. In addition, many residents are overweight and a quarter of residents are obese, both conditions that can benefit from physical activity. Due in part to the lack of parks and open space in North Fair Oaks, only 16 percent of residential parcels are within a quarter mile of a park, including school grounds. When school grounds are excluded from this analysis—and at present, the County has no formal joint use agreement with the School District to provide public access to these spaces—the vast majority of residents in the community are not within walking distance of a park.” (Health and Wellness July 2010)**
- **“Completeness of neighborhoods; Community Health Impacts Neighborhood completeness refers to the ability of residents to walk easily to all of the goods and services needed in daily life. A complete neighborhood encourages walking and bicycling because goods are nearby, and helps contribute to neighborhood safety by ensuring that many pedestrians are on the street throughout the day, helping to keep eyes on the street. Complete neighborhoods also reduce residents’ reliance on cars, with fewer automobile trips required. This in turn, leads to reduced air and noise pollution, as automobile trips are a major contributing factor to this pollution. (Health and Wellness July 2010)**
- **“Current Conditions; Very few residents in North Fair Oaks have good access to retail goods and services or public amenities. Access to public amenities was determined by analyzing the number of parcels that are located with a quarter or half mile of more than four of the following seven public amenities: schools, libraries, community centers, senior centers, parks, community gardens and transit stops.” (Health and Wellness July 2010)**

### **Cites From Other Studies:**

#### **Walking the Walk: How Walkability Raises Housing Values in U.S. Cities 2010, Cortright, J.**

<http://www.ceosforcities.org/work/walkingthewalk>

- This report explores the connection between home values and walkability, as measured by “Walk Score,” and finds that in 13 of 15 major markets higher levels of walkability is directly linked to higher home values.
- An example of the effect of walkability on housing values cited in the study is found in Charlotte, NC. In a neighborhood with a typical Walk Score of 54 called Ashley Park, the median home price was \$280,000. In a neighborhood with an above average Walk Score – 71 – called Wilmore, an otherwise similar home would be valued at \$314,000. Controlling for all other factors including size, number of bedrooms and bathrooms, age, neighborhood income levels, distance from the Central Business District and access to jobs, “if you were to pick up that house in Ashley Park, and place it in more walkable Wilmore, it would increase in value by \$34,000 or 12 percent,” Cortright said.
- In the typical metropolitan areas studied, the premium commanded for neighborhoods with above average Walk Scores compared to those with average Walk Scores ranged from about \$4,000 to \$34,000, depending on the metro area.”

#### **Physical Environments and Food Environments: Solutions to the Obesity Epidemic JAMES F. SALLIS and KAREN GLANZ - San Diego State University; Emory University**

<http://onlinelibrary.wiley.com/doi/10.1111/j.1468-0009.2009.00550.x/pdf>

- Residents of walkable neighborhoods who have good access to recreation facilities are more likely to be physically active and less likely to be overweight or obese.
- Environment, policy, and multilevel strategies for improving diet, physical activity, and obesity control are recommended based on a rapidly growing body of research and the collective wisdom of leading expert organizations. A public health imperative to identify and implement solutions to the obesity epidemic warrants the use of the most promising strategies while continuing to build the evidence base.

#### **Understanding the Relationship Between Public Health and the Built Environment Design, Community & Environment**

Dr. Reid Ewing

Lawrence Frank and Company, Inc

Dr. Richard Kreutzer

May, 2006

[www.usgbc.org/ShowFile.aspx?DocumentID=1736](http://www.usgbc.org/ShowFile.aspx?DocumentID=1736)

- ...studies support the conclusion that providing a variety of recreational opportunities within walking distance of homes, which is approximately a quarter of a mile, will increase the likelihood of physical activity and therefore achieve positive health outcomes. ... the perception of easy accessibility, also influences how recreational facilities are used.
- Neighborhoods with disproportionate levels of people living in poverty have higher levels of all incidences of health problems ranging from asthma and respiratory illnesses resulting from proximity to point source pollutants, to higher rates of violent crime, and all types of illnesses.

## PUD Sections:

### **1. PURPOSE**

The proposed PUD would govern the land use and development of a multi-use building on an 11,193 square foot parcel (Combined Assessor's Parcel Numbers 054-262-140, 054-262-150, 054-262-160 of Block 65 Dumbarton Oaks) located at 2625 Marlborough Ave in the unincorporated North Fair Oaks area of San Mateo County. It will provide a safe place for youth in the immediate neighborhood to engage with adult mentors for study and physical activities (basketball, volleyball, soccer).

### **2. DEVELOPMENT PLAN**

We are proud that our apartment complex, small house (La Casita), community garden and main building have all been awarded Mayor's Beautification Awards (2002, 2005, 2009, 2010). Improvement to and opportunity for this community is the mission-driven goal for all endeavors undertaken by the St. Francis Center. Our newly proposed building will be built with the same goal in the forefront of our minds. We will incorporate LEED principles wherever possible (we are striving for certification at the Gold level, our main building is certified at the silver level).

We are providing for an on-site caretaker apartment for security and to keep the facility open in the evenings. In all probability, the people who reside in this apartment will be recent college graduates in America Corp, Peace Corp, DVUSA volunteers or other volunteer programs participants. The vast majority of the time, these volunteers do not have or bring vehicles with them for their volunteer service terms.

#### First Floor

The first floor of our new building will have an intake/reception area. The major activity of the first floor will happen on the actual gym floor. The teen/tween lounge/homework area will also reside on the first floor as will a small residential style kitchen for volunteer appreciation dinners, refreshments during the annual holiday toy program, and for other community events. Some support areas like bathrooms, storage, and utility rooms will lie on the west and east parameters of the gym floor. Members of the Sheriff's Department and other qualified adults will lead activities on the gym floor and in the teen/tween homework room.

#### Spaces on the first floor include:

- Reception/intake area
- A multipurpose area
- A residential kitchen
- Storage areas
- Utility Closet with washer/dryer, sink, mops, etc.
- Teen/tween homework area
- Two external stairwells
- Male and female restrooms
- Mechanical support spaces and vertical circulation
- Onsite space for one designated "Handicap" parking stall.

## Second Floor

The second floor will only cover the front part of the total building. It will house the Sheriff's Sub Station area, an office and an apartment for the building caretakers. The Community Service Sheriffs will provide mentorship and instruction for the youth using the youth center. (See Finding 6, page 5 of this document.)

### Spaces on the second floor include:

- An apartment
- Two office spaces

### **3. RESTRICTION TO PERMITTED USES**

The annual collection of 5,000 new toys will transfer from the main building to the proposed (2621-2625 Marlborough) building. Other uses of the newly proposed building will include: after-school homework and mentoring for youth, sports and dance programs for teens/tweens with Sheriffs acting as mentors and coaches. We do not anticipate a daily average attendance of more than 35 (30 youth and 5 adult mentors).

On occasion, movie nights or gatherings for community education will occur. We do not anticipate having more than 4 gatherings a year with 150 or less persons in attendance.

### **4. HEIGHT**

The Building height would be 38'-6" with an average height of 29'-6".

### **5. SETBACKS**

The proposed setback for the front of the building is 6', for the rear of the building 6', side yard 5'-6" and for the street side it varies from 3'-8" to 14'-6".

### **6. LOT COVERAGE**

The proposed building would cover 9,624 square feet of the lot; this represents 73% lot coverage.

### **7. FLOOR AREA**

The total building area would encompass 9,624 square feet. The first floor will be 8,183 square feet and the second floor would occupy 1,441 square feet.

### **8. MAINTENANCE OF LANDSCAPING**

The St. Francis Center is proud over the years to have received four Mayor's Beautification Awards (2002, 2005, 2009, 2010). A very strong priority exists such that our land and buildings reflect the pride we have in this neighborhood and respect we have for families who live here. We clean in and around our properties every day to insure that any trash or dumped items are removed.

The landscape architect selected for this proposed project was chosen because of his LEED experience. We are proposing only draught resistant and native plants. Prior to construction, the fenced property has been carefully maintained; upon completion of construction, the property would be placed on our management agreement with our landscape maintenance company.

### **9. RESTRICTION OF OUTDOOR LIGHTING**

For the exterior of the building, we will be using a single type of fixture that is a 42Watt fluorescent fixture that has segmented reflectors internal to the fixture that provide friendly directional light. The mounting height will be 12'-0" - this mounting height will minimize the light pollution in the roadway but will sufficiently illuminate the sidewalk area around the building for security at night. These same fixtures will be used at the entrance; however these

fixtures will have internal emergency ballast for 90 minutes of operation in the event of a utility company service outage. Behind the building we are using an adjustable incandescent flood light with an integral motion sensor, fixtures will be mounted at 10' - this mounting height will provide reliable emergency lighting behind the building. Actual flood light will be used to avoid any light onto the adjacent residential properties, these fixtures will remain off at all times except when sensors are activated for security purposes, and will be on a 10 minute timer.

#### **10. MAINTENANCE OF MINIMUM PARKING PROVISIONS**

One handicapped designated parking stall will be available onsite. Admittedly, our new property does not offer much opportunity for off-street parking and still allow us to carry out the proposed mission of the new structure. However, a sampling of different days and times revealed that the parking around our corner lot is ample (2625 Marlborough Ave).

Approximately 8 car spaces directly in front of our newly proposed structure as well as another 8 spaces on the south side are available. The other side of the street also provides space especially during the daylight hours, but even during the evening hours, on-street parking is available. Besides, our newly proposed facility replaces 6 apartments and so will actually generate less on-street parking than was required prior to our ownership of this property. Further, the newly proposed facility seeks to serve (specifically) this local neighborhood (which is cut-off from other neighborhoods). We anticipate, therefore, that the huge majority who use this facility will walk; in fact, most will not even be of driving age. Bike racks to accommodate twenty-four bikes will be on-site, as well.

In order to assuage any concerns neighbors might have regarding adequate parking, the St. Francis Center has obtained the permitted use of San Francisco Public Utility Commission Right of Way.

#### **11. RESTRICTED HOURS OF USE**

For our new facility (2625 Marlborough Ave) the facility will be open from 9:00 a.m. until 10:00 P.M., Monday thru Thursday and until 11:00 p.m. on the weekend evenings. Adult supervision will always be present. We anticipate that the majority of use will occur from 3:30 p.m. until 10:00 p.m. as the tweens and teens will be home from school during those hours. The major point of this new facility is to provide a clean, safe, wholesome and healthy place for the youth of this neighborhood. This portion of North Fairs Oaks is the youngest and most densely populated of all of North Fair Oaks. Geographic constraints (like unsafe major streets [El Camino Real, Fifth Ave and Woodside Ave] and the railroad tracks) surround and insulate this particular neighborhood making it difficult to access services outside of those boundaries.

We believe the building design will ameliorate any noise that might be generated from inside activities. Other building designs are also incorporated into our proposed building out of respect and concern for immediate neighbors (roof lines, windows, sound buffer areas, etc.)

At the St. Francis Center, we have a small school of 12 children. They will have an opportunity to use this facility during the regular day for indoor soccer, exercise, dance, etc. Especially during the winter months, the 12 children will have a place for recess. We also anticipate that the Community Service Officers will have a place to go to eat their lunch, catch up on reports, or hold community "Sheriff's Academy" classes during the 9-3:30 hours.