



**SAINT FRANCIS  
CENTER**  
151 Buckingham Ave  
Redwood City, CA 94063  
(650) 365-7829

Compassion Not Judgment

Thank you so much Lisa for meeting with me yesterday as regards what is needed to move this forward. I REALLY appreciate it. The very best to you and so hope you are not overwhelmed as you transition into a new position at Building and Planning! Sister C

June 19<sup>th</sup>, 2014

Lisa Aozasa, Planning Services Manager  
San Mateo County Planning & Building Department  
455 County Center, Redwood City, CA. 9406

- In November of 2011, after a long process, the St. Francis Center had a ribbon-cutting ceremony to inaugurate the new Siena Youth Center. In truth, the benefits of the Siena Youth Center in this community cannot be over-estimated. It has become a beacon of hope and is providing so much of what was lacking, yet needed, for the youth of this portion of North Fair Oaks. Were you to enter the building during the after-school hours, you would witness young people actively and positively engaged in volleyball, basketball, soccer, mixed martial arts, circuit training, dodge-ball, flag football, nutrition and cooking classes, digital storytelling and film classes, Girls for Change classes, completing their homework assignments, CPR for kids classes, aviation classes, and a host of other structured and fun activities. You would also see young people who have, since joining, lost 12 + pounds and have gone from the category of obese or over-weight into the "Healthy Fitness Zone." You would observe youth folks with stamina and pride and this would all be witnessed in a place that is safe and happy.
- As planned, the youth who participate at the Siena Youth Center all live very locally. Many live about 138 feet from the youth center, some a few blocks and only one member lives 8 miles away. None of the youth drive, most walk or bike and a few are dropped off at and picked up from the Center. The students that come from Selby Lane Elementary School are bused here and staff members meet the City bus and accompany the youth into the building. My point is, that it was always our contention that the Siena Youth Center would not create a need for extra parking. This has proven to be true; in fact, what the construction of the Center replaced (six units of apartments housed in two dilapidated structures) has actually generated less on-street parking than what was previously needed to accommodate the residents of the housing units.
- During the process for approval of the Siena Youth Center, a PUD was written to allow the youth center to exist in a residential area. The structure was planned so that it looks more like an attractive apartment building verses a building that contains a gym floor. In fact, in many ways, the structure of the building, as well as programming, have been planned around respecting our neighbors while bringing something amazing to this community.
- In the PUD, (Page 7, Number 10) one of the conditions for approval states that, "The applicant shall explore 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....". Thankfully, the Regency Shopping Center (where Marshall's and Target are located) have graciously allowed us (by agreement) to use their parking area four times each year. We need to give them the dates prior to using their parking. In our PUD, we are allowed to have four special events that might generate a need for off-site parking. Last December and again this December, we did ask for dates so that the participants in our Holiday Toy Give-Away program would not use the available street parking and irritate the local neighbors. We anticipate that our agreement with Regency Center will continue but that rarely we would host four special annual events that would require off-site parking.

- During the public hearings for Siena Youth Center, we told the Board of Supervisors that we had also obtained permission to use a piece of the PUC water right-of-way for any parking that the youth center generated. During the build of Siena, the piece of the PUC that we were told we could use was completely torn up, water pipes were replaced and that area was used as a "staging area" for the pipe replacement project. Two and a half years after the opening of Siena Youth Center, the PUC is now in a position to release that piece of land to the St. Francis Center. We can now get a permit to use the land for off-street parking for Siena Youth Center.
- At first we were anxious that it was taking so long for the PUC to complete its contract with the construction company in charge of the pipeline replacement project, and specifically because we were waiting for the parcel to be released to us to use for off-site parking. However, the two and a half year wait clearly demonstrated that we have no need for the PUC land for parking and that the Siena Youth Center has not generated a need for parking.
- Therefore, we come to you today to propose an alternate use of the PUC land that we know would be approved by the PUC and would be a WAY better use of the land for this community. Further, it aligns perfectly with the approved North Fair Oaks Plan. As you know, there is little green space in North Fair Oaks and fewer community gardens. A source of shame and pride is the fact that the only green space now present in this piece of North Fair Oaks is the Community Garden the St. Francis Center has constructed (12 years ago and then reconstructed after the pipeline renewal project). It is a source of pride, because it is beautiful, productive, therapeutic, and an amazing source of herbicide and pesticide-free produce and vegetables. It is a shame, because in this very young and very densely populated area, it is the only green space. Using some of the Hetch-Hetchy Parcel, now ready to be turned over to us, would help diminish the negative effects of having so few green or garden areas and would improve the overall quality of life in North Fair Oaks.
- We propose a change in the PUD that would allow for a hybrid use of the Hetch-Hetchy Right of Way. Instead of using the parcel for 35 parking spaces, we would instead use it to accommodate 20 parking spaces and approximately 10 raised community garden boxes. We feel that this proposal helps to answer two competing needs/values. That is, the need for green space (we have a waiting list of families who want a raised bed garden box in which to grow food) and some off street parking for Siena.

Please see below the some of the many references from the recently approved North Fair Oaks Community Plan that support our request to use the Hetch-Hetchy Parcels for our hybrid

plan. Some relevant quotes from the Plan that highlight the need for what we are proposing include:

- “The Plan prioritizes creation of open space and community amenities throughout North Fair Oaks as development occurs, to allow space for pocket parks, community gardens, plazas, and other community gathering spaces in every part of the community. Among other locations, the Framework identifies segments of the existing Hetch-Hetchy right-of-way ... Community-oriented facilities, such as community gardens, parks, plazas, and open space, provide significant benefit to the community, and North Fair Oaks is underserved by such facilities. One way to support the provision of publicly owned or publicly accessible community facilities is to incentivize developers of new projects to contribute to the creation of such facilities, in whole or in part, in exchange for certain specified exceptions from normal development regulations. In this way, developers are encouraged to provide community-oriented facilities while the community gains valuable assets that mitigate the impacts of new development, and benefit the community as a whole. For example, incentive-based tools of the kind described below permit developers to increase the building square footage or number of dwelling units on a property (through a density bonus) to a specified extent beyond the normal maximum, allow developers to build a taller building than what is allowed by right, or provide less parking than otherwise required, in exchange or provision of community-oriented facilities beyond those normally required. Such incentives are designed to encourage the collaboration of public and private interests to develop innovative solutions for achieving community goals, and allow for reduced parking requirements in exchange or additional community-oriented facilities. The amount of parking reduction allowed in exchange or provision of community benefit will be determined during creation of the program, and will be consistent with the policies incorporated...
- A community’s physical form can impact health and wellness in myriad ways: safe streets for walking and biking; green space for play and recreation; places to buy and grow healthy food; public spaces that promote social gathering and personal safety; and complete neighborhoods that allow residents to walk and bike to daily goods, services, and other amenities can all improve the health of the community and contribute to higher quality of life. This Community Plan incorporates planning for health as an integral component of a comprehensive plan for North Fair Oaks. It considers the area’s physical design, as well as its amenities and facilities, to determine how they affect the health and wellness of residents and how they can be improved to better meet the community’s needs.
- North Fair Oaks residents also have limited access to farmers’ markets and community gardens, which can provide additional sources of fresh, locally produced fruits, vegetables and other food products. Access to these foods may help residents meet the recommended daily servings of healthy foods such as fruits and vegetables and, in the case of gardens, may increase physical activity and provide opportunities for social interaction and cohesion. Locally produced food also has secondary benefits, such as sustaining the local economy and reducing long-distance shipping, thereby decreasing vehicle emissions, which are associated with chronic diseases and global warming.
- Goal 5.1: Provide safe neighborhood parks, playgrounds or greenways within a half-mile actual walking distance of all homes in North Fair Oaks.
- Policy 1D: Develop additional parks, open space, or greenways along the Hetch-Hetchy

right-of- way.”

Our proposed hybrid use of the PUC parcel would avoid having that parcel from being used as a dumping ground. It would allow for parking AND would be a space of beauty with the ability to grow healthful and local produce.

With gratitude,

*Sister Christina Heltsley, O.P.*

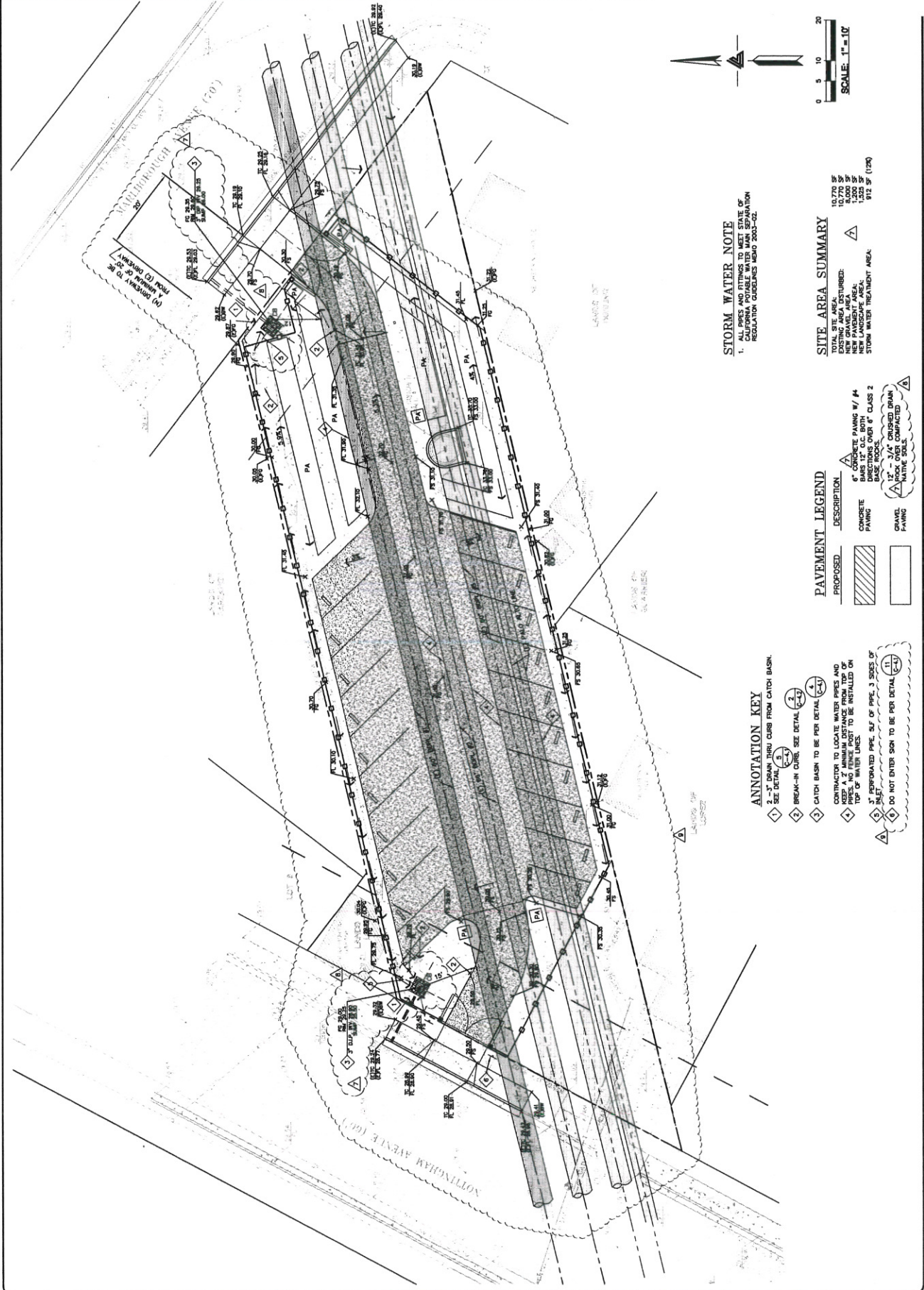
Sister Christina Heltsley, O.P.  
Executive Director

# Attachment B

## RADING AND DRAINAGE PLAN

2600 BLOCK OF  
MARLBOROUGH AVENUE  
OVERFLOW PARKING LOT  
REDWOOD CITY, CALIFORNIA

LEA & BRAZE ENGINEERING, INC.  
CIVIL ENGINEERS - LAND SURVEYORS  
SACRAMENTO REGION  
3017 DOUGLAS BLVD. # 300  
ROSELAND, CALIFORNIA 95661  
(916) 887-4066  
WWW.LEABRAZE.COM



**STORM WATER NOTE**  
ALL STORM WATER SHALL BE COLLECTED AND CONVEYED TO MAIN SEWERATION  
1. CONFORM WITH CALIFORNIA REGULATORY CODE CHAPTERS 17.1-17.2

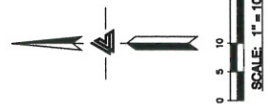
**SITE AREA SUMMARY**

TOTAL SITE AREA	10,778 SF
EXISTING PAVED AREA	8,000 SF
NEW GRAVEL AREA	1,200 SF
NEW ASPHALT AREA	1,200 SF
STORM WATER TREATMENT AREA	812 SF (12%)

**PAVEMENT LEGEND**

PROPOSED	DESCRIPTION
	6" CONCRETE PAVING 1/4" JOINTS DIRECTIONS OVER 6" CLASS 2 BASE ROCKS
	12" - 3/4" CRUSHED DRUM GRAVEL COMPACTED NATIVE SOILS

- ANNOTATION KEY**
- 1 - 3" DRAIN THRU CURB FROM CATCH BASIN
  - 2 - SEE DETAIL (2-1)
  - 3 - BREAK-IN CURB, SEE DETAIL (2-2)
  - 4 - CATCH BASIN TO BE PER DETAIL (2-3)
  - 5 - CONTRACTOR TO LOCATE WATER PIPES AND KEEP A 2' MINIMUM DISTANCE FROM TOP OF WATER MAINS TO BE INSTALLED ON TOP OF WATER LINES.
  - 6 - 3" PERFORATED PIPE, 5/8" OF PIPE, 3 SIDES OF PIPE
  - 7 - DO NOT ENTER SIGN TO BE PER DETAIL (2-4)



Attachment C

For precise boundary data or information, consult official records. Printed: Fri Sep 19 2014 11:42:47 AM.



**Goal 5.5: Expand opportunities for residents to grow food in North Fair Oaks.**

**Policy 5A:** Collaborate with residents and community groups to build new community gardens and urban farms on vacant public parcels in neighborhoods, in schoolyards, in church yards, and potentially as part of private development projects. Explore these opportunities within the existing right-of-way of neighborhood streets as well as the Hetch-Hetchy right-of-way.

**Policy 5B:** Consider community gardens as an interim and potentially permanent use of vacant/underutilized land.

**Policy 5C:** Reduce or eliminate barriers in the zoning code to creation of community gardens, and consider allowing community gardens "by right" in parts of North Fair Oaks.

**Policy 5D:** Encourage the Redwood City School District to develop and maintain school gardens on K-8 school campuses in North Fair Oaks. Provide educational programs for children, through Redwood City Schools or other forums, to demonstrate how the produce they grow can be used by their families, in their community, and in their school cafeterias.

**Policy 5E:** Include community garden components in the development of new parks or play areas in North Fair Oaks.

**Policy 5F:** Create an educational program to encourage backyard gardening in North Fair Oaks. Encourage and adopt appropriate policies to allow the sale and trade of specified produce from backyard gardens.

**Policy 5G:** Provide support for community groups to develop lease agreements with owners of vacant lots to establish short-term gardens to mitigate blight.



*Vegetables, fruits and flowers grown in small residential garden.*



## Attachment E

County of San Mateo  
Planning and Building Department

### RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2010-00172

Hearing Date: October 8, 2014

Prepared By: Lisa Aozasa, Project Planner

For Adoption By: Planning Commission

### RECOMMENDED FINDINGS

Recommend to the Board of Supervisors:

Regarding the Environmental Review, Find:

1. That the proposed amendment to the PUD 136 Zoning District regulations is exempt from CEQA pursuant to CEQA Guidelines Section 15305, Class 5, related to minor alterations in land use limitations in areas of with an average slope of less than 20%, which do not result in any changes in land use or density.

Regarding the Planned Unit Development (PUD) 136 Amendment, Find:

2. That the proposed amendment to the zoning of the area would be in harmony with the North Fair Oaks Community 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 amendment under consideration provides a much needed parking and community garden resource to the North Fair Oaks community as identified by the North Fair Oaks Community Plan.
3. That it is a desirable guide for the future growth of the subject area of the County, as the proposed use of the undeveloped SFPUC right-of-way land for both parking and for community gardens meets the need for two identified resources that are in short supply in the immediate area, providing a vital service to the community.
4. 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 use of the parking and garden areas will be exclusively for patrons associated with the Siena Center; security fencing and active monitoring as defined by the PUD will ensure that the project has limited impact on surrounding residential areas.



5. That it will be in harmony with the zoning in adjoining unincorporated areas, since other sections of the SFPUC right-of-way, regardless of current zoning designation, are currently used in a similar fashion for parking and community garden space.
6. 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 primarily by the youth population and their parents who live close by will not significantly impact the traffic movements or carrying capacity of these roadways.
7. 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 will provide parking and community garden space for the Siena Center which serves the immediate neighborhood.
8. That it will not result in overcrowding of the land or undue congestion of population since the amendment of the PUD is intended to allow parking and community garden space for the existing patrons of the Siena Center, and any increase in use of the Center due to the availability of these additional facilities is likely to be negligible.

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

12. That the adoption of the PUD amendment is necessary for this project as the applicant is proposing a type of development that has been identified as insufficient into the neighborhood. It has been determined that the rezoning will not be detrimental to the public welfare and will actually be a positive influence for the community by being able to provide parking and recreational opportunities, where they do not currently exist.

**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 October 8, 2014, 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 PUD permit further limits the operator to a maximum of four special events at the Siena Center. 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.

3. Administrative staff and the San Mateo County Sheriff's staff at the Siena Youth Center may be on-site at any time as needed for security. The hours of operation for members/clients using the parking or garden facilities associated with 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.
4. 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.
5. 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.
6. The Center and the parking and garden facilities shall be maintained and operated in a manner that is inoffensive to abutting or nearby residences.
7. 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.
8. The applicant shall maintain the shared parking agreement with the nearby commercial development located at 2525 El Camino Real to supply parking for the four annual special events. The applicant shall provide and maintain a current copy of said agreement to the Current Planning Section.
9. At the time of 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.
10. 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 take transit, carpool, walk or bike when feasible.
11. 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 County Wide 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).



15. 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.
16. No site disturbance shall occur, including any grading, until a building permit has been issued. If any 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.
17. 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.

#### Building Inspection Section

18. The applicant shall comply with all requirements of the Building Inspection Section.
19. 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.
20. 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.
21. All drawings must be drawn to scale and clearly define the whole project including its scope in its entirety.

#### Menlo Park Fire Protection District

22. 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.

Department of Public Works

23. 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.
24. 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.
25. 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.
26. 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.
27. The applicant shall comply with all requirements of the Public Works Department.

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