

CITY OF SAN MATEO
City Council Regular Meeting
October 3, 2022
7:00 PM

City Hall Council Chamber
Entrance is on O'Farrell Street



COUNCIL MEMBERS
Rick Bonilla, Mayor
Diane Papan, Deputy Mayor
Joe Goethals
Amourance Lee
Eric Rodriguez

AGENDA

**THIS MEETING IS BEING HELD PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDERS
WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT.
THIS MEETING CAN BE ATTENDED IN PERSON OR REMOTE BY JOINING ZOOM – SEE CODES BELOW.
PUBLIC COMMENTS WILL BE ACCEPTED BOTH IN PERSON AND REMOTELY.
SEE END OF AGENDA FOR OPTIONS AND INSTRUCTIONS ON HOW TO PARTICIPATE IN THE MEETING.**

To join via Zoom – click here: [Monday, October 3, 2022](#)

To join via telephone: (408) 638-0968

Webinar ID: 844 9409 9456 Passcode: 803925

**The City Council meeting will conclude by 11:00 p.m. unless otherwise extended by council vote.
Any unheard items will automatically move forward to the next regular meeting.**

Council Member Amourance Lee will teleconference into this meeting from:
59617 Keiki, Haleiwa HI 96712

CALL TO ORDER

Pledge of Allegiance

Roll Call

CEREMONIAL

1. Recognition – Bart Charlow
2. National Hispanic Heritage Month

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered by the Council to be routine and will be enacted by one motion without discussion. If discussion is desired, that item may be removed and considered separately.

3. City Council Meeting Minutes – Approval

Approve the minutes of the City Council Special and Regular meetings of September 19, 2022.

4. Senate Bill (SB 9) – Ordinance Adoption

Adopt an Ordinance to amend the San Mateo Municipal Code to add Chapter 27.21 "Two-Unit Development Overlay District" to implement the provisions of SB 9, amend Chapter 27.66 "Historic Preservation" to update the definition of "Individually Eligible Buildings".

5. Wastewater Treatment Plant Mosquito Abatement – Agreement

Approve a three-year agreement with the San Mateo County Mosquito and Vector Control District for mosquito monitoring and abatement at the Wastewater Treatment Plant in an amount not-to-exceed \$40,000, and authorize the Public Works Director to execute the agreement in substantially the form presented and issue any change orders within the agreement amount.

6. City of San Mateo Conflict of Interest Code – 2022 Biennial Update

Adopt a Resolution to update the City of San Mateo's conflict of interest code to account for the addition, deletion, and modification of positions listed as "designated employees."

7. COVID-19 Supplemental Paid Sick Leave Benefit Extension

Adopt a Resolution to continue California Senate Bill 114 COVID-19 Supplemental Paid Sick Leave (SPSL) benefits past the bill's expiration date of September 30, 2022 through December 31, 2022.

8. Solid Waste – 2023 Rate Setting and Proposition 218 Notification

Authorize staff to mail a notice to all property taxpayers proposing a not-to-exceed increase in solid waste, recycling, and compost collection rates for 2023.

9. 111, 113 and 115 Monte Diablo Avenue Public Improvements – Acceptance

Adopt a Resolution to accept public improvements in accordance with the Subdivision Improvement Agreement between the City of San Mateo and Chabad NP for 111, 113 and 115 Monte Diablo Avenue.

10. Casanova Park Restroom Remodel – Contract

Adopt a Resolution to approve an alternative purchasing procedure to award a construction contract to Newton Construction & Management, Inc. to remodel the public restrooms at Casanova Park in the amount of \$298,253.22; establish a contingency reserve in the amount of \$45,000; and authorize the Public Works Director to execute the contract in substantially the form presented and issue change orders or amendments within the contingency amount.

11. Off-Site Plan Review and Certified Access Specialist Services – Amendment

Approve Amendment No. 1 to the professional consultant services agreement with CSG Consultants, Inc. for off-site plan review and certified access specialist (CAsp) services in the amount of \$100,000 for a new agreement total of \$199,000, and authorize the Community Development Director to execute the amendment in substantially the form presented.

12. Office of Traffic Safety – Grant Spending Plan

Adopt a Resolution to approve a grant spending plan and appropriate funds for the Office of Traffic Safety Selective Traffic Enforcement Program grant totaling \$130,000, and authorize the Police Chief to accept and execute the agreement and expend the funds.

PUBLIC COMMENT

Members of the public wishing to comment on any item not appearing on the agenda may address the City Council at this time. State law prevents Council from taking action on any matter not on the agenda; your comments may be referred to staff for follow up.

Public comment is limited to a total of 15 minutes; however, an opportunity for additional public comment may be provided later in the agenda.

OLD BUSINESS

13. Draft Goals, Policies and Actions for the Circulation, Public Services and Facilities, Noise, and Conservation, Open Space and Recreation Elements – General Plan Update

Provide direction on the Goals, Policies and Actions for the Circulation, Public Services and Facilities, Noise, and Conservation, Open Space and Recreation Elements that should be included in the City's Draft General Plan Update.

NEW BUSINESS

14. Public Employee Pension Reform Act 180 Day Waiting Period Waiver Request – Community Development Department

Adopt a Resolution finding the nature of employment for retired annuitant Kelli Casale is necessary to fill a critically needed position before 180 days have passed pursuant to California Government Code section 7522.56

REPORTS AND ANNOUNCEMENTS

City Manager, City Attorney and Council Members report on their various assignments and liaison roles and Council requests for scheduling future items.

CLOSED SESSION

The public will have an opportunity to comment before the Council's consideration of this item. Following the meeting a report of action from Closed Session will be provided if required.

15. City Attorney Compensation

Agency designated representative: Mayor Rick Bonilla / Unrepresented employee: City Attorney

RECONVENE TO OPEN SESSION

16. City Attorney Compensation

Adopt a Resolution to authorize action regarding City Attorney compensation.

ADJOURNMENT

AGENDAS: Agendas and material are posted on the City's website on the Friday preceding each Council Meeting and can be viewed on the City's website at www.cityofsanmateo.org. Any supplemental material distributed to the Council after the posting of the agenda will be made part of the official record.

WATCHING A MEETING ON TV: City Council meetings are broadcast live on Comcast/channel 27, Wave/channel 26, or AT&T/channel 99. For transmission problems during the broadcast, please call (650) 522-7099. For all other broadcast comments, call (650) 522-7040, Monday-Friday, 8 a.m. - 5 p.m.

WATCHING A MEETING ON A COMPUTER: There are three ways to stream.

- 1) Public Meeting Portal www.cityofsanmateo.org/publicmeetings
- 2) City YouTube channel and stream it on YouTube: <http://youtube.com/CityofSanMateo>
- 3) Watch TV live stream: <https://www.cityofsanmateo.org/193/Channel-San-Mateo-Live-Stream>

PUBLIC COMMENTS/REQUEST TO SPEAK

Prior to the Meeting

Send comments to: clerk@cityofsanmateo.org until 4 p.m. the day of the meeting.

During the meeting

By Zoom: Click the link at the top of the agenda and you'll be added to the meeting. All attendees are muted by default. When the item of interest is open for consideration, select the "Raise Your Hand" icon and you will be called on at the appropriate time.

By telephone: Call (408) 638-0968 and enter the conference ID found at the top of the meeting agenda. When the item of interest is open for consideration, select *9 to raise your hand. When called upon, press *6 to unmute, state your name and provide your comments.

In Person: At the meeting complete a "Request to Speak" form, submit a request at the speaker kiosk or scan the QR code.

ACCESSIBILITY: In compliance with the Americans with Disabilities Act, those with disabilities requiring special accommodations to participate in this meeting may contact the City Clerk's Office at (650) 522-7040 or clerk@cityofsanmateo.org . Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 3

Section Name: CONSENT CALENDAR

Account Number: 10-151:

File ID: 22-6716

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: City Clerk's Office
MEETING DATE: October 03, 2022

SUBJECT:
City Council Meeting Minutes – Approval

RECOMMENDATION:
Approve the minutes of the City Council Special and Regular meetings of September 19, 2022.

BUDGET IMPACT:
There is no budget impact associated with this administrative item.

ENVIRONMENTAL DETERMINATION:
This item is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED
All meeting noticing requirements were met.

ATTACHMENTS
Att 1 - Minutes 2022-09-19 Special
Att 2 - Minutes 2022-09-19 Regular

STAFF CONTACT
Martin McTaggart, Deputy City Clerk
mmctaggart@cityofsanmateo.org
(650) 522-7044

COUNCIL MEMBERS
Rick Bonilla, Mayor
Diane Papan, Deputy Mayor
Amourance Lee
Joe Goethals
Eric Rodriguez

CITY OF SAN MATEO

Special Meeting Minutes

City Council

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

September 19, 2022
Council Chambers and Remote 5:30 PM
Special Meeting

CALL TO ORDER -

Roll Call

Present: Mayor Bonilla, Deputy Mayor Papan, Council Members: Lee, Goethals and Rodriguez

STUDY SESSION

1. Sustainability-Related Amendments to the 2022 Building Code

Andrea Chow, Sustainability Analyst, provided a presentation on potential amendments to the 2022 Building Code for new construction and existing buildings related to building electrification and electric vehicle charging infrastructure. Council asked questions of staff. Blake Herrschaft, Peninsula Clean Energy, provided additional information and answered questions.

Public Comment (32 speakers)

John McKenna stated decarbonizing existing buildings is one way that San Mateo can greatly reduce its greenhouse gas emissions and requested the full model reach code for existing buildings be adopted. Pete Paffrath supported moving forward with this electrification project. Harry Moody stated these are small steps but they are necessary steps. Mike Caggiano stated there is no spare space for community charges in most older buildings and asked for confirmation that PG&E will supply the meter free of charge. Mayor Bonilla asked Blake Herrschaft to confirm, which was confirmed. Michelle Hudson presented a petition from the San Mateo Climate Action Team, signed by over 400 San Mateo residents asking the City to adopt an ordinance requiring replacements of gas equipment to electric or zero emissions in homes and businesses beginning January 1st, 2025. Robert Whitehair asked Council to direct staff to prepare this ordinance.

Susan Blockstein urged the City Council to take immediate steps to stop the climate crisis. Megan Strain asked Council to direct staff to prepare full model reach codes. Libby Traubman stated a model for electrification could be the Hillsdale Mall and this should be a model for the future. Ricki McGlashan stated eliminating methane gas is a high priority. Susan Rowinski spoke of concerns with moving to electrification due to expense for existing homes and supported options 3 and 5 presented by staff. Belinda Chlowber urged Council to take this issue seriously, stating she found gas leaks in her home. Anjuli Misha stated many of the 400 petitioners are San Mateo students.

Charlotte Stewart asked Council to pass reach codes to help save the planet before climate change becomes irreversible. Nancy Schnieder stated support for staff recommendations and asked Council to go beyond what staff is proposing for existing buildings. Michelle Mandel provided statistics that methane used to heat, and cook is hazardous to our health. Mike Abkin spoke in support of implementation of reach codes. Louise Karr stated Council have an opportunity to support our climate. Pam Rittlemeyer urged Council to help residents take immediate personal steps to mitigate climate change. Alex Wagonfeld asked Council to pass progressive climate policies.

Diane Bailey stated San Mateo residents are entitled to tax credit rebate incentives totaling \$30,000 per household. Elaine Salinger spoke in support of the full implementation of reach codes. Zach Scott urged Council to adopt reach codes for existing buildings. Jared Johnson asked Council to pass full Bay Area reach codes for new and existing buildings. Bruce Naegel stated climate change impact on children. Claire Chintani urged Council to direct staff to prepare a full model reach code for existing buildings. Rebecca Young spoke in support of adoption of a full model reach code for existing buildings. Gary Trott spoke in support of action in greenhouse gas reduction.

Mary Rose spoke in support for Council to adopt strongest building decarbonization reach codes possible. Dashiell Leeds asked Council to direct staff to draft an ordinance for existing buildings based on the Bay Area reach codes model for existing buildings. Raayan Mohtashemi spoke of the importance for hardship exemptions to avoid hurting certain groups. Jordan Grimes asked Council to embrace smart, effective, data-driven public policy in pursuit of a livable future for all. Roisin McElarney thanked Council for their action on this subject.

Council deliberation ensued with consensus in support of reach codes to require all-electric new construction and enhanced EV charging infrastructure for new construction, specifically Option B for new multifamily buildings. Council also supported Reach Code Options 1-3, 4B, and 5 for existing building remodels and moving forward with the proposed Decarbonization Strategy technical analysis as presented by staff.

ADJOURNMENT – The meeting adjourned at 7:42 p.m.

APPROVED BY:

SUBMITTED BY:

Rick Bonilla, Mayor

Martin McTaggart, Deputy City Clerk

COUNCIL MEMBERS
Rick Bonilla, Mayor
Diane Papan, Deputy Mayor
Amourance Lee
Joe Goethals
Eric Rodriguez

CITY OF SAN MATEO

Regular Meeting Minutes

City Council

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

September 19, 2022
City Hall Council Chambers 7:00 PM
Regular Meeting

CALL TO ORDER – the meeting convened at 7:55 p.m.

Pledge of Allegiance
Roll Call

Present: Mayor Bonilla, Deputy Mayor Papan, Council Members: Lee, Goethals, and Rodriguez

CEREMONIAL

1. Proclamation – 30th Anniversary “Self Help for the Elderly” – Deborah Soon and Self-Help for the Elderly members received the proclamation
2. Recognition – “Reach and Teach” for being named a California Legislature Small Business of the Year - Craig Wiesner and Derrick Kikuchi, Reach and Teach Owners, received the recognition
3. Proclamation – National Preparedness Month – Jim Yoke, Emergency Services Manager, San Mateo Consolidated Fire Department, received the proclamation
4. Presentation – FxSMC (Fixing San Mateo County) - Jim Lawrence, Chair of the Board, and Nancy Goodban, Executive Director, presented remotely

CONSENT CALENDAR

The following items, 5 through 28, were considered to be routine by the City Council. After the titles of the items were read by the Deputy City Clerk, the public was invited to comment and there were no speakers. Motion passed 5-0.

Moved: Goethals, Seconded: Papan
Ayes: Bonilla, Papan, Lee, Goethals, and Rodriguez
Noes: None

5. City Council Meeting Minutes – Approval
Approve the minutes of the City Council Special and Regular meetings of September 6, 2022.
6. 31-57 South B Street Zoning Reclassification – Ordinance Adoption
Adopt an Ordinance to approve a Zoning Reclassification for the property at 31-57 South B Street from “Neighborhood Commercial/Residential Overlay – Mixed Use” to “Central Business District” and determine the project qualifies for a Categorical Exemption from further environmental review under the California Environmental Quality Act.

Enactment: Ordinance No. 2022-09

7. 2021-22 Consolidated Annual Performance Evaluation Report - Adoption
Adopt the Consolidated Annual Performance Evaluation Report for submission to the Department of Housing and Urban Development.
8. 385 2nd Avenue and 1 Transit Center Way – Lease Amendments
Approve an amendment to the lease for 385 2nd Avenue to extend the term for an additional year with a monthly base rent of \$1,305, provide a one-year renewal option, and replace Dagoberto Vasquez with Elmer Vasquez as the lessee; and approve Amendment No. 4 to the lease for 1 Transit Center Way with Rise Wood-Fire, LLC to revise the commencement date for additional rent based on a percentage of gross sales; and authorize the City Manager to execute both lease amendments in substantially the form presented.
9. Grand Jury Report: “Waiter! There’s a Car in My Soup!” – Response Letter
Approve the letter responding to the July 25, 2022 report by the San Mateo County Civil Grand Jury entitled, “Waiter! There’s a Car in My Soup!” and authorize the Mayor to send the response letter on behalf of the City Council.
10. September Nights on B - Event Adjustments
Approve staff's recommendation to host all three nights of the September Nights on B festival on the block of the pedestrian mall between 1st and 2nd Avenue.
11. Merit Employees Salary Schedule – Approval
Adopt a Resolution to authorize and approve the City of San Mateo merit employee current pay rates and ranges (salary schedule).

Enactment: Resolution No. 93 (2022)
12. Community Development Department and Department of Parks and Recreation – Job Specification Updates
Adopt a Resolution to approve the revisions to the job specification for the classification of Managing Arborist for both departments.

Enactment: Resolution No. 94(2022)
13. Citywide Ash Tree Pruning 2022 – Agreement
Approve an agreement with West Coast Arborists for citywide ash tree pruning in the amount of \$227,850 and authorize the Director of Parks and Recreation to execute the agreement in substantially the form presented.
14. Edward Byrne 2022 Justice Assistance Grant Program – Application
Adopt a Resolution to approve the submittal of an application to the United States Department of Justice, Bureau of Justice Assistance, for the Edward Byrne Memorial Justice Assistance Grant Program for the 2022 local solicitation in the amount of \$21,088; and if awarded, appropriate funds to the Police Grants Budget Program and authorize the Chief of Police to execute all required documents.

Enactment: Resolution No. 95 (2022)
15. Axon Virtual Reality Training Simulator – Amendment
Approve Amendment No. 1 to the Master Services and Purchasing Agreement with Axon, Inc., to provide for a virtual-reality training simulator system for a ten-year term in the amount of \$298,126.10,

for a new cumulative agreement total of \$1,565,427.68; adopt a Resolution to approve the use of an alternative purchasing method; and authorize the Chief of Police to execute the amendment in substantially the form presented.

Enactment: Resolution No. 96 (2022)

16. Radio Dispatch Console System – Agreement and Amendment

Approve an agreement with Telecommunications Engineering Associates in the amount of \$465,199 for the purchase of a new radio dispatch console system; approve amendment No. 1 to the agreement for telecommunications maintenance management services in the amount of \$109,157 for a new agreement total in an amount not to exceed \$364,362; adopt a Resolution to approve the use of an alternative purchasing method and authorize an appropriation of \$22,000 from the Equipment Replacement Fund to the Radio Dispatch Console Capital Improvement Project budget; and authorize the Chief of Police to execute the agreement and amendment in substantially the form presented.

Enactment: Resolution No. 97 (2022)

17. San Mateo Complete Streets Plan – Appropriation and Agreement

Adopt a Resolution to appropriate \$585,503 to the San Mateo Complete Streets Plan project with \$490,882 funded through a California Department of Transportation Sustainable Transportation Planning grant and \$94,621 from the City's Measure A funds; approve an agreement with Fehr & Peers for the San Mateo Complete Streets Plan project in the amount of \$489,975; establish a contingency of \$60,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders within the contingency amount.

Enactment: Resolution No. 98 (2022)

18. King Recreation Center Family Changing Room Construction – Contract

Adopt a Resolution to approve an alternative purchasing procedure and award a construction contract to Newton Construction & Management, Inc. for the conversion of part of an existing storage area in the Martin Luther King Jr. Recreation Center into a family changing room in the amount of \$270,954.02; establish a contingency reserve of \$40,000; and authorize the Public Works Director to execute the contract in substantially the form presented and issue change orders within the contingency amount.

Enactment: Resolution No. 99 (2022)

19. On-Call Transportation Services for Various Projects – Agreements

Adopt a Resolution to use an alternative purchasing procedure to approve the execution of four on-call professional services agreements with AECOM Technical Services, Inc., Fehr & Peers, Kittelson and Associates, Inc., and Steer Davies and Gleave, Inc., for terms each through June 30, 2024, each for a total amount not to exceed \$250,000; and authorize the Public Works Director to execute the agreements in substantially the form presented and to amend the agreements within the budget amount.

Enactment: Resolution No. 100 (2022)

20. Derby Avenue and Curiosity Way Pedestrian and Bicycle Access Easement – Acceptance

Adopt a Resolution to accept a Grant of Pedestrian and Bicycle Access Easement on Derby Avenue and Curiosity Way in substantially the form presented.

Enactment: Resolution No. 101 (2022)

21. Mariners Island Condos Public Improvements – Acceptance

Adopt a Resolution to accept public improvements including new street trees, sidewalks, curbs, gutters, and storm drain catch basins in accordance with the Subdivision Improvement Agreement for Mariners Island Condos between the City of San Mateo and TNHCLand LLC.

Enactment: Resolution No. 102 (2022)

22. Police Department Patrol Vehicles Purchase – Contract

Adopt a Resolution to approve an alternative purchasing procedure and approve a contract with National Auto Fleet Group for the purchase of nine (9) new 2023 Ford Hybrid Police Interceptor Utility vehicles in the amount of \$579,552.03; and authorize the Public Works Director to execute the purchase contract in substantially the form presented.

Enactment: Resolution No. 103 (2022)

23. Citywide Elevators and Lifts Maintenance Service – Agreement

Adopt a Resolution to approve an alternative purchasing procedure and approve a three-year agreement with TK Elevator Corporation for maintenance and repair services for City-owned elevators and lifts with the option for up to three one-year renewals for a total up to six years in an amount not to exceed \$590,004; approve a contingency reserve of \$118,000 for large, unanticipated repairs; and authorize the Public Works Director to execute the agreement and annual renewals in substantially the form presented and issue change orders within the contingency amount.

Enactment: Resolution No. 104 (2022)

24. Downtown San Mateo Grade Separation Railroad Crossing Elimination – Grant Funding

Adopt a Resolution to authorize an application for the Federal Rail Administration Railroad Crossing Elimination Grant Program in the amount of \$6,000,000 to fund the development of a project study report, preliminary engineering plans, and environmental planning documents to assess the Downtown San Mateo Grade Separations Project; commit \$2,000,000 in local matching funds; and authorize the City Manager to execute a funding agreement with the U.S. Department of Transportation to encumber any funds awarded.

Enactment: Resolution No. 105 (2022)

25. 2022-23 Sanitary Sewer Root Foaming (South Basin) – Agreement

Approve an agreement to Duke's Root Control, Inc. for the 2022-23 Sanitary Sewer Root Foaming (South Basin) project in an amount not to exceed \$517,582.82; establish a contingency reserve of \$52,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders within the contingency amount.

26. On-Call Private Development Mapping Services – Amendment

Approve Amendment No. 2 to the agreement with CSG Consultants, Inc. for on-call private development mapping services in the amount of \$120,000 for a new agreement total of \$300,000; and authorize the Public Works Director to execute the amendment in substantially the form presented.

27. 2022 Citywide Sanitary Sewer Cleaning and Inspection: Large Diameter Pipes Project – Contingency Amendment

Approve an increase to the contingency reserve associated with the Pipe and Plant Solutions, Inc. agreement for the 2022 Citywide Sanitary Sewer Cleaning and Inspection – Large Diameter Pipes Project in an amount of \$55,000 for a new total contingency in the amount of \$110,000; a new potential total contract, inclusive of the increased contingency, in the amount of \$478,631.00; and authorize the Public Works Director to issue change orders within the contingency amount.

28. Statewide Proposition 1 – Resolution of Support

Adopt a Resolution to affirm the City Council of the City of San Mateo's support for the passage of Proposition 1 in the November 8, 2022 Statewide Election.

Enactment: Resolution No. 106 (2022)

PUBLIC COMMENT

Public Comment – Michael Reagan spoke regarding Hillsdale High School improvements. Raayan raised a concern regarding a crosswalk removal planned on Peninsula Avenue.

PUBLIC HEARING

29. Ordinance Introduction - Senate Bill (SB 9)

Laura Richstone, Associate Planner, provided a presentation on SB9 rules, outlined previous Council guidance and overviewed the proposed ordinance including additional development standards and interim objective design standards. She noted the proposed updated definition of Historic Preservation in Municipal Code Chapter 27.66.

Council asked questions of staff. Staff and City Attorney Prasanna Rasiah provided answers.

Public Comment – Michael Ragan stated his opposition to multi-story housing developments. Michael Weinbauer requested the Council align the code to include historic assets throughout the city. Raayan Mohtashemi supported loosening standards compared to staff recommendation. Seema Patel suggested Council consider optimizing for the two-unit use case. Michael Nash stated the city should look at the restoration of historic assets before they are gone. Jordan Grimes encouraged Council to embrace the Planning Commission's changes to make it easier to build multi-family housing within the city. Erika stated her desire for professional discussion on this subject.

Council discussion ensued with direction given to staff to have Council review again after ten applications or two years, whichever comes first.

Motion to Introduce an ordinance to amend the San Mateo Municipal Code to add Chapter 27.21 "Two-Unit Development Overlay District" to implement the provisions of SB 9, amend Chapter 27.66 "Historic Preservation" to update the definition of "Individually Eligible Buildings", and adopt a Resolution to establish interim objective design standards for SB 9 development. Motion passed 4-1.

Moved: Papan, Seconded: Rodriguez

Ayes: Papan, Lee, Goethals, and Rodriguez

Noes: Bonilla

Enactment: Resolution No. 107 (2022)

NEW BUSINESS

30. Consideration of Contribution to San Mateo-Foster City Education Foundation Gala and Auction
Drew Corbett, City Manager, provided a presentation on the Council's history of giving to the San Mateo-Foster City Education Foundation Gala and Auction and noted the gala is October 21, 2022.

Council asked questions of staff. Public Comment – there were no speakers.

Motion to adopt a Resolution to appropriate \$7,260 from the General Fund's unassigned fund balance to make a contribution to the San Mateo-Foster City Education Foundation's Gala and Auction. Motion passed 5-0.

Moved: Rodriguez, Seconded: Lee
Ayes: Bonilla, Papan, Lee, Goethals, and Rodriguez
Noes: None

Enactment: Resolution No. 108 (2022)

REPORTS AND ANNOUNCEMENTS

City Manager, City Attorney and Council Members reported on their various assignments and liaison roles. Mayor Bonilla asked if Council would like staff to review a Citizen Oversight Review Committee for the Sheriff's Department and prepare a resolution. Council consensus was to wait and see what the County of San Mateo proposes.

ADJOURNMENT –The meeting adjourned at 9:18 p.m.

APPROVED BY:

SUBMITTED BY:

Rick Bonilla, Mayor

Martin McTaggart, Deputy City Clerk



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 4

Section Name: CONSENT CALENDAR

Account Number: 25-311:

File ID: 22-6547-01

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Community Development Department
MEETING DATE: September 19, 2022
SUBJECT:
Senate Bill (SB 9) – Ordinance Adoption

RECOMMENDATION:

Adopt an Ordinance to amend the San Mateo Municipal Code to add Chapter 27.21 "Two-Unit Development Overlay District" to implement the provisions of SB 9, amend Chapter 27.66 "Historic Preservation" to update the definition of "Individually Eligible Buildings".

BACKGROUND:

On September 19, 2022, the City Council introduced the attached ordinance to amend the San Mateo Municipal Code to add Chapter 27.21 "Two-Unit Development Overlay District" to implement the provisions of SB 9, amend Chapter 27.66 "Historic Preservation" to update the definition of "Individually Eligible Buildings". Attachment 2 includes revisions to the proposed ordinance from the September 19, 2022 City Council meeting.

BUDGET IMPACT:

Updates to the City's Municipal Code to align with State law are fully funded by the Community Development Department's annual budget with no additional impact to the General Fund.

ENVIRONMENTAL DETERMINATION:

An ordinance adopted to implement SB 9 shall not be considered a project under the California Environmental Quality Act (CEQA) and is exempt from CEQA review per Government Code Sections 65852.21(j) and 66411.7(n), which state that the adoption of an ordinance by a city or county implementing the provisions of Government Code Section 65852.21 and 66411.7 and regulating two-unit development and urban lot split projects are statutorily exempt from the requirements of CEQA. The proposed text amendment to Chapter 27.66 of the Municipal Code is also separately and independently exempt from CEQA, pursuant to Section 15061(b)(3), which provides a project is exempt from CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Ordinance

Att 2 – Ordinance with Tracked Changes Including Changes from September 19 City Council Meeting.

STAFF CONTACT

Laura Richstone, Associate Planner

lrichstone@cityofsanmateo.org

(650) 522-7205

**CITY OF SAN MATEO
DRAFT ORDINANCE**

Add Chapter 27.21, “Two-Unit Development Overlay District” to Title 27 of the San Mateo Municipal Code to Provide for Regulations Concerning Two-Unit Residential Developments and Urban Lot Splits in Single Family Residential Zones and Amending Section 27.66 “Historic Preservation” for Consistency with the General Plan

WHEREAS, Senate Bill 9 (“SB 9”), which amended Section 66452.6 of the Government Code and added Sections 65852.21 and 66411.7 to the Government Code to allow for streamlined ministerial approval of two-unit development and urban lot splits within single-family zoned areas, was signed by the Governor of California on September 16, 2021; and

WHEREAS, the changes to the Government Code became effective on January 1, 2022; and

WHEREAS, SB 9 requires cities and counties, including the City of San Mateo, to ministerially approve a parcel map for an urban lot split and/or a proposed housing development containing a maximum of two primary residential units within a single-family residential zone, if the proposal meets certain statutory criteria; and

WHEREAS, SB 9 specifies that proposed projects and subdivisions cannot be proposed in prohibited locations under Government Code Section 65913.4(a)(6)(B)-(K) such as lands within an earthquake fault zone, federally designated flood plan, historic district or property, and high fire hazard severity zone as defined under state law; and

WHEREAS, SB 9 further restricts the standards and regulations that local agencies, including the City of San Mateo, may impose to only objective zoning, subdivision, and design standards that do not conflict with the statute and where those standards must not physically preclude a unit size of at least 800 square feet or qualifying urban lot split; and

WHEREAS, the City seeks to regulate development pursuant to SB 9 through the implementation of regulations concerning two-unit residential development and urban lot splits; and

WHEREAS, pursuant to Section 65852.21(j) and 66411.7(n) of the Government Code, a local agency may adopt an ordinance to implement SB 9; and

WHEREAS, adoption of this ordinance is not a project under the California Environmental Quality Act (CEQA) pursuant to California Government Code Section 65852.21(j) and Section 66411.7(n) relating to the implementation of SB 9; and

WHEREAS, the City’s Zoning Code is codified in Title 27 of the City of San Mateo Municipal Code; and

WHEREAS, the City wishes to make a revision to Section 27.66 to amend the definition of Individually Eligible Buildings for consistency with General Plan Policy C/OS 8.1 to clarify that a historic building also includes those buildings determined to be eligible for listing in the California Register of Historical Resources through documentation contained within a historic resources report; and

WHEREAS, the City wishes to make several minor revisions to Title 27, including amending the definition of “Individually Eligible and Contributor Building” to align with the definition of historic buildings contained in the General Plan.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF SAN MATEO ORDAINS AS FOLLOWS:

Section 1. Chapter 27.21 of the San Mateo Municipal Code is added to Title 27 as follows:

Chapter 27.21

Two-Unit Development Residential Overlay District – R1 Districts

Article I – Two-Unit Development

27.21.010 Purpose

The purpose of this Article is to allow up to two detached or attached primary housing units on one parcel, establish objective standards, and regulate subdivision of parcels in single-family zoned areas in accordance with state law. This Chapter shall be implemented and interpreted in conjunction with California Government Code Sections 65852.21 and 66411.7, as amended, and applicable objective standards contained within Chapters 26 and 27 of the San Mateo Municipal Code.

27.21.020 Definitions

For the purposes of this Chapter, the following definitions apply. Terms not defined herein shall rely upon the definitions contained in Chapter 26 and Chapter 27 of the San Mateo Municipal Code.

(a) “Access Corridor” means an access easement or the ‘pole’ of a flag lot that provides vehicular access to the right-of-way. Access corridors shall consist of paving and be free of landscaping or other permanent features that obstruct ingress/egress and vehicular traffic to a parcel.

(b) “Acting in concert” means that the owner, or a person acting as an agent or representative of the owner, knowingly participated with another person in joint activity or parallel action toward a common goal of subdividing the adjacent parcel.

(c) “Car Share Facility” means one or more parking space(s) that have been designated permanently for car share vehicles, where the vehicles are leased for short periods of time, often by the hour.

(d) “Department” means the Department of Community Development.

(e) “Existing Exterior Structural Wall” means and constitutes the original bottom plate and original top plate in its existing position, original studs (with the exception for new window framing), and capable of standing without support.

(f) “Flag or Panhandle Lot” means a parcel which includes a strip of land that is owned in fee that is used primarily for vehicular access from a public or private street to the major portion of the parcel. For the purposes of determining setbacks, the property line parallel to the primary right-of-way and part of the major portion of the parcel shall be the front property line. Maximum floor area ratio (FAR) shall be based on the gross square footage of the parcel.

(g) “High Quality Transit Corridor” means a corridor with fixed bus route service with service intervals no longer than 15 minutes during peak commute hours.

(h) “Major Transit Stop” means a site containing any of the following: (i) an existing rail or bus rapid transit station; (ii) a ferry terminal served by either a bus or rail transit service; or (iii) the intersection of two or more major bus routes with a frequency of service intervals of 15 minutes or less during the morning and afternoon peak commute periods.

(i) “Primary Unit” (also called a residential dwelling unit or residential unit) means a single-family residence or a residential dwelling unit within a multifamily residential development. A primary unit is distinct from an ADU or junior accessory dwelling unit (JADU), and may be a single-family residence (i.e. one primary unit) or a duplex (i.e. two primary units detached or attached).

(j) “SB 9 Dwelling Unit or SB 9 Unit” means a primary unit that is developed pursuant to the requirements of this Article, applicable San Mateo Municipal Code provisions, and Government Code Sections 65852.21 and 66411.7, as amended.

(k) “SB 9 Project or SB 9 Planning Application” means a project application submitted to the City in accordance with this Article, SB 9, and applicable San Mateo Municipal Code provisions to do one or more of the following:

(1) Split a qualifying single-family residentially zoned parcel into two lots; or

(2) Develop no more than two primary units on a single lot, or

(3) When a lot is subdivided, develop no more than two dwelling units, inclusive of ADUs and JADUs, on a single parcel.

(l) “Senate Bill 9 or SB 9” means the state law signed by the Governor into law on September 19, 2021 that amended Government Code Sections 65852.21 and 66411.7 to allow up to two primary units on and/or lot splits of qualifying single-family zoned parcels.

(m) “Substantial Removal” means the demolition of 50% or more of a structure's exterior walls (measured in linear feet) and/or roof (measured in square feet). Existing exterior walls that are converted to interior walls shall be counted as walls to be demolished. For the purposes of this Chapter, substantial removal for a roof shall not apply to permit applications for re-roofing where roof pitch alterations do not exceed an increase in height of more than two (2) feet as measured at the highest point or where a SB 9 planning application has been submitted as part of the proposed improvements. Doors, including garage doors, entry doors, and sliding glass doors, shall not be included in the percentage calculation of an existing structure's

exterior walls. This section shall not apply to an accessory building or to a residence that has been declared a public nuisance under this Code.

(n) “Sufficient to Allow Separate Conveyance” means that connected or adjacent units can be sold separately if they conform to condominium standards to allow for the adequate transfer of title, ownership, rights, and interests in the property from one entity to another.

(o) “Urban Lot Split” means a subdivision of an existing legal single-family zoned parcel into no more than two separate single-family zoned parcels that meet all of the criteria and standards set forth in this Chapter, applicable objective standards of San Mateo Municipal Code Chapter 26, and Government Code Sections 65852.21 and 66411.7, as amended.

27.21.030 Rules of Procedure

Except as otherwise outlined below, the applicable rules of procedure contained in Chapter 27.08 shall apply to all SB 9 planning applications. Where there is a conflict, standards in this Chapter shall prevail.

(a) Planning Application Submittal. An SB 9 planning application, on the form(s) prescribed by the Department, for either an attached or detached unit(s) and/or urban lot splits, shall be submitted for all development pursuant to the provisions of this Chapter.

(1) An applicant may file concurrent planning applications under this Chapter for one or two-unit development and an urban lot split.

(2) Processing of Applications. Unless an SB 9 application is submitted pursuant to Section 27.21.035 of this Chapter, SB 9 application(s) shall be processed as prescribed in Section 27.08.040 of the San Mateo Municipal Code, except that these applications shall be considered ministerially with no public hearing.

(b) Informational Notice. Upon receipt of an SB 9 planning application, and once the project is deemed complete, the City shall provide an informational notice that an SB 9 application has been filed with the City to all property owners and tenants within a 500-foot radius of the subject parcel and to the applicable neighborhood association(s) in accordance with the noticing procedures adopted by the Department.

(c) Ministerial Permit Approval. If an SB 9 planning application complies with the provisions of this Chapter, a ministerial, non-discretionary permit shall be issued. Notwithstanding anything contrary in this code, the issuance of a ministerial SB 9 Two-Unit Development permit and/or a SB 9 Urban Lot Split permit is not appealable.

(d) Submittal Requirements. In addition to the requirements of [Section 27.08.010\(c\)](#), each application shall be accompanied by all of the following:

(1) Application Forms. Completed SB 9 planning application forms as prescribed by the Department;

(2) Property Ownership. Verification of property ownership in the form of a preliminary title report that is no more than a year old, showing the current owners of the property, the names of record owners of the land, and all existing easements and other reservations, restrictions, or covenants; and

(3) Legal Description. An accurate legal description of the property and any resultant lots in the case of an urban lot split application; and

(4) Plans. Scaled and accurate plans to include required applicable information as outlined in the Planning Application and/or Urban Lot Split Submittal Requirements checklists; and

(5) Affidavit. A completed property owner tenant disclosure affidavit and acknowledgement that the application meets SB 9 eligibility requirements.

(6) Findings. Findings of Approval. An SB 9 application not submitted pursuant to Section 27.21.045 of this Chapter shall be approved ministerially if the Zoning Administrator or designee makes all the following findings:

(A) The parcel is within the Two-Unit Overlay District and meets all qualifying criteria as outlined in this Chapter;

(B) The development meets all applicable objective standards contained in and required by the General Plan, San Mateo Municipal Code or other City adopted plan;

(C) The development does not adversely affect matters regarding police protection, crime prevention, and security because it adheres to the objective standards of Chapter 23.54;

(D) The proposed SB 9 unit(s) is consistent with all applicable SB 9 objective design standards of the Two-Unit Overlay District

(7) Findings of Denial. An SB 9 application shall be denied if the Building Official makes written findings, based upon a preponderance of evidence, that:

(A) The proposed housing development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, as amended, of the Government Code, upon public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact(s).

27.21.040 Recordation of Deed Restriction

A deed restriction shall be submitted in a form approved by the City and recorded to run with the land for all development pursuant to this Article as indicated below:

(a) Prior to the issuance of any building permit(s), development pursuant to this Chapter shall require a deed restriction to be recorded requiring a prohibition of the establishment of short- term rentals and a

requirement that a rental or lease of any dwelling unit created pursuant to this Chapter shall be for a period of at least 30 consecutive days.

27.21.045 Discretionary Review as Alternative to Ministerial Approval

Projects that do not meet the provisions of this Chapter shall be subject to either a Single-Family Dwelling Design Review (SFDDR) or Site Plan and Architectural Review (SPAR) discretionary review process.

(a) In no case shall an application for discretionary review:

(1) Propose to increase FAR above that permitted by the underlying zoning district, except to the extent allowed by state law; or

(2) Propose to further subdivide a parcel that had been established through a previous urban lot split pursuant to Government Code Sections 65852.21 and 66411.7, as amended; or

(3) Propose to increase the maximum number of permitted dwelling units; or

(4) Propose a parcel size smaller than 1,200 sq. ft.; or

(5) Propose less than one parking space per unit unless otherwise allowed per Section 27.21.070 of this Chapter.

27.21.050 Lands Not Subject to the Two-Unit Development Residential Overlay District

The following lands classified as R1-A, R1-B, and R-C are not subject to the Two-Unit Development Overlay District:

(a) Any parcel that would require the demolition or alteration of any of the following housing types:

(1) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low incomes; or,

(2) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; or,

(3) Housing that has been occupied by a tenant within the last three years; or,

(4) A parcel(s) on which an owner of residential real property has exercised the owner's rights under Government Code Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 (Ellis Act) to withdraw accommodations from rent or lease within 15 years prior to an SB 9 application submittal.

(b) On any parcel designated an historic district or property, or located in a resource or hazard area such as high fire areas, wetlands, fault zones, hazardous waste sites or lands under conservation easements per Government Code Sections 65913.4(a)(6)(B-K), as amended.

27.21.060 Limitations

For properties that develop a project pursuant to this overlay, the following limitations apply:

(a) A maximum of four units, with a maximum of two primary dwelling units (attached or detached), except as outlined in Article II below.

(b) Limitation on Rental.

(1) Short Term Rentals Prohibited. No dwelling unit created pursuant to this Chapter shall be rented for a period of less than 30 consecutive days as a short-term rental as set forth in Chapter 5.66. Rentals longer than 30 consecutive days are permitted.

(c) Limitation on Sale.

(1) If two or more primary units exist on a single parcel, they shall not be sold separately until an urban lot split application has been approved by the City and a final parcel map recorded.

(d) Limitation on Use.

(1) Lots created pursuant to Article II of this Chapter shall be limited to residential uses only.

27.21.070 Two-Unit Development Standards

SB 9 units, as defined in this Chapter, shall comply with the following development standards:

(a) Demolition Limits. SB 9 projects that do not involve an urban lot split are subject to the following:

(1) Demolition of less than 50% of a structure's exterior structural walls or roof shall be subject to a ministerial review process.

(2) Demolition of 50% or more of a structure's exterior structural walls or roof may be permitted subject the Alternative Discretionary Review process listed in Section 27.21.045 of this Chapter and issuance of a Special Use Permit for the substantial removal of the existing structure pursuant to Section 27.18.035 of the San Mateo Municipal Code.

(b) Maximum Floor Area Ratio. The maximum Floor Area Ratio (FAR) for all structures on site shall be determined by the underlying zoning district with the following exceptions:

(1) Application of development standards of the underlying zoning district shall not preclude the construction of up to two primary dwelling units nor physically preclude either of the two units from being at least 800 square feet in floor area.

(2) SB 9 unit(s) in excess of 800 square feet shall be subject to a Single-Family Dwelling Design Review (SFDDR) or Site Plan and Architectural Review (SPAR) discretionary review process and shall be governed by the maximum floor area established by the underlying zoning district.

(3) In instances where the existing floor area allowance of a lot has been fully utilized, an SB 9 unit of up to 800 square feet in size with at least 4-foot side and rear yard setbacks and up to 16-feet in height shall be permitted, unless the proposed development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, as amended, of the Government Code, upon public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact(s).

(c) Height. The specific height maximums outlined below are applicable to all zoning districts subject to the Two-Unit Development Overlay District:

(1) Attached SB 9 Units. The maximum building height is 24 feet to top of plateline and 32 feet to roof peak as measured from existing grade.

(2) Detached SB 9 Units. Maximum building height is 16 feet to top of plateline and 24 feet to roof peak as measured from existing grade.

(d) Setbacks. SB 9 unit(s) shall have setbacks as follows:

(1) Front Setback. A minimum setback from the front lot line, as required by the lot's underlying zoning district.

(2) Side and Rear Setbacks. A minimum setback of four (4) feet shall be required from the side and rear lot lines.

(3) No setback shall be required for an existing legally permitted structure that is converted into an SB 9 unit or a structure constructed in the same location and to the same dimensions as an existing legally permitted structure.

(e) Parking.

(1) General Requirements. There shall be a minimum of one standard size off-street parking space (either uncovered or covered) for each SB 9 unit. All parking, whether required or voluntary, shall be located entirely on the same lot as the dwelling unit it serves and shall conform to the size requirements of the City's "Standard Drawings and Specifications" as adopted by resolution of the City Council and on file with the Department of Public Works. Covered parking shall meet all applicable setbacks of the underlying zoning district.

(2) Exemptions. No off-street parking shall be required for an SB 9 unit in the following instances:

(A) The parcel is located within one-half mile walking distance of a high-quality transit corridor, as defined in Public Resources Code Section 2155(b); as amended; or

(B) The parcel is located within one-half mile walking distance of a major transit stop, as defined in Public Resources Code Section 21064.3(e), as amended; or,

(C) The parcel is located within one block of a car share facility.

(f) Objective Design Standards.

(1) New residential construction of primary units subject to streamlined ministerial approval shall comply with the Interim Objective Design Standards as adopted by City Council resolution and as may be amended from time to time by further City Council resolution.

(g) Other Development Standards.

(1) All development pursuant to this Chapter shall also be subject to the requirements of the California Building Code, Fire Code and local fire sprinkler ordinance requirements.

(2) All objective standards of the underlying zoning district, Chapters 27 and 23 and other relevant Chapters of the San Mateo Municipal Code shall apply. If such standards conflict with this Chapter, the standards in this Chapter shall prevail. In no instance shall any objective building or design standard preclude the development of at least two primary dwelling units of at least 800 square feet each in size, unless the development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, as amended, of the Government Code, upon public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact(s).

Article II- Urban Lot Splits

27.21.100 Purpose

The purpose of this Article is to implement SB 9, establish objective standards and regulate qualified Urban Lot Splits and development in accordance with state law. Article II shall be implemented and interpreted in conjunction with Article I of this Chapter, California Government Code Sections 65852.21 and 66411.7, San Mateo Municipal Code Chapter 23.40 and Titles 26 and 27, and any other relevant San Mateo Municipal Code section or other City adopted plan.

27.21.110 Rules of Procedure

Urban Lot Split Development. In addition to the rules of procedure listed in Section 27.21.030 of Article I above, an Urban Lot Split application shall also conform with the following:

(a) Submittal Requirements:

(1) Full Site Survey. A full site boundary survey stamped and signed by a Land Surveyor licensed by the State of California. A topographic and boundary survey shall be required for all properties with grades over 15%.

(2) Parcel Map. A parcel map pursuant to Chapter 26 of the San Mateo Municipal Code showing the proposed Urban Lot Split.

(3) Affidavit. A completed owner occupancy affidavit and acknowledgement that the property meets Urban Lot Split eligibility requirements outlined in Section 27.21.050 and that the owner of the property intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of the approved Urban Lot Split and recordation of the Final Map.

(A) Exception. This requirement shall not apply to an applicant that is a community land trust as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or if the applicant is a qualified nonprofit corporation as described in Section 214.15 of the Revenue and Taxation Code.

(b) Final Parcel Map. Upon an Urban Lot Split application approval, the applicant shall prepare, file, and record a final parcel map with the Department of Public Works pursuant to Article II of Section 26.56 of the San Mateo Municipal Code.

(c) Dedications and Improvements. Unless required to accommodate an urban lot split or provide access to a parcel, no dedications of rights-of-ways or the construction of offsite improvements for parcels created pursuant to this Article shall be required as a condition of approval.

(d) Findings. To approve an Urban Lot Split application, the Zoning Administrator shall make the findings listed in Section 27.21.030 of Article I above, in addition to the following findings:

(1) The parcel being subdivided was not established through a prior SB 9 urban lot split application.

(2) The Urban Lot Split conforms to all applicable objective requirements of the Subdivision Map Act (Division 2 commencing with Section 66410), except as otherwise provided in this Section.

(3) The parcel being subdivided is not adjacent to another parcel where either the owner of the parcel proposing to be subdivided or any person acting in concert with said owner has previously subdivided the adjacent parcel using the provisions of SB 9.

27.21.120 Recordation of Deed Restriction

A deed restriction shall be submitted in a form approved by the City and recorded to run with the land for all development pursuant to this Article as indicated below:

(a) A prohibition of non-residential uses on any lot created pursuant to this Chapter;

(b) A prohibition of the establishment of short-term rentals and a requirement that a rental or lease of any dwelling unit created pursuant to this chapter shall be for a period of at least 30 consecutive days.

(c) A prohibition against further subdivision of the parcel using the Urban Lot Split procedures in this Chapter and pursuant to Government Code Section 65852.21 and 66411.7, as amended;

27.21.130 Lands Not Eligible for Urban Lot Splits

The following lands classified as R1-A, R1-B, and R1-C are not eligible for an Urban Lot Split under this Article, if the parcel meets either of the following:

- (a) Any parcel that was established through prior approval of an Urban Lot Split subdivision as provided for in this Article; or
- (b) Any parcel proposed to be subdivided that is adjacent to another parcel where either the owner of the parcel proposing to be subdivided or any person acting in concert (as defined in Section 27.21.020(b)) with said owner has previously subdivided the adjacent parcel using the provisions of this Article.

27.21.140 Urban Lot Split Development Standards

Development standards shall be applied to each parcel individually. Each parcel created by an Urban Lot Split shall conform to the Two-Unit Development Standards in Section 27.21.070 and Chapter 26 of the San Mateo Municipal Code except as otherwise listed below.

(a) Demolition. The demolition of 50% or more a structure's exterior structural walls or roof shall require the issuance of a ministerial Special Use Permit for the substantial removal of the existing structure pursuant to the applicable sections of Section 27.18.035 of the Municipal Code.

(b) Number of Units. On a lot established through an Urban Lot Split pursuant to Government Code 66411.7, a maximum of two dwelling units shall be allowed per resultant parcel. In no case shall more than two dwelling units on a single lot in any otherwise allowed combination of primary units, SB 9 units, ADUs and/or JADUs be permitted.

(c) Parcel Map and Configuration.

(1) Number of Parcels. The parcel map shall create no more than two new parcels.

(2) Parcel Size.

(A) Each newly created parcel shall be of approximately equal areas. The smallest subdivided parcel shall not be less than forty percent (40%) of the lot area of the original parcel proposed for subdivision.

(B) Each newly created parcel shall be at least 1,200 square feet in gross area.

(d) Access and Driveways.

(1) Parcels resulting from an Urban Lot Split shall have access to, provide access to, or adjoin the public right-of-way through their frontage, access corridor, or access easement(s).

(A) A minimum 10-foot-wide strip of land owned in fee (i.e. flag lot 'pole') or 10- foot wide access easement shall be provided for all flag lots or landlocked parcels created through an

Urban Lot Split. The width of the strip of land owned in fee for flag lots or width of the access easement for landlocked parcels shall not be less than the driveway width requirements of Section 27.64.025.

(B) A minimum 20-foot-wide strip of land owned in fee (i.e. flag lot 'pole') or 20-foot wide access easement shall be provided for all flag lots or landlocked parcels created through an Urban Lot Split where the length of the flag lot 'pole' or access easement is greater than 150 feet in length.

(2) Access to all new lots and/or units shall be compliant with the San Mateo Consolidated Fire District standard details and specifications for driveways and turnarounds.

(3) Easements for the adequate provision of public services and utilities and egress/ingress may be required.

(4) Proposed boundary lines shall be free of jogs in alignment, except where physical conditions and established property lines preclude the establishment of straight boundary lines, or such alignment would prohibit the creation of lots pursuant to this Article which are capable of being developed with two residential units that are at least 800 square-feet in size each.

(e) Other Development Standards.

(1) All development pursuant to this Article shall also be subject to additional development standards as outlined in Section 27.21.070(f) of this Chapter above.

Section 2. Subsection (c) of Section 27.66.020 of the San Mateo Municipal Code is amended as follows:

Individually Eligible and Contributor Buildings. For the purposes of this chapter, the terms "individually eligible building" shall mean those buildings as identified in the City of San Mateo General Plan, buildings which are on the National Register of Historic Places (NRHP) or California Register of Historical Resources (CRHP), or buildings determined to be individually eligible for listing on the NRHP or CRHP through documentation contained in a historic resources report. "Contributor building" shall mean those buildings identified as such and located within the Downtown Historic District as adopted by resolution of the City Council and identified in the City of San Mateo General Plan.

Section 3. Subsection (d) of Section 27.66.020 of the San Mateo Municipal Code is amended as follows:

For the purposes of this chapter, the terms "individually eligible building" and "contributor building" and "Downtown Historic District" shall mean those buildings and district identified as such by resolution of the City Council, identified in the City of San Mateo Downtown Specific Plan, or as determined to be listed or individually eligible for listing on the NRHP or CRHP through documentation contained in a historic resources report.

Section 4. Environmental Determination. In accordance with California Government Code Sections 65852.21(j) and 66411.7(n), the adoption of this ordinance implementing the provisions of Government Code sections 66411.7 and 65852.21 and regulating urban lot splits and two-unit development projects in single-family zoned areas is statutorily exempt from the requirements of the California Environmental Quality Act ("CEQA").

Therefore, the proposed amendment is statutorily exempt from CEQA in that the proposed amendments implement the new laws enacted by SB 9. Text amendments to Chapter 27.66 of the San Mateo Municipal Code to update the definition of individually eligible and contributor buildings to align with the General Plan is also exempt from CEQA, pursuant to Section 15061(b)(3), the common sense exemption, which provides a project is exempt from CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

Section 5. Severability. In the event any section, clause or provision of this ordinance shall be determined invalid or unconstitutional, such section, clause or provision shall be deemed severable and all other sections or portions hereof shall remain in full force and effect.

Section 6. Publication. This ordinance shall be published in summary in a newspaper of general circulation, posted in the City Clerk's Office, and posted on the City's website, all in accord with Section 2.15 of the City Charter.

Section 7. Legislative History and Effective Date. This ordinance was introduced on Clerk to complete., and adopted on Clerk to complete., and shall be effective 30 days after its adoption.

**CITY OF SAN MATEO
DRAFT ORDINANCE**

Add Chapter 27.21, “Two-Unit Development Overlay District” to Title 27 of the San Mateo Municipal Code to Provide for Regulations Concerning Two-Unit Residential Developments and Urban Lot Splits in Single Family Residential Zones and Amending Section 27.66 “Historic Preservation” for Consistency with the General Plan

WHEREAS, Senate Bill 9 (“SB 9”), which amended Section 66452.6 of the Government Code and added Sections 65852.21 and 66411.7 to the Government Code to allow for streamlined ministerial approval of two-unit development and urban lot splits within single-family zoned areas, was signed by the Governor of California on September 16, 2021; and

WHEREAS, the changes to the Government Code became effective on January 1, 2022; and

WHEREAS, SB 9 requires cities and counties, including the City of San Mateo, to ministerially approve a parcel map for an urban lot split and/or a proposed housing development containing a maximum of two primary residential units within a single-family residential zone, if the proposal meets certain statutory criteria; and

WHEREAS, SB 9 specifies that proposed projects and subdivisions cannot be proposed in prohibited locations under Government Code Section 65913.4(a)(6)(B)-(K) such as lands within an earthquake fault zone, federally designated flood plan, historic district or property, and high fire hazard severity zone as defined under state law; and

WHEREAS, SB 9 further restricts the standards and regulations that local agencies, including the City of San Mateo, may impose to only objective zoning, subdivision, and design standards that do not conflict with the statute and where those standards must not physically preclude a unit size of at least 800 square feet or qualifying urban lot split; and

WHEREAS, the City seeks to regulate development pursuant to SB 9 through the implementation of regulations concerning two-unit residential development and urban lot splits; and

WHEREAS, pursuant to Section 65852.21(j) and 66411.7(n) of the Government Code, a local agency may adopt an ordinance to implement SB 9; and

WHEREAS, adoption of this ordinance is not a project under the California Environmental Quality Act (CEQA) pursuant to California Government Code Section 65852.21(j) and Section 66411.7(n) relating to the implementation of SB 9; and

WHEREAS, the City’s Zoning Code is codified in Title 27 of the City of San Mateo Municipal Code; and

WHEREAS, the City wishes to make a revision to Section 27.66 to amend the definition of Individually Eligible Buildings for consistency with General Plan Policy C/OS 8.1 to clarify that a historic building also includes those buildings determined to be eligible for listing in the California Register of Historical Resources through documentation contained within a historic resources report; and

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NOW, THEREFORE, THE COUNCIL OF THE CITY OF SAN MATEO ORDAINS AS FOLLOWS:

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(d) “Department” means the Department of Community Development.

(e) “Existing Exterior Structural Wall” means and constitutes the original bottom plate and original top plate in its existing position, original studs (with the exception for new window framing), and capable of standing without support.

(f) “Flag or Panhandle Lot” means a parcel which includes a strip of land that is owned in fee that is used primarily for vehicular access from a public or private street to the major portion of the parcel. For the purposes of determining setbacks, the property line parallel to the primary right-of-way and part of the major portion of the parcel shall be the front property line. Maximum floor area ratio (FAR) shall be based on the gross square footage of the parcel.

(g) “High Quality Transit Corridor” means a corridor with fixed bus route service with service intervals no longer than 15 minutes during peak commute hours.

(h) “Major Transit Stop” means a site containing any of the following: (i) an existing rail or bus rapid transit station; (ii) a ferry terminal served by either a bus or rail transit service; or (iii) the intersection of two or more major bus routes with a frequency of service intervals of 15 minutes or less during the morning and afternoon peak commute periods.

(i) “Primary Unit” (also called a residential dwelling unit or residential unit) means a single-family residence or a residential dwelling unit within a multifamily residential development. A primary unit is distinct from an ADU or junior accessory dwelling unit (JADU), and may be a single-family residence (i.e. one primary unit) or a duplex (i.e. two primary units detached or attached).

(j) “SB 9 Dwelling Unit or SB 9 Unit” means a primary unit that is developed pursuant to the requirements of this Article, applicable San Mateo Municipal Code provisions, and Government Code Sections 65852.21 and 66411.7, as amended.

(k) “SB 9 Project or SB 9 Planning Application” means a project application submitted to the City in accordance with this Article, SB 9, and applicable San Mateo Municipal Code provisions to do one or more of the following:

(1) Split a qualifying single-family residentially zoned parcel into two lots; or

(2) Develop no more than two primary units on a single lot, or

(3) When a lot is subdivided, develop no more than two dwelling units, inclusive of ADUs and JADUs, on a single parcel.

(l) “Senate Bill 9 or SB 9” means the state law signed by the Governor into law on September 19, 2021 that amended Government Code Sections 65852.21 and 66411.7 to allow up to two primary units on and/or lot splits of qualifying single-family zoned parcels.

(m) “Substantial Removal” means the demolition of 50% or more of a structure's exterior walls (measured in linear feet) and/or roof (measured in square feet). Existing exterior walls that are converted to interior walls shall be counted as walls to be demolished. For the purposes of this Chapter, substantial removal for a roof shall not apply to permit applications for re-roofing where roof pitch alterations do not exceed an increase in height of more than two (2) feet as measured at the highest point or where a SB 9 planning application has been submitted as part of the proposed improvements. Doors, including garage doors, entry doors, and sliding glass doors, shall not be included in the percentage calculation of an existing structure's

exterior walls. This section shall not apply to an accessory building or to a residence that has been declared a public nuisance under this Code.

(n) “Sufficient to Allow Separate Conveyance” means that connected or adjacent units can be sold separately if they conform to condominium standards to allow for the adequate transfer of title, ownership, rights, and interests in the property from one entity to another.

(o) “Urban Lot Split” means a subdivision of an existing legal single-family zoned parcel into no more than two separate single-family zoned parcels that meet all of the criteria and standards set forth in this Chapter, applicable objective standards of San Mateo Municipal Code Chapter 26, and Government Code Sections 65852.21 and 66411.7, as amended.

27.21.030 Rules of Procedure

Except as otherwise outlined below, the applicable rules of procedure contained in Chapter 27.08 shall apply to all SB 9 planning applications. Where there is a conflict, standards in this Chapter shall prevail.

(a) Planning Application Submittal. An SB 9 planning application, on the form(s) prescribed by the Department, for either an attached or detached unit(s) and/or urban lot splits, shall be submitted for all development pursuant to the provisions of this Chapter.

(1) An applicant may file concurrent planning applications under this Chapter for one or two-unit development and an urban lot split.

(2) Processing of Applications. Unless an SB 9 application is submitted pursuant to Section 27.21.035 of this Chapter, SB 9 application(s) shall be processed as prescribed in Section 27.08.040 of the San Mateo Municipal Code, except that these applications shall be considered ministerially with no public hearing.

(b) Informational Notice. Upon receipt of an SB 9 planning application, and once the project is deemed complete, the City shall provide an informational notice that an SB 9 application has been filed with the City to all property owners and tenants within a 500-foot radius of the subject parcel and to the applicable neighborhood association(s) in accordance with the noticing procedures adopted by the Department.

(c) Ministerial Permit Approval. If an SB 9 planning application complies with the provisions of this Chapter, a ministerial, non-discretionary permit shall be issued. Notwithstanding anything contrary in this code, the issuance of a ministerial SB 9 Two-Unit Development permit and/or a SB 9 Urban Lot Split permit is not appealable.

(d) Submittal Requirements. In addition to the requirements of [Section 27.08.010\(c\)](#), each application shall be accompanied by all of the following:

(1) Application Forms. Completed SB 9 planning application forms as prescribed by the Department;

(2) Property Ownership. Verification of property ownership in the form of a preliminary title report that is no more than a year old, showing the current owners of the property, the names of record owners of the land, and all existing easements and other reservations, restrictions, or covenants; and

(3) Legal Description. An accurate legal description of the property and any resultant lots in the case of an urban lot split application; and

(4) Plans. Scaled and accurate plans to include required applicable information as outlined in the Planning Application and/or Urban Lot Split Submittal Requirements checklists; and

(5) Affidavit. A completed property owner tenant disclosure affidavit and acknowledgement that the application meets SB 9 eligibility requirements.

(6) Findings. Findings of Approval. An SB 9 application not submitted pursuant to Section 27.21.0435 of this Chapter shall be approved ministerially if the Zoning Administrator or designee makes all the following findings:

(A) The parcel is within the Two-Unit Overlay District and meets all qualifying criteria as outlined in this Chapter;

(B) The development meets all applicable objective standards contained in and required by the General Plan, San Mateo Municipal Code or other City adopted plan;

(C) The development does not adversely affect matters regarding police protection, crime prevention, and security because it adheres to the objective standards of Chapter 23.54;

(D) The proposed SB 9 unit(s) is consistent with all applicable SB 9 objective design standards of the Two-Unit Overlay District

(7) Findings of Denial. An SB 9 application shall be denied if the Building Official makes written findings, based upon a preponderance of evidence, that:

(A) The proposed housing development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, as amended, of the Government Code, upon public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact(s).

27.21.040 Recordation of Deed Restriction

A deed restriction shall be submitted in a form approved by the City and recorded to run with the land for all development pursuant to this Article as indicated below:

(a) Prior to the issuance of any building permit(s), development pursuant to this Chapter shall require a deed restriction to be recorded requiring a prohibition of the establishment of short- term rentals and a

requirement that a rental or lease of any dwelling unit created pursuant to this Chapter shall be for a period of at least 30 consecutive days.

27.21.045 Discretionary Review as Alternative to Ministerial Approval

Projects that do not meet the provisions of this Chapter shall be subject to either a Single-Family Dwelling Design Review (SFDDR) or Site Plan and Architectural Review (SPAR) discretionary review process.

(a) In no case shall an application for discretionary review:

(1) Propose to increase FAR above that permitted by the underlying zoning district, except to the extent allowed by state law; or

(2) Propose to further subdivide a parcel that had been established through a previous urban lot split pursuant to Government Code Sections 65852.21 and 66411.7, as amended; or

(3) Propose to increase the maximum number of permitted dwelling units; or

(4) Propose a parcel size smaller than 1,200 sq. ft.; or

(5) Propose less than one parking space per unit unless otherwise allowed per Section 27.21.070 of this Chapter.

27.21.050 Lands Not Subject to the Two-Unit Development Residential Overlay District

The following lands classified as R1-A, R1-B, and R-C are not subject to the Two-Unit Development Overlay District:

(a) Any parcel that would require the demolition or alteration of any of the following housing types:

(1) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low incomes; or,

(2) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; or,

(3) Housing that has been occupied by a tenant within the last three years; or,

(4) A parcel(s) on which an owner of residential real property has exercised the owner's rights under Government Code Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 (Ellis Act) to withdraw accommodations from rent or lease within 15 years prior to an SB 9 application submittal.

(b) On any parcel designated an historic district or property, or located in a resource or hazard area such as high fire areas, wetlands, fault zones, hazardous waste sites or lands under conservation easements per Government Code Sections 65913.4(a)(6)(B-K), as amended.

27.21.060 Limitations

For properties that develop a project pursuant to this overlay, the following limitations apply:

(a) A maximum of four units, with a maximum of two primary dwelling units (attached or detached), except as outlined in Article II below.

(b) Limitation on Rental.

(1) Short Term Rentals Prohibited. No dwelling unit created pursuant to this Chapter shall be rented for a period of less than 30 consecutive days as a short-term rental as set forth in Chapter 5.66. Rentals longer than 30 consecutive days are permitted.

(c) Limitation on Sale.

(1) If two or more primary units exist on a single parcel, they shall not be sold separately until an urban lot split application has been approved by the City and a final parcel map recorded.

(d) Limitation on Use.

(1) Lots created pursuant to Article II of this Chapter shall be limited to residential uses only.

27.21.070 Two-Unit Development Standards

SB 9 units, as defined in this Chapter, shall comply with the following development standards:

(a) Demolition Limits. SB 9 projects that do not involve an urban lot split are subject to the following:

(1) Demolition of less than 50% of a structure's exterior structural walls or roof shall be subject to a ministerial review process.

(2) Demolition of 50% or more of a structure's exterior structural walls or roof may be permitted subject the Alternative Discretionary Review process listed in Section 27.21.0435 of this Chapter and issuance of a Special Use Permit for the substantial removal of the existing structure pursuant to Section 27.18.035 of the San Mateo Municipal Code.

(b) Maximum Floor Area Ratio. The maximum Floor Area Ratio (FAR) for all structures on site shall be determined by the underlying zoning district with the following exceptions:

(1) Application of development standards of the underlying zoning district shall not preclude the construction of up to two primary dwelling units nor physically preclude either of the two units from being at least 800 square feet in floor area.

(2) SB 9 unit(s) in excess of 800 square feet shall be subject to a Single-Family Dwelling Design Review (SFDDR) or Site Plan and Architectural Review (SPAR) discretionary review process and shall be governed by the maximum floor area established by the underlying zoning district.

(3) In instances where the existing floor area allowance of a lot has been fully utilized, an SB 9 unit of up to 800 square feet in size with at least 4-foot side and rear yard setbacks and up to 16-feet in height shall be permitted, unless the proposed development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, as amended, of the Government Code, upon public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact(s).

(c) Height. The specific height maximums outlined below are applicable to all zoning districts subject to the Two-Unit Development Overlay District:

(1) Attached SB 9 Units. The maximum building height is 24 feet to top of plateline and 32 feet to roof peak as measured from existing grade.

(2) Detached SB 9 Units. Maximum building height is 16 feet to top of plateline and 24 feet to roof peak as measured from existing grade.

(d) Setbacks. SB 9 unit(s) shall have setbacks as follows:

(1) Front Setback. A minimum setback from the front lot line, as required by the lot's underlying zoning district.

(2) Side and Rear Setbacks. A minimum setback of four (4) feet shall be required from the side and rear lot lines.

(3) No setback shall be required for an existing legally permitted structure that is converted into an SB 9 unit or a structure constructed in the same location and to the same dimensions as an existing legally permitted structure.

(e) Parking.

(1) General Requirements. There shall be a minimum of one standard size off-street parking space (either uncovered or covered) for each SB 9 unit. All parking, whether required or voluntary, shall be located entirely on the same lot as the dwelling unit it serves and shall conform to the size requirements of the City's "Standard Drawings and Specifications" as adopted by resolution of the City Council and on file with the Department of Public Works. Covered parking shall meet all applicable setbacks of the underlying zoning district.

(2) Exemptions. No off-street parking shall be required for an SB 9 unit in the following instances:

(A) The parcel is located within one-half mile walking distance of a high-quality transit corridor, as defined in Public Resources Code Section 2155(b); as amended; or

(B) The parcel is located within one-half mile walking distance of a major transit stop, as defined in Public Resources Code Section 21064.3(e), as amended; or,

(C) The parcel is located within one block of a car share facility.

(f) Objective Design Standards.

(1) New residential construction of primary units subject to streamlined ministerial approval shall comply with the Interim Objective Design Standards as adopted by City Council resolution and as may be amended from time to time by further City Council resolution.

(g) Other Development Standards.

(1) All development pursuant to this Chapter shall also be subject to the requirements of the California Building Code, Fire Code and local fire sprinkler ordinance requirements.

(2) All objective standards of the underlying zoning district, Chapters 27 and 23 and other relevant Chapters of the San Mateo Municipal Code shall apply. If such standards conflict with this Chapter, the standards in this Chapter shall prevail. In no instance shall any objective building or design standard preclude the development of at least two primary dwelling units of at least 800 square feet each in size, unless the development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, as amended, of the Government Code, upon public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact(s).

Article II- Urban Lot Splits

27.21.100 Purpose

The purpose of this Article is to implement SB 9, establish objective standards and regulate qualified Urban Lot Splits and development in accordance with state law. Article II shall be implemented and interpreted in conjunction with Article I of this Chapter, California Government Code Sections 65852.21 and 66411.7, San Mateo Municipal Code Chapter 23.40 and Titles 26 and 27, and any other relevant San Mateo Municipal Code section or other City adopted plan.

27.21.110 Rules of Procedure

Urban Lot Split Development. In addition to the rules of procedure listed in Section 27.21.030 of Article I above, an Urban Lot Split application shall also conform with the following:

(a) Submittal Requirements:

(1) Full Site Survey. A full site boundary survey stamped and signed by a Land Surveyor licensed by the State of California. A topographic and boundary survey shall be required for all properties with grades over 15%.

(2) Parcel Map. A parcel map pursuant to Chapter 26 of the San Mateo Municipal Code showing the proposed Urban Lot Split.

(3) Affidavit. A completed owner occupancy affidavit and acknowledgement that the property meets Urban Lot Split eligibility requirements outlined in Section 27.21.050 and that the owner of the property intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of the approved Urban Lot Split and recordation of the Final Map.

(A) Exception. This requirement shall not apply to an applicant that is a community land trust as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or if the applicant is a qualified nonprofit corporation as described in Section 214.15 of the Revenue and Taxation Code.

(b) Final Parcel Map. Upon an Urban Lot Split application approval, the applicant shall prepare, file, and record a final parcel map with the Department of Public Works pursuant to Article II of Section 26.56 of the San Mateo Municipal Code.

(c) Dedications and Improvements. Unless required to accommodate an urban lot split or provide access to a parcel, no dedications of rights-of-ways or the construction of offsite improvements for parcels created pursuant to this Article shall be required as a condition of approval.

(d) Findings. To approve an Urban Lot Split application, the Zoning Administrator shall make the findings listed in Section 27.21.030 of Article I above, in addition to the following findings:

(1) The parcel being subdivided was not established through a prior SB 9 urban lot split application.

(2) The Urban Lot Split conforms to all applicable objective requirements of the Subdivision Map Act (Division 2 commencing with Section 66410), except as otherwise provided in this Section.

(3) The parcel being subdivided is not adjacent to another parcel where either the owner of the parcel proposing to be subdivided or any person acting in concert with said owner has previously subdivided the adjacent parcel using the provisions of SB 9.

27.21.120 Recordation of Deed Restriction

A deed restriction shall be submitted in a form approved by the City and recorded to run with the land for all development pursuant to this Article as indicated below:

(a) A prohibition of non-residential uses on any lot created pursuant to this Chapter;

(b) A prohibition of the establishment of short-term rentals and a requirement that a rental or lease of any dwelling unit created pursuant to this chapter shall be for a period of at least 30 consecutive days.

(c) A prohibition against further subdivision of the parcel using the Urban Lot Split procedures in this Chapter and pursuant to Government Code Section 65852.21 and 66411.7, as amended;

27.21.130 Lands Not Eligible for Urban Lot Splits

The following lands classified as R1-A, R1-B, and R1-C are not eligible for an Urban Lot Split under this Article, if the parcel meets either of the following:

(a) Any parcel that was established through prior approval of an Urban Lot Split subdivision as provided for in this Article; or

(b) Any parcel proposed to be subdivided that is adjacent to another parcel where either the owner of the parcel proposing to be subdivided or any person acting in concert (as defined in Section 27.21.020(b)) with said owner has previously subdivided the adjacent parcel using the provisions of this Article.

27.21.140 Urban Lot Split Development Standards

Development standards shall be applied to each parcel individually. Each parcel created by an Urban Lot Split shall conform to the Two-Unit Development Standards in Section 27.21.070 and Chapter 26 of the San Mateo Municipal Code except as otherwise listed below.

(a) Demolition. The demolition of 50% or more a structure's exterior structural walls or roof shall require the issuance of a ministerial Special Use Permit for the substantial removal of the existing structure pursuant to the applicable sections of Section 27.18.035 of the Municipal Code.

(b) Number of Units. On a lot established through an Urban Lot Split pursuant to Government Code 66411.7, a maximum of two dwelling units shall be allowed per resultant parcel. In no case shall more than two dwelling units on a single lot in any otherwise allowed combination of primary units, SB 9 units, ADUs and/or JADUs be permitted.

(c) Parcel Map and Configuration.

(1) Number of Parcels. The parcel map shall create no more than two new parcels.

(2) Parcel Size.

(A) Each newly created parcel shall be of approximately equal areas. The smallest subdivided parcel shall not be less than forty percent (40%) of the lot area of the original parcel proposed for subdivision.

(B) Each newly created parcel shall be at least 1,200 square feet in gross area.

(d) Access and Driveways.

(1) Parcels resulting from an Urban Lot Split shall have access to, provide access to, or adjoin the public right-of-way through their frontage, access corridor, or access easement(s).

(A) A minimum 10-foot-wide strip of land owned in fee (i.e. flag lot 'pole') or 10- foot wide access easement shall be provided for all flag lots or landlocked parcels created through an

Urban Lot Split. The width of the strip of land owned in fee for flag lots or width of the access easement for landlocked parcels shall not be less than the driveway width requirements of Section 27.64.025.

(B) A minimum 20-foot-wide strip of land owned in fee (i.e. flag lot 'pole') or 20-foot wide access easement shall be provided for all flag lots or landlocked parcels created through an Urban Lot Split where the length of the flag lot 'pole' or access easement is greater than 150 feet in length.

(2) Access to all new lots and/or units shall be compliant with the San Mateo Consolidated Fire District standard details and specifications for driveways and turnarounds.

(3) Easements for the adequate provision of public services and utilities and egress/ingress may be required.

(4) Proposed boundary lines shall be free of jogs in alignment, except where physical conditions and established property lines preclude the establishment of straight boundary lines, or such alignment would prohibit the creation of lots pursuant to this Article which are capable of being developed with two residential units that are at least 800 square-feet in size each.

(e) Other Development Standards.

(1) All development pursuant to this Article shall also be subject to additional development standards as outlined in Section 27.21.070(f) of this Chapter above.

~~**Section 2. Interim Objective Design Standards.** New residential construction of primary units subject to streamlined ministerial approval shall comply with the Interim Objective Design Standards as adopted by City Council resolution and as may be amended from time to time by further City Council resolution.~~

~~**Section 3.**~~**Section 2.** Subsection (c) of Section 27.66.020 of the San Mateo Municipal Code is amended as follows:

Individually Eligible and Contributor Buildings. For the purposes of this chapter, the terms "individually eligible building" shall mean those buildings as identified in the City of San Mateo General Plan, buildings which are on the National Register of Historic Places (NRHP) or California Register of Historical Resources (CRHP), or buildings determined to be individually eligible for listing on the NRHP or CRHP through documentation contained in a historic resources report. "Contributor building" shall mean those buildings identified as such and located within the Downtown Historic District as adopted by resolution of the City Council and identified in the City of San Mateo General Plan.

~~**Section 4.**~~**Section 3.** Subsection (d) of Section 27.66.020 of the San Mateo Municipal Code is amended as follows:

For the purposes of this chapter, the terms "individually eligible building" and "contributor building" and "Downtown Historic District" shall mean those buildings and district identified as such by resolution of the City

Council, identified in the City of San Mateo Downtown Specific Plan, or as determined to be listed or individually eligible for listing on the NRHP or CRHP through documentation contained in a historic resources report.

~~Section 5.~~**Section 4. Environmental Determination.** In accordance with California Government Code Sections 65852.21(j) and 66411.7(n), the adoption of this ordinance implementing the provisions of Government Code sections 66411.7 and 65852.21 and regulating urban lot splits and two-unit development projects in single-family zoned areas is statutorily exempt from the requirements of the California Environmental Quality Act ("CEQA"). Therefore, the proposed amendment is statutorily exempt from CEQA in that the proposed amendments implement the new laws enacted by SB 9. Text amendments to Chapter 27.66 of the San Mateo Municipal Code to update the definition of individually eligible and contributor buildings to align with the General Plan is also exempt from CEQA, pursuant to Section 15061(b)(3), the common sense exemption, which provides a project is exempt from CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

~~Section 6.~~**Section 5. Severability.** In the event any section, clause or provision of this ordinance shall be determined invalid or unconstitutional, such section, clause or provision shall be deemed severable and all other sections or portions hereof shall remain in full force and effect.

~~Section 7.~~**Section 6. Publication.** This ordinance shall be published in summary in a newspaper of general circulation, posted in the City Clerk's Office, and posted on the City's website, all in accord with Section 2.15 of the City Charter.

~~Section 8.~~**Section 7. Legislative History and Effective Date.** This ordinance was introduced on Clerk to complete., and adopted on Clerk to complete., and shall be effective 30 days after its adoption.



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 5

Section Name: CONSENT CALENDAR

Account Number: 72-467

File ID: 22-6564

TO: City Council

FROM: Drew Corbett, City Manager

PREPARED BY: Public Works Department

MEETING DATE: October 3, 2022

SUBJECT:
Wastewater Treatment Plant Mosquito Abatement – Agreement

RECOMMENDATION:

Approve a three-year agreement with the San Mateo County Mosquito and Vector Control District for mosquito monitoring and abatement at the Wastewater Treatment Plant in an amount not-to-exceed \$40,000, and authorize the Public Works Director to execute the agreement in substantially the form presented and issue any change orders within the agreement amount.

BACKGROUND:

The San Mateo County Mosquito and Vector Control District (District) provides countywide mosquito abatement services to the public as a public health service. The District operates pursuant to the statutory laws relating to mosquito abatement and pest abatement districts in California Health and Safety Code, Division 3, Chapter 1, Sections 2060-2910, inclusive.

The Wastewater Treatment Plant poses a potential risk for mosquito breeding. The proposed Abatement Services Agreement is for mosquito surveillance and control activities by the District at the Wastewater Treatment Plant that cannot be handled within the normal scope of the District's programs.

Pursuant to San Mateo Municipal Code section 3.60.050(g), contracts with other governmental agencies are exempt from the City's purchasing ordinance. However, pursuant to City policy, intergovernmental contracts require City Council approval. Therefore, staff recommends the City Council approve a three-year agreement, through fiscal year 2024-25, with the District for mosquito monitoring and abatement services at the Wastewater Treatment Plant in an amount not to exceed \$40,000.

BUDGET IMPACT:

Sufficient funds are available in the Wastewater Treatment Plant Operating budget to cover the costs of the agreement.

ENVIRONMENTAL DETERMINATION:

This agreement is categorically exempt from CEQA as an "existing facility," because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Agreement

STAFF CONTACT

Alonso Barahona, Management Analyst II

abarahona@cityofsanmateo.org

650 522 7334

Matt Fabry, Deputy Director

mfabry@cityofsanmateo.org

650 522 7309



**SAN MATEO COUNTY
MOSQUITO & VECTOR
CONTROL DISTRICT**

Protecting public health since 1916

1351 Rollins Road
Burlingame, CA 94010

phone (650) 344-8592
fax (650) 344-3843

www.smcmvcd.org

June 6, 2022

City of San Mateo, Department of Public Works
ATTN: Azalea Mitch
330 W 20th Ave.
San Mateo, CA 94403

Subject: Mosquito Abatement Services Agreement FY2022-2023, 2023-2024, and 2024-2025

Dear Ms. Mitch,

Enclosed is the "Abatement Services Agreement" between our agencies for mosquito surveillance and control activities by the District for the wastewater treatment plant of San Mateo.

The "Abatement Services Agreement" is designed to support unique mosquito control problems that cannot be handled within the normal scope of this District's programs. It should be clearly understood that the residents of San Mateo would continue to receive the same previous level of public health service, in addition to the extra service provided by this agreement. As part of an integrated mosquito control plan, District personnel will conduct surveillance using Co2 baited traps and other traditional mosquito field sampling methods at your location. Surveillance information will be used to develop a unique mosquito control strategy that may include the application of pesticides. Any questions regarding the treatment program should be directed to Casey Stevenson, Operations Director.

This District operates pursuant to the statutory laws relating to mosquito abatement and pest abatement districts in California Health and Safety Code, Division 3, Chapter 1, Sections 2060 - 2910 inclusive. Please sign, date and return the original copy of the "Abatement Services Agreement" to the San Mateo County Mosquito and Vector Control District as soon as possible.

Sincerely,

Brian Weber
District Manager

ABATEMENT SERVICES AGREEMENT

The SAN MATEO COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT (“District”) and CITY OF SAN MATEO WASTEWATER TREATMENT PLANT (“Owner”) agree as follows:

1. The District will perform abatement services for the Owner’s problem site as described below. The District will, as reasonably necessary, develop and implement mosquito surveillance and control activities with appropriate material and equipment.
2. Problem site: Wastewater Treatment Plant at 2050 Detroit Dr, San Mateo.
3. Owner shall reimburse District at a rate of \$70.43* per man-hour for inspection and/or treatment work, along with the cost of District-supplied materials. Man-hours will include setting and inspection of CO2 trap devices on or around problem site.

Approx.: 8 Months 2 people 2 hours each week
Approx.: 4 Months 1 person 2 hours every three weeks
Approx.: 3 – 20 Gal BVA2 @ approx. \$9.50 gal
4. District personnel will advise the property owner if mosquito breeding habitat can be eliminated without the use of pesticides (i.e.: water circulation, fish stocking, sealing entry/exit points). If non-pesticide methods cannot be identified or the suggested actions fail, District personnel will employ control measures using public health pesticides that may include materials that kill adult mosquitoes (adulticides). Use of the appropriate material will be based on surveillance results and any additional information acquired by Mosquito and Vector Control staff. 24-hour notice prior to adulticiding will be provided to Plant Management.
5. The occurrence of any unusual problems that would require additional manpower, equipment and materials, will necessitate a change order as an addendum to this agreement. It is understood that any changes would be mutually agreed to prior to the initiation of the order. All additional costs related to change orders would be negotiated separately.
6. Owner will pay for such services within 30 days of receipt of each bill.
7. This agreement shall be effective July 1, 2022 through June 30, 2025. Either party may terminate the agreement upon 30 days’ written notice to the other party.
8. During the term of this agreement both contracting parties specifically waive the right to use the abatement procedures set forth in Health and Safety Code Sections 2060 through 2067, inclusive.

IN WITNESS WHEREOF, the parties execute this Agreement this ____ day of _____, 2022.

San Mateo County Mosquito and Vector Control District
1351 Rollins Road
Burlingame, California 94010

By: _____
Name Title

Azalea Mitch
City of San Mateo, Department of Public Works
330 20th Ave
San Mateo CA 94404

By: _____
Name Title



CITY OF SAN MATEO

City Hall
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San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 6

Section Name: CONSENT CALENDAR

Account Number: 10-151:

File ID: 22-6619

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: City Clerk's Office
MEETING DATE: October 03, 2022
SUBJECT:
City of San Mateo Conflict of Interest Code – 2022 Biennial Update

RECOMMENDATION:

Adopt a Resolution to update the City of San Mateo's conflict of interest code to account for the addition, deletion, and modification of positions listed as "designated employees."

BACKGROUND:

The Political Reform Act of 1974 requires, among other things, that local government agencies adopt and maintain a conflict of interest code. Like most cities, the City of San Mateo many years ago adopted a "model" conflict of interest code prepared by the Fair Political Practices Commission. The model code establishes the substantive requirements relating to the disclosure of financial interests and the requirements for disqualification from participation in decisions in which City employees and other officials might have a private, financial interest. Cities adopting the model code need only adopt a list designating those employees subject to the conflict of interest code's financial interest disclosure requirements and specifying the scope of interests those designated employees must disclose.

In addition to imposing the requirement to adopt a local code including the listing of designated employees, the Political Reform Act requires cities to review their codes on at least a biennial basis (to be conducted each even numbered year) to ensure that the code reflects the organization's current staffing.

A review of the City of San Mateo's conflict of interest code revealed that revisions were required due to the addition of positions not previously listed, and the deletion of positions that have been eliminated or which do not meet the decision-making threshold to necessitate the need to file. The exhibit attached to the resolution included with this report reflects these changes.

The list of designated employees and officials does not include council members, planning commissioners, the city manager, the city attorney, and the finance director. These positions are not listed in the local code because they are already required by state law to disclose their financial interests.

BUDGET IMPACT:

There is no budget impact with this item.

ENVIRONMENTAL DETERMINATION:

This item is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Resolution

Att 2 - Conflict of Interest Code Track Changes Post 2020 Biennial Review to Current 2022 Biennial Review

STAFF CONTACT

Alesha Boyd, Management Analyst I

aboyd@cityofsanmateo.org

(650) 522-7043

**CITY OF SAN MATEO
RESOLUTION NO. __ (2022)**

**UPDATING THE LIST OF DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES FOR THE
CITY OF SAN MATEO CONFLICT OF INTEREST CODES**

WHEREAS, the City has adopted a conflict of interest codes designating certain positions that must disclose financial interests in conformance with state law; and

WHEREAS, state law requires that local conflicts of interest codes be updated to stay current with changes in staffing; and

WHEREAS, the City has conducted its biennial review and has determined that the existing codes must be amended to reflect staffing changes.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO HEREBY RESOLVES AS FOLLOWS:

1. The list of designated positions and the disclosure categories for each position, as shown in the attached Exhibit A, is approved.
2. The scope of disclosure categories, described in the attached Exhibit B, is approved.

EXHIBIT A

LIST OF DESIGNATED EMPLOYEES

[illegible]

FINANCE	
Accounting Manager	2
Budget Analyst	2
Budget Manager	2
Deputy Finance Director	1
Management Analyst I/II	2
Payroll Supervisor	2
Senior Management Analyst	2
HUMAN RESOURCES	
Human Resources Director	1
Senior Human Resources Analyst	2
Senior Risk Management Analyst	2
INFORMATION TECHNOLOGY	
Consulting and Applications Manager	2
Director of Information Technology	1
GIS Coordinator	2
Systems and Network Manager	2
Technical Support Supervisor	2
LIBRARY	
City Librarian	1
Deputy City Librarian	1
Senior Management Analyst	2
Supervising Librarian	2
Supervising Library Assistant	2
PARKS AND RECREATION	
Business Manager	2
Community Services Manager	1
Community Services Section Manager	2
Community Services Supervisor	2
Deputy Director of Parks and Recreation	1
Golf Course Maintenance Supervisor	2
Golf Service Manager	1
Managing Arborist	1
Park and Landscape Manager	1
Park and Landscape Supervisor	1
Parks and Recreation Director	1
Park Planning Administrator	1
Project Manager	1

POLICE	
Captain	1
Chief of Police	1
Communications and Public Relations Analyst	2
Business Manager	1
Deputy Chief of Police	1
Facilities Coordinator	2
Management Analyst I/II	2
Lieutenant	1
Police Technical Services Administrator	1
Senior Business Systems Analyst	2
PUBLIC WORKS	
Building Maintenance Supervisor	1
Business Manager	2
Communications and Public Relations Analyst	1
Deputy Public Works Director	1
Engineering Manager	1
Facilities and Fleet Services Manager	1
Field Maintenance Manager	1
Fleet Services Supervisor	1
Management Analyst I/II	2
Parking Manager	1
Principal Transportation Planner	1
Project Manager	1
Project Manager II	1
Public Works Director	1
Public Works Supervisor	1
Regulatory Compliance Manager	1
Senior Engineer	1
Senior Management Analyst	2
Waste Management Supervisor	1
Wastewater Treatment Plant Maintenance Superintendent	2
Wastewater Treatment Plant Operations Superintendent	2
Wastewater Treatment Plant Manager	1
CITY WIDE	
New Positions ¹	
Consultants ²	

1. Persons appointed to new positions shall file statements in accordance with Disclosure Category 1, unless the city manager has determined and verified that a more limited disclosure is appropriate.
2. Consultants, as the term is defined in Section 18700.3 of Title 2, Div. 6 of the California Code of Regulations, shall file statements in accordance with Disclosure Category 1, unless the city manager has determined and verified that a more limited disclosure is appropriate.

EXHIBIT B

DISCLOSURE CATEGORIES

Disclosure Category

1. All investment and business positions in business entities, sources of income and interests in real property located or doing business in the City of San Mateo.¹
2. Investment and business positions in business entities and all sources of income located or doing business in the City of San Mateo.
3. Interests in real property located in the City of San Mateo.²

Attachment 2
Conflict of Interest Code Track Changes
Post 2020 Biennial Review to Current 2022 Biennial Review

POSITIONS	DISCLOSURE CATEGORY
CITY ATTORNEY Assistant City Attorney	1
CITY CLERK City Clerk Deputy City Clerk Management Analyst I/II	1 2 2
CITY MANAGER Assistant City Manager Communications Manager Economic Development Manager Management Analyst II Sustainability Analyst	1 1 1 1 1
COMMUNITY DEVELOPMENT Assistant Planner Associate Planner Building Inspector Building Official Business System Analyst I/II Code Enforcement Manager Code Enforcement Officer I/II Community Development Director Deputy Community Development Director Development Review Technician I/II Housing and Neighborhood Services Manager Inspection Supervisor Management Analyst Per Diem Development Review Arborist Permit Center Supervisor Plan Checker I/II/Engineer Plan Check Supervisor Planning Manager Principal Planner Principal Planner/Zoning Administrator Project Manager II Senior Business Systems Analyst Senior Building Inspector Senior Code Enforcement Officer Senior Development Review Technician Senior Management Analyst Senior Planner	 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 2 1 1 1 1 1

FINANCE	
Accounting Manager	2
Budget Analyst	2
Budget Manager	2
<u>Deputy Finance Director</u>	<u>1</u>
Finance Director	1
Management Analyst I/II	2
Payroll Supervisor	2
<u>Senior Management Analyst</u>	<u>2</u>
Purchasing Coordinator	2
Treasury and Debt Manager	2
HUMAN RESOURCES	
Deputy Human Resources Director	1
Human Resources Director	1
Senior Human Resources Analyst	2
Senior Risk Management Analyst	2
INFORMATION TECHNOLOGY	
Consulting and Applications Manager	2
Director of Information Technology	1
GIS Coordinator	2
Systems and Network Manager	2
Technical Support Supervisor	2
LIBRARY	
City Librarian	1
Deputy City Librarian	1
Senior Management Analyst	2
Supervising Librarian	2
Supervising Library Assistant	2
PARKS AND RECREATION	
Business Manager	2
Community Services Manager	1
Community Services Section Manager	2
Community Services Supervisor	2
Deputy Director of Parks and Recreation	1
Golf Course Maintenance Supervisor	2
Golf Service Manager	1
Managing Arborist	1
Park and Landscape Manager	1
<u>Park and Landscape Supervisor</u>	<u>1</u>
Parks and Recreation Director	1
Park Planning Administrator	1
Project Manager	1

POLICE	
Captain	1
Chief of Police	1
<u>Communications and Public Relations Analyst</u>	<u>2</u>
Business Manager	1
Deputy Chief of Police	1
Facilities Coordinator	2
Lieutenant	1
<u>Management Analyst I/II</u>	<u>2</u>
<u>Police Technical Services Administrator</u>	<u>1</u>
Records and Communications Manager	2
Senior Business Systems Analyst	2
Vehicle Abatement Officer	2
PUBLIC WORKS	
Building Maintenance Supervisor	1
Business Manager	2
<u>Communications and Public Relations Analyst</u>	<u>1</u>
Deputy Public Works Director	1
Engineering Manager	1
Facilities and Fleet Services Manager	1
Field Maintenance Manager	1
Fleet Services Supervisor	1
Management Analyst I/II	2
Parking Manager	1
Principal Transportation Planner	1
Project Manager	1
Project Manager II	1
Public Works Director	1
Public Works Supervisor	1
Regulatory Compliance Manager	1
Senior Engineer	1
Senior Management Analyst	2
Waste Management Supervisor	1
Wastewater Treatment Plant Maintenance Superintendent	2
Wastewater Treatment Plant Operations Superintendent	2
Wastewater Treatment Plant Manager	1
CITY WIDE	
New Positions ¹	
Consultants ²	

1. Persons appointed to new positions shall file statements in accordance with Disclosure Category 1, unless the city manager has determined and verified that a more limited disclosure is appropriate.
2. Consultants, as the term is defined in Section 18700.3 of Title 2, Div. 6 of the California Code of Regulations, shall file statements in accordance with Disclosure Category 1, unless the city manager has determined and verified that a more limited disclosure is appropriate.



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 7

Section Name: CONSENT CALENDAR

Account Number: 10-231:

File ID: 22-6604

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Human Resources Department
MEETING DATE: October 3, 2022
SUBJECT:
COVID-19 Supplemental Paid Sick Leave Benefit Extension

RECOMMENDATION:

Adopt a Resolution to continue California Senate Bill 114 COVID-19 Supplemental Paid Sick Leave (SPSL) benefits past the bill's expiration date of September 30, 2022 through December 31, 2022.

BACKGROUND:

Effective February 19, 2022, California Senate Bill 114 (SB 114) reauthorized the right for employees to take special paid leave if they were unable to work (or telework) due to certain COVID-19 qualifying situations from January 1, 2022 through September 30, 2022. SB 114 was retroactive to January 1, 2022, and replaced the City's extension of the original Supplemental Paid Sick Leave (SPSL), which was scheduled to expire on March 31, 2022. SB 114 is set to expire on September 30, 2022, which would end the requirement for the City to offer SPSL for employees, meaning employees would be required to use their own sick leave or other personal accrued time off.

Should extended use of SPLS not be granted, the City anticipates an increase in workers' compensation claims based on the fact that California's Senate Bill 1159 allows COVID-19 to be considered work related. Because the City is a standalone self-insured entity, all the money spent on the Workers' Compensation claims are the City's funds. Covering an employee's lost time directly through payroll using SPLS or through the workers' compensation claim, the City is funding the employee's lost time. However, should the City not extend the SPSL, the City would incur the additional costs of the employees seeking medical attention and the impact of significant additional Workers' Compensation claims on our rating when seeking renewal of Excess Policy for our workers' compensation program.

BUDGET IMPACT:

There is no fiscal impact related to the adoption of this resolution.

ENVIRONMENTAL DETERMINATION:

This action is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Resolution

STAFF CONTACT

Teresa Abrahamsohn, Director of Human Resources
tabrahamsohn@cityofsanmateo.org
650.522.7276

CITY OF SAN MATEO
RESOLUTION NO. ____ (2022)

COVID-19 SUPPLEMENTAL PAID SICK LEAVE EXTENSION

WHEREAS, effective February 19, 2022, California Senate Bill 114 reauthorized the right for employees to take special paid leave if they were unable to work (or telework) due to certain COVID-19 qualifying situations from January 1, 2022, through September 30, 2022; and

WHEREAS, Senate Bill 114 is set to expire on September 30, 2022, which would end the requirement for the City to offer Supplemental Paid Sick Leave (SPSL) for employees, meaning employees would be required to use their own sick leave or other personal accrued time off; and

WHEREAS, should extended use of SPSL benefits not be granted, the City anticipates an increase in workers' compensation claims based on the fact that California's Senate Bill 1159 allows COVID-19 to be considered work related; and

WHEREAS, the City is a standalone self-insured entity, all the money spent on the Workers' Compensation claims are the City's funds; and

WHEREAS, covering an employee's lost time directly through payroll using SPSL or through the Workers' Compensation claim, the City is funding the employee's lost time; and

WHEREAS, should the City not extend the SPSL benefit, the City would incur the additional costs of the employees seeking medical attention and the impact of significant additional Workers' Compensation claims on our rating when seeking renewal of Excess Policy for our Workers' Compensation program; and

WHEREAS, this action is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5)).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES that:

1. The City will continue California Senate Bill 114 COVID-19 Supplemental Paid Sick Leave (SPSL) benefits past the bill's expiration date of September 30, 2022, through December 31, 2022.



CITY OF SAN MATEO

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Agenda Report

Agenda Number: 8

Section Name: CONSENT CALENDAR

Account No.: 21-46

File ID: 22-6629

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Public Works Department
MEETING DATE: October 3, 2022
SUBJECT:
Solid Waste – 2023 Rate Setting and Proposition 218 Notification

RECOMMENDATION:

Authorize staff to mail a notice to all property taxpayers proposing a not-to-exceed increase in solid waste, recycling, and compost collection rates for 2023.

BACKGROUND:

The City's Solid Waste Program (Program) includes waste diversion and trash reduction efforts, litter and illegal dumping abatement, and ensures compliance with all county, regional, state, and federal regulations. Solid waste, recycling, and compost services are available to all residents and commercial businesses in the City.

Each year, Council approves the solid waste, recycling, and compost collection rates to cover the cost of these services. These costs include collection services provided by Recology San Mateo County; disposal and processing fees by South Bay Recycling, LLC; and agency fees, which include the City's program, street sweeping, trash capture capital, and landfill closure costs. HF&H Consultants (HF&H) contracted with the City to assist in developing a rate structure to fund the cost of solid waste services provided to both the residential and commercial sectors.

During the August 15, 2022 Council meeting, staff presented alternatives for adjusting solid waste rates to bring them in alignment with the costs of service and to implement the Program. Based on the presentation, Council's feedback was as follows:

- Approve a five-year rate plan for years 2023 - 2027, with a potential to come back sooner if needed.
- A \$4.00 per month increase for 20- and 32-gallon residential cart rates.
- A \$2.00 per month increase for 64- and 96-gallon residential rates.
- A \$2.00 per month increase for 20- and 32-gallon commercial cart rates.
- Commercial cart rates for 64- and 96-gallon container sizes remain flat.
- A not-to-exceed two percent increase in commercial roll-off rates in years 2024-2027.
- Commercial solid waste and organic bin rates remain flat.

Table A below summarizes the current and proposed 2023 rates for the most common service level (one collection per week) for residential and commercial collection services. While staff previously proposed adopting a five-year schedule, staff is now proposing to wait until further analysis can be completed. Such an action could occur at the next rate adoption in Fall 2023.

Table A - 2022-2023 Residential and Commercial Solid Waste Rate Changes

Size of Collection Cart/Bin	2022 Current Monthly Rate	Proposed 2023 Monthly Rate	Monthly Difference
Residential Cart Rates			
20 Gallon Cart	\$19.59	\$23.59	\$4.00
32 Gallon Cart	\$28.93	\$32.93	\$4.00
64 Gallon Cart	\$56.93	\$58.93	\$2.00
96 Gallon Cart	\$87.08	\$89.08	\$2.00
Commercial Cart Rates			
20 Gallon Cart	\$23.49	\$25.49	\$2.00
32 Gallon Cart	\$35.18	\$37.18	\$2.00
64 Gallon Cart	\$64.26	\$64.26	\$0.00
96 Gallon Cart	\$94.47	\$94.47	\$0.00
Commercial Rates (1 collection per week)			
1 Yard	\$170.18	\$170.18	\$0.00
2 Yard	\$340.45	\$340.45	\$0.00
3 Yard	\$510.65	\$510.65	\$0.00
6 Yard	\$1,021.31	\$1,021.31	\$0.00

Rate Setting Procedures:

While the courts have not ruled that Proposition 218 applies to solid waste collection rates from a franchise hauler, in an abundance of caution, the City has historically followed the “majority protest” proceedings set forth in Proposition 218. Accordingly, with Council’s approval, a public notification (Attachment 1) of the proposed maximum increase in solid waste rates will be mailed to property owners no later than October 7th, 2022. The notification will instruct property owners wishing to submit a written protest that they must state the purpose of the letter; include the owner or customer’s name, service address, assessor’s parcel number, and the owner’s or customer’s signature for the property served; and mail the statement to the Office of the City Clerk. Statements of protest that include the above criteria will be accepted through the time of the public hearing currently scheduled for the November 21, 2022, Council meeting.

At the end of the public hearing, the City Clerk will tally and report the qualifying written protests and the Council will certify whether the written protests in opposition to the increase meet or do not meet the 50 percent protest threshold. In accordance with Article XIID, Section 6, of the California Constitution, a "majority protest" exists if written protests against the proposed fee or charge are presented by a majority of owners of the identified parcels. If a majority protest is not received, the Council may then approve adoption of the increased rates. If a majority protest is received, the City cannot increase the rates and the rates will remain unchanged.

BUDGET IMPACT:

The recommendation to authorize staff to mail a notice to all property taxpayers proposing a not-to-exceed increase in solid waste, recycling, and compost collection rates does not have a financial impact. If the proposed rate adjustments are approved, the Solid Waste Program’s revenues will increase in alignment with the costs of service and implementation of the Program.

ENVIRONMENTAL DETERMINATION:

This action by the City in setting the maximum rates to be charged by Recology San Mateo County relates to funding an on-going solid waste collection service and is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Public Hearing Notification

STAFF CONTACT

Jack Johnson, Waste Management Supervisor
jjohnson@cityofsanmateo.org
(650) 522-7346

Sarah Scheidt, Regulatory Compliance Manager
sscheidt@cityofsanmateo.org
(650) 522-7385



Notice of Public Hearing

Proposed Increase for Solid Waste/Recycling/Compost Collection for Rate Year 2023

CITY OF SAN MATEO CITY COUNCIL CHAMBERS

330 West 20th Avenue, San Mateo, CA 94403

NOVEMBER 21, 2022 7:00 P.M.

The City of San Mateo is currently considering an increase to the charges set by the City and collected by Recology for solid waste/recycling/compost collection and disposal. You are receiving this notice because City records indicate that you are a Recology customer in the city.

On November 21, 2022 at 7:00 p.m., or as soon thereafter as the matter may be heard, the San Mateo City Council will hold a Public Hearing to accept public input and testimony on a proposed increase on the maximum allowable charge for solid waste/recycling/compost collection and disposal, to be effective January 1, 2023. Any interested person may present verbal or written input to the City Council. Although the City Council will consider all input, State law provides that only the written protests of property owners may be counted to determine whether a majority protest (50% of all parcels +1) to the proposed maximum exists. If, at the conclusion of the public hearing, a majority protest of property owners does not exist, the City Council will consider adoption of the proposed increase in the maximum allowable charges.

How Solid Waste Rates are Determined

The total cost of the solid waste program includes those for collection services provided by Recology San Mateo County (Recology), processing and disposal services provided by the South Bayside Waste Management Authority (SBWMA), and City fees that support the City's sustainability goals and efforts to meet all regulatory compliance mandates. These include street sweeping, trash capture capital costs, and landfill closure costs. Customer rates are adjusted as required to generate enough revenue to cover the cost of the provided services. These services are available to or provided as a benefit to all City of San Mateo residents and commercial businesses. Recommended rates are reviewed by the South Bayside Waste Management Authority Board of Directors based on a financial evaluation of operating costs and projected revenues. Single family residential bills are based on the size of your solid waste cart and covers the cost of collecting solid waste, recycling, and organic material. Commercial and multi-family bills are based on the size of your solid waste container and frequency of collection (e.g., 1 time per week, 2 times per week) and covers the cost of collecting solid waste and recycling. In addition, commercial and multi-family bills include a charge for organic material collections based on the size and frequency of collection of your organic material container.

Proposed Rate Increases

The proposed change is directly related to the following causes: the need to set residential rates to cover the cost of the actual services provided; current costs do not cover the cost of the services; the 2021 revenue shortfall; and the increased cost associated with the mandates of State Senate Bill 1383 requiring all commercial businesses, multi-family and single family residents to recycle all organic waste to reduce greenhouse gas emissions. Mandatory recycling of clean organic waste is the next step toward achieving California's greenhouse gas emission goals. Greenhouse gas emissions resulting from the decomposition of organic wastes in landfills have been identified as a significant source of emissions contributing to global climate change. The City is mandated by the State to divert organic debris from landfills and therefore faces severe financial penalties if it does not.

Organic waste such as green materials and food materials are recyclable through composting and mulching, and through anaerobic digestion.

Impact of Proposed Increase on Solid Waste Bills

The following chart illustrates the monthly rates, including all City fees, for residential services and the most common service level rates for commercial customers. Residential and commercial cart rate increases for 20- and 32-gallon carts will increase \$4.00 and 64- and 96-gallon cart rates will increase \$2.00. Commercial metal bin service rates will remain flat. Commercial Organic Collection is offered at a 25% discounted rate from the cost of the commercial garbage rates. The full rate schedule, including all commercial services, is available for review at www.cityofsanmateo.org/SolidWasteRates or at the City Clerk's Office at 330 West 20th Avenue, San Mateo.

Recology provides additional services upon request that are not included in the City's solid waste collection rate. Additional services include backyard or distance service, additional carts, and extra on-call pickups of bulk items. The fees for optional services will appear on the customer's Recology San Mateo County bill as separate line items in addition to the standard cost of collection. A complete list of all the additional services and their 2022 cost is available at www.cityofsanmateo.org/SolidWasteRates or at the City Clerk's Office located at 330 W. 20th Avenue, San Mateo. **For Questions, please call the City of San Mateo, Public Works Department at 650-522-7346.**

Residential and Commercial Garbage Collection (Single family homes are billed quarterly, assuming service one time per week, commercial customers billed monthly)

Size of Collection Cart/Bin	2022 Current Monthly Rate	Proposed 2023 Monthly Rate	Monthly Difference
Residential Cart Rates			
20 Gallon Cart	\$19.59	\$23.59	\$4.00
32 Gallon Cart	\$28.93	\$32.93	\$4.00
64 Gallon Cart	\$56.93	\$58.93	\$2.00
96 Gallon Cart	\$87.08	\$89.08	\$2.00
Commercial Cart Rates			
20 Gallon Cart	\$23.49	\$25.49	\$2.00
32 Gallon Cart	\$35.18	\$37.18	\$2.00
64 Gallon Cart	\$64.26	\$64.26	\$0.00
96 Gallon Cart	\$94.47	\$94.47	\$0.00
Commercial Rates (1 collection per week)			
1 Yard	\$170.18	\$170.18	\$0.00
2 Yard	\$340.45	\$340.45	\$0.00
3 Yard	\$510.65	\$510.65	\$0.00
6 Yard	\$1,021.31	\$1,021.31	\$0.00

How to Protest the Rate Increase

A property owner or Recology customer may submit a written protest to the proposed increase in maximum rates to be charged by the City's franchisee by U.S. mail, to be received prior to the meeting date, or hand delivered to the City Clerk, at any time before the end of the public hearing. The City Clerk's address is: 330 West 20th Avenue, San Mateo, CA 94403. Only one protest per parcel will be counted. Written protest must include the owner or customer's name, service address, assessor's parcel number (the nine-digit number that appears on your property tax statement) and the owner's or customer's signature for the property served. While protests may not be submitted by electronic means such as email or texts, as they are not an official rate protest mechanism under Proposition 218, the City values all residential input and will read all correspondence regarding rates.



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 9

Section Name: CONSENT CALENDAR

Account Number: 10-466:

File ID: 22-6644

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Public Works Department
MEETING DATE: October 03, 2022

SUBJECT:
111, 113 and 115 Monte Diablo Avenue Public Improvements – Acceptance

RECOMMENDATION:

Adopt a Resolution to accept public improvements in accordance with the Subdivision Improvement Agreement between the City of San Mateo and Chabad NP for 111, 113 and 115 Monte Diablo Avenue.

BACKGROUND:

In August 2020, Chabad NP (the subdivider) sought approval and recordation of Parcel Map No. 473 prior to the completion of the required public improvements associated with Planning Application (PA) 16-088, a 14,047 square-foot two-story synagogue and preschool, in connection with the property located at 111, 113 and 115 Monte Diablo Avenue (the Property). On August 26, 2020, the City Manager approved and authorized the Public Works Director to sign the Subdivision Improvement Agreement with the subdivider for the Property. The agreement was executed on September 21, 2020. Parcel Map No. 473 merged three lots into one 17,591 square foot lot at the northwest corner of Monte Diablo Avenue and North San Mateo Drive. The agreement addressed the construction of the public improvements that were required as conditions of approval for the project and the tentative parcel map approved under PA 16-088.

Prior to the commencement of construction, the subdivider was required to provide the City surety bonds totaling \$188,160 per Section 14 of the agreement. After this, permits were issued for the construction of the public improvements. On August 12, 2022, the Public Works Department signed off on the construction permits for the public improvements and verified that all planning application conditions of approval and public improvements have been satisfactorily completed. Upon the subdivider's satisfactory completion of the public improvements, the improvements require acceptance by City Council.

Following this acceptance, Section 14 of the agreement requires the subdivider to warranty the work for one year. The maintenance bond on file with the City will remain in effect for one year after the date of acceptance by the City Council.

BUDGET IMPACT:

The City will assume maintenance responsibilities for all public improvements. Ongoing costs for maintenance of the new improvements within the City right-of-way will be funded through the Public Works maintenance budget.

ENVIRONMENTAL DETERMINATION:

This is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).) The underlying project was categorically exempt, because it was in conformance with the General Plan policies and Zoning Code, and was located within an urban setting on a project site that is less than 5 acres. (CEQA Guidelines Section 15332).

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Proposed Resolution

Att 2 – Subdivision Improvement Agreement

Att 3 – Parcel Map No. 473

STAFF CONTACT

Ryan Brunmeier, Assistant Engineer

rbrunmeier@cityofsanmateo.org

(650) 522-7314

Tracy Scramaglia, Senior Engineer

tscramaglia@cityofsanmateo.org

(650) 522-7316

CITY OF SAN MATEO
RESOLUTION NO. ____ (2022)

**ACCEPTING PUBLIC IMPROVEMENTS IN ACCORDANCE WITH THE SUBDIVISION IMPROVEMENT AGREEMENT
FOR 111, 113 AND 115 MONTE DIABLO AVENUE**

WHEREAS, on August 26, 2020, the City Manager approved a Subdivision Improvement Agreement (“Agreement”) between the City of San Mateo (“City”) and Chabad NP for 111, 113 and 115 Monte Diablo Avenue (“Property”) and authorized the Public Works Director to sign the Agreement; and

WHEREAS, the Agreement for the Property addressed various public improvements required as conditions of approval for the project, including a tentative parcel map, approved under PA16-088; and

WHEREAS, the Public Works Department has verified that all planning application conditions of approval and subdivision improvements have been satisfactorily completed, and Public Works staff recommends formal acceptance of those improvements.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES that:

1. The City Council accepts the public improvements in accordance with the Subdivision Improvement Agreement for 111, 113 and 115 Monte Diablo Avenue dated September 21, 2020, between the City of San Mateo and Chabad NP.

EXEMPT FROM RECORDING FEE
Pursuant to Government Code 6103

RECORDING REQUESTED BY:

CITY CLERK'S OFFICE
CITY OF SAN MATEO
330 W. 20TH AVENUE
SAN MATEO, CA 94403

WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF SAN MATEO
330 WEST 20TH AVENUE
SAN MATEO, CA 94403

2020-137985

11:52 am 12/02/20 AG Fee: NO FEE
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Mark Church
Assessor-County Clerk-Recorder



18f

Subdivision Improvement Agreement

111, 113, 115 Monte Diablo Avenue, San Mateo

**RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:**

Government Code 6103: Exempt from Recording Fee

City Clerk
City of San Mateo
330 West 20th Avenue
San Mateo, CA 94403

SUBDIVISION IMPROVEMENT AGREEMENT

THIS AGREEMENT is made and entered into this 21 day of September, 2020, by and between the City of San Mateo, a municipal corporation of California ("City"), and Chabad NP a California Nonprofit Corporation ("Subdivider").

RECITALS

- A. Subdivider is the owner of that certain tract of land, more particularly described in **Exhibit A** attached hereto and incorporated herein by this reference, located at 111, 113, and 115 Monte Diablo Avenue in the City of San Mateo, County of San Mateo, State of California.
- B. Subdivider's application for a tentative parcel map was approved by the San Mateo Planning Commission on August 28, 2018, subject to various conditions.
- C. Subdivider has presented to City for approval a final parcel map, dated July 2020 ("Map"), incorporated herein by reference.
- D. Subdivider has requested approval of the Map prior to the completion of improvements.
- E. The Map designates public service and sidewalk easements for the City, and Subdivider proposes to dedicate such easements to the City.
- F. As a condition precedent to accepting this offer of dedication by Subdivider, City requires various off-site sidewalk improvements and off-site landscape improvements.
- G. City desires that Subdivider post bonds to ensure the construction of the improvements that are required under Subdivider's Conditions of Approval, as more specifically described below.
- H. City desires to assure that the improvements will be done in a good and workmanlike manner, in accordance with the Conditions of Approval for the Tentative Parcel Map approved by the City on August 28, 2018, City, state and federal standards.

NOW, THEREFORE, in consideration of the approval of the Map, and in order to ensure satisfactory performance by Subdivider of Subdivider's obligations under the tentative map conditions of approval, the Subdivision Map Act, and the San Mateo Municipal Code, the parties agree as follows:

1. **Performance of Work.** Subdivider shall, at its own cost and expense, perform, in a good and workmanlike manner, all of the public improvements within and without the subdivision, which are

shown on the Map or on improvement plans, profiles, and specifications which have been submitted to the City Engineer or may hereafter be so submitted, as finally approved, or which improvements are required by the Conditions of Approval, or are required to be done by any provision of law as a condition of said subdivision ("Improvements"). Said Improvements are listed in the attached **Exhibit B** and may include, but are not limited to, curbs, gutters, and sidewalks, grading, signs, pavements, driveway approaches and pedestrian crosswalks, storm and sanitary sewers, underground utilities, signal improvements, street lighting, roadway improvements, roadway markings, landscaping, monuments, and all appurtenant improvements. Said plans and specifications are filed in the Office of the City Engineer.

2. Improvement Cost. The total cost of the Improvements is estimated to be \$89,600.00.
3. Standards. All work to be performed hereunder shall be done to the satisfaction of the City Engineer. No work on the Improvements shall commence until the plans, profiles, and specifications have been submitted to and approved by the City Engineer. All of the Improvements shall be constructed in accordance with the approved plans, profiles, and specifications and Subdivider shall do, or cause to be done, all work and furnish all materials necessary in the opinion of the City Engineer to complete the Improvements in accordance with the approved plans, profiles, and specifications, or any changes required by the City Engineer, which in his or her opinion are necessary or required to complete the work. All costs of checking said plans, profiles, and specifications, and of all inspections of the work shall be paid by Subdivider. Any approval under this section does not relieve Subdivider, or its engineers or landscape architects, from liability.
4. Time of Commencement and Completion. Subdivider has already obtained a site development permit for grading or removal of major vegetation in accordance with the San Mateo Municipal Code. Unless otherwise approved by the City, all Improvements shall be constructed and approved by the City Engineer within one year from date of receipt of permit for the Improvements and prior to occupancy of any building on the site.
5. Payment of Costs. Without limitation, Subdivider shall pay all costs and expenses related to or arising from the performance of any work to complete the Improvements, including, but not limited to, payment for any materials, provisions, and other supplies used in, upon, for, or about said work, and for any work or labor thereon of any kind, and for amounts due under the Unemployment Insurance Act of the State of California, with respect to such work or labor. Costs and expenses shall also include, but not be limited to, the costs of any engineering, plans and specifications, city personnel or consultant costs to prepare right of way maps and related documents, construction manager, escrow payments, contract administration, encroachment permits, utility relocation, and legal fees.
6. Acceptance by City. The City Engineer shall have the right to reject any and all Improvements under this Agreement if they do not conform, in his or her sole judgment, with the plans, profiles, and specifications mentioned herein and with the ordinances and standards of the City. Final acceptance of the Improvements shall be by the City Council.
7. Guarantee and Maintenance. Notwithstanding the fact that Subdivider's plans, profiles, and specifications, completion of work, and other acts to be performed hereunder are subject to approval by the City, it is understood and agreed that any approval by the City shall in no way relieve Subdivider of

satisfactorily performing said work or its obligations hereunder. Subdivider warrants that the plans, profiles, and specifications submitted shall conform at a minimum to the City Standard Drawings and Specifications and to applicable provisions of the San Mateo Municipal Code in effect as of the date of this Agreement, and that they are adequate to accomplish the work in a good and workmanlike manner, and in accordance with sound construction practices.

8. Warranty of Work. Subdivider warrants and guarantees all work performed hereunder and all materials used therein for a period of one year after completion and final acceptance by the City Council.

9. Repair, Replacement or Reconstruction. If within the one year period after the City Council accepts the Improvements, all or any portion of the work required under this Agreement fails to fulfill the requirements of this Agreement, then Subdivider, without delay and without cost to the City shall repair, replace or reconstruct the defective or otherwise unsatisfactory part of the work. The repair work, if required, shall be completed to the satisfaction of the City Engineer. If Subdivider fails to act in accordance with this requirement, or should the exigencies of the situation require repairs or replacements to be made before Subdivider can be notified, City may make the necessary repairs and replacement or perform the necessary work, and Subdivider shall pay to the City the actual cost of the repairs and replacement.

10. Permits: Compliance with Law. Subdivider will, at Subdivider's expense obtain all necessary permits and licenses for the Improvements and give all necessary notices and pay all fees and taxes required by law. In the performance of this Agreement, Subdivider shall comply with all laws, ordinances, regulations, and rules of all governmental agencies with jurisdiction, including, but not limited to, the provisions of the Government Code, the Public Contract Code, and the Labor Code of the State of California. With regard to the Labor Code, Subdivider agrees to comply with all applicable provisions, including, but not limited to, the wage and hour, prevailing wage, workers compensation and various other labor requirements in Division 2, Part 7, Chapter 1, including Sections 1720 to 1740, 1770 to 1780, 1810 to 1815, 1860, and 1861, which provisions are specifically incorporated by reference as though set forth herein in their entirety. Subdivider shall expressly require compliance with the provisions of this Section in all agreements with contractors and subcontractors for the performance of the Improvements hereunder.

11. Inspection by City. Subdivider shall, at all times, maintain proper facilities and provide safe access for inspection by City to all parts of the work subject to City's acceptance. Subdivider shall pay for all engineering, inspection, and survey services in accordance with San Mateo Municipal Code Section 26.60.010.

12. Reversion to Acreage. If the Subdivider fails to perform its obligations under this Agreement after having been given an opportunity to cure any such failure in accordance with section 17(A)(5) below, Subdivider consents to the reversion to acreage of the land which is the subject to this Agreement pursuant to Government Code section 66499.16 and to bear all applicable costs.

13. Superintendence by Subdivider. Subdivider shall personally supervise the work or have a competent foreman or superintendent on the work site at all times during the course of construction with the authority to act for Subdivider.

14. Bonds Required. The Subdivider shall present to the City surety bonds of a form satisfactory to the City Attorney, issued by a company authorized to issue surety bonds in the State of California, as follows:

A. At the time of signing this Agreement, the following bonds shall be presented:

(1) Faithful Performance (100% of the cost of the Improvements) to secure faithful performance of this Agreement by the Subdivider.

(2) Labor and Materials (100% of the cost of Improvements) to secure payment by the Subdivider of laborers and material engaged pursuant to this Agreement, and further to secure payment as required by the Unemployment Insurance Act.

B. At the time of signing this Agreement, or before the City accepts the improvements, the following bond shall be presented:

Maintenance (10% of cost of the Encroachment Permit estimate amount of \$8,960.00) to secure performance of Paragraph 1 above. This bond shall remain in effect for one (1) year after the date of acceptance by the City Council of the Improvements.

15. Alternate Security. In lieu of the bonds required above, alternative security approved by the City Attorney may be substituted.

16. City May Require Additional Security. If either upon execution of this Agreement or during the course of performance the City considers that it is necessary to have the Subdivider post additional security, the City may require either an additional cash deposit or a surety bond guaranteeing performance. The condition of the security shall be that if the Subdivider fails to perform its obligation under this Agreement, the City may in the case of a cash bond act for it using the proceeds or in the case of a surety bond require the sureties to perform the obligations of the Agreement.

17. Default and Breach by Subdivider and Remedies of the City.

A. Upon the occurrence of any of the following events, the Subdivider shall be deemed to be in default under this Agreement:

(1) Failure to complete the Improvements, including the improvements as specified in section 1 herein within two years.

(2) Failure to correct or cure any defect in the Improvements during the one-year guarantee and warranty period.

(3) Insolvency, appointment of a receiver, or the filing of any petition in bankruptcy, whether voluntary or involuntary, if not cured or discharged within a period of thirty (30) days.

(4) Commencement of a foreclosure action against the subdivision or any portion thereof, or any conveyance by the Subdivider in lieu of or in avoidance of foreclosure.

(5) Failure to perform any obligations under this Agreement within thirty (30) days after receipt of written notice from the City of Subdivider's failure to perform, or if performance in 30 days is not possible, failure to commence performance and diligently

B. City reserves to itself all remedies available to it at law or in equity for any breach of Subdivider's obligations under this Agreement.

C. City shall have the right, without limitation of other rights or remedies, to draw upon or utilize any improvement security furnished hereunder to mitigate City's damages in the event of Subdivider's default.

1. The City may serve written notice of any default upon the surety on any corporate surety bond furnished as improvement security hereunder, and request that the surety take over and complete the Improvements. If the surety, within seven (7) days after service of such notice of default, does not give the City written notice of its intention to perform this Agreement, or does not commence performance within five (5) days after notice to the City of its intention to perform, the City may take over the work and prosecute the same to completion, by contract or by other method the City deems advisable, for the account and at the expense of the Subdivider and its surety.

2. Subdivider acknowledges that the estimated total costs and Improvement security amounts set forth herein may not reflect the actual cost of construction or installation of the Improvements, and consequently, City's damages for Subdivider's default shall be measured by the cost of completing the Improvements. If the damages incurred by the City in taking over and completing any portion of the Improvements exceed the principal amount of the Improvement security, then the Subdivider shall reimburse the City in the amount of such excess damages.

D. City may, without liability for doing so, take possession of, and utilize in completing the Improvements, such materials, appliances, plant and other property belonging to Subdivider as may be on the site of the work and necessary for the performance of the work. Subdivider hereby consents to entry by the City and its forces, including contractors, upon any real property in the subdivision owned by the Subdivider or by any assignee of this Agreement, in the event the City elects to maintain or complete the work on any portion of the Improvements following Subdivider's default.

E. Subdivider acknowledges and agrees that, upon approval of the Map for the Subdivision, City will confer substantial rights upon the Subdivider, including the right to sell, lease or finance lots within the Subdivision, and that such approval constitutes the final act necessary to permit the division of land within the Subdivision. As a result, City will be damaged to the extent of the cost of construction or installation of the Improvements upon Subdivider's failure to perform its obligations under this Agreement. Subdivider further acknowledges that any determination as to whether a reversion to acreage or rescission of approval of the Subdivision constitutes an adequate or necessary remedy for Subdivider's default shall be within the sole discretion of the City.

F. The City's failure to take an enforcement action with respect to a default, or to declare a default or breach, shall not be construed as a waiver of that default or breach or any subsequent default or breach of the Subdivider.

G. If City sues to compel Subdivider's performance of this Agreement, or to recover damages or costs incurred in completing or maintaining the work on the Improvements, Subdivider agrees to pay all attorneys' fees and other costs and expenses of litigation incurred by the City in connection therewith, even if Subdivider subsequently resumes and completes the work.

submitted to the City Engineer at least five days prior to the anticipated date of final inspection. Upon the Subdivider's satisfactory completion of the Improvements, the City Engineer shall certify that the Improvements have been satisfactorily completed, shall recommend acceptance of the Improvements by the City Council, and shall place the matter on the next available City Council agenda.

25. Time of Essence. Time is of the essence in this Agreement. The Improvements shall be completed within two years of the date of this Agreement. The City Engineer may extend the time for completion of Improvements hereunder, upon good cause being shown by the Subdivider. Any extension must be documented in an amendment to this Agreement. Any such extension may be granted without notice to the Subdivider's surety and any extension so granted shall not relieve surety's liability on the bonds.

26. Assignment of Contract. Neither this Agreement, nor any part of it, is assignable by Subdivider without the written consent of the City, not to be unreasonably withheld or delayed.

27. Subdivider Not Agent of City. Neither Subdivider nor its agents or contractors are agents of City in connection with the performance of Subdivider's obligations under this Agreement.

28. Notices. All notices required shall be in writing, and delivered in person or sent by registered mail, postage prepaid. A party or the surety may change the address by notice in writing to the other party and thereafter notices shall be addressed and transmitted to the new address.

A. Notices to the City shall be addressed as follows:

Department of Public Works
City of San Mateo
330 West 20th Avenue
San Mateo, CA 94403
Attn: Brad B. Underwood

B. Notices to the Subdivider shall be addressed as follows:

Chabad, NP
137 N. San Mateo Drive
San Mateo, CA 94401
Attn: Yosef Marcus, President

C. Notices for the Subdivider's surety shall be sent to:

RLI Insurance
9025 N. Lindbergh Dr.
Peoria, IL 61615
P.O. Box 3976 Peoria, IL 61612
Attn: Carrie Heckendorf, Attorney in Fact

29. Heirs, Successors and Assigns. This Agreement shall be binding upon and inure, to the benefit of the heirs, successors and assigns of the parties.

30. Entire Agreement. This Agreement constitutes the entire agreement of the parties with respect to its subject matter. All modifications, amendments, or waivers of any terms of this Agreement shall be in writing and signed by the duly authorized representatives of the parties.

31. Agreement Attaches to the Land and Recordation. This Agreement pertains to and runs with the real property described in **Exhibit A**. This Agreement binds the successors in interest of each of the parties to it until all the improvements have been completed and certified complete by the City of San Mateo. The City shall cause this Agreement to be recorded with the County Recorder and a copy will be provided to Subdivider.

32. Severability Clause. If any portion of this Agreement is adjudged invalid, its remaining provisions are not affected.

[SIGNATURES ON FOLLOWING PAGE]

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of San Mateo)

On September 21, 2020 before me, Patrice M. Olds, City Clerk
(insert name and title of the officer)

personally appeared Brad B. Underwood,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature

Patrice M. Olds




NON-CITY SIGNATURES TO BE NOTARIZED

IN WITNESS WHEREOF, CITY and SUBDIVIDER have executed this Agreement the day and year first above written.

CITY OF SAN MATEO

SUBDIVIDER

Chabad, NP
a California Nonprofit Corporation



Brad B. Underwood, Public Works Director



Yosef Marcus, President/Executive Director
Its Authorized Agent

9/21/20

Date

9/8/2020

Date

ATTEST:



Patrice M. Olds, City Clerk



APPROVED AS TO FORM



Gabrielle Whelan, Assistant City Attorney



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF SAN MATEO

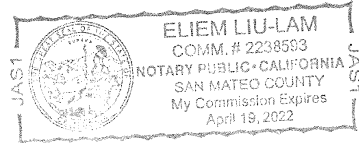
On SEPT. 08 2020, before me, ELIEM LIU-LAM, NOTARY PUBLIC, the undersigned Notary Public, personally appeared YOSEF BORUCH MARUS who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is (are) subscribed to the within instrument, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signed by:

Elieum Liu-Lam
Notary Public, State of California



ADDITIONAL OPTIONAL INFORMATION

INSTRUCTIONS FOR COMPLETING THIS FORM

Any acknowledgment completed in California must contain verbiage exactly as appears above in the notary section or a separate acknowledgment form must be properly completed and attached to that document. The only exception is if a document is to be recorded outside of California. In such instances, any alternative acknowledgment verbiage as may be printed on such a document so long as the verbiage does not require the notary to do something that is illegal for a notary in California (i.e., certifying the authorized capacity of the signer). Please check the document carefully for proper notarial wording and attach this form if required.

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____

Document Date _____

(Additional information)

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e., he/she/they, is/are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
- Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
- Indicate title or type of attached document, number of pages and date.
- Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e., CEO, CFO, Secretary).
- Securely attach this document to the signed document

CAPACITY CLAIMED BY THE SIGNER

Individual (a)

Corporate Officer

(Title)

Partner(a)

Attorney-in-Fact

Trustee(s)

Other

DESCRIPTION OF PROPERTY

PARCELA A:

BEING A PORTION OF LOT 17 IN BLOCK 5 OF THE WESTERN ADDITION TO THE TOWN OF SAN MATEO, ACCORDING TO AN AS THE SAID LOT AND SAID BLOCK ARE SHOWN, DESIGNATED AND DELINEATED UPON THE CERTAIN MAP ENTITLED "MAP OF THE SUBDIVISIONS OF BLOCKS IN THE WESTERN ADDITION TO THE TOWN OF SAN MATEO, WHICH MAP WAS FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, ON APRIL 12, 1889 IN BOOK 1 OF MAPS, PAGE 52.

PARCEL B:

COMMENCING AT A POINT ON THE NORTHWESTERLY LINE OF MONTE DIABLO AVENUE, DISTANT THEREON NINETY-FIVE AND 98/100 (95.98) FEET SOUTHWESTERLY FROM THE POINT OF INTERSECTION OF SAID LINE OF MONTE DIABLO AVENUE WITH THE SOUTHWESTERLY LINE OF GRIFFITH AVENUE; THENCE SOUTHWESTERLY ALONG SAID LINE OF MONTE DIABLO AVENUE FORTY-FOUR (44) FEET TO A POINT DISTANT THEREON FORTY-FOUR (44) FEET MORE OR LESS NORTHEASTERLY FROM THE SOUTHWESTERLY LINE OF LOT 17 IN BLOCK 5, AS HEREINAFTER DESCRIBED; THENCE NORTHWESTERLY AND PARALLELING SAID SOUTHWESTERLY LINE OF SAID LOT ON NINETY-FIVE AND 67/100 (95.67) FEET, MORE OR LESS, TO THE NORTHWESTERLY LINE OF SAID LOT; THENCE NORTHEASTERLY ON AND ALONG SAID NORTHEASTERLY LINE OF SAID LOT FORTY-FOUR FEET (44), MORE OR LESS, TO THE POINT IN SAID NORTHWESTERLY LINE DISTANT THEREON NINETY-FIVE AND 48/100 (95.48) FEET SOUTHWESTERLY FROM THE INTERSECTION THEREWITH OF THE SOUTHWESTERLY LINE OF GRIFFITH AVENUE; THENCE IN A DIRECT LINE SOUTHEASTERLY NINETY-FIVE AND 67/100 (95.67) FEET TO THE POINT OF COMMENCEMENT. THE WESTERN ADDITION OF THE TOWN OF SAN MATEO, ACCORDING TO AND AS THE SAID LOT AND SAID BLOCK ARE SHOWN, DESIGNATED AND DELINEATED UPON THAT CERTAIN MAP ENTITLED "MAP OF THE SUBDIVISIONS OF BLOCKS IN THE WESTERN ADDITION TO THE TOWN OF SAN MATEO", WHICH SAID MAP WAS FILED FOR THE RECORD AND RECORDED IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, ON THE 12TH DAY OF APRIL, 1889 IN BOOK 1 OF MAPS, PAGE 52 THEREOF, SAID SAN MATEO COUNTY RECORDS, TO WHICH SAID MAP AND SAID RECORD THEREOF REFERENCE TO HEREBY MADE AND THE SAME MADE PART HEREOF FOR GREATER CERTAINTY.

PARCEL C:

PORTION OF LOT 17, IN BLOCK 5, AS DESIGNATED ON THAT CERTAIN MAP ENTITLED, "MAP OF THE SUBDIVISIONS OF BLOCKS IN THE WESTERN ADDITION TO THE TOWN OF SAN MATEO, SAN MATEO COUNTY, CALIFORNIA", WHICH MAP WAS FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA ON APRIL 12, 1889, IN BOOK "D" OF MAPS, PAGE 48 AND A COPY ENTERED IN BOOK 1 OF MAPS, PAGE 52, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTHWESTERLY LINE OF MONTE DIABLO AVENUE, DISTANT THEREON 45 FEET SOUTHWESTERLY FROM THE POINT OF INTERSECTION OF SAID NORTHWESTERLY LINE OF MONTE DIABLO AVENUE WITH THE SOUTHWESTERLY LINE OF SAN MATEO DRIVE, FORMERLY GRIFFITH AVENUE AND RUNNING THENCE SOUTHWESTERLY ON AND ALONG SAID NORTHWESTERLY LINE OF MONTE DIABLO AVENUE 50.98 FEET; THENCE AT RIGHT ANGLES NORTHWESTERLY 95.67 FEET TO A POINT ON THE NORTHWESTERLY LINE OF LOT 17, BLOCK 5 ABOVE MENTIONED; THENCE RUNNING NORTHEASTERLY AND ALONG SAID LINE OF LOT 17, 50.48 FEET; THENCE RUNNING SOUTHEASTERLY 95.67 FEET TO THE POINT OF BEGINNING.

PARCEL D:

BEGINNING AT THE POINT OF INTERSECTION OF THE NORTHWESTERLY LINE OF MONTE DIABLO AVENUE, WITH THE SOUTHWESTERLY LINE OF SAN MATEO DRIVE (FORMERLY GRIFFITH AVENUE) AS SHOWN ON THE MAP ABOVE MENTIONED; RUNNING THENCE SOUTHWESTERLY ALONG SAID LINE OF MONTE DIABLO AVENUE 45 FEET TO THE MOST EASTERLY CORNER OF THE PROPERTY CONVEYED BY FRANCIS J. ROBINSON AND WIFE TO ELLA DRYNAN LETHAM, BY DEED DATED OCTOBER 14, 1921 AND RECORDED IN BOOK 23 OF OFFICIAL RECORDS OF SAN MATEO COUNTY, PAGE 119, RUNNING THENCE AT RIGHT ANGLES NORTHWESTERLY ALONG THE LINE OF THE PROPERTY CONVEYED AS AFORESAID AND THE PROLONGATION THEREOF, 95.67 FEET TO THE LINE DIVIDING LOTS 16 AND 17 IN SAID BLOCK 5; THENCE NORTHEASTERLY ALONG SAID LINE, 45 FEET TO THE SOUTHWESTERLY LINE OF SAN MATEO DRIVE (FORMERLY GRIFFITH AVENUE) AND THENCE ALONG SAID LINE, SOUTHEASTERLY 95.67 FEET TO THE POINT OF BEGINNING.

APN(S): 032-197-170; JPN: 032-019-197-16A (Affects Parcel A) 032-197-150; JPN: 032-019-197-15A (Affects Parcel B) 032-197-330; JPN: 032-019-197-13A and 032-019-197-14A (Affects Parcels C and D)

Exhibit B

Improvements

Item	Unit	Unit Price	QTY	Amount
Curb and Gutter	LF	\$65.00	250	\$16,250.00
Driveway Approach - commercial	EA	\$3,000.00	1	\$3,000.00
Sewer lateral and cleanout	EA	\$2,500.00	1	\$2,500.00
Sidewalk Remove and Replace	SF	\$22.00	1,200	\$26,400.00
Storm drain	LF	\$120.00	10	\$1,200.00
Street lights	EA	\$4,000.00	5	\$20,000.00
Street light conduit	LF	\$25.00	250	\$6,250.00
Traffic Control	EA	\$1,000.00	1	\$1,000.00
ADA Ramp	EA	\$6,500.00	2	\$13,000.00
Total Cost of Public Improvements				\$89,600.00

Insurance Requirements

CITY OF SAN MATEO
DEPARTMENT OF PUBLIC WORKS
330 West 20th Avenue
San Mateo, CA 94403
(650) 522-7300
(650) 522-7301 fax

MINIMUM SCOPE AND LIMIT OF INSURANCE

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering any auto (Code 1), or if Contractor has no owned autos, hired (Code 8) and non-owned (Code 9) autos, with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Contractors Pollution Liability and/or Asbestos Pollution Liability and/or Errors & Omissions** applicable to the work being performed, with a limit no less than \$2,000,000 per claim or occurrence and \$2,000,000 aggregate per policy period of one year.
5. If the Subdivider maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Subdivider. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Self-insured retentions must be declared to and approved by the City. At the option of the City, the Subdivider shall provide coverage to reduce or eliminate such self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Subdivider shall provide evidence satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by

Other Insurance Provisions

- ### *Acceptability of Insurers*

Verification of Coverage

Subdivision Improvement Agreement

copies of all required insurance policies, including endorsements required by these specifications, at any time.

Waiver of Subrogation

Subdivider hereby grants to City a waiver of subrogation which any insurer may acquire against City, its officers, officials, employees, and volunteers, from Subdivider by virtue of the payment of any loss. Subdivider agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Subdivider, its employees, agents, and subcontractors.

Subcontractors

Subdivider shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Subdivider shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage subcontractors shall provide coverage with a format least as broad as CG 20 38 04 13.

Special Risks or Circumstances

Entity reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

County of San Mateo
Assessor-County Clerk-Recorder
Mark Church

555 County Center
Redwood City, CA, 94063

Finalization 2020104809
12/2/20 11:52 am
011 64

Item	Title	
1	Agreement	
Document ID		Amount
DOC# 2020-137985		65.00

Total	0.00
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Payment Type	Amount
NO FEE	65.00
Amount Due	0.00

THANK YOU
PLEASE RETAIN THIS RECEIPT
FOR YOUR RECORDS



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 10

Section Name: CONSENT CALENDAR

Account Number: 82-468

File ID: 22-6649

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Public Works Department
MEETING DATE: October 03, 2022
SUBJECT:
Casanova Park Restroom Remodel – Contract

RECOMMENDATION:

Adopt a Resolution to approve an alternative purchasing procedure to award a construction contract to Newton Construction & Management, Inc. to remodel the public restrooms at Casanova Park in the amount of \$298,253.22; establish a contingency reserve in the amount of \$45,000; and authorize the Public Works Director to execute the contract in substantially the form presented and issue change orders or amendments within the contingency amount.

BACKGROUND:

The Casanova Park public restrooms are due for remodeling. Renovations are needed to replace old infrastructure and upgrade the facilities to comply with current accessibility standards required by the Americans with Disabilities Act. In 2016, the Public Works Facilities Division and the Parks and Recreation Department assessed the restrooms and developed a long-term plan for remodeling based on greatest need and available funding. Park restrooms included in Phases 1, 2, and 3 (Beresford and Los Prados, Martin Luther King Jr., Bayside and Parkside) were remodeled in 2016-2017. The park restrooms included in Phase 4 of the remodeling program are located at Indian Springs, Casanova, and Fiesta Meadows parks. Phase 5 includes the Shoreview and Lakeshore Parks.

The construction drawings for the renovation of the Casanova Park restrooms were developed by the Public Works Department in coordination with the Parks and Recreation Department. The scope of work includes the construction of new walls, doors, an accessible ramp, new fixtures, partitions, flooring, wall finishes, lighting, a drinking fountain, and painting. The City's Building Division approved the construction drawings for a building permit, which was used as the basis for development of a fixed-price proposal utilizing a process called "job order contracting" (JOC). The JOC process includes a contract for a fixed term or maximum dollar value in which a contractor is selected based on a competitive bid to perform various and separate job orders in the future, during the life of the contract. The JOC contract serves as an "on call" contracting program that is procured through one umbrella or framework contract. The contract is competitively procured at the onset of the program using a unit price book (UPB), unit price list construction catalog, or custom list of construction prices as a basis for pricing in the procurement process. Each individual job order is then priced from that UPB and allows for rapid deployment of projects with a transparent pricing mechanism.

The JOC process is a competitive procurement method for construction services approved by the City Council by resolution on March 18, 2019, pursuant to San Mateo Municipal Code section 3.60.070(h)(3), which permits the use of procedures approved by the Council that are not set forth in the purchasing ordinance. Specifically, this process involves the development of a detailed project list, establishment of a firm price using a unit price book, and the selection of a pre-qualified construction contractor upon the City's authorization to proceed, all by the JOC contractor.

In this case, a multi-step process was used to tentatively select Newton Construction & Management, Inc. to perform the

restroom remodeling work, subject to Council approval. First, Sourcewell (formerly known as the National Joint Powers Alliance or NJPA) conducted a competitive proposal process to select The Gordian Group, Inc. (Gordian) to implement JOC on behalf of Sourcewell member agencies. Second, Gordian competitively bids and administers the JOC process with the use of Gordian's unit pricing that will provide the best price to the City. This allows the City to complete required public improvements efficiently by eliminating the need to develop project specifications and eliminating solicitation of bids through a project-specific competitive bidding process. Here, Gordian used the JOC process to select Newton Construction & Management, Inc., the low bidder and pre-qualified contractor selected to construct the restroom project.

With contract approval, the procurement of materials would begin in November 2022 with construction in the spring of 2023 and completion before the end of 2023. Based on the above, staff recommends award of the contract to Newton Construction & Management, Inc. due to their experience and availability to perform construction services.

BUDGET IMPACT:

There is sufficient funding available in the Park Restroom Refurbishment Phase IV Project (46F002) for the construction contract and contingency.

ENVIRONMENTAL DETERMINATION:

This project is categorically exempt from CEQA as an "existing facility," because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Resolution

Att 2 - Contract

STAFF CONTACT

Steve Wu, Project Manager II

swu@cityofsanmateo.org

(650) 522-7345

CITY OF SAN MATEO
RESOLUTION NO. ____ (2022)

**APPROVING AN ALTERNATIVE PURCHASING PROCEDURE TO AWARD A CONSTRUCTION CONTRACT TO
NEWTON CONSTRUCTION & MANAGEMENT, INC. FOR THE CASANOVA PARK RESTROOM REMODEL**

WHEREAS, San Mateo Municipal Code Section 3.60.070(h)(3) authorizes the City Council to approve alternative purchasing procedures upon a finding that the alternative purchasing procedure is in the best interest of the City; and

WHEREAS, Sourcewell (formerly known as NJPA) has conducted competitive bidding processes to select Gordian, Inc. (Gordian) to implement Job Order Contracting on behalf of their member agencies; and

WHEREAS, the Job Order Contracting process allows for an umbrella construction contract to cover various and separate job orders during the life of the contract, and is beneficial for renovation, remodeling, or alterations where many small project tasks will arise, but the timing, type, and quantity of work are unknown; and

WHEREAS, Sourcewell and Gordian have conducted competitive bidding to select contractors to perform Job Order Contracting based on Gordian's Unit Price Book; and

WHEREAS, use of Gordian's Unit Price Book and contract provides a competitive price to the City and allows the City to complete required public improvements efficiently by eliminating the need to develop project specifications or solicit bids for each minor project task; and

WHEREAS, the City approved the Job Order Contracting as a competitive procurement method for construction services by resolution on March 18, 2019 upon findings that the Job Order Contracting process with Gordian is in the best interests of the City; and

WHEREAS, the Casanova Park Restroom Remodel project is designed and documented to be priced using Gordian's Unit Price Book; and

WHEREAS, Newton Construction & Management, Inc. was selected based on their experience and availability to perform construction services using the Gordian's Unit Price Book; and

WHEREAS, based on these circumstances, staff has determined that this is the best price available because companies have submitted competitive bids.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY FINDS AND RESOLVES that:

1. The Casanova Park Restroom Remodel project is categorically exempt from CEQA as an “existing facility” in that it consists of the renovation of an existing public structure involving negligible or no expansion of former or existing use. (CEQA Guidelines Section 15301.)
2. The Job Order Contracting process, as approved by City Council on March 18, 2019, utilizing Gordian’s contract and Unit Price Book to award a construction contract to Newton Construction & Management, Inc. is in the best interests of the City because it offers the best price to the City and allows the City to complete the remodel of the restrooms at Casanova Park efficiently by eliminating the need to develop project specifications and eliminating solicitation of bids through a project-specific competitive bidding process.
3. A construction contract is approved in the amount of \$298,253.22 to Newton Construction & Management, Inc. for the Casanova Park Restroom Remodel project.
4. The Public Works Director is authorized to execute the contract on behalf of the City and issue change orders and amendments within the contingency amount of \$45,000.

CONTRACT FOR CONSTRUCTION

This Contract is by and between.

OWNER

The City of San Mateo
330 West 20th Street
San Mateo, California 94403

CONTRACTOR

**Newton Construction &
Management, Inc.**
2436 Broad Street
San Luis Obispo, CA 93401

Owner and Contractor hereby agree as follows:

ARTICLE 1 - THE WORK

1.01 Work

- A. Work includes all labor, materials, equipment, services, and documentation necessary to construct the Project defined herein. The Work may include related services such as testing, start-up, and commissioning, all as required by the Contract Documents.
- B. The Contractor shall complete all Work as specified or indicated in the Contract Documents. The Project is generally described as follows:
 - 1. **Casanova Park Restroom Remodel** which includes **site barriers; demolition and disposal; framing; plumbing; electrical; mechanical; new fixtures; new accessories; wall tile; flooring; painting; inspection; testing and closeout.**
 - 2. The Site of the Work includes designated work areas described in greater detail in the Contract Documents but generally located at **4012 Casanova Drive, San Mateo, California.**

ARTICLE 2 - DEFINITIONS AND TERMINOLOGY

2.01 Defined Terms

- A. Wherever used in the Bidding Requirements or Contract Documents, a term printed with initial capital letters, including the term's singular and plural forms, will have the meaning indicated in the definitions below. In addition to terms specifically defined, terms with initial capital letters in the Contract Documents include references to identified articles and paragraphs, and the titles of other documents or forms.
 - 1. Constituent of Concern—Asbestos, petroleum, radioactive materials, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5501 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, state, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or

imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

2. Hazardous Environmental Condition— The presence at the Site of Constituents of Concern in such quantities or circumstances that may present a danger to persons or property exposed thereto. The presence at the Site of materials that are necessary for the execution of the Work, or that are to be incorporated in the Work, and that are controlled and contained pursuant to industry practices, Laws and Regulations, and the requirements of the Contract, does not establish a Hazardous Environmental Condition.
3. Resident Project Representative - The authorized representative of Owner assigned to assist Owner at the Site. As used herein, the term Resident Project Representative or “RPR” includes any assistants or field staff of Resident Project Representative. The RPR for this project is:

a. Steve Wu, City of San Mateo

2.02 Terminology

- A. The words and terms discussed in the following paragraphs are not defined but, when used in the Bidding Requirements or Contract Documents, have the indicated meaning.
- B. Intent of Certain Terms or Adjectives:
 1. The Contract Documents include the terms “as allowed,” “as approved,” “as ordered,” “as directed” or terms of like effect or import to authorize an exercise of professional judgment by Owner, Engineer, or Architect. In addition, the adjectives “reasonable,” “suitable,” “acceptable,” “proper,” “satisfactory,” or adjectives of like effect or import are used to describe an action or determination of Engineer as to the Work. It is intended that such exercise of professional judgment, action, or determination will be solely to evaluate, in general, the Work for compliance with the information in the Contract Documents and with the design concept of the Project as a functioning whole as shown or indicated in the Contract Documents (unless there is a specific statement indicating otherwise). The use of any such term or adjective is not intended to and shall not be effective to assign to Engineer any duty or authority to supervise or direct the performance of the Work, or any duty or authority to undertake responsibility contrary to the provisions of any provision of the Contract Documents.
- C. Day:
 1. The word “day” means a calendar day of 24 hours measured from midnight to the next midnight.
- D. Defective:
 1. The word “defective,” when modifying the word “Work,” refers to Work that is unsatisfactory, faulty, or deficient in that it:
 - a. does not conform to the Contract Documents; or
 - b. does not meet the requirements of any applicable inspection, reference standard, test, or approval referred to in the Contract Documents; or
 - c. has been damaged prior to Engineer’s recommendation of final payment (unless responsibility for the protection thereof has been assumed by Owner at Substantial Completion.

E. Furnish, Install, Perform, Provide:

1. The word “furnish,” when used in connection with services, materials, or equipment, shall mean to supply and deliver said services, materials, or equipment to the Site (or some other specified location) ready for use or installation and in usable or operable condition.
2. The word “install,” when used in connection with services, materials, or equipment, shall mean to put into use or place in final position said services, materials, or equipment complete and ready for intended use.
3. The words “perform” or “provide,” when used in connection with services, materials, or equipment, shall mean to furnish and install said services, materials, or equipment complete and ready for intended use.
4. If the Contract Documents establish an obligation of Contractor with respect to specific services, materials, or equipment, but do not expressly use any of the four words “furnish,” “install,” “perform,” or “provide,” then Contractor shall furnish and install said services, materials, or equipment complete and ready for intended use.

F. Unless stated otherwise in the Contract Documents, words or phrases that have a well-known technical or construction industry or trade meaning are used in the Contract Documents in accordance with such recognized meaning.

2.03 Contract Documents Defined

A. The Contract Documents consist of the following documents:

1. This Contract.
2. Performance bond.
3. Payment bond.
4. Exhibits to this Contract (enumerated as follows):
 - a. **Exhibit A - Contractor’s Proposal**
 - b. **Exhibit B – Insurance Requirements for Construction Contracts.**
5. **National Joint Powers Alliance - Book 2: IQCC Standard Terms and Conditions and Contract General Conditions.**
6. **National Joint Powers Alliance - Book 3: Task Catalog.**
7. **National Joint Powers Alliance Book 4: Technical Specifications.**
8. The following which may be delivered or issued on or after the Effective Date of the Contract:
 - a. Work Change Directives.
 - b. Change Orders.
 - c. Field Orders.

ARTICLE 3 - CONTRACT DOCUMENTS

3.01 Intent of Contract Documents

- A. It is the intent of the Contract Documents to describe a functionally complete project. The Contract Documents do not indicate or describe all the Work required to complete the Project. Additional details required for the correct installation of selected products are to be provided by the Contractor and coordinated with the Owner and RPR. This Contract supersedes prior negotiations, representations, and agreements, whether written or oral. The Contract Documents are complementary; what is required by one part of the Contract Documents is as binding as if required by other parts of the Contract Documents.
- B. During the performance of the Work and until final payment, Contractor and Owner shall submit all matters in question concerning the requirements of the Contract Documents or relating to the acceptability of the Work under the Contract Documents to the RPR. RPR will be the initial interpreter of the requirements of the Contract Documents, and judge of the acceptability of the Work thereunder.
- C. RPR will render a written clarification, interpretation, or decision on the issue submitted, or initiate a modification to the Contract Documents.
- D. Contractor, and its subcontractors and suppliers, shall not have or acquire any title to or ownership rights to any of the Drawings, Specifications, or other documents (including copies or electronic media editions) prepared by RPR or its consultants.

3.02 Reporting and Resolving Discrepancies

- A. Reporting Discrepancies:
 - 1. *Contractor's Verification of Figures and Field Measurements:* Before undertaking each part of the Work, Contractor shall carefully study the Contract Documents, and check and verify pertinent figures and dimensions therein, particularly with respect to applicable field measurements. Contractor shall promptly report in writing to Engineer any conflict, error, ambiguity, or discrepancy that Contractor discovers, or has actual knowledge of, and shall not proceed with any Work affected thereby until the conflict, error, ambiguity, or discrepancy is resolved, by a clarification or interpretation by Engineer, or by an amendment or supplement to the Contract Documents.
 - 2. *Contractor's Review of Contract Documents:* If, before or during the performance of the Work, Contractor discovers any conflict, error, ambiguity, or discrepancy within the Contract Documents, or between the Contract Documents and (a) any applicable Law or Regulation, (b) actual field conditions, (c) any standard specification, manual, reference standard, or code, or (d) any instruction of any Supplier, then Contractor shall promptly report it to Engineer in writing. Contractor shall not proceed with the Work affected thereby (except in an emergency as required by Paragraph 7.15) until the conflict, error, ambiguity, or discrepancy is resolved, by a clarification or interpretation by Engineer, or by an amendment or supplement to the Contract Documents issued pursuant to Paragraph 11.01.
 - 3. Contractor shall not be liable to Owner or Engineer for failure to report any conflict, error, ambiguity, or discrepancy in the Contract Documents unless Contractor had actual knowledge thereof.

B. Resolving Discrepancies:

1. Except as may be otherwise specifically stated in the Contract Documents, the provisions of the Contract Documents shall take precedence in resolving any conflict, error, ambiguity, or discrepancy between such provisions of the Contract Documents and:
 - a. the provisions of any standard specification, manual, reference standard, or code, or the instruction of any Supplier (whether or not specifically incorporated by reference as a Contract Document); or
 - b. the provisions of any Laws or Regulations applicable to the performance of the Work (unless such an interpretation of the provisions of the Contract Documents would result in violation of such Law or Regulation).
2. When a conflict exists between drawings or between drawings and details, the more stringent of the two shall prevail. When a conflict exists between two specifications, the more stringent of the two shall prevail.
3. In the event of a conflict that cannot be resolved by interpreting the Contract Documents as a single, integrated document and giving effect to each provision therein, the Contract Document higher in precedence shall control and supersede the Contract Documents lower in precedence in accordance with the following listing arranged from the highest to the lowest in precedence:
 - a. Change Order.
 - b. Addenda.
 - c. Contract.
 - d. Technical Specifications included as an Exhibit to this Contract.
 - e. Drawings included as an Exhibit to this Contract.
 - f. Owner Standard Specifications.
 - g. Owner Standard Drawings.
 - h. National Joint Powers Alliance Book 4: Technical Specifications.**
 - i. National Joint Powers Alliance - Book 2: IQCC Standard Terms and Conditions and Contract General Conditions.**
 - j. The provisions of any standard specification, manual, reference standard, or code, or the instruction of any Supplier (whether or not specifically incorporated by reference as a Contract Document).
 - k. The provisions of any Laws or Regulations applicable to the performance of the Work (unless such an interpretation of the provisions of the Contract Documents would result in violation of such Law or Regulation).
 - l. Notice to Bidder.
 - m. Instruction to Bidder.

ARTICLE 4 - CONTRACT TIMES

4.01 Contract Times

- A. The Work will be substantially completed within **365** days after the Effective Date of the Contract and completed and ready for final payment within **395** days after the Effective Date of the Contract.

4.02 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence in the performance of the Contract, and that Owner will incur damages if Contractor does not complete the Work according to the requirements of Paragraph 4.01. Because such damages for delay would be difficult and costly to determine and the parties agree that **\$1000** per day is a reasonable approximation of the Owner's damages, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner **\$1000** for each day that expires after the Contract Time for substantial completion.

4.03 Delays in Contractor's Progress

- A. If Owner, RPR, or anyone for whom Owner is responsible, delays, disrupts, or interferes with the performance or progress of the Work, then Contractor shall be entitled to an equitable adjustment in the Contract Times and Contract Price. Contractor's entitlement to an adjustment of the Contract Times is conditioned on such adjustment being essential to Contractor's ability to complete the Work within the Contract Times.
- B. Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for delay, disruption, or interference caused by or within the control of Contractor or their subcontractors or suppliers.
- C. If Contractor's performance or progress is delayed, disrupted, or interfered with by unanticipated causes not the fault of and beyond the control of Owner, Contractor, and those for which they are responsible, then Contractor shall be entitled to an equitable adjustment in Contract Times.
- D. Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for any delay, disruption, or interference if such delay is concurrent with a delay, disruption, or interference caused by or within the control of Contractor or Contractor's subcontractors or suppliers.

4.04 Progress Schedules

- A. Contractor shall develop a progress schedule and submit to the RPR for review and comment before starting Work on the Site. The Contractor shall modify the schedule in accordance with the comments provided by the RPR.
- B. The Contractor shall update and submit the progress schedule to the RPR each month. The Owner may withhold payment if the Contractor fails to submit the schedule.

ARTICLE 5 - CONTRACT PRICE

5.01 Payment

- A. Owner shall pay Contractor in accordance with the Contract Documents, the lump sum amount of **\$298,253.22** for all Work.

- B. For any additional Work authorized by Owner, Owner shall pay Contractor in an amount equal to the total of all extended prices for actual Work completed. The extended price is determined by multiplying the unit price in the **National Joint Powers Alliance - Book 3: Task Catalog** times the actual quantity of that Work item completed. Actual quantities installed will be determined by the RPR.

ARTICLE 6 - BONDS AND INSURANCE

6.01 Bonds

- A. Before starting Work, Contractor shall furnish a performance bond and a payment bond from surety companies that are duly licensed or authorized to issue bonds in the required amounts in the jurisdiction in which the Project is located. Each bond shall be in an amount equal to the Contract Price, as security for the faithful performance and payment of all of Contractor's obligations under the Contract. These bonds shall remain in effect until the completion of the correction period specified in Paragraph 7.12 but, in any case, not less than one year after the date when final payment becomes due.
- B. Performance by Sureties. In the event of any termination, Owner shall immediately give written notice to Contractor and Contractor's sureties, and the sureties shall have the right to take over and perform the Contract, provided, however, that if the sureties, within five days after giving them notice of said termination, do not give Owner written notice of their intention to take over the performance thereof within five days after notice, Owner may take over the work and prosecute the same to completion, by contract or by any other method it may deem advisable, for the account, and at the expense of Contractor, and the sureties shall be liable to Owner for any excess cost or damages occasioned Owner thereby; and, in such event, Owner may, without liability for so doing, take possession of, and utilize in completing the work, such materials, appliances, plant and other property belonging to Contractor as may be on the site of the work and necessary therefore

6.02 Insurance

- A. The Contractor shall procure and maintain the insurance specified in the Exhibit B of this Contract for the greater of (1) the duration of the contract plus a period of **five (5)** years after completion of the Project or (2) the duration shown in Exhibit B.

ARTICLE 7 - CONTRACTOR'S RESPONSIBILITIES

7.01 Supervision and Superintendence

- A. Contractor shall supervise and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents. Contractor shall be solely responsible for the means, methods, techniques, sequences, safety, and procedures of construction.
- B. Contractor shall assign a competent resident superintendent who is to be present at all times during the execution of the Work. This resident superintendent shall not be replaced without written notice to and approval by the Owner and RPR except under extraordinary circumstances.
- C. Contractor shall at all times maintain good discipline and order at the Site.

- D. Except as otherwise required for the safety or protection of persons or the Work or property at the Site or adjacent thereto, and except as otherwise stated in the Contract Documents, all Work at the Site shall be performed during regular working hours, Monday through Friday.
- 7.02 Other Work at the Site
- A. In addition to and apart from the Work of the Contractor, other work may occur at or adjacent to the Site. Contractor shall take reasonable and customary measures to avoid damaging, delaying, disrupting, or interfering with the work of Owner, any other contractor, or any utility owner performing other work at or adjacent to the Site.
- 7.03 Services, Materials, and Equipment
- A. Unless otherwise specified in the Contract Documents, Contractor shall provide and assume full responsibility for all services, materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities, and all other facilities and incidentals necessary for the performance, testing, start up, and completion of the Work, whether or not such items are specifically called for in the Contract Documents.
 - B. All materials and equipment incorporated into the Work shall be new, of good quality and shall be stored, applied, installed, connected, erected, protected, used, cleaned, and conditioned in accordance with instructions of the applicable supplier, except as otherwise may be provided in the Contract Documents.
- 7.04 Subcontractors and Suppliers
- A. Contractor may retain subcontractors and suppliers for the performance of parts of the Work acceptable to Owner, provided that no work may be performed by a subcontractor who is debarred pursuant to Labor Code Sections 1777.1 or 1777.7.
- 7.05 Quality Management
- A. Contractor is fully responsible for the managing quality to ensure Work is completed in accordance with the Contract Documents.
- 7.06 Licenses, Fees and Permits
- A. Contractor shall pay all license fees and royalties and assume all costs incident to performing the Work or the incorporation in the Work of any invention, design, process, product, or device which is the subject of patent rights or copyrights held by others.
 - B. Contractor shall obtain and pay for all construction permits and licenses unless otherwise provided in the Contract Documents.
- 7.07 Laws and Regulations; Taxes
- A. Contractor shall give all notices required by and shall comply with all local, state, and federal Laws and Regulations applicable to the performance of the Work. Except where otherwise expressly required by applicable Laws and Regulations, neither Owner nor RPR shall be responsible for monitoring Contractor's compliance with any Laws or Regulations.
 - B. Contractor shall bear all resulting costs and losses, and shall indemnify and hold harmless Owner and RPR, and the officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them from and against all claims, costs,

losses, and damages if Contractor performs any Work or takes any other action knowing or having reason to know that it is contrary to Laws or Regulations.

- C. Contractor shall pay all applicable sales, consumer, use, and other similar taxes Contractor is required to pay in accordance with Laws and Regulations.
- D. In accordance with Public Contract Code Section 7103.5, the contractor offers and agrees to assign to the awarding body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties.
- E. Contractor shall give notice of hazardous materials and certain changed conditions in jobs involving trenching more than four feet deep.
- F. In accordance with Labor Code Section 1773.2, contractor will make travel and subsistence payments as required by statute.
- G. In accordance with Labor Code Section 1771, contractor must pay prevailing wages. The prevailing wage scale as determined by the Director of Industrial Relations of the State of California, in force on the day the bid was announced, will be the minimum paid to all craftsmen and laborers working on this project. Contractor shall also require any subcontractors who work or provide any services related to the project to pay all persons performing labor or rendering service under said subcontract or other arrangement at least the general prevailing rate of wages, determined as set forth herein for the respective crafts and employments, including such wages for holiday and overtime work. A copy of the correct determination will be posted at the job site. It is understood that it is the responsibility of Contractor to determine the correct scale. Copies of the prevailing wage rates are on file at the City Clerk's office; however, errors or defects in the materials in the City Clerk's office will not excuse a bidder's failure to comply with the actual scale then in force. In accordance with Labor Code Section 1775, the statutory provisions for failure to pay prevailing wages will be enforced.
- H. In accordance with Labor Code Section 1776, contractor must comply with the statutory requirements relating to certified copies of payroll records.
- I. In accordance with Labor Code Section 1777.5, contractor must comply with the statutory requirements relating to the employment of apprentices.
- J. In accordance with Labor Code Section 1810, eight hours labor constitutes a legal day's work. Contractor shall not require more than eight hours' labor in a day and 40 hours in a calendar week from any person employed by Contractor in the performance of such work unless such excess work is compensated for at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to Owner the sum of \$25.00 for each laborer, workman, or mechanic employed in the execution of this contract by Contractor, or by any subcontractor, for each calendar day during which such laborer, workman, or mechanic is required or permitted to labor more than eight hours in any calendar day and 40 hours in any one calendar week in violation of the provisions of Section 1810 and 1816, inclusive, of the Labor Code of the State of California.

- K. In accordance with Labor Code Section 1813, the statutory provisions for penalties for failure to comply with wage and hour laws will be enforced.
- L. In accordance with Labor Code Section 1860, the contractor must secure the payment of workers' compensation to its employees.
- M. In accordance with Labor Code Section 6705, the contractor must submit a detailed plan of the shoring and bracing for trenches five feet deep or more for contracts in excess of \$25,000.
- N. In accordance with Labor Code Sections 1725.5 and 1771.1, all contractors and subcontractors must be registered with the Department of Industrial Relations. In accordance with Labor Code Section 1771.4, the contractor must post job site notices as required by regulation and this project will be subject to compliance monitoring and enforcement by the Department of Industrial Relations.

7.08 Record Documents

- A. Contractor shall maintain one printed record copy of all Drawings, Specifications, Addenda, Change Orders, Work Change Directives, Field Orders, written interpretations and clarifications, and approved shop drawings in a safe place at the Site. Contractor shall annotate them to show changes made during construction. Contractor shall deliver these record documents to RPR upon completion of the Work.

7.09 Safety and Protection

- A. Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work.
- B. Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to:
 - 1. All persons on the Site or who may be affected by the Work;
 - 2. All the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
 - 3. Other property at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, other work in progress, utilities, and underground facilities not designated for removal, relocation, or replacement in the course of construction.
- C. All damage, injury, or loss to any property caused, directly or indirectly, in whole or in part, by Contractor, or anyone for whose acts the Contractor may be liable, shall be remedied by Contractor at its expense (except damage or loss attributable to the fault of Contract Documents or to the acts or omissions of Owner or RPR and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of Contractor).
- D. Contractor shall be responsible for coordinating any exchange of material safety data sheets or other hazard communication information required to be made available to or exchanged between or among employers at the Site in accordance with Laws or Regulations.
- E. In emergencies affecting the safety or protection of persons or the Work or property at the Site or adjacent thereto, Contractor shall act to prevent threatened damage, injury, or loss. Contractor shall give RPR prompt written notice if Contractor believes that any significant changes in the Work or variations from the Contract Documents have been caused thereby or are required as a result thereof. If RPR determines that a change in the Contract

Documents is required because of the action taken by Contractor in response to such an emergency, a Work Change Directive or Change Order will be issued.

7.10 Shop Drawings, Samples, and Other Submittals

- A. Contractor shall review and coordinate the shop drawing and samples with the requirements of the Work and the Contract Documents and shall verify all related field measurements, quantities, dimensions, specified performance and design criteria, installation requirements, materials, catalog numbers, and similar information.
- B. Each submittal shall bear a stamp or specific written certification that Contractor has satisfied Contractor's obligations under the Contract Documents with respect to Contractor's review of that submittal, and that Contractor approves the submittal.
- C. With each submittal, Contractor shall give RPR specific written notice, in a communication separate from the submittal, of any variations that the shop drawing or sample may have from the requirements of the Contract Documents.
- D. RPR will provide timely review of shop drawings and samples.
- E. RPR's review and approval will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions or programs.
- F. RPR's review and approval of a separate item does not indicate approval of the assembly in which the item functions.
- G. Contractor shall make corrections required by RPR and shall return the required number of corrected copies of shop drawings and submit, as required, new samples for review and approval. Contractor shall direct specific attention in writing to revisions other than the corrections called for by RPR on previous submittals.
- H. Shop drawings are not Contract Documents.

7.11 Warranties and Guarantees

- A. Contractor warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. RPR and its officers, directors, members, partners, employees, agents, consultants, and subcontractors shall be entitled to rely on Contractor's warranty and guarantee.

7.12 Correction Period

- A. If within one year after the date of substantial completion, any Work is found to be defective, or if the repair of any damages to the Site, adjacent areas that Contractor has arranged to use through construction easements or otherwise, and other adjacent areas used by Contractor as permitted by Laws and Regulations, is found to be defective, then Contractor shall promptly and without cost to Owner, correct such defective Work.

7.13 Indemnification

- A. To the fullest extent permitted by Laws and Regulations, and in addition to any other obligations of Contractor under the Contract or otherwise, Contractor shall indemnify and hold harmless Owner and RPR, and the officials, employees, and agents, of each and any of them from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of RPR, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to the performance of

the Work. Contractor will defend Owner, its elected and appointed officials, employees, and agents against any such claims. However, this provision does not apply to claims, loss, liability, damage, or expense arising from the sole negligence or willful misconduct of the Owner

ARTICLE 8 - OWNER'S RESPONSIBILITIES

8.01 Owner's Responsibilities

- A. Except as otherwise provided in the Contract Documents, Owner shall issue all communications to Contractor through RPR.
- B. Owner shall make payments to Contractor as provided in this Contract.
- C. Owner shall provide Site and easements required to construct the Project.
- D. If Owner intends to contract with others for the performance of other work at or adjacent to the Site, unless stated elsewhere in the Contract Documents, Owner shall have sole authority and responsibility for such coordination.
- E. The Owner shall be responsible for performing inspections and tests required by applicable codes.
- F. The Owner shall not supervise, direct, or have control or authority over, nor be responsible for, Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs, or for any failure of Contractor to comply with Laws and Regulations applicable to the performance of the Work. Owner will not be responsible for Contractor's failure to perform the Work in accordance with the Contract Documents.
- G. While at the Site, Owner's employees and representatives shall comply with the specific applicable requirements of Contractor's safety programs of which Owner has been informed.
- H. Owner shall furnish copies of any applicable Owner safety programs to Contractor.
- I. In accordance with Public Contract Code Section 9201, Owner shall give contractor timely notification of the receipt of any third-party claims relating to the contract.

ARTICLE 9 - RPR'S STATUS DURING CONSTRUCTION

9.01 RPR's Status

- A. RPR will be Owner's representative during construction. The duties and responsibilities and the limitations of authority of RPR as Owner's representative during construction are set forth in this Contract.
- B. Neither RPR's authority or responsibility under this Article 9 or under any other provision of the Contract, nor any decision made by RPR in good faith either to exercise or not exercise such authority or responsibility or the undertaking, exercise, or performance of any authority or responsibility by RPR, shall create, impose, or give rise to any duty in contract, tort, or otherwise owed by RPR to Contractor, any subcontractor, any supplier, any other individual or entity, or to any surety for or employee or agent of any of them.
- C. RPR will make visits to the Site at intervals appropriate to the various stages of construction. RPR will not be required to make exhaustive or continuous inspections on the Site to check the quality or quantity of the Work.

- D. RPR has the authority to reject Work if Contractor fails to perform Work in accordance with the Contract Documents.
- E. RPR will render decisions regarding the requirements of the Contract Documents and judge the acceptability of the Work.
- F. RPR will not supervise, direct, control, or have authority over or be responsible for Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs, or for any failure of Contractor to comply with Laws and Regulations applicable to the performance of the Work. RPR will not be responsible for Contractor's failure to perform the Work in accordance with the Contract Documents.

ARTICLE 10 - CHANGES IN THE WORK

10.01 Authority to Change the Work

- A. Without invalidating the Contract and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work.

10.02 Change Orders

- A. Owner and Contractor shall execute appropriate Change Orders covering:
 - 1. Changes in the Contract Price or Contract Times which are agreed to by the parties, including any undisputed sum or amount of time for Work actually performed in accordance with a Work Change Directive;
 - 2. Changes in the Work which are: (a) ordered by Owner or (b) agreed to by the parties or (c) resulting from the RPR's decision, subject to the need for RPR's recommendation if the change in the Work involves the design (as set forth in the Drawings, Specifications, or otherwise), or other engineering or technical matters; and
 - 3. Changes in the Contract Price or Contract Times or other changes which embody the substance of any final binding results under Article 12.
- B. If the provisions of any bond require notice to be given to a surety of any change affecting the general scope of the Work or the provisions of the Contract Documents (including, but not limited to, Contract Price or Contract Times), the giving of any such notice will be Contractor's responsibility. The amount of each applicable bond will be adjusted to reflect the effect of any such change.

ARTICLE 11 - DIFFERING SUBSURFACE OR PHYSICAL CONDITIONS

11.01 Differing Conditions Process

- A. If Contractor believes that any subsurface or physical condition including but not limited to utilities or other underground facilities that are uncovered or revealed at the Site either differs materially from that shown or indicated in the Contract Documents or is of an unusual nature, and differs materially from conditions ordinarily encountered and generally recognized as inherent in Work of the character provided for in the Contract Documents then Contractor shall, promptly after becoming aware thereof and before further disturbing the subsurface or physical conditions or performing any Work in connection therewith (except in an emergency), notify Owner and RPR in writing about such condition. Contractor shall not further disturb such condition or perform any Work in connection therewith (except with

respect to an emergency) until receipt of a written statement permitting Contractor to do so.

- B. After receipt of written notice, RPR will promptly:
 - 1. Review the subsurface or physical condition in question;
 - 2. Determine necessity for Owner obtaining additional exploration or tests with respect to the condition;
 - 3. Determine whether the condition falls within the differing site condition as stated herein;
 - 4. Obtain any pertinent cost or schedule information from Contractor;
 - 5. Prepare recommendations to Owner regarding the Contractor's resumption of Work in connection with the subsurface or physical condition in question and the need for any change in the Drawings or Specifications; and
 - 6. Advise Owner in writing of RPR's findings, conclusions, and recommendations.
- C. After receipt of RPR's written findings, conclusions, and recommendations, Owner shall issue a written statement to Contractor regarding the subsurface or physical condition in question, addressing the resumption of Work in connection with such condition, indicating whether any change in the Drawings or Specifications will be made, and adopting or rejecting RPR's written findings, conclusions, and recommendations, in whole or in part.

ARTICLE 12 - CLAIMS AND DISPUTE RESOLUTION

12.01 Claims Process

- A. The party submitting a claim shall deliver it directly to the other party to the Contract and the RPR promptly (but in no event later than 10 days) after the start of the event giving rise thereto.
- B. The party receiving a claim shall review it thoroughly, giving full consideration to its merits. The two parties shall seek to resolve the claim through the exchange of information and direct negotiations. All actions taken on a claim shall be stated in writing and submitted to the other party.
- C. If efforts to resolve a claim are not successful, the party receiving the claim may deny it by giving written notice of denial to the other party. If the receiving party does not take action on the claim within 45 days, the claim is deemed denied.
- D. If the dispute is not resolved to the satisfaction of the parties, Owner or Contractor shall give written notice to the other party of the intent to submit the dispute to a court of competent jurisdiction unless the Owner and Contractor both agree to an alternative dispute resolution process.

12.02 Mediation

Should any dispute arise out of this Contract, any party may request that it be submitted to mediation. The parties shall meet in mediation within 30 days of a request. The mediator shall be agreed to by the mediating parties; in the absence of an agreement, the parties shall each submit one name from mediators listed by the American Arbitration Association, the California State Board of Mediation and Conciliation, or other agreed-upon service. The mediator shall be

selected by a blind draw. The cost of mediation shall be borne equally by the parties. Neither party shall be deemed the prevailing party. No party shall be permitted to file a legal action without first meeting in mediation and making a good faith attempt to reach a mediated settlement. The mediation process, once commenced by a meeting with the mediator, shall last until agreement is reached by the parties but not more than 60 days, unless the maximum time is extended by the parties.

ARTICLE 13 - TESTS AND INSPECTIONS; CORRECTION OF DEFECTIVE WORK

13.01 Tests and Inspections

- A. Owner and RPR will have access to the Site and the Work at reasonable times for their observation, inspection, and testing. Contractor shall provide them proper and safe conditions for such access.
- B. Contractor shall give RPR timely notice of readiness of the Work for all required inspections and tests and shall cooperate with inspection and testing personnel to facilitate required inspections and tests.
- C. If any Work that is to be inspected, tested, or approved is covered by Contractor without written concurrence of RPR, Contractor shall, if requested by RPR, uncover such Work for observation. Such uncovering shall be at Contractor's expense.

13.02 Defective Work

- A. Contractor shall ensure that the Work is not defective.
- B. RPR has the authority to determine whether Work is defective, and to reject defective Work.
- C. Prompt notice of all defective Work of which Owner or RPR has actual knowledge will be given to Contractor.
- D. The Contractor shall promptly correct all such defective Work.
- E. When correcting defective Work, Contractor shall take no action that would void or otherwise impair Owner's special warranty and guarantee, if any, on said Work.
- F. If the Work is defective or Contractor fails to supply sufficient skilled workers or suitable materials or equipment, or fails to perform the Work in such a way that the completed Work will conform to the Contract Documents, then Owner may order Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated.

ARTICLE 14 - PAYMENTS TO CONTRACTOR

14.01 Progress Payments

- A. The Contractor shall prepare a schedule of values that will serve as the basis for progress payments. The schedule of values will be in a form of application for payment acceptable to RPR. The unit price breakdown submitted with the bid will be used for unit price work. Break lump sum items into units that will allow for measurement of Work in progress.

14.02 Applications for Payments:

- A. Contractor shall submit an application for payment in a form acceptable to the RPR, no more frequently than monthly, to RPR. Applications for payment will be prepared and signed by

Contractor. Contractor shall provide supporting documentation required by the Contract Documents. Payment will be paid for Work completed as of the date of the application for payment.

- B. Beginning with the second application for payment, each application shall include an affidavit of Contractor stating that all previous progress payments received on account of the Work have been applied on account to discharge Contractor's legitimate obligations associated with prior applications for payment.

14.03 Retainage

- A. The Owner shall retain 5% of each progress payment until the Work is substantially complete.

14.04 Review of Applications

- A. Within 10 days after receipt of each application for payment, the RPR will either indicate in writing a recommendation for payment and present the application for payment to Owner or return the application for payment to Contractor indicating in writing RPR's reasons for refusing to recommend payment. The Contractor will make the necessary corrections and resubmit the application for payment.
- B. RPR will recommend reductions in payment (set-offs) which, in the opinion of the RPR, are necessary to protect Owner from loss because the Work is defective and requires correction or replacement.
- C. The Owner is entitled to impose set-offs against payment based on any claims that have been made against Owner on account of Contractor's conduct in the performance of the Work, incurred costs, losses, or damages on account of Contractor's conduct in the performance of the Work, or liquidated damages that have accrued as a result of Contractor's failure to complete the Work.

14.05 Contractor's Warranty of Title

- A. Contractor warrants and guarantees that title to all Work, materials, and equipment furnished under the Contract will pass to Owner free and clear of (1) all liens and other title defects, and (2) all patent, licensing, copyright, or royalty obligations, no later than seven days after the time of payment by Owner.

14.06 Substantial Completion

- A. The Contractor shall notify Owner and RPR in writing that the Work is substantially complete and request the RPR issue a certificate of substantial completion when Contractor considers the Work ready for its intended use. Contractor shall at the same time submit to Owner and RPR an initial draft of punch list items to be completed or corrected before final payment.
- B. RPR will make an inspection of the Work with the Owner and Contractor to determine the status of completion. If RPR does not consider the Work substantially complete, RPR will notify Contractor and Owner in writing giving the reasons therefor.
- C. If RPR considers the Work substantially complete or upon resolution of all reasons for non-issuance of a certificate identified in 14.06.B, RPR will deliver to Owner a certificate of substantial completion which shall fix the date of substantial completion and include a punch list of items to be completed or corrected before final payment.

14.07 Final Inspection

- A. Upon written notice from Contractor that the entire Work is complete, RPR will promptly make a final inspection with Owner and Contractor and will notify Contractor in writing of all particulars in which this inspection reveals that the Work, or agreed portion thereof, is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies.

14.08 Final Payment

- A. Contractor may make application for final payment after Contractor has satisfactorily completed all Work defined in the Contract, including providing all maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance, certificates of inspection, annotated record documents and other documents.
- B. The final application for payment shall be accompanied (except as previously delivered) by:
 - 1. All documentation called for in the Contract Documents;
 - 2. Consent of the surety to final payment;
 - 3. Satisfactory evidence that all title issues have been resolved such that title to all Work, materials, and equipment has passed to Owner free and clear of any liens or other title defects, or will so pass upon final payment;
 - 4. A list of all disputes that Contractor believes are unsettled; and
 - 5. Complete and legally effective releases or waivers (satisfactory to Owner) of all lien rights arising out of the Work, and of liens filed in connection with the Work.
- C. The Work is complete (subject to surviving obligations) when it is ready for final payment as established by the RPR's written recommendation of final payment.

14.09 Waiver of Claims

- A. The making of final payment will not constitute a waiver by Owner of claims or rights against Contractor.
- B. The acceptance of final payment by Contractor will constitute a waiver by Contractor of all claims and rights against Owner other than those pending matters that have been duly submitted.

ARTICLE 15 - SUSPENSION OF WORK AND TERMINATION

15.01 Owner May Suspend Work

- A. At any time and without cause, Owner may suspend the Work or any portion thereof for a period of not more than 60 consecutive days by written notice to Contractor and RPR. Such notice will fix the date on which Work will be resumed. Contractor shall resume the Work on the date so fixed. Contractor shall be entitled to an adjustment in the Contract Price or an extension of the Contract Times, or both, directly attributable to any such suspension.

15.02 Owner May Terminate for Cause

- A. Contractor's failure to perform the Work in accordance with the Contract Documents or other failure to comply with a material term of the Contract Documents will constitute a default by Contractor and justify termination for cause.

- B. If Contractor defaults in its obligations, then after giving Contractor and any surety ten days written notice that Owner is considering a declaration that Contractor is in default and termination of the Contract, Owner may proceed to:
 - 1. Declare Contractor to be in default, and give Contractor and any surety notice that the Contract is terminated; and
 - 2. Enforce the rights available to Owner under any applicable performance bond.
- C. Owner may not proceed with termination of the Contract under Paragraph 15.02.B if Contractor within seven days of receipt of notice of intent to terminate begins to correct its failure to perform and proceeds diligently to cure such failure.
- D. Subject to the terms and operation of any applicable performance bond, if Owner has terminated the Contract for cause, Owner may exclude Contractor from the Site, take possession of the Work, incorporate in the Work all materials and equipment stored at the Site or for which Owner has paid Contractor but which are stored elsewhere, and complete the Work as Owner may deem expedient.
- E. In the case of a termination for cause, if the cost to complete the Work, including related claims, costs, losses, and damages, exceeds the unpaid contract balance, Contractor shall pay the difference to Owner.

15.03 Owner May Terminate for Convenience

- A. Upon seven days written notice to Contractor, Owner may, without cause and without prejudice to any other right or remedy of Owner, terminate the Contract. In such case, Contractor shall be paid for, without duplication of any items:
 - 1. Completed and acceptable Work executed in accordance with the Contract Documents prior to the effective date of termination, including fair and reasonable sums for overhead and profit on such Work;
 - 2. Expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials, or equipment as required by the Contract Documents in connection with uncompleted Work, plus fair and reasonable sums for overhead and profit on such expenses; and
 - 3. Other reasonable expenses directly attributable to termination, including costs incurred to prepare a termination for convenience cost proposal.
- B. Contractor shall not be paid on account of loss of anticipated overhead, profits, or revenue, or other economic loss arising out of or resulting from such termination.

ARTICLE 16 - CONTRACTOR'S REPRESENTATIONS

16.01 Contractor Representations

- A. Contractor makes the following representations when entering into this Contract:
 - 1. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
 - 2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

3. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on:
 - a. The cost, progress, and performance of the Work;
 - b. The means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and
 - c. Contractor's safety precautions and programs.
5. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
6. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
7. Contractor has given RPR written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by RPR is acceptable to Contractor.
8. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
9. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that, without exception, all prices in the Contract are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 17 - MISCELLANEOUS

17.01 Cumulative Remedies

- A. The duties and obligations imposed by this Contract and the rights and remedies available hereunder to the parties hereto are in addition to, and are not to be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by Laws or Regulations, by special warranty or guarantee, or by other provisions of the Contract. The provisions of this paragraph will be as effective as if repeated specifically in the Contract Documents in connection with each particular duty, obligation, right, and remedy to which they apply.

17.02 Limitation of Damages

- A. Neither Owner, RPR, nor any of their officers, directors, members, partners, employees, agents, consultants, or subcontractors, shall be liable to Contractor for any claims, costs, losses, or damages sustained by Contractor on or in connection with any other project or anticipated project.

17.03 No Waiver

- A. A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Contract.

17.04 Survival of Obligations

- A. All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with the Contract, as well as all continuing obligations indicated in the Contract, will survive final payment, completion, and acceptance of the Work or termination or completion of the Contract or termination of the services of Contractor.

17.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract.

17.06 Controlling Law and Venue

- A. This Contract is to be governed by the law of the state of California and, in the event of litigation, venue will be in the County of San Mateo.

17.07 Notices

- A. All notices shall be in writing, and delivered in person, or transmitted by certified mail, postage prepaid. Notices required to be given to Owner or Contractor shall be addressed as appears in the signature block at the end of this Contract.

17.08 No Partnership or Agency

- A. Nothing in this Contract nor in the contract documents shall be deemed to constitute a partnership in law between Owner and Contractor, or any subcontractor, to constitute either party as an agent of the other for any purpose; or to entitle either party to commit or bind the other in any manner unless expressly agreed upon in the contract documents.

17.09 Severability

- A. If any part or provision of the contract documents is determined by any court to be illegal, invalid, or unenforceable, in whole or in part, the contract documents shall continue to be valid as to its other provisions and the remainder of the affected provision, unless it can be concluded from the circumstances that, in the absence of the provisions found to be null and void, the parties would not have entered into the contract documents. The parties shall use all reasonable efforts to replace any and all provisions or parts found to be null and void with provisions that are valid under the applicable law and come closest to their original intention.

17.10 Waiver

- A. None of the following shall operate as a waiver of any provision of the contract documents, or of any power herein reserved by the Owner, or any right to damages herein provided: 1) inspection by the Owner or its authorized agents or representatives; 2) any order or certificate for payment, or any payment for, or acceptance of the whole or any part of the work by the Owner; 3) an extension of time; or 4) any position taken by the Owner or its authorized agents or representatives.

17.11 Warranty

- A. Contractor warrants and guarantees that the materials and equipment provided shall be at least of the quality specified and new unless otherwise required or permitted by the contract documents and, if no quality is specified, then the materials and equipment shall be of commercial grade, suitable for heavy public use in facilities of similar size and complexity,, that the work performed hereunder will be free from defects, and that the work will conform to the requirements of the contract documents.

IN WITNESS WHEREOF, Owner and Contractor have signed this Contract.

This Contract will be effective on _____ (which is the Effective Date of the Contract).

OWNER:

CONTRACTOR:

By: Azalea Mitch

By: Eric Newton

Title: Director of Public Works

Title: President

Address for giving notices:

330 West 20th Avenue

San Mateo, CA 94403

Address for giving notices:

2436 Broad Street

San Luis Obispo, CA 93401

License No.: CA License # 783608
(where applicable)

APPROVED AS TO FORM

Linh Nguyen

Assistant City Attorney

EXHIBIT A
CONTRACTOR'S PROPOSAL

Work Order Signature Document**EZIQC Contract No.: CA-R5-GB02-123021-NCM**☒**New Work Order****Modify an Existing Work Order**

Work Order Number.: 105276.00

Work Order Date: 08/24/2022

Work Order Title: San Mateo - Casanova Park restroom remodel

Owner Name: CALIFORNIA - City of San Mateo

Contractor Name: Newton Construction & Management

Contact: Steve Wu

Contact: Darin Terrazas

Phone: (650)8238331

Phone: 805-544-5583

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No CA-R5-GB02-123021-NCM.

Brief Work Order Description:

Park restroom remodel

Time of Performance

Estimated Start Date:

Estimated Completion Date:

Liquidated Damages

Will apply:



Will not apply:

**Work Order Firm Fixed Price: \$298,253.22**

Owner Purchase Order Number:

Approvals_____
CALIFORNIA - City of San Mateo_____
Date_____
Contractor_____
Date

Detailed Scope of Work

To: Darin Terrazas
Newton Construction & Management
2436 Broad St
San Luis Obispo, CA 93401
805-544-5583

From: Steve Wu
CALIFORNIA - City of San Mateo
330 W. 20th Avenue
San Mateo, CA 94403
(650)8238331

Date Printed: August 24, 2022

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Brief Scope: Park restroom remodel

☐**Preliminary**☐**Revised**☒**Final**

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

DETAILED SCOPE OF WORK**REVISED ON 08/22/2022****Project Name:** Casanova Park Restroom Maintenance**Project City Job Number:** 469030**Owner:** City of San Mateo, Public Works Department**Site Address:** 4012 Casanova Drive San Mateo, CA 94403

1. Description The City of San Mateo Public Works Department Facilities Division has issued plan check delta 1 drawings, dated 05/31/2022, for the renovation of the existing Men's & Women's Restroom located at 4012 Casanova Dr., San Mateo, CA 94403.

2. Trades Trades will include plumbing, bathroom accessories, glazing, doors, frames, hardware, electrical, painting, flooring.

3. Scope of Work The City of San Mateo Public Works Department has requested the contractor to provide temporary chain link fencing around perimeter of building prior to demolition work to restrict public access into the construction area for public safety concerns. A temporary gate will be installed and used by workers to control access into the area.

The Scope of Work includes:

Plumbing:

- Remove all plumbing fixtures.
- Remove existing exterior drinking fountain.
- New cast concrete sink on metal pedestal.
 - o New custom bases for new sinks, as requested by owner to support the new cast concrete sink. The sink will be supported by a custom metal frame Manufacturer by Fine Steel Products, San Jose, CA.
 - o New custom cast ramp sink and counter Manufactured by Sonoma Cast Stone. 40" Wide x 22" Deep x 2" Thick "Earthcrete". Finish: "Nucrete Format". Refer to page 2 Plumbing Fixture schedule, note 2.
- New toilets & wall cleanout.
- New urinal.

Detailed Scope of Work Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

- New fixtures, coordinate with electrical subcontractor to provide power as required.
 - o Electronic/infrared combination soap dispensers/faucets.
 - o Electronic/infrared flush valves.
 - o Electronic accessible drinking fountain and bottle filler.
- New drinking fountain and grab bars. Refer to delta 1 revision plan check notes in drawings on sheet 3 of 4.
- Verify rim elevation of drains, adjust as needed. Coordinate with flooring subcontractor.

Bathroom Accessories:

- Remove all toilet partitions.
- Remove all accessories.
- New wainscot finish: Neolith, Estatuario Silk E05 quartz tile panels 1/4" in thickness and are available in 126"x 60" in size and are to be cut to a size of 48"x 48", up 8'-0" high.
- New toilet partitions and hardware as noted in the delta 1 revisions on sheet 3 of 4.
- New accessories.
 - o Includes Bradley Hand Dryer: Fixed, Epoxy Steel, Auto, White, ADA Compliant, refer to Accessories Schedule on sheet 3 of 4.
- New rails at drinking fountain.
- New cover plates at C.M.U. lower openings, (6) six qty.
- Ceiling and walls for new finishes.

Glazing:

- Repair damaged section of obscure glass on exterior north wall (refer to jpg image). Doors, Frames, Hardware, and Restroom

Signage:

- Remove door & jamb accessibility signage.
- New doors, frames, and hardware. Coordinate with electrical subcontractor.
- Install new signage at both restrooms that includes tactile visual signage and visual signage at each restroom as shown sheets 3 and 4 of the drawings.

Electrical:

- Remove ceiling & wall mounted light fixtures.
- Remove lock timers at doors & associated wiring & conduit.
- New vandal resistant LED ceiling & wall mounted light fixture and wiring.
- New astronomic lighting timer.
- Install new electrical for door hardware for new power actuated doors at both restrooms, coordinate with electrical subcontractor.
- Install new electrical for plumbing fixtures, coordinate with plumbing subcontractor.
- Electrical Notes:
 - o 1. Re-connect light controls to Cal-Sense System, verify with city representative.
 - o 2. Reuse (E) circuits for new door electronic door strikes.
 - o 3. Provide new circuits as needed for new electrical to plumbing fixtures and accessories.
 - o 4. Provide motion sensors for interior lights.
 - o 5. Exterior lights provide photocell.
 - o 6. Install ceiling mounted Harris LED 2'x4' light fixtures.
 - o 7. Install wall mounted Harris LED light fixtures.

Detailed Scope of Work Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Painting:

- Pressure wash exterior.
- Primer (1) one coat and paint (2) two coats interior and exterior.
- Exterior wood trim, eaves, fascia, and siding:
 - o 1 coat: Primer KM 295 Kel Bond Universal Primer.
 - o 2 coats: KM 1245 Acryshield 100 % Acrylic Low Sheen.
- Interior wood:
 - o 1 coat: KM 295 Kel-Bond Universal Primer.

Epoxy Flooring:

- Apply epoxy flooring trowel applied mortar to slope concrete floor to meet ADA requirements, coordinate with plumbing subcontractor.
- Prepare floor for new resinous poured finish.
- New floor and curb finish.

Exclusions:

- Environmental survey, including sampling and laboratory analysis.
- Abatement of any kind, including lead and asbestos.

Subject to the terms and conditions of EZIQC Contract **CA-R5-GB02-123021-NCM**.

Contractor

Date

CALIFORNIA - City of San Mateo

Date

Contractor's Price Proposal - Summary

Date: August 24, 2022

Re: IQC Master Contract #: CA-R5-GB02-123021-NCM
Work Order #: 105276.00
Owner PO #:
Title: San Mateo - Casanova Park restroom remodel
Contractor: Newton Construction & Management
Proposal Value: \$298,253.22

Section - 01	\$17,632.03
Section - 02	\$5,305.95
Section - 03	\$7,485.57
Section - 04	\$3,988.35
Section - 08	\$15,631.24
Section - 09	\$164,303.94
Section - 10	\$21,880.96
Section - 12	\$4,406.02
Section - 22	\$46,978.73
Section - 23	\$477.59
Section - 26	\$9,163.63
Section - 27	\$999.21
Proposal Total	\$298,253.22

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: August 24, 2022

Re: IQC Master Contract #: CA-R5-GB02-123021-NCM
 Work Order #: 105276.00
 Owner PO #:
 Title: San Mateo - Casanova Park restroom remodel
 Contractor: Newton Construction & Management
 Proposal Value: \$298,253.22

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
Section - 01					
1	01 22 16 00 0002		EA	Reimbursable FeesReimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	\$6,420.33
			Installation	Quantity 5,836.66 x Unit Price 1.00 x Factor 1.1000 = Total 6,420.33	
				2% Bond fee.	
2	01 22 20 00 0023		HR	LaborerFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$522.59
			Installation	Quantity 6.00 x Unit Price 75.41 x Factor 1.1550 = Total 522.59	
				Stand-by time for epoxy floor installer, 3 hours for men's room and 3 hours for women's restrooms, for curing time between coats.	
3	01 22 23 00 0680		DAY	20 KW, 60 Hertz Towable Diesel Powered Generator SetFuel consumption: 100% load – 1.6 gallons per hour, 75% load - 1.3 gallons per hour, 50% load - 0.9 gallons per hour.	\$930.70
			Installation	Quantity 4.00 x Unit Price 201.45 x Factor 1.1550 = Total 930.70	
				Epoxy flooring subcontractor will need 470v to operate equipment. Two days per restroom.	
4	01 22 23 00 0781		DAY	#1 Banded Cable, 50' With Camlock Ends For Generator Set	\$440.01
			Installation	Quantity 16.00 x Unit Price 23.81 x Factor 1.1550 = Total 440.01	
				4 cables for 4 days each, 16.	
5	01 22 23 00 0887		DAY	5,000 PSI Pressure Washer With Full-Time Operator	\$914.12
			Installation	Quantity 1.00 x Unit Price 791.45 x Factor 1.1550 = Total 914.12	
				Pressure wash interior concrete floor to prepare for new epoxy coating.	
6	01 22 23 00 0887		DAY	5,000 PSI Pressure Washer With Full-Time Operator	\$914.12
			Installation	Quantity 1.00 x Unit Price 791.45 x Factor 1.1550 = Total 914.12	
				Pressure wash building prior to painting.	
7	01 31 33 00 0004		EA	Cement Mason Minimum ChargeThis task should not be used in conjunction with any other tasks utilizing this labor trade, unless approved by owner. Task quantity is 1, unless approved by owner.	\$821.98
			Installation	Quantity 1.00 x Unit Price 711.67 x Factor 1.1550 = Total 821.98	
				Install C.M.U. and cap to match existing wainscot. See Detail 5, Sheet 4 of 4.	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 01

8	01 31 33 00 0008	EA	Glazier Minimum ChargeThis task should not be used in conjunction with any other tasks utilizing this labor trade, unless approved by owner. Task quantity is 1, unless approved by owner.						\$1,725.85
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00 x	747.12 x	1.1550	=	1,725.85		
			Obscure glass replacement. One site visit to demolish glass block from the exterior walls and to measure the opening and place the order. Second site visit will be to install the new glass block.						
9	01 56 26 00 0005	LF	Temporary 6' High Chain Link Fence And Posts, Up To 6 Months						\$1,240.01
		Installation	Quantity	Unit Price	Factor	=	Total		
			160.00 x	6.71 x	1.1550	=	1,240.01		
			Requested by owner. Provide temporary chain link fencing around perimeter of building prior to demolition work and restrict public access into the construction area for public safety concerns.						
10	01 56 26 00 0005 0053		For >100 To 250, Deduct						-\$31.42
		Installation	Quantity	Unit Price	Factor	=	Total		
			160.00 x	-0.17 x	1.1550	=	-31.42		
11	01 56 26 00 0005 0057	LF	For Each LF Shade Cloth, Add						\$471.24
		Installation	Quantity	Unit Price	Factor	=	Total		
			160.00 x	2.55 x	1.1550	=	471.24		
12	01 56 26 00 0034	EA	10' Wide, 6' High, Temporary Chain Link Fence Gate, Up To 6 Months						\$520.35
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00 x	450.52 x	1.1550	=	520.35		
			Requested by owner. Gate access into the work area.						
13	01 56 26 00 0158	BAG	Temporary Chain Link Fence Panels (Portable) SandbagIncludes placement and removal.						\$167.43
		Installation	Quantity	Unit Price	Factor	=	Total		
			24.00 x	6.04 x	1.1550	=	167.43		
			Requested by owner.						
14	01 71 13 00 0002	EA	First 25 Miles, Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed TruckIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom man lifts with up to 40' boom lengths, etc.						\$319.24
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00 x	276.40 x	1.1550	=	319.24		
			Delivery of pressure washer for painting subcontractor.						
15	01 71 13 00 0002	EA	First 25 Miles, Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed TruckIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom man lifts with up to 40' boom lengths, etc.						\$319.24
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00 x	276.40 x	1.1550	=	319.24		
			Temp generator.						

Contractor's Price Proposal - Detail Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 01

16	01 71 13 00 0002	EA	First 25 Miles, Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed TruckIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom man lifts with up to 40' boom lengths, etc.					\$319.24
			Quantity	Unit Price	Factor		Total	
		Installation	1.00 x	276.40 x	1.1550 =		319.24	
			Delivery of pressure washer for flooring subcontractor.					
17	01 74 19 00 0014	EA	20 CY Dumpster (3 Ton) "Construction Debris"Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.					\$1,617.00
			Quantity	Unit Price	Factor		Total	
		Installation	2.00 x	700.00 x	1.1550 =		1,617.00	
			For disposal of demolition debris and construction debris generator during construction work.					

Subtotal for Section - 01

\$17,632.03

Section - 02

18	02 41 16 13 0003	GSF	Up To 2,000 SF Commercial Building Interior Demolition, Gutting And Placing Into Dumpster Or Truck					\$3,120.12
			Quantity	Unit Price	Factor		Total	
		Installation	260.00 x	10.39 x	1.1550 =		3,120.12	
			Demo/Removal of all existing partitions, equipment, sinks, toilets, urinals, and accessories.					
19	02 41 19 13 0039	CF	Exterior Brick, Concrete Block Or Composite Removal					\$230.45
			Quantity	Unit Price	Factor		Total	
		Installation	16.00 x	12.47 x	1.1550 =		230.45	
			Wainscot Demo.					
20	02 41 19 13 0071	EA	Saw Cut Minimum ChargeFor projects where the total saw cutting charge is less than the minimum charge, use this task exclusively. This task should not be used in conjunction with any other tasks in this section.					\$1,082.75
			Quantity	Unit Price	Factor		Total	
		Installation	1.00 x	937.45 x	1.1550 =		1,082.75	
			Wainscot Demo.					
21	02 41 19 13 0333	EA	Core Drill Minimum ChargeFor projects where the total core drilling charge is less than the minimum charge, use task "Minimum Charge For Core Drilling" exclusively. Task "Minimum Charge For Core Drilling" should not be used in conjunction with any other tasks in this section. Does not apply to sections "Drilling In Concrete Per Inch Of Depth" or "Drilling In Brick Or Block Per Inch Of Depth".					\$872.63
			Quantity	Unit Price	Factor		Total	
		Installation	1.00 x	755.52 x	1.1550 =		872.63	
			New plumbing through concrete block.					

Subtotal for Section - 02

\$5,305.95

Section - 03

22	03 35 43 00 0002	SF	Mechanically Grind Concrete Floor With 40 Grit Metal Bonded Diamond Wheels					\$618.50
			Quantity	Unit Price	Factor		Total	
		Installation	306.00 x	1.75 x	1.1550 =		618.50	
			Surface Preparation for new epoxy flooring.					

Contractor's Price Proposal - Detail Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 03

23	03 35 43 00 0002	0061		For Up To 500, Add						\$1,173.39
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				306.00		3.32		1.1550		1,173.39
24	03 35 83 00 0006		SF	Bush Hammer Cured Concrete, New Concrete Wall Finishes						\$2,306.30
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				260.00		7.68		1.1550		2,306.30
25	03 35 83 00 0006	0051		For >250 To 500, Add						\$570.57
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				260.00		1.90		1.1550		570.57
26	03 54 16 00 0008		SF	1" Thick Self Leveling Cementitious Underlayment For FloorsIncluding Surface Preparation						\$2,816.81
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				260.00		9.38		1.1550		2,816.81
Subtotal for Section - 03										\$7,485.57

Section - 04

27	04 01 20 51 0002		SF	Grind Smooth Masonry Wall						\$3,223.65
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				784.00		3.56		1.1550		3,223.65
				Prepare wall areas for new Neolith panels.						
28	04 23 13 00 0007		SF	4" x 8" x 3" Solid Glass Block (Vistabrik®)						\$764.70
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				2.00		331.04		1.1550		764.70
Subtotal for Section - 04										\$3,988.35

Section - 08

29	08 12 13 13 0074		EA	3' x 6'-8" Through 7'-2" High, 6-3/4" Deep, 16 Gauge, Knock Down Hollow Metal Door Frame						\$1,475.03
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				2.00		532.50		1.1550		1,230.08
			Demolition	2.00	x	106.04	x	1.1550	=	244.95
30	08 12 13 13 0074	0074	EA	For Welded Frames, Add						\$196.60
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				2.00		85.11		1.1550		196.60
31	08 13 13 13 0049		EA	3' x 7' x 1-3/4", 18 Gauge, Level 2 Heavy Duty, Honeycomb Core, Hollow Metal Door						\$2,095.42
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				2.00		843.49		1.1550		1,948.46
			Demolition	2.00	x	63.62	x	1.1550	=	146.96
32	08 16 13 00 0108		SI	Factory Installed Molded Louver With Insect Screen (Skule Door)						\$665.28
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				768.00		0.75		1.1550		665.28
				Replace rodent screens. 8" x 16" = 128" x 6 screens = 768 Square inches.						
33	08 71 11 00 0021		PR	5" x 4" Standard Duty, Half Surface, Ball Bearing, Brass/Bronze, Satin Chrome Finish Hinge						\$375.68
			Installation	Quantity	x	Unit Price	x	Factor	=	Total
				2.00		148.84		1.1550		343.82
			Demolition	2.00	x	13.79	x	1.1550	=	31.85
				Specified Hardware: 3 Hinge MPB99 4-1/2" X 4-1/2" NRP 32D/630 McKinney.						

Contractor's Price Proposal - Detail Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 08

34	08	71	11	00	0618	EA	Heavy Duty, Surface Mounted, Dark Bronze Finish, Overhead Door Holder/Stop (Glynn Johnson 90)								\$1,144.70
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	469.03	x		1,083.46			
							Demolition	2.00	26.51	x		61.24			
35	08	71	11	00	0790	EA	Latch Protector								\$94.73
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	30.40	x		70.22			
							Demolition	2.00	10.61	x		24.51			
							Specified Hardware: Latch Protector 320-RKW 630 Rockwood								
36	08	71	11	00	2094	EA	8" x 16", Satin Finish, Stainless Steel Push Plate Door Hardware								\$114.81
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	49.70	x		114.81			
37	08	71	11	00	2117	EA	Anti-Vandal Pull With Astragal (Trimco 1096HA)								\$516.49
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	223.59	x		516.49			
							Specified Hardware, Exterior Side: Arm Pull AP1007 630 Rockwood								
38	08	71	11	00	2203	EA	Jamb Mounted Concealed Electric Power Transfer (Von Duprin EPT-10)								\$1,343.15
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	581.45	x		1,343.15			
39	08	71	11	00	2270	EA	Surface Mounted Heavy Duty Door Closer (LCN 4040XP/4041 Series)								\$1,202.17
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	489.67	x		1,131.14			
							Demolition	2.00	30.75	x		71.03			
							Specified Door Hardware: Door Closer 1431 O XP9 626 Sargent.								
40	08	71	11	00	2270	0250	EA	For AVB (5 LB Per Push), Add							\$15.25
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	6.60	x		15.25			
41	08	71	11	00	2270	0480	EA	For Stainless Steel Finish, Add							\$334.95
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	145.00	x		334.95			
42	08	71	11	00	2322	EA	Extra Heavy Duty Cylindrical, F86 Storeroom Or Closet LocksetSatin chrome plated US26D (BHMA 626) - BHMA 156.2-1989, Grade 1(Corbin Russwin CL 3300).								\$1,107.78
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	479.56	x		1,107.78			
							Specified door hardware: Lockset ND96PD X RHO Lever Storeroom Function with Vandlgard 626 Schlage.								
43	08	71	11	00	2465	EA	Double Cylinder Deadbolt, Key Both SidesCylindrical, ANSI Grade 1, interchangeable core, bright brass or satin chromium finish.								\$407.16
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	176.26	x		407.16			
							Specified door hardware: Schlage B662P Double Cylinder Deadbolt Lock Grade 1.								
44	08	71	11	00	2493	EA	24 Volt DC, Fail Secure, Dual Monitor Switch, Stainless Steel Body Electric Strike (Von Duprin 6215)For mortise or cylindrical locks								\$2,099.88
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	909.04	x		2,099.88			
							Specified door hardware. Power supply module will be connected to the electric strike, electric strike 6211-Us32d-Fse-24vdc Us 32d Von Duprin.								

Contractor's Price Proposal - Detail Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 08

45	08	71	11	00	2511	EA	3 Amperes At 12 Volt DC, 2 Amperes At 24 Volt DC, Door Hardware Power Supply									\$1,321.02
							Installation	Quantity		Unit Price		Factor	=		Total	
								2.00	x	571.87	x	1.1550	=		1,321.02	
							Specified door hardware: Power Supply PS 902 Schlage. Power supply module will be connected to the electric strike and will be operated by the existing "Cal Sense" system in the utility room.									
46	08	71	11	00	2519	EA	45" Long, 1/4" Flexible Aluminum Conduit, Armored Power Transfer Door Loop									\$241.19
							Installation	Quantity		Unit Price		Factor	=		Total	
								2.00	x	104.41	x	1.1550	=		241.19	
							This will be installed inside the jamb and will provide the electrical power from the power supply to the electric strike.									
47	08	71	11	00	2556	EA	2 Amperes Output Current, 12-24 Volt DC, 4 Relay with Fire Alarm (Schlage PS902)									\$879.95
							Installation	Quantity		Unit Price		Factor	=		Total	
								2.00	x	380.93	x	1.1550	=		879.95	
							Specified door hardware. A low voltage relay will be used with the power supply to send a signal to the electric strike operated by the Cal Sense timer.									

Subtotal for Section - 08

\$15,631.24

Section - 09

48	09	35	13	00	0002	SF	Thin Set - Epoxy Mortar Impact and chemical resistant.									\$4,874.65
							Installation	Quantity		Unit Price		Factor	=		Total	
								872.00	x	4.84	x	1.1550	=		4,874.65	
							Install at wall area for new Neolith panels, 109 LF x 8' high = 872 SF.									
49	09	67	23	00	0009	SF	3/8" Chemical Resistant (10,000 To 12,000 PSI) Epoxy Flooring Trowel Applied Mortar Compound Includes primer, two 3/16" slurry coats and top seal coats (color).									\$8,450.51
							Installation	Quantity		Unit Price		Factor	=		Total	
								306.00	x	23.91	x	1.1550	=		8,450.51	
							Each restroom is 13'x10' = 130 SF of Floor Space.									
							<ul style="list-style-type: none"> 130 SF x 2 = Total of 260 SF Floor Space. Two 3/16" coats = 3/8" thickness covering 260 SF. Estimated 87 LF of interior walls, cove up w wall 3". 3" of coving is estimated at 22 SF. 260 SF + 22 SF = 282 SF. Estimated an additional 12 SF per room of mortar compound for sloping to meet ADA requirements, 12 SF + 12 SF = 24 SF. 282 SF + 24 SF = 306 SF. 									
50	09	67	23	00	0009	0160	For Skid Resistant, Orange Peel Texture, Non-Abrasive Topping, Add									\$49.48
							Installation	Quantity		Unit Price		Factor	=		Total	
								306.00	x	0.14	x	1.1550	=		49.48	
51	09	67	23	00	0009	0161	For Up To 500, Add									\$1,745.94
							Installation	Quantity		Unit Price		Factor	=		Total	
								306.00	x	4.94	x	1.1550	=		1,745.94	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 09

52	09 78 23 00 0129	EA	1/4" Thick, Group D, 4' x 10' Varia Ecoresin Panel						\$128,479.38
			Quantity	Unit Price	Factor	=	Total		
		Installation	28.00 x	3,972.77 x	1.1550	=	128,479.38		
		<p>Wall Wainscot: Sheet 2 of 4 under Specifications. Manufacturer: Neolith. Estatuario Silk E05 quartz tile panels and are available in 1/4" or 1/2" thickness and 126"x60" in size. Wall panels are to be cut to a size of 48" x 48", up 8'-0" high. 100% Natural minerals composition. Neolith to be installed by manufacturer approved contractor per manufacturer's recommendations. Prepare painted C.M.U. as needed for thinset of Neolith.</p> <p>Total Lengths of Interior Restroom Walls: [13+13+13+13] + [10.5+10.5] + [5.5+5.5+1] + [5+5] + [6+6] + [1] + [1] + [1] = 109 LF.</p> <p>109 LF ÷ 4 FT High Panels = Panels</p> <p>Estimated Total Number of Neolith Panels = 28 qty.</p> <p>https://www.neolith.com/us/collections/classtone/estatuario-e05-e05r/</p>							
53	09 78 23 00 0199	EA	Laser Cutting Set Up On 4' x 10' Panels Polished Cut Edge						\$316.34
			Quantity	Unit Price	Factor	=	Total		
		Installation	1.00 x	273.89 x	1.1550	=	316.34		
		<p>The Neolith panels sizes are not available in the standard size of 8'-0" x 4'-0" and in order to meet the project specifications the panel available only in a size of 126" x 60".</p>							
54	09 78 23 00 0200	SF	Laser Cutting						\$10,823.07
			Quantity	Unit Price	Factor	=	Total		
		Installation	518.00 x	18.09 x	1.1550	=	10,823.07		
		<p>Manufacturer: Neolith,</p> <ul style="list-style-type: none"> • Estatuario Silk E05 quartz tile panels and are available in 1/4" or 1/2" thickness, 1/4" is used for pricing. • Based on the information on their website, the Estatuario Silk E05 quartz tile panels are only available in 126" x 60" size. • 28 panels will need a total of three cuts, two 4' cuts and one 10.5' cut. • Calculation: 4' + 4' + 10.5' = 18.5 SF per panel. • 18.5' x 28 panels = Total of 518 SF. • Estimated Total Quantity, 518 SF. 							
55	09 78 23 00 0276	LF	Edge Sealing On <1/2" Thick Panels						\$2,146.22
			Quantity	Unit Price	Factor	=	Total		
		Installation	228.00 x	8.15 x	1.1550	=	2,146.22		
		Sealing at exposed edges of Neolith Panels.							
56	09 91 13 00 0004	SF	1 Coat Filler, Brush Work, Paint Exterior Brick Walls						\$881.31
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,004.00 x	0.76 x	1.1550	=	881.31		
		<p>Paint exterior of building, block walls, and paint privacy walls. EXTERIOR CMU</p> <p>1 COAT: PRIME WITH KM 295 KEL-BOND UNIVERSAL PRIMER.</p>							
57	09 91 13 00 0006	SF	2 Coats Paint, Brush Work, Paint Exterior Brick Walls						\$1,832.20
			Quantity	Unit Price	Factor	=	Total		
		Installation	1,004.00 x	1.58 x	1.1550	=	1,832.20		
		<p>Paint exterior of building, block walls, and paint privacy walls. EXTERIOR CMU: 2 COATS OF KM 1245 ACRYSHIELD 100% ACRYLIC LOW SHEEN</p> <p>PC3V100 ANTI GRAFFITI CLEAR COATING.</p>							
58	09 91 13 00 0114	SF	1 Coat Primer, Brush Work, Paint Exterior Wood Rough (Shingles, Shakes Or Rough Sawn) Siding						\$213.68
			Quantity	Unit Price	Factor	=	Total		
		Installation	148.00 x	1.25 x	1.1550	=	213.68		
		<p>Primer of eaves is considered the as part of the exterior and is included in the scope of work per the Project Description on Sheet 1 of 4.</p>							

Contractor's Price Proposal - Detail Continues..

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Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 09

59	09	91	13	00 0114	0202	For >100 To 250, Add							\$64.96
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							148.00		0.38		1.1550		64.96
60	09	91	13	00 0116		SF 2 Coats Paint, Brush Work, Paint Exterior Wood Rough (Shingles, Shakes Or Rough Sawn) Siding							\$393.16
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							148.00		2.30		1.1550		393.16
						Painting of eves is considered the as part of the exterior and is included in the scope of work per the Project Description on Sheet 1 of 4.							
61	09	91	13	00 0116	0202	For >100 To 250, Add							\$124.79
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							148.00		0.73		1.1550		124.79
62	09	91	13	00 0231		LF 1 Coat Primer, Brush/Roller Work, Paint Exterior Metal Door Frame And Trim							\$54.78
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							51.00		0.93		1.1550		54.78
63	09	91	13	00 0233		LF 2 Coats Paint, Brush/Roller Work, Paint Exterior Metal Door Frame And Trim							\$119.58
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							51.00		2.03		1.1550		119.58
64	09	91	13	00 0238		EA 1 Coat Primer, Brush/Roller Work, Paint Exterior Metal DoorBoth faces							\$250.38
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							3.00		72.26		1.1550		250.38
						EXTERIOR METAL DOORS 1 COAT: PRIMER 5725 DTM ACRYLIC METAL PRIMER.							
65	09	91	13	00 0240		EA 2 Coats Paint, Brush/Roller Work, Paint Exterior Metal DoorBoth faces							\$453.05
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							3.00		130.75		1.1550		453.05
						EXTERIOR METAL DOORS: 2 COATS: KM 2888 DURA - POXY HP ACRYLIC URETHANE SEMI - GLOSS ENAMEL PC3V100 ANTI GRAFFITI CLEAR COATING							
66	09	91	13	00 0309		LF 1 Coat Primer, Brush/Roller Work, Paint Fascia Board							\$51.79
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							76.00		0.59		1.1550		51.79
						Refer to the project drawings on sheet 4, painting fascia boards is shown on the east, west, north, and south elevations. EXTERIOR WOOD TRIM & SIDING: 1 COAT: PRIMER KM 295 KEL BOND UNIVERSAL PRIMER. Lead abatement work is excluded.							
67	09	91	13	00 0311		LF 2 Coats Paint, Brush/Roller Work, Paint Fascia Board							\$91.29
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							76.00		1.04		1.1550		91.29
						Refer to the project drawings on sheet 4, painting fascia boards is shown on the east, west, north, and south elevations. EXTERIOR WOOD TRIM & SIDING, 2 COATS: KM 1245 ACRYSHIELD 100 % ACRYLIC LOW SHEEN. Lead abatement work is excluded.							
68	09	91	13	00 0311	0228	For Up To 100, Add							\$47.40
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							76.00		0.54		1.1550		47.40
69	09	91	23	00 0198		SF 1 Coat Primer, Brush Work, Paint Interior Wood Smooth Ceiling							\$344.10
						Installation	Quantity	x	Unit Price	x	Factor	=	Total
							304.00		0.98		1.1550		344.10
						INTERIOR WOOD: 1 COAT: KM 295 KEL-BOND UNIVERSAL PRIMER.							

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Section - 09

70	09 91 23 00 0200	SF	2 Coats Paint, Brush Work, Paint Interior Wood Smooth Ceiling						\$649.57
			Quantity	Unit Price	Factor	=	Total		
		Installation	304.00 x	1.85 x	1.1550	=	649.57		
			INTERIOR WOOD: 2 COATS, KM DURA-POXY HP 2888 ACRYLIC URETHANE SEMI-GLOSS ENAMEL.						
71	09 91 23 00 0208	SF	1 Coat Primer, Brush Work, Paint Interior Wood Beams						\$647.10
			Quantity	Unit Price	Factor	=	Total		
		Installation	514.00 x	1.09 x	1.1550	=	647.10		
72	09 91 23 00 0210	SF	2 Coats Paint, Brush Work, Paint Interior Wood Beams						\$1,199.21
			Quantity	Unit Price	Factor	=	Total		
		Installation	514.00 x	2.02 x	1.1550	=	1,199.21		

Subtotal for Section - 09

\$164,303.94

Section - 10

73	10 14 23 11 0026	SI	>100 SI, Acrylic, Surface Mount, Indoor/Outdoor Signs With Braille						\$645.32
			Quantity	Unit Price	Factor	=	Total		
		Installation	576.00 x	0.97 x	1.1550	=	645.32		
			Signage is required per sheet 1 Project Description, sheet 3 detail 7 Room Signage, and sheet 4 East Elevation detail. 576 SI converts to 4 SF. 4 signs, 2 signs per room. 1 SF per sign = 4 SF.						
74	10 21 13 19 0022	EA	30" x 42" x 1", Wall Hung And Post Supported, Recycled Solid Plastic (HDPE), Urinal Screen						\$775.14
			Quantity	Unit Price	Factor	=	Total		
		Installation	1.00 x	591.63 x	1.1550	=	683.33		
		Demolition	1.00 x	79.49 x	1.1550	=	91.81		
			Men's Restroom - One urinal screen for the Men's Restroom as shown on sheet 3 detail 3 - Floor Plan.						
75	10 21 13 19 0022 0164		For Heavy Gauge Full-Height SS Brackets, Add						\$54.93
			Quantity	Unit Price	Factor	=	Total		
		Installation	1.00 x	47.56 x	1.1550	=	54.93		
76	10 21 13 19 0022 0168		For NFPA Class A, Add						\$309.82
			Quantity	Unit Price	Factor	=	Total		
		Installation	1.00 x	268.24 x	1.1550	=	309.82		
77	10 21 13 19 0072	EA	60" x 60", Overhead Braced, Antimicrobial Solid Plastic (High Density Polyethylene), One Compartment Corner Unit, Complete ADA Compliant Toilet Partition						\$2,727.71
			Quantity	Unit Price	Factor	=	Total		
		Installation	1.00 x	2,205.24 x	1.1550	=	2,547.05		
		Demolition	1.00 x	156.41 x	1.1550	=	180.65		
			Women's Restroom - One (1) unit for the toilet compartment next to the ADA corner unit.						
			Specifications on sheet 2 of 4.						
			Manufacturer: Accutec, Scranton Series. Type: Polymer HDPE solid plastic floor to ceiling to match existing.						
			All hardware, brackets, hinges, and shoes to be stainless steel. Color: From manufacturer's standards.						
78	10 21 13 19 0072 0162		For Heavy Gauge Full-Height SS Hinges And Brackets, Add						\$198.27
			Quantity	Unit Price	Factor	=	Total		
		Installation	1.00 x	171.66 x	1.1550	=	198.27		
79	10 21 13 19 0072 0168		For NFPA Class A, Add						\$1,355.16
			Quantity	Unit Price	Factor	=	Total		
		Installation	1.00 x	1,173.30 x	1.1550	=	1,355.16		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 105276.00

Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 10

80	10	21	13	19 0077	EA	60" x 78", Floor And Ceiling Anchored, Antimicrobial Solid Plastic (HDPE), One Compartment Corner Unit, Complete ADA Compliant Toilet Partition							\$3,079.16
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 2,477.72	x 1.1550	=	2,861.77			
					Demolition	1.00	x 188.22	x 1.1550	=	217.39			
					Women's Restroom - One ADA compliant corner unit for the Women's Restroom, refer to sheet 3 detail 2 - Floor Plan.								
81	10	21	13	19 0077	0162	For Heavy Gauge Full-Height SS Hinges And Brackets, Add							\$198.27
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 171.66	x 1.1550	=	198.27			
82	10	21	13	19 0077	0168	For NFPA Class A, Add							\$1,504.72
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 1,302.79	x 1.1550	=	1,504.72			
83	10	21	13	19 0100	EA	36" x 55" x 1", Antimicrobial Recycled Solid Plastic (HDPE), ADA Compliant Toilet Partition Door							\$710.15
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 590.99	x 1.1550	=	682.59			
					Demolition	1.00	x 23.86	x 1.1550	=	27.56			
					Men's Room - One (1) ADA compliant door, refer to sheet 3 detail 2 Floor Plan. No ADA compliant corner unit needed due to masonry walls.								
84	10	21	13	19 0100	0163	For Heavy Gauge Full-Height SS Hinge, Add							\$88.39
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 76.53	x 1.1550	=	88.39			
85	10	21	13	19 0100	0168	For NFPA Class A, Add							\$389.04
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 336.83	x 1.1550	=	389.04			
86	10	21	13	19 0102	EA	6" x 55" x 1", Antimicrobial Recycled Solid Plastic (HDPE), Toilet Partition Panel							\$208.92
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 149.07	x 1.1550	=	172.18			
					Demolition	1.00	x 31.81	x 1.1550	=	36.74			
					Men's Restroom - One (1) partition panel for door at ADA corner stall. There are masonry walls that surround the stall, only one door is required.								
87	10	21	13	19 0102	0164	For Heavy Gauge Full-Height SS Brackets, Add							\$54.93
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 47.56	x 1.1550	=	54.93			
88	10	21	13	19 0102	0168	For NFPA Class A, Add							\$61.19
						Quantity	Unit Price	Factor	=	Total			
					Installation	1.00	x 52.98	x 1.1550	=	61.19			
89	10	21	13	19 0126	EA	Up To 4" x 96" To 120" x 1", Antimicrobial Recycled Solid Plastic (HDPE), Toilet Partition Pilaster							\$602.40
						Quantity	Unit Price	Factor	=	Total			
					Installation	2.00	x 239.58	x 1.1550	=	553.43			
					Demolition	2.00	x 21.20	x 1.1550	=	48.97			
					Men's Room - Two (2) floor-to-ceiling pilasters, one on each side of the door. No partition panel needed because there is an existing masonry wall.								
90	10	21	13	19 0126	0164	For Heavy Gauge Full-Height SS Brackets, Add							\$109.86
						Quantity	Unit Price	Factor	=	Total			
					Installation	2.00	x 47.56	x 1.1550	=	109.86			

Contractor's Price Proposal - Detail Continues..

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Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 10

91	10	21	13	19	0126	0168	For NFPA Class A, Add												\$282.37
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		122.24	x		1.1550	=		282.37		
92	10	28	13	13	0055		EA	Two Roll, Surface Mounted, Stainless Steel Toilet Tissue Dispenser (Bobrick Contura B-4288)											\$621.69
							Installation	Quantity			Unit Price			Factor	=		Total		
								3.00	x		155.57	x		1.1550	=		539.05		
							Demolition	Quantity			Unit Price			Factor	=		Total		
								3.00	x		23.85	x		1.1550	=		82.64		
							Women's: 2, Men's: 1. Total 3.												
93	10	28	13	13	0118		EA	Partition Mounted, Stainless Steel Seat Cover And Toilet Tissue Dispenser With Sanitary Napkin Disposal (Bobrick B-357)											\$2,168.99
							Installation	Quantity			Unit Price			Factor	=		Total		
								3.00	x		572.97	x		1.1550	=		1,985.34		
							Demolition	Quantity			Unit Price			Factor	=		Total		
								3.00	x		53.00	x		1.1550	=		183.65		
							Women's: 2, Men's: 1. Total 3.												
94	10	28	13	13	0126		EA	20 Gallon, Surface Mounted, Stainless Steel Waste Receptacle (Bobrick B-275)											\$999.47
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		379.67	x		1.1550	=		877.04		
							Demolition	Quantity			Unit Price			Factor	=		Total		
								2.00	x		53.00	x		1.1550	=		122.43		
95	10	28	13	13	0170		EA	36" Length, 1-1/2" Diameter, Stainless Steel Grab Bar (Bobrick B-6806x36)											\$272.00
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		96.56	x		1.1550	=		223.05		
							Demolition	Quantity			Unit Price			Factor	=		Total		
								2.00	x		21.19	x		1.1550	=		48.95		
96	10	28	13	13	0172		EA	48" Length, 1-1/2" Diameter, Stainless Steel Grab Bar (Bobrick B-6806x48)											\$287.76
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		103.38	x		1.1550	=		238.81		
							Demolition	Quantity			Unit Price			Factor	=		Total		
								2.00	x		21.19	x		1.1550	=		48.95		
97	10	28	13	13	0251		EA	Surface Mounted, Automatic Sensor, White Epoxy Finish Steel Cover, CPC Technology, Dries Hands In 10 To 12 Seconds, Hand Dryer (American Dryer CPC9-M)CPC technology kills germs naturally with no chemicals. Electronically adjustable sound and speed.											\$2,485.01
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		1,075.76	x		1.1550	=		2,485.01		
							BRADLEY Hand Dryer: Fixed, Epoxy Steel, Auto, White, ADA Compliant.												
98	10	28	13	13	0333		EA	1-1/4" Diameter, Satin Stainless Steel Drinking Fountain Grab Bars											\$858.97
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		371.85	x		1.1550	=		858.97		
99	10	28	13	13	0386		EA	24" x 36", Surface Mounted, Fixed-Position Tilt, Stainless Steel Frame Glass Mirror (Bobrick B-293 2436)											\$831.32
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		359.88	x		1.1550	=		831.32		

Subtotal for Section - 10

\$21,880.96

Section - 12

100	12	31	16	00	0017		EA	30" Stainless Steel Base Cabinet, No Doors, No Drawers											\$4,406.02
							Installation	Quantity			Unit Price			Factor	=		Total		
								2.00	x		1,907.37	x		1.1550	=		4,406.02		
							New Custom sink bases, as requested by owner for the new cast concrete sink on metal pedestal. Sink Supported by custom metal frame Manufacturer by Fine Steel Products, San Jose, CA. Steel to Be ASTM A500 A/B.												

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Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 22

110	22	42	16	13	0087	EA	1 Station Lavatory Sink, Quartz Surface Evero® (Bradley Verge LVRD1)										\$6,719.93
							Quantity		Unit Price		Factor		Total				
						Installation	2.00	x	2,834.42	x	1.1550	=	6,547.51				
						Demolition	2.00	x	74.64	x	1.1550	=	172.42				
						Custom Cast Ramp Sink and Counter as Manufactured by Sonoma Cast Stone. 40" Wide x 22" Deep x 2" Thick "Earthcrete". Finish: "Nucrete Format". Refer to page 2 Plumbing Fixture schedule, note 2. This price includes equipment needed to lift of truck and place in each restroom.											
111	22	42	16	13	0104	EA	Floor Mounted, Single Lavatory Carrier With Exposed Acid Resistant White Coated Arms										\$1,991.22
							Quantity		Unit Price		Factor		Total				
						Installation	2.00	x	820.01	x	1.1550	=	1,894.22				
						Demolition	2.00	x	41.99	x	1.1550	=	97.00				
						Men's and Women's sinks.											
112	22	42	39	00	0182	EA	Electronic Soap Dispenser And Faucet Combination (Sloan Optima ESD-30880-BDT)										\$2,896.42
							Quantity		Unit Price		Factor		Total				
						Installation	2.00	x	1,253.86	x	1.1550	=	2,896.42				
						Men's 1, Women's 2.											
113	22	42	43	00	0022	EA	1.28 GPF, Top Spud, Concealed Infrared Water Closet Flush Valve (Toto EcoPower TET2LN32 Or TET3LN32)										\$4,255.19
							Quantity		Unit Price		Factor		Total				
						Installation	3.00	x	1,196.23	x	1.1550	=	4,144.94				
						Demolition	3.00	x	31.82	x	1.1550	=	110.26				
						Men's 1, Women's 2. New infrared flush valves for the water closets. New electrical will need to be installed to provide power to the new plumbing fixtures.											
114	22	42	43	00	0026	EA	6 Volt DC, 120 Volt AC Hardwired Power Transformer (Sloan EL-451)										\$263.20
							Quantity		Unit Price		Factor		Total				
						Installation	2.00	x	113.94	x	1.1550	=	263.20				
						To step down power for DC power to new infrared plumbing fixtures.											
115	22	42	43	00	0043	EA	Exposed Infrared Urinal Flush Valve (3/4" V.B.) (Toto EcoPower TEU1LN12)0.5 GPF.										\$1,079.76
							Quantity		Unit Price		Factor		Total				
						Installation	1.00	x	934.86	x	1.1550	=	1,079.76				
						Urinal Exposed Infrared Urinal Flush Valve, Flush Valve TEU1LA12#CP.											
116	22	47	13	00	0050	EA	Bi-Level (High/Low), Vandal Proof Non-Recessed, Stainless Steel Drinking Fountain With Bottle Filler (Filtrine FC-107-14-HL-VP)										\$12,033.28
							Quantity		Unit Price		Factor		Total				
						Installation	1.00	x	10,231.80	x	1.1550	=	11,817.73				
						Demolition	1.00	x	186.62	x	1.1550	=	215.55				
						Provide as specified per plans: Drinking Fountain & Bottle Filler Elkay VRCTLR8WSK, provide electrical connection and modify plumbing lines and electrical connections as needed.											
117	22	47	26	00	0004	EA	Floor Mounted Bearing Plate Type, Single Water Cooler Carrier										\$640.32
							Quantity		Unit Price		Factor		Total				
						Installation	1.00	x	518.93	x	1.1550	=	599.36				
						Demolition	1.00	x	35.46	x	1.1550	=	40.96				
						Carrier for Bi-level drinking fountain.											
118	22	47	26	00	0004	0116	EA	For Bi-Level Carrier, Add									\$307.82
							Quantity		Unit Price		Factor		Total				
						Installation	1.00	x	266.51	x	1.1550	=	307.82				

Subtotal for Section - 22

\$46,978.73

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Section - 23

119	23	09	23	53	0295	EA	Astronomical Clock Program, Lighting Programming Measures										\$477.59
							Quantity		Unit Price		Factor	=	Total				
						Installation	1.00	x	413.50	x	1.1550	=	477.59				
							Specified door hardware.										

Subtotal for Section - 23

\$477.59

Section - 26

120	26	05	29	00	0167	EA	1/2", One Hole Steel Conduit Strap										\$177.87
							Quantity		Unit Price		Factor	=	Total				
						Installation	50.00	x	3.08	x	1.1550	=	177.87				
121	26	05	29	00	0167	0108	For Work In Restricted Working Space, Add										\$45.62
							Quantity		Unit Price		Factor	=	Total				
						Installation	50.00	x	0.79	x	1.1550	=	45.62				
122	26	05	29	00	0167	0109	EA	For Installation On Concrete (Includes Drilling And Fastener), Add									\$43.89
							Quantity		Unit Price		Factor	=	Total				
						Installation	50.00	x	0.76	x	1.1550	=	43.89				
123	26	05	33	13	0003	CLF	1/2" Electrical Metallic Tubing (EMT) Conduit Assembly With 2 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.										\$2,390.09
							Quantity		Unit Price		Factor	=	Total				
						Installation	3.00	x	689.78	x	1.1550	=	2,390.09				
124	26	05	33	13	0003	0017	For Work In Restricted Working Space, Add										\$547.05
							Quantity		Unit Price		Factor	=	Total				
						Installation	3.00	x	157.88	x	1.1550	=	547.05				
125	26	05	33	13	0600	LF	1/2" Electrical Metallic Tubing (EMT) Conduit										\$1,270.27
							Quantity		Unit Price		Factor	=	Total				
						Installation	260.00	x	4.23	x	1.1550	=	1,270.27				
126	26	05	33	16	0005	EA	3-1/2" Depth, 4" Square Steel Box										\$255.99
							Quantity		Unit Price		Factor	=	Total				
						Installation	6.00	x	36.94	x	1.1550	=	255.99				
127	26	09	23	00	0125	EA	Electronic Timeclock, 365-Day Single Channel For LightingIncluding indoor rated enclosure, terminations, 3-pole contactor.										\$658.84
							Quantity		Unit Price		Factor	=	Total				
						Installation	1.00	x	570.42	x	1.1550	=	658.84				
128	26	51	19	00	0294	EA	2' x 4', 4,600 Lumens, Surface Mount, Shadow Box Style LED Fixture (Lithonia 2SBSLX4)										\$1,985.79
							Quantity		Unit Price		Factor	=	Total				
						Installation	2.00	x	824.54	x	1.1550	=	1,904.69				
						Demolition	2.00	x	35.11	x	1.1550	=	81.10				
129	26	56	19	00	0257	EA	8,000 Lumens, 82 Watt, Surface Mount, Square, LED Canopy/Soffit Fixture (CREE® BetaLED® CPY250)										\$1,788.22
							Quantity		Unit Price		Factor	=	Total				
						Installation	2.00	x	676.85	x	1.1550	=	1,563.52				
						Demolition	2.00	x	97.27	x	1.1550	=	224.69				

Subtotal for Section - 26

\$9,163.63

Section - 27

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Work Order Title: San Mateo - Casanova Park restroom remodel

Section - 27									
130	27	15	13	00	0037	MLF	2 Pair #18 AWG, Solid, Shielded, Non-Plenum Rated, Low Voltage, Alarm And Communications Cable, Installed In Conduit		\$999.21
						Installation	Quantity	Unit Price	Total
							0.60	1,441.86	999.21
							x	x	
								Factor	=
								1.1550	

Subtotal for Section - 27 \$999.21

Proposal Total \$298,253.22

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Subcontractor Listing

Date: August 24, 2022

Re: IQC Master Contract #: CA-R5-GB02-123021-NCM
Work Order #: 105276.00
Owner PO #:
Title: San Mateo - Casanova Park restroom remodel
Contractor: Newton Construction & Management
Proposal Value: \$298,253.22

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00

Detailed Scope of Work

Project Name: Casanova Park Restroom Maintenance Project
City Job Number: 469030
Owner: City of San Mateo, Public Works Department
Site Address: 4012 Casanova Dr, San Mateo, CA 94403

1. Description

The City of San Mateo Public Works Department Facilities Division has issued **plan check delta 1 drawings, dated 05/31/2022**, for the renovation of the existing Men's & Women's Restroom located at 4012 Casanova Dr., San Mateo, CA 94403.

2. Trades

Trades will include plumbing, bathroom accessories, glazing, doors, frames, hardware, electrical, painting, flooring.

3. Scope of Work

The City of San Mateo Public Works Department has requested the contractor to provide temporary chain link fencing around perimeter of building prior to demolition work to restrict public access into the construction area for public safety concerns. A temporary gate will be installed and used by workers to control access into the area. The Scope of Work includes:

Plumbing:

- Remove all plumbing fixtures.
- Remove existing exterior drinking fountain.
- New cast concrete sink on metal pedestal.
 - New custom bases for new sinks, as requested by **owner to support the new cast concrete sink. The sink will be supported by a custom metal frame Manufacturer by Fine Steel Products, San Jose, CA.**
 - New custom cast ramp sink and counter Manufactured by Sonoma Cast Stone. 40" Wide x 22" Deep x 2" Thick "Earthcrete". Finish: "Nucrete Format". Refer to **page 2 Plumbing Fixture schedule, note 2.**
- New toilets & wall cleanout.
- New urinal.
- New fixtures, coordinate with electrical subcontractor to provide power as required.
 - Electronic/infrared soap dispensers.
 - Electronic/infrared faucets.
 - Electronic/infrared flush valves.
 - Electronic accessible drinking fountain and bottle filler.

- New drinking fountain, grab bars by others. Refer to delta 1 revision plan check notes in drawings on sheet 3 of 4.
- Verify rim elevation of drains, adjust as needed. Coordinate with flooring subcontractor.

Bathroom Accessories:

- Remove all toilet partitions.
- Remove all accessories.
- New wainscot finish: Neolith, Estatuario Silk E05 quartz tile panels ¼" in thickness and are available in 126"x 60" in size and are to be cut to a size of 48" x 48", up 8'-0" high.
- New toilet partitions and hardware as noted in the delta 1 revisions on sheet 3 of 4.
- New accessories.
 - Includes Bradley Hand Dryer: Fixed, Epoxy Steel, Auto, White, ADA Compliant, refer to Accessories Schedule on sheet 3 of 4.
- New rails at drinking fountain.
- New cover plates at C.M.U. lower openings, (6) six qty.
- Ceiling & walls for new finishes.

Glazing:

- Repair damaged section of obscure glass on exterior north wall (refer to jpg image).

Doors, Frames, Hardware, and Restroom Signage:

- Remove door & jamb accessibility signage.
- New doors, frames, and hardware. Coordinate with electrical subcontractor.
- Install new signage at both restrooms that includes tactile visual signage and visual signage at each restroom as shown sheets 3 and 4 of the drawings.

Electrical:

- Remove ceiling & wall mounted light fixtures.
- Remove lock timers at doors & associated wiring & conduit.
- New vandal resistant LED ceiling & wall mounted light fixture & wiring.
- New astronomic lighting timer.
- Install new electrical for door hardware for new power actuated doors at both restrooms, coordinate with electrical subcontractor.
- Install new electrical for plumbing fixtures, coordinate with plumbing subcontractor.
- Electrical Notes:
 - 1. Re-connect light controls to Cal-Sense System, verify with city representative.
 - 2. Reuse (E) circuits for new door electronic door strikes.
 - 3. Provide new circuits as needed for new electrical to plumbing fixtures and accessories.
 - 4. Provide motion sensors for interior lights.

- 5. Exterior lights provide photocell.

Painting:

- Pressure wash exterior.
- Primer (1) one coat and paint (2) two coats interior & exterior.
- Exterior wood trim, eaves, fascia, and siding:
 - 1 coat: Primer KM 295 Kel Bond Universal Primer.
 - 2 coats: KM 1245 Acryshield 100 % Acrylic Low Sheen.
- Interior wood:
 - 1 coat: Km 295 Kel-Bond Universal Primer.

Epoxy Flooring:

- Apply epoxy flooring trowel applied mortar to slope concrete floor to meet ADA requirements, coordinate with plumbing subcontractor.
- Prepare floor for new resinous poured finish.
- New floor & curb finish.

Exclusions:

- Environmental survey, including sampling and laboratory analysis.
- Abatement of any kind, including lead and asbestos.

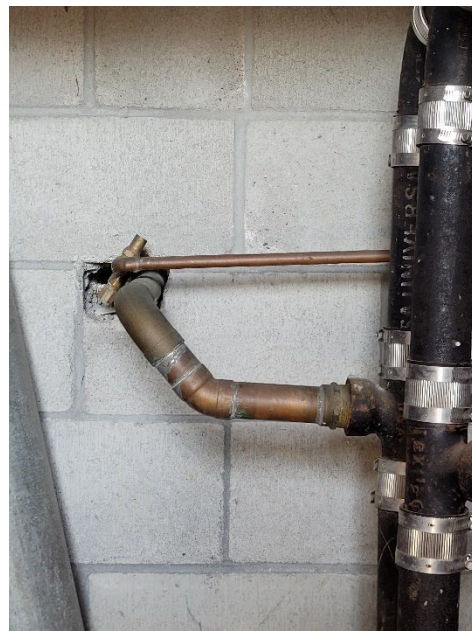
4. Job Site Photographs





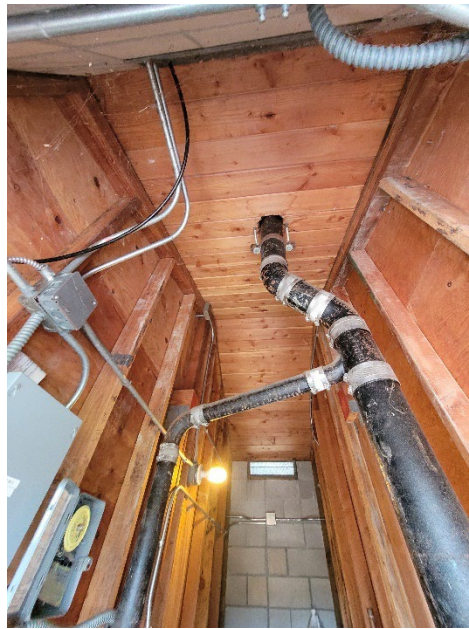
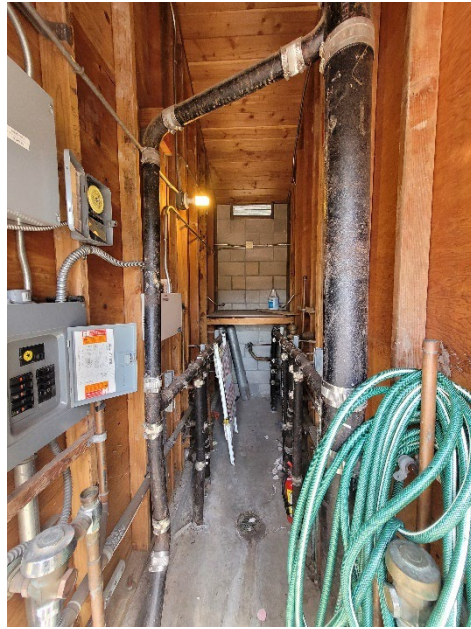






Page 9





End
mk

Casanova Park Restroom Remodel
4012 Casanova Drive
San Mateo, California

Plan Check Response Narrative
BD – 2022 - 284068

1. General Items:
 1. Plans have been signed by San Mateo Public Works/Facilities Representative.
 2. Copy of CASp Report attached.
2. Architectural
 1. Sheet 3 Floor Plan: Men's room 60" turning radius added & Women's room "T" shaped turning space noted.
 2. Sheet 3 Floor Plan: Door landing clearances added. See Note 4 regarding landing at accessible Women's stall and revised CASp Summary Sheet 1.
 3. Sheet 3 Floor Plan: Depth of urinal partition revised.
 4. Sheet 3 Floor Plan: Lavatory centerline dimensions added.
 5. Sheet 3 Detail 8: Waste receptacle height above floor clarified.
 6. Sheet 3 Detail 5: 34" clear partition door dimension added.
 7. Sheet 3 Floor Plan: Hardship Form attached.
 8. Sheet 3 Detail 6: See Note No. 9 regarding minimum rail depth.
 9. Sheet 3 Detail 7: Braille signage note added.
3. Electrical
 1. No outlet or switches provided.
4. Planning- Building Permit
 1. See Sheet 4 / Detail 2: Added note - paint to match existing colors.

CASANOVA PARK
RESTROOM MAINTENANCE PROJECT
CITY OF SAN MATEO, SAN MATEO COUNTY, CALIFORNIA

BUILDING & CODE DATA

BUILDING TYPE: V-B
OCCUPANCY GROUP:
FIRE SPRINKLERED: NO
TOTAL BUILDING AREA: 309 S.F.

2019 CALIFORNIA BUILDING CODE (CBC)

2019 CALIFORNIA MECHANICAL CODE (CMC)

2019 CALIFORNIA PLUMBING CODE (CPC)

2019 CALIFORNIA ELECTRICAL CODE (CEC)

2019 CALIFORNIA FIRE CODE (CFC)

SHEET INDEX

- 1 COVER SHEET
2 PROJECT NOTES & SCHEDULES
3 DEMOLITION PLAN, FLOOR PLAN, DETAILS
4 INTERIOR & EXTERIOR ELEVATIONS

PROJECT DESCRIPTION

EXISTING MENS & WOMENS RESTROOM TO BE REMODELED.
SCOPE OF WORK INCLUDES:

- REMOVE ALL PLUMBING FIXTURES
- REMOVE ALL TOILET PARTITIONS
- REMOVE ALL ACCESSORIES
- REMOVE CEILING & WALL MOUNTED LIGHT FIXTURES
- REMOVE LOCK TIMERS AT DOORS & ASSOCIATED WIRING & CONDUIT
- REMOVE DOOR & JAMB ACCESSIBILITY SIGNAGE
- REMOVE DOORS & FRAMES
- REMOVE EXISTING EXTERIOR DRINKING FOUNTAIN
- PREPARE FLOOR, CEILING & WALLS FOR NEW FINISHES
- NEW WAINSCOT FINISH
- NEW FLOOR & CURB FINISH
- NEW CAST CONCRETE SINK ON METAL PEDESTAL
- NEW TOILETS & WALL CLEANOUT
- NEW URINAL
- NEW TOILET PARTITIONS
- NEW ACCESSORIES
- NEW DRINKING FOUNTAIN * RAILS
- NEW DOOR, FRAME, HARDWARE & SIGNAGE
- NEW COVER PLATE AT C.M.U. OPENINGS
- NEW VANDAL RESISTANT LED CEILING & WALL MOUNTED LIGHT FIXTURE & WIRING
- NEW ASTRONOMIC LIGHTING TIMER
- PAINT INTERIOR & EXTERIOR

ABBREVIATIONS

C.M.U. CONCRETE MASONRY UNIT (E) EXISTING
G.W.B. GYPSUM WALL BOARD (N) NEW

SYMBOLS LEGEND

- /// (E) 8" CMU WALL
--- TO BE REMOVED
--- (N) FLOORING FINISH
--- (N) WAINSCOT
- 1 KEYNOTE TAG
1 DOOR TAG
WC EQUIPMENT TAG
A ACCESSORY TAG
D 1 4 B INTERIOR ELEVATION
C

PREPARED UNDER THE DIRECTION OF

PREPARED UNDER THE DIRECTION OF:
CITY OF SAN MATEO

CITY OF SAN MATEO RELEASE FOR CONSTRUCTION

THE CITY OF SAN MATEO HEREBY ACCEPTS THESE PLANS FOR CONSTRUCTION, AS BEING IN GENERAL COMPLIANCE WITH PLAN PREPARATION REQUIREMENTS OF THIS GOVERNMENT. RESPONSIBILITY FOR THE COMPLETENESS AND ACCURACY OF THE PLANS AND RELATED DESIGNS RESIDES WITH THE ENGINEER AND ENGINEERING FIRM OF RECORD.

AZALEA MITCH
PUBLIC WORKS DIRECTOR
CITY OF SAN MATEO

MATTHEW P. ZUCCA
PUBLIC WORKS DEPUTY DIRECTOR
CITY OF SAN MATEO

ERIC BELL
FACILITIES & FLEET MANAGER
CITY OF SAN MATEO

STEPHEN WU
PROJECT MANAGER
CITY OF SAN MATEO

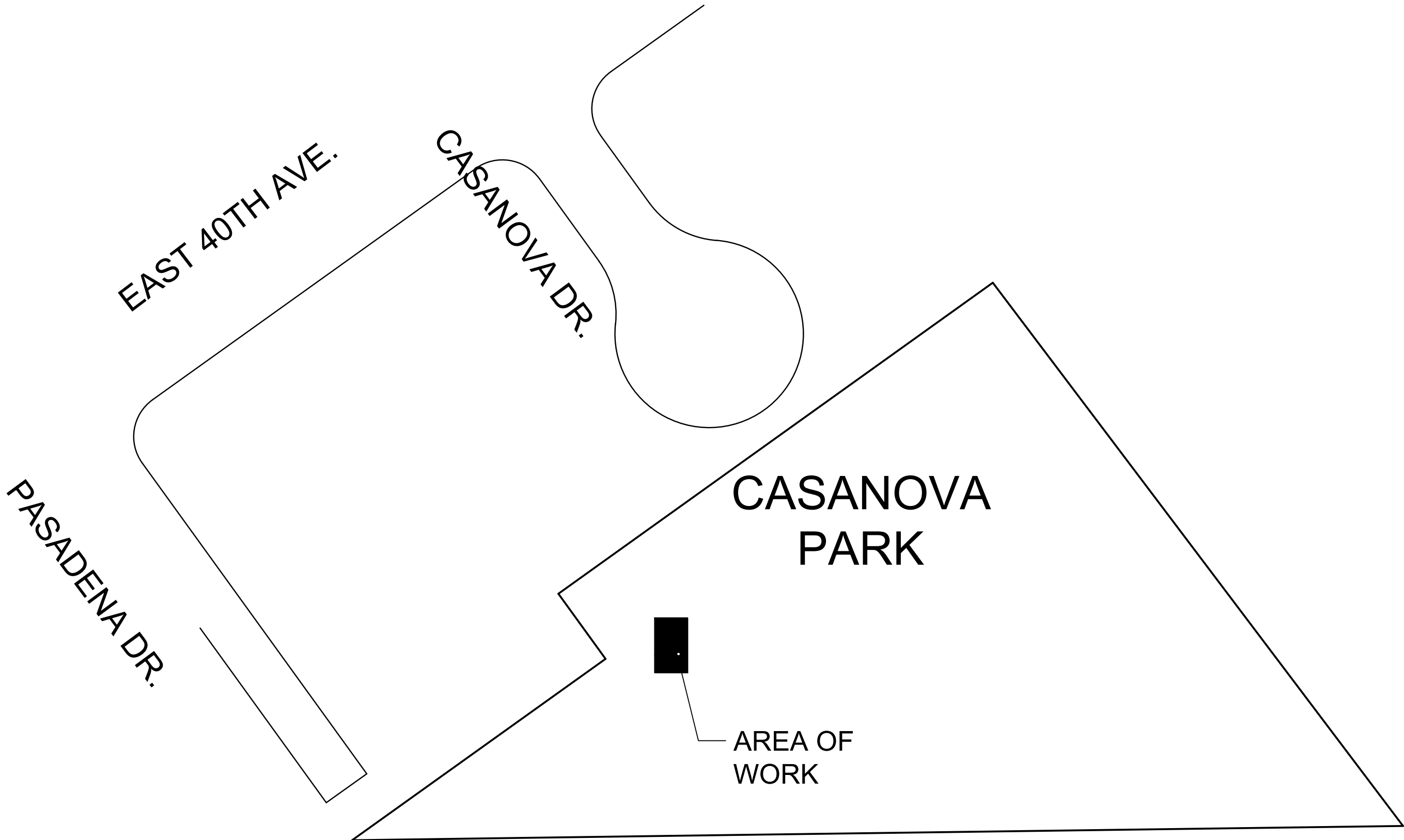
CITY OF SAN MATEO
PUBLIC WORKS DEPARTMENT
FACILITIES DIVISION
CIP

CASANOVA PARK
RESTROOM REMODEL
2021
PROJECT # 469030

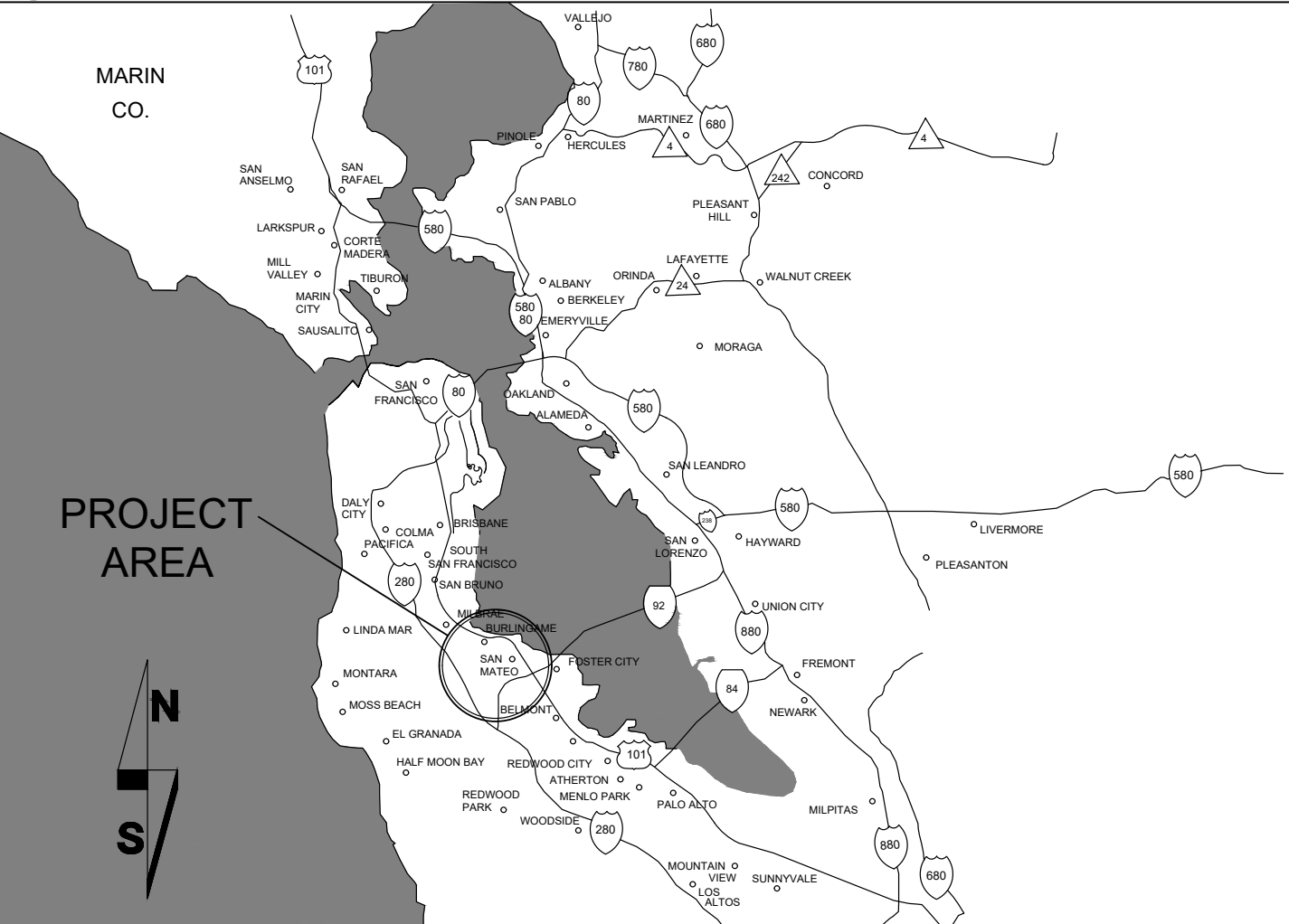


ISSUED FOR PLAN CHECK 3/9/2022
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QC CHECKED BY: DATE:
PROJECT No.
SCALE: 1/4" = 1'-0"
SUBMITAL: PLAN CHECK

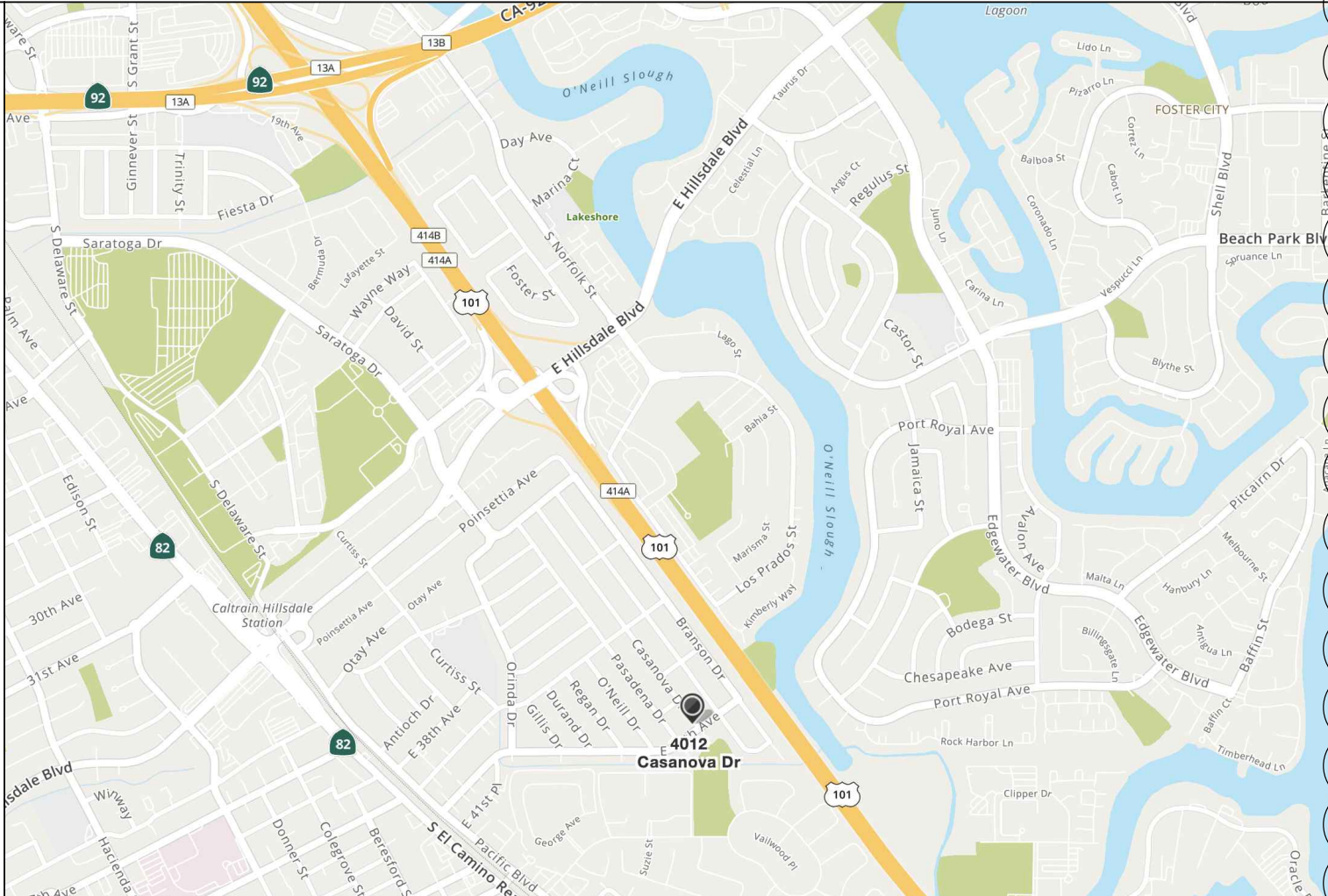
SHEET 1 OF 4



1 KEY PLAN
N.T.S.



2 VICINITY MAP
N.T.S.



3 LOCATION PLAN
N.T.S.

CASP Report For: City of San Mateo
Casanova Park - Restrooms
4012 Casanova Drive San Mateo, CA 94403

Prepared by: Disability Access Consultants, LLC

Date of Inspection: 5/11/20

Report Record No.	Location	Item	Addressed
43139	Mens Restroom	Level landing at exterior of door	
43138	Mens Restroom	Door closing force	
43137	Mens Restroom	Door height clearance	
43153	Women's Room	Door closing force	
43152	Women's Room	Door height clearance	
47768	Mens Restroom	Informational signage re: exit button	
47767	Women's Room	Informational signage re: exit button	
43136	Mens Restroom	Coat hook not accessible	
43133	Mens Restroom	Stall door missing loop handles	
43134	Mens Restroom	Stall door automatic closer	
43135	Mens Restroom	Stall door hardware mounting height	
43131	Mens Restroom	Side grab bar location	
43132	Mens Restroom	Rear grab bar location	
43130	Mens Restroom	Toilet to wall location	
43218	Mens Restroom	Toilet seat height	
43173	Mens Restroom	Urinal rim height	
43174	Mens Restroom	Urinal flush valve height	
43168	Mens Restroom	Hand dryer mounting height	
43175	Mens Restroom	Exterior gender door jamb signage	
43169	Mens Restroom	Lavatory apron clearance	
43171	Mens Restroom	Lavatory pipe wrap	
43170	Mens Restroom	Lavatory knee clearance	
43172	Mens Restroom	Lavatory supply line wrap	
43176	Mens Restroom	Door latch side signage	
43125	Mens Restroom	Seat cover dispenser location	
43126	Mens Restroom	Toilet compartment width	See Feasibility Note 1
43127	Mens Restroom	Seat cover dispenser mounting height	
43149	Women's Room	Coat hook not accessible	
43147	Women's Room	Stall door missing loop handles	
43148	Women's Room	Stall door automatic closer	
43146	Women's Room	Side grab bar location	
43150	Women's Room	Toilet paper dispenser location	
43144	Women's Room	Toilet side clearance	
43142	Women's Room	Toilet seat height	
43145	Women's Room	Clear space in front of toilet	
43155	Women's Room	Hand dryer mounting height	
43160	Women's Room	Exterior gender door jamb signage	
43156	Women's Room	Lavatory apron clearance	
43157	Women's Room	Lavatory knee clearance	
43158	Women's Room	Lavatory pipe wrap	
43159	Women's Room	Lavatory supply line wrap	
43161	Women's Room	Door latch side signage	
43141	Women's Room	Seat cover dispenser mounting height	
43140	Women's Room	Seat cover dispenser location	
43154	Women's Room	Wheelchair clear space	See Feasibility Note 2
43177	Mens Restroom	Exit button mounting height	

Feasibility Note: 1. Due to the clear space between the two existing masonry walls, toilet side clearance cannot be achieved (CBC section 11b-202.3 Alterations Exception 2)
2. In the Women's Room, due to the clear space between existing masonry walls, the strike side clearance at the accessible toilet door is less than 12" clear. (CBC section 11b-202.3 Alterations Exception 2)

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PROJECT NOTES

GENERAL CONDITIONS

- A. ANY VARIANCE OR DEVIATIONS REQUESTED BY THE CONTRACTOR TO THESE GENERAL CONDITIONS SHALL BE AGREED TO, IN WRITING, PRIOR TO BID AND CONTRACT ACCEPTANCE, WITH THE CITY REPRESENTATIVE.
- B. CONFORM TO ALL GENERAL AND SPECIAL CONDITIONS OF CONTRACT AS SPECIFIED BY CITY OF SAN MATEO.
- C. SPECIFICATIONS ARE APPLICABLE TO ALL CONTRACTORS AND/OR SUBCONTRACTORS.
- D. CHECK OTHER PLANS AND SPECIFICATIONS AND FULLY COORDINATE WITH ALL SYSTEMS.
- E. VISIT SITE, CHECK FACILITIES AND CONDITIONS, VERIFY ALL UTILITY CONNECTIONS, AND TAKE ALL ITEMS INTO CONSIDERATION IN THE BIDDING PROCESS.
- F. SYSTEMS ARE TO BE COMPLETE AND FULLY FUNCTIONAL, PLACED IN OPERATION AND PROPERLY ADJUSTED.
- G. CONTRACTOR SHALL PROVIDE FOR CLEAN UP, RECYCLING, REMOVAL AND LEGAL DISPOSAL OF ALL RUBBISH ON A DAILY BASIS.
- H. FULLY COORDINATE ALL WORK AND COOPERATE COMPLETELY WITH OTHER CONTRACTORS, SUBCONTRACTORS AND CITY REPRESENTATIVES.
- I. CONTRACTORS MUST CONFIRM ALL UTILITY CONNECTION POINTS IN FIELD, PRIOR TO STARTING WORK.
- J. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, SEQUENCES OF CONSTRUCTION, AND THE SAFETY OF WORKERS AND USERS OF THE FACILITIES.
- K. ADDITIONAL INFORMATION IS AS LISTED BELOW:

ACCESSIBILITY GUIDELINES (ADAA) TITLE III & CALIFORNIA TITLE 24

A. THE CONTRACTOR, ALL SUB-CONTRACTORS, SUPPLIERS, FABRICATORS, AND MANUFACTURERS, IN THE PERFORMANCE OF THEIR WORK ARE REQUIRED TO COMPLY WITH THE LATEST ADDITION OF THE AMERICAN WITH DISABILITIES ACT ACCESSIBLE GUIDELINES (ADAA), TITLE III AS ENACTED ON JANUARY 26, 1992 (2010 ADA STANDARDS FOR ACCESSIBLE DESIGN - 10/15/2010) AND ALL CURRENT REVISIONS AND SUPPLEMENTS, AND CALIFORNIA TITLE 24 GUIDELINES (CHAPTER 11B-CURRENT EDITION, CALIFORNIA BUILDING CODE, 2019 EDITION).

B. THE CONTRACTOR IS REQUIRED TO REVIEW ALL PROJECT PLANS AND DETAILS, BOTH SPECIFIC AND GENERAL IN NATURE, FOR APPLICATION AND INTENT, AND COORDINATE THESE REQUIREMENTS WITH ACTUAL ONSITE CONDITIONS TO VERIFY THAT THE REQUIREMENTS OF ACCESSIBILITY ARE BEING MET WITH THE PROPER CONSTRUCTION.

C. SHOULD THE CONTRACTOR FAIL TO COMPLY WITH ANY OF THE REQUIREMENTS OF THE ADAA AND CALIFORNIA BUILDING CODE THAT ARE DESCRIBED HERE AND APPLY TO THIS PROJECT, THEY SHALL, UPON WRITTEN NOTIFICATION, IMMEDIATELY CORRECT THE NON-CONFORMING WORK AT NO COST TO THE OWNER.

GREEN BUILDING NOTES

- A. CONTRACTOR SHALL COMPLY WITH ALL LOCAL AND STATE GREEN BUILDING REQUIREMENTS, LAWS AND ORDINANCES RELATED TO CONSTRUCTION
- B. VOC LIMITS: VOC LIMITS SHALL COMPLY WITH FEDERAL EPA STANDARDS AND ALL STATE AND LOCAL JURISDICTIONAL REQUIREMENTS. CONTRACTOR SHALL USE PRODUCTS THAT REDUCE OR ELIMINATE VOC'S FROM THE PROJECT.
- C. FORMALDEHYDE USE: ALL MATERIAL UTILIZED ON THE PROJECT SHALL BE FREE OF FORMALDEHYDE OR UREA-FORMALDEHYDE RESINS WITH THEIR CONTENTS. CONTRACTOR SHALL ENSURE THAT NO FORMALDEHYDE BASED PRODUCTS ARE USED ON THIS PROJECT.

D. RECYCLED MATERIALS AND MATERIALS CONTENT: TO THE GREATEST EXTENT PRACTICAL, UTILIZE PRODUCTS AND MATERIALS CONTAINING RECYCLED CONTENT. ENSURE THAT THE USE OF THESE PRODUCTS WILL NOT ADVERSELY AFFECT THE FINISHED CONSTRUCTION PRODUCT. COORDINATE WITH THE ARCHITECT AND CITY OF SAN MATEO FOR INDIVIDUAL MATERIAL REQUIREMENTS WHERE QUESTION OR CONFLICTS OCCUR.

E. CONSTRUCTION WASTE MANAGEMENT: COMPLY WITH CITY OF SAN MATEO CONSTRUCTION WASTE MANAGEMENT REQUIREMENTS.

01 31 00 - PROJECT MANAGEMENT AND COORDINATION

A. COORDINATE CONSTRUCTION OPERATIONS INCLUDED IN DIFFERENT SECTIONS OF THE DRAWINGS AND SPECIFICATIONS TO ENSURE EFFICIENT AND ORDERLY INSTALLATION OF EACH PART OF THE WORK. COORDINATE CONSTRUCTION OPERATIONS, INDICATED ON THE DRAWINGS OR SPECIFICATIONS, THAT DEPEND ON EACH OTHER FOR PROPER INSTALLATION, CONNECTION AND OPERATIONS.

B. PREPARE COORDINATION DRAWINGS IN ACCORDANCE WITH THE REQUIREMENTS OF THE WORK, WHERE INSTALLATION MAY NOT BE COMPLETELY SHOWN ON SHOP DRAWINGS, WHERE LIMITED SPACE NECESSITATES COORDINATION, OR IF COORDINATION IS REQUIRE FACILITATING INTEGRATION OF PRODUCTS AND MATERIALS FABRICATED OR INSTALLED BY MORE THAN ONE ENTITY.

C. ISSUE REQUEST FOR INFORMATION (RFI) IMMEDIATELY ON DISCOVERY OF NEED FOR ADDITIONAL INFORMATION OR INTERPRETATION OF CONTRACT DOCUMENTS. CONTRACTOR SHALL PREPARE AND SUBMIT RFIS TO THE CITY OF SAN MATEO REPRESENTATIVE AND ARCHITECT, IN THE FORM ACCEPTABLE TO THE CITY PROJECT MANAGER. CONTRACTOR SHALL REFERENCE ALL APPLICABLE INFORMATION INCLUDING INDICATIONS OF LOCATION OF WORK IN QUESTIONS. CONTRACTOR SHALL NOTE ANY TIME OR COST IMPACTS TO THE PROJECT ASSOCIATED WITH THE RFI, AT THE TIME OF THE INITIAL RFI SUBMITTAL. CONTRACTOR SHALL KEEP A LOG OF THE RFIS.

D. PRECONSTRUCTION/PREINSTALLATION CONFERENCES: CONTRACTOR SHALL HOLD PRECONSTRUCTION/PREINSTALLATION CONFERENCES WITH THEIR SUB-CONTRACTORS WHEN APPLICABLE TO FACILITATE THE SCHEDULING AND COORDINATION OF THE WORK TO BE INSTALLED ON THE PROJECT. CONTRACTOR SHALL NOTIFY THE CITY PROJECT MANAGER AT LEAST 3 DAYS IN ADVANCE OF PRECONSTRUCTION CONFERENCES HELD AT THE SITE AND AFFORD THEM THE OPPORTUNITY TO ATTEND THESE MEETINGS IF DESIRED.

013100 - SUBMITTALS PROCEDURES

A. ALL PROJECT SUBMITTALS SHALL BE PROVIDED COMPLETE, ACCURATE AND COORDINATED WITH THE WORK OF RELATED TRADES. ALL SUBMITTALS SHALL BE MADE NO LATER THAN 45 DAYS AFTER THE NOTICE TO PROCEED. THE OWNER WILL BE PROVIDED 14 CALENDAR DAYS TO REVIEW AND RETURN SUBMITTALS TO THE CONTRACTOR. CONTRACTOR SHALL KEEP A LOG OF THE SUBMITTALS AND THEIR STATUS.

B. COORDINATION WITH PROJECT SCHEDULE: CONTRACTOR SHALL COORDINATE THE TIMING OF ALL SUBMITTALS TO ENSURE PROPER TIME HAS BEEN ALLOTED FOR REVIEWS AND APPROVALS PRIOR TO THE PROCUREMENT OF MATERIALS FOR WORK TO BE PERFORMED. CONTRACTOR IS SOLELY RESPONSIBLE FOR ENSURING THAT SUFFICIENT TIME IN THE PROJECT SCHEDULE IS PROVIDED FOR THIS PROCESS. MATERIALS AND WORK THAT ARE COMMENCED AND COMPLETED BY THE CONTRACTOR OR SUB-CONTRACTORS PRIOR TO RECEIVING FINAL APPROVALS FOR THEIR SUBMITTALS, SHALL BE DONE AT THEIR OWN RISK, AND THE COST OF CORRECTING ANY WORK, NOT CONFORMING WITH SUBMITTAL REQUIREMENTS, IF EXECUTED PRIOR TO THE COMPLETION OF THE SUBMITTAL PROCESS, SHALL BE BORNE SOLELY BY THE CONTRACTOR.

C. SUBMITTAL COORDINATION: CONTRACTOR IS REQUIRED TO COORDINATE ALL SUBMITTALS TO ENSURE ACCURACY AND COMPLETENESS, AS WELL AS INTEGRATION WITH ALL OTHER ASPECTS OF THE PROJECT WORK PRIOR TO MAKING SUBMITTALS TO THE CITY OF SAN MATEO PROJECT MANAGER FOR REVIEW. SUBMITTALS THAT ARE INCOMPLETE OR HAVE NOT BEEN COORDINATED WITH THE FIELD CONDITIONS, FIELD DIMENSIONS, OR OTHER APPLICABLE TRADES SHALL BE RETURNED FOR CORRECTION WITHOUT REVIEW BY THE CITY REPRESENTATIVE.

D. REVIEW FOR COORDINATION: SUBMITTALS THAT REQUIRE COORDINATION WITH OTHER SUBMITTALS MAY BE HELD BY THE CITY PROJECT MANAGER OR ARCHITECT UNTIL ALL RELATED SUBMITTALS ARE PROVIDED FOR REVIEW TO ENSURE COMPLETENESS AND COORDINATION OF CONSTRUCTION ACTIVITIES.

- E. PROVIDE SUBMITTALS OF EACH PRODUCT AND SYSTEM REQUIRED ON THE PROJECT TO THE OWNER, CONSTRUCTION MANAGER AND ARCHITECT FOR REVIEW AND COMMENT.
1. PRODUCT CERTIFICATES: PREPARE WRITTEN STATEMENTS ON MANUFACTURER'S LETTERHEAD CERTIFYING THAT PRODUCT COMPLIES WITH REQUIREMENTS.
2. MATERIAL CERTIFICATES: PREPARE WRITTEN STATEMENTS ON MANUFACTURER'S LETTERHEAD CERTIFYING THAT MATERIAL COMPLIES WITH REQUIREMENTS.
3. RESEARCH / EVALUATION REPORTS: PREPARE WRITTEN EVIDENCE FROM A MODEL CODE ORGANIZATION ACCEPTABLE TO AUTHORITIES HAVING JURISDICTION, THAT PRODUCT COMPLIES WITH BUILDING CODE IN EFFECT FOR PROJECT.
4. MAINTENANCE DATA: PREPARE WRITTEN AND GRAPHIC INSTRUCTIONS AND PROCEDURES FOR OPERATION AND NORMAL MAINTENANCE OF PRODUCTS AND EQUIPMENT.
5. DESIGN DATA: PREPARE WRITTEN AND GRAPHIC INFORMATION, INCLUDING, BUT NOT LIMITED TO, PERFORMANCE AND DESIGN CRITERIA, LIST OF APPLICATION CODES AND REGULATIONS, AND CALCULATIONS. INCLUDE LIST OF ASSUMPTIONS AND OTHER PERFORMANCE AND DESIGN CRITERIA AND A SUMMARY OF LOADS. INCLUDE LOAD DIAGRAMS IF APPLICABLE. PROVIDE NAME AND VERSION OF SOFTWARE, IF ANY, USED FOR CALCULATIONS. INCLUDE PAGE NUMBERS.
6. MANUFACTURER'S INSTRUCTIONS: PREPARE WRITTEN OR PUBLISHED INFORMATION THAT DOCUMENTS MANUFACTURER'S RECOMMENDATIONS, GUIDELINES, AND PROCEDURES FOR INSTALLING OR OPERATING A PRODUCT OR EQUIPMENT. INCLUDE NAME OF PRODUCT AND NAME, ADDRESS, AND TELEPHONE NUMBER OF MANUFACTURER.
7. PRODUCT DATA: COLLECT INFORMATION INTO A SINGLE SUBMITTAL FOR EACH ELEMENT OF CONSTRUCTION AND TYPE OF PRODUCT OR EQUIPMENT.
8. CLEARLY MARK EACH COPY OF EACH SUBMITTAL TO SHOW WHICH PRODUCTS AND OPTIONS ARE APPLICABLE.
9. SHOP DRAWINGS: PREPARE PROJECT-SPECIFIC INFORMATION, DRAWN ACCURATELY TO SCALE. DO NOT BASE SHOP DRAWINGS ON REPRODUCTIONS OF THE CONTRACT DOCUMENTS OR STANDARD PRINTED DATA. INCLUDE THE FOLLOWING INFORMATION, AS APPLICABLE.
10. COORDINATION DRAWINGS: PREPARE PROJECT-SPECIFIC COORDINATION DRAWINGS WHERE INSTALLATION IS NOT COMPLETELY SHOWN ON SHOP DRAWINGS, WHERE LIMITED SPACE NECESSITATES COORDINATION, OR IF COORDINATION IS REQUIRED TO FACILITATE INTEGRATION OF PRODUCTS AND MATERIALS INSTALLED BY MORE THAN ONE ENTITY.
- F. SUBMIT SAMPLES FOR REVIEW OF MODEL, COLOR, PATTERN, AND TEXTURE FOR A FINAL CHECK OF THESE CHARACTERISTICS WITH OTHER ELEMENTS AND FOR A COMPARISON OF THESE CHARACTERISTICS BETWEEN FINAL SUBMITTAL AND ACTUAL COMPONENT AS DELIVERED AND INSTALLED.

G. DISPOSITION: MAINTAIN SETS OF APPROVED SAMPLES AT PROJECT SITE, AVAILABLE FOR QUALITY-CONTROL COMPARISONS THROUGHOUT THE COURSE OF CONSTRUCTION ACTIVITY. SAMPLE SETS MAY BE USED TO DETERMINE FINAL ACCEPTANCE OF CONSTRUCTION ASSOCIATED WITH EACH SET.

01 40 00 - QUALITY REQUIREMENTS

A. MINIMUM QUALITY OR QUALITY LEVELS: THE QUANTITY OR QUALITY LEVEL SHOWN OR SPECIFIED SHALL BE THE MINIMUM PROVIDED OR PERFORMED. THE ACTUAL INSTALLATION MAY COMPLY EXACTLY WITH THE MINIMUM QUANTITY OR QUALITY SPECIFIED, OR IT MAY EXCEED THE MINIMUM WITHIN REASONABLE LIMITS. TO COMPLY WITH THESE REQUIREMENTS, INDICATED NUMERIC VALUES ARE MINIMUM OR MAXIMUM, AS APPROPRIATE, FOR THE CONTEXT OF THE REQUIREMENTS. REFER UNCERTAINTIES TO CITY PROJECT MANAGER FOR A FINAL DETERMINATION BEFORE PROCEEDING WITH PROCUREMENT AND INSTALLATION OF WORK.

B. REFERENCE STANDARDS: IF COMPLIANCE WITH TWO OR MORE STANDARDS IS SPECIFIED AND THE STANDARDS ESTABLISH DIFFERENT OR CONFLICTING REQUIREMENTS FOR MINIMUM QUANTITIES OR QUALITY LEVELS, IT IS ASSUMED THE CONTRACTOR HAS BID AND WILL COMPLY WITH THE MOST STRINGENT REQUIREMENT. IN NO CASE SHALL IT BE ASSUMED THAT PROJECT REQUIREMENTS SPECIFIED ARE INTENDED TO BE LESS THAN WHAT IS COMPLIANT WITH MINIMUM CODE REQUIREMENTS FOR WORK. REFER CONFLICTING REQUIREMENTS THAT ARE DIFFERENT, BUT APPARENTLY EQUAL, TO ARCHITECT FOR REVIEW AND DIRECTION PRIOR TO PROCUREMENT AND INSTALLATION OF THE WORK.

C. QUALITY-CONTROL PERSONNEL: CONTRACTOR SHALL ENGAGE A QUALIFIED, FULL-TIME PERSONNEL, TRAINED AND EXPERIENCED IN MANAGING AND EXECUTING QUALITY-ASSURANCE AND QUALITY-CONTROL PROCEDURES AS REQUIRED BY THE NATURE AND EXTENT OF THOSE FOR THE PROJECT, WHERE ALLOWED BY THE CITY OF SAN MATEO, CONTRACTOR'S SUPERINTENDENT, AND / OR PROJECT MANAGER, IF QUALIFIED, CAN PERFORM THE DUTIES OF THE CONTRACTOR'S QUALITY CONTROL PERSONNEL.

D. COORDINATION OF QUALITY-CONTROL WORK: CONTRACTOR SHALL COORDINATE ALL REQUIRED QUALITY-CONTROL WORK TO BE PERFORMED ON SITE BY CIVIC AND CONTRACTOR PROVIDED INSPECTORS, PRODUCT MANUFACTURER'S TECHNICAL AND FIELD SERVICE PERSONNEL AND SPECIAL TESTING AND INSPECTION AGENTS. CONTRACTOR SHALL COORDINATE AND SCHEDULE ALL REQUIRED TESTS AND INSPECTIONS AND MAKE WORK ACCESSIBLE AND VISIBLE FOR SUCH. CONTRACTOR SHALL REMEDY AND REPAIR ALL WORK AS REQUIRED, THAT HAS FAILED ANY REQUIRED TESTS AND INSPECTIONS, AT NO ADDITIONAL COST TO THE CITY OF SAN MATEO. CONTRACTOR SHALL MAINTAIN A RECORD OF ALL TESTS AND INSPECTIONS, AND ALL RESULTS AT THE PROJECT SITE, READY FOR INSPECTION BY THE CITY REPRESENTATIVE, UPON THEIR REQUEST.

01 43 26 - TESTING & INSPECTIONS:

- A. PRIOR TO COMMENCEMENT OF THE WORK, THE CONTRACTOR SHALL MEET WITH THE CITY PROJECT MANAGER TO REVIEW QUALITY CONTROL MEASURES FOR THE PROJECT AND ASSIGN RESPONSIBILITIES FOR TESTING AND INSPECTION SERVICES.
1. WHERE CONSTRUCTION DOCUMENTS INDICATE SPECIFIC CONTRACTOR PROVIDED TESTING OR INSPECTION REQUIREMENTS, THE COST FOR THESE SHALL BE A COMPONENT OF THE BASE BID.
2. ADDITIONAL SERVICES MAY BE DEEMED NECESSITY FOR TESTING OR INSPECTION SERVICES NOT PREVIOUSLY LISTED ON THE CONSTRUCTION DOCUMENTS.
- B. CITY OF SAN MATEO RESPONSIBILITIES: WHERE QUALITY-CONTROL SERVICES ARE INDICATED OR AGREED TO BE AN OWNER RESPONSIBILITY, CITY OF SAN MATEO WILL ENGAGE A QUALIFIED TESTING AGENCY TO PERFORM THESE SERVICES.
1. CITY WILL FURNISH CONTRACTOR WITH NAMES, ADDRESSES, AND TELEPHONE NUMBERS OF TESTING AGENCIES ENGAGED AND A DESCRIPTION OF TYPES OF TESTING AND INSPECTING THEY ARE ENGAGED TO PERFORM.
2. COSTS FOR RETESTING AND RE-INSPECTION CONSTRUCTION THAT REPLACES OR IS NECESSITATED BY WORK THAT FAILED TO COMPLY WITH THE CONTRACT DOCUMENTS WILL BE CHARGED TO CONTRACTOR.

C. TESTS AND INSPECTIONS NOT EXPLICITLY ASSIGNED TO CITY OF SAN MATEO ARE CONTRACTORS RESPONSIBILITY.

1. UNLESS OTHERWISE INDICATED, PROVIDE QUALITY-CONTROL SERVICES SPECIFIED AND THOSE REQUIRED BY AUTHORITIES HAVING JURISDICTION.

2. PERFORM QUALITY-CONTROL SERVICES REQUIRED OF CONTRACTOR BY AUTHORITIES HAVING JURISDICTION, WHETHER SPECIFIED OR NOT.

D. TESTING OR INSPECTION SERVICES DO NOT RELIEVE CONTRACTOR OF RESPONSIBILITY FOR COMPLIANCE WITH THE CONTRACT DOCUMENT REQUIREMENTS.

E. ON COMPLETION OF TESTING, INSPECTION, SAMPLE TAKING, AND SIMILAR SERVICES, REPAIR DAMAGED CONSTRUCTION AND RESTORE SUBSTRATES AND FINISHES.

1. PROTECT CONSTRUCTION EXPOSED BY OR FOR QUALITY-CONTROL SERVICE ACTIVITIES.

2. REPAIR AND PROTECTION ARE CONTRACTOR'S RESPONSIBILITY, REGARDLESS OF THE ASSIGNMENT OF RESPONSIBILITY FOR QUALITY-CONTROL SERVICES.

01 45 00 - QUALITY CONTROL:

THE CONTRACTOR SHALL HAVE A QUALITY ASSURANCE PROGRAM WHOSE ACTIVITIES, ACTIONS, AND PROCEDURES PERFORMED BEFORE AND DURING EXECUTION OF THE WORK SHALL GUARD AGAINST DEFECTS AND DEFICIENCIES AND SUBSTANTIATE THAT PROPOSED CONSTRUCTION WILL COMPLY WITH PROJECT REQUIREMENTS. CITY OF SAN MATEO REQUESTS OR AUTHORITIES HAVING JURISDICTION. SEE NOTES FOR REQUIRED QUALITY-CONTROL PERSONNEL RETAINED BY THE CONTRACTOR.

01 50 00 - TEMPORARY FACILITIES & CONTROLS

- A. RESTRICT USE OF NOISEMAKING TOOLS AND EQUIPMENT TO HOURS THAT WILL MINIMIZE COMPLAINTS FROM PERSONS OR FIRMS NEAR PROJECT SITE. COORDINATE OFF HOUR WORK WITH CITY REPRESENTATIVE.
- B. FOR ANY WORK TO BE PERFORMED OTHER THAN REGULAR BUSINESS HOURS, COORDINATE WITH CITY REPRESENTATIVE FOR SCHEDULING IN ADVANCE FOR ISSUANCE OF WRITTEN APPROVAL. ANY CONTRACTOR OF SUB-CONTRACTOR WITHOUT SUCH APPROVAL WILL BE ASKED TO LEAVE THE PREMISES, WITH NO COMPENSATION FOR LOST TIME.

C. KEEP PREMISES ORDERLY AND CLEAN.

D. RELOCATE ANY STORED PRODUCTS THAT INTERFERE WITH OPERATIONS OF THE CITY OR BUILDING MANAGER.

E. ERECT AND MAINTAIN DUSTPROOF PARTITIONS AND TEMPORARY ENCLOSURES TO LIMIT DUST AND DIRT MIGRATION AND TO SEPARATE AREAS FROM FUMES AND NOISE.

F. KEEP DOORS TO THE SPACE BEING WORKED ON CLOSED AT ALL TIMES.

G. WHEN PAINTING OR STAINING, PROVIDE ADEQUATE VENTILATION USING FANS AND WINDOWS TO KEEP FUMES AND ODORS OUT OF OTHER SPACES.

H. PROVIDE TYPE ABC DRY-CHEMICAL FIRE EXTINGUISHERS AND LOCATE WHERE CONVENIENT AND AS REQUIRED BY LOCAL LAWS. PROVIDE NOT LESS THAN ONE EXTINGUISHER ON EACH FLOOR AND ONE IN FIELD OFFICE.

I. REMOVE EACH TEMPORARY FACILITY WHEN NEED FOR ITS SERVICE HAS ENDED. REPAIR DAMAGED WORK, CLEAN EXPOSED SURFACES AND REPLACE CONSTRUCTION THAT CANNOT BE SATISFACTORILY REPAIRED.

J. THE CONTRACTOR AND SUBCONTRACTORS AND THEIR EMPLOYEES SHALL BE SUBJECT TO AND SHALL AT ALL TIMES CONFORM TO THE CITY'S RULES AND REGULATIONS FOR THE PROTECTION OF THE FACILITY, MATERIALS, EQUIPMENT AND CITY'S EMPLOYEES. IF REQUIRED BY THE CITY, THE CONTRACTOR SHALL FURNISH TO EMPLOYEES OF THE CONTRACTOR AND SUBCONTRACTORS SPECIAL BADGES OR CARDS WHICH WILL IDENTIFY THEM AS EMPLOYEES AND ADMIT THEM TO SUCH PORTIONS OF THE PREMISES AS MAY BE DESIGNATED BY THE CITY.

K. IF PROJECT REQUIRES DELIVERY OF EXCESSIVE QUANTITIES OF, OR LARGE FORMAT MATERIALS, CONTRACTOR SHALL COORDINATE THE USE OF PREMISES WITH THE CITY REPRESENTATIVE AND PROVIDE COSTS FOR ALTERNATE MEANS OF DELIVERY AND ACCESS. CONTRACTOR SHALL OBTAIN CITY'S APPROVAL FOR COSTS ASSOCIATED WITH ALTERNATE MEANS OF DELIVERY PRIOR TO COMMENCING WITH WORK.

L. SMOKING OR VAPING ON THE PREMISES WILL NOT BE PERMITTED.

M. BUILDING ENTRY DOORS SHALL NOT BE PROPPED OPEN.

01 60 00 - PRODUCT REQUIREMENTS:

- A. PROVIDE PRODUCTS THAT COMPLY WITH THE CONTRACT DOCUMENTS, THAT ARE NEW, UNDAMAGED, AND IN PROPER WORKING ORDER AT TIME OF INSTALLATION.
1. PROVIDE PRODUCTS COMPLETE WITH ACCESSORIES, TRIM, FINISH, FASTENERS, AND OTHER ITEMS NEEDED FOR A COMPLETE AND OPERATING INSTALLATION AND INDICATED USE AND EFFECT, EVEN IF ALL ELEMENTS OF THE SYSTEM ARE NOT INDICATED IN THE PROJECT DRAWINGS.
2. STANDARD PRODUCTS: UNLESS CUSTOM PRODUCTS OR NON-STANDARD OPTIONS ARE SPECIFIED, PROVIDE PRODUCTS OF BOTH QUALITY AND TYPE THAT HAVE BEEN USED SUCCESSFULLY IN SIMILAR SITUATIONS ON EQUAL QUALITY PROJECTS AND HAVE BEEN APPROVED FOR USE BY THE CITY.
3. CITY OF SAN MATEO RESERVES THE RIGHT TO LIMIT SELECTION TO PRODUCTS WITH WARRANTIES NOT IN CONFLICT WITH REQUIREMENTS OF THE CONTRACT DOCUMENTS.
4. WHERE PRODUCTS ARE ACCOMPANIED BY THE TERM "AS SELECTED OR TO BE DETERMINED (T.B.D.);" CITY REPRESENTATIVE WILL MAKE SELECTION.
5. WHERE PRODUCTS ARE ACCOMPANIED BY THE TERM "MATCH SAMPLE," SAMPLE TO BE MATCHED IS CITY REPRESENTATIVE'S.
6. DESCRIPTIVE, PERFORMANCE, AND REFERENCE STANDARD REQUIREMENTS IN THE SPECIFICATIONS ESTABLISHED "SALIENT CHARACTERISTICS" OF PRODUCTS

B. SUBSTITUTIONS: SUBSTITUTIONS WILL ONLY BE CONSIDERED UNDER ONE OF THE FOLLOWING CONDITIONS:

1. THAT THE SPECIFIED PRODUCT IS NOT AVAILABLE DUE TO LOCKOUT, STRIKE, BANKRUPTCY, PRODUCT DISCONTINUANCE, ACTS OF GOD, AND THAT PROPOSED PRODUCT WILL MATCH OR EXCEED THE QUALITY OF THE SPECIFIED PRODUCT WHILE EITHER PROVIDING THE OWNER WITH A COST SAVINGS OR EXPEDITING THE WORK.
2. WHEN A WARRANTY OF PERFORMANCE IS SPECIFIED AND, IN THE JUDGEMENT OF THE CONTRACTOR OR PRODUCT MANUFACTURER, THE SPECIFIED PRODUCT WILL NOT PROVIDE THE DESIRED PERFORMANCE.

01 73 00 - EXECUTION:

A. FIELD MEASUREMENTS: TAKE FIELD MEASUREMENTS AS REQUIRED TO FIT THE WORK PROPERLY. RECHECK MEASUREMENTS BEFORE INSTALLING EACH PRODUCT. WHERE PORTIONS OF THE WORK ARE INDICATED TO FIT TO OTHER CONSTRUCTION, VERIFY DIMENSIONS OF OTHER CONSTRUCTION BY FIELD MEASUREMENTS BEFORE FABRICATION, PROCUREMENT AND / OR INSTALLATION OF SUCH.

B. SPACE REQUIREMENTS: VERIFY SPACE REQUIREMENTS AND DIMENSIONS OF ITEMS SHOWN DIAGRAMMATICALLY ON DRAWINGS. NOTIFY CITY REPRESENTATIVE IMMEDIATELY OF ANY DISCREPANCIES OR CONFLICTS WITH REQUIREMENTS.

C. CONSTRUCTION LAYOUT: DURING THE PROGRESS OF THE WORK ESTABLISH BENCHMARKS, REFERENCE LINES AND REFERENCE POINTS AND LEVELS AT EACH FLOOR AND AS OTHERWISE NECESSARY FOR THE GUIDANCE AND INFORMATION OF EACH TRADE AND FOR THE FIELD VERIFICATION OR SPECIFIED CONSTRUCTION TOLERANCES. CALCULATE AND MEASURE REQUIRED DIMENSIONS WITHIN INDICATED OR RECOGNIZED TOLERANCES.

1. LOCATE THE WORK AND COMPONENTS OF THE WORK ACCURATELY, IN CORRECT ALIGNMENT AND ELEVATION, AS INDICATED.
2. MAKE VERTICAL WORK PLUMB AND MAKE HORIZONTAL WORK LEVEL.
3. CONCEAL PIPES, DUCTS, AND WIRING IN FINISHED AREAS, UNLESS OTHERWISE INDICATED.
4. COORDINATE ALL WORK WITH EXISTING CONDITIONS TO REMAIN.

D. COMPLY WITH MANUFACTURER'S WRITTEN INSTRUCTIONS AND RECOMMENDATIONS FOR INSTALLING PRODUCTS IN APPLICATIONS INDICATED TO ENSURE PROPER INSTALLATION AND ENSURE PRODUCT WARRANTY.

E. ANCHORS AND FASTENERS: PROVIDE ANCHORS AND FASTENERS AS REQUIRED TO ANCHOR EACH COMPONENT SECURELY IN PLACE, ACCURATELY LOCATED AND ALIGNED WITH OTHER PORTIONS OF THE WORK.

1. WHERE MOUNTING HEIGHTS ARE NOT INDICATED, MOUNT COMPONENTS AT HEIGHTS DIRECTED BY CITY REPRESENTATIVE.

2. WHERE MOUNTING TYPES ARE NOT INDICATED, MOUNT COMPONENTS AS DIRECTED BY MANUFACTURER'S WRITTEN INSTALLATION INSTRUCTIONS FOR PRODUCTS AND MATERIALS.

F. START AND TEST EQUIPMENT AND OPERATING COMPONENTS TO CONFIRM PROPER OPERATION. REMOVE MALFUNCTIONING UNITS, REPLACE WITH NEW UNITS, AND RETEST. COMPLY WITH ALL REQUIREMENTS FOR START-UP AND COMMISSIONING OF COMPONENTS AS REQUIRED BY THE PROJECT DOCUMENTS AND LOCAL LAWS.

G. ADJUST OPERATING COMPONENTS FOR PROPER OPERATION WITHOUT BINDING. ADJUST EQUIPMENT FOR PROPER OPERATION.

H. TEST EACH PIECE OF EQUIPMENT TO VERIFY PROPER OPERATION. TEST AND ADJUST CONTROLS AND SAFETY. REPLACE DAMAGED AND MALFUNCTIONING CONTROLS AND EQUIPMENT. ENSURE ALL EQUIPMENT IS OPERATING WITHIN DESIGNED PARAMETERS TO ENSURE EFFICIENT OPERATION.

I. PROVIDE FINAL PROTECTION AND MAINTAIN CONDITIONS THAT ENSURE INSTALLED WORK IS WITHOUT DAMAGE OR DETERIORATION AT TIME OF SUBSTANTIAL COMPLETION.

1. COMPLY WITH MANUFACTURER'S WRITTEN INSTRUCTIONS FOR TEMPERATURE AND RELATIVE HUMIDITY.

J. REPAIR OR REMOVE AND REPLACE DEFECTIVE CONSTRUCTION. RESTORE DAMAGED SUBSTRATES AND FINISHES.

K. REMOVE AND REPLACE DAMAGED SURFACES THAT ARE EXPOSED TO VIEW IF SURFACES CANNOT BE REPAIRED WITHOUT VISIBLE EVIDENCE OF SUCH.

L. REPAIR COMPONENTS THAT DO NOT OPERATE PROPERLY. REMOVE AND REPLACE OPERATING COMPONENTS THAT CANNOT BE REPAIRED.

01 71 33 - PROTECTION OF PERSONS AND PREMISES:

A. DO NOT LOAD ANY PART OF THE WORK WITH WEIGHT THAT WILL DAMAGE OR ENDANGER THE SAFETY OF THE STRUCTURE OR ANY PART THEREOF.

B. PROTECT THE EXISTING PREMISES, INCLUDING SITE AREAS TO REMAIN AGAINST DAMAGE DURING THE DURATION OF CONSTRUCTION. REPAIR ANY DAMAGE CAUSING BY CONSTRUCTION ACTIVITIES.

01 73 29 - EXECUTION: CUTTING AND PATCHING:

A. CONTRACTOR SHALL FAMILIARIZE THEMSELVES WITH THE EXISTING CONDITIONS AND STRUCTURE OF THE BUILDING PRIOR TO THE START OF ANY CUTTING AND PATCHING ACTIVITIES. DO NOT CUT AND PATCH STRUCTURAL ELEMENTS AT ANY TIME.

B. DO NOT CUT AND PATCH OPERATING ELEMENTS AND RELATED COMPONENTS IN A MANNER THAT RESULTS IN VISUAL EVIDENCE OF CUTTING AND PATCHING.

1. RESTORE EXPOSED FINISHES OF PATCHED AREAS AND EXTENDED FINISH RESTORATION INTO RETAINED ADJOINING CONSTRUCTION IN A MANNER THAT WILL ELIMINATE EVIDENCE OF PATCHING AND REFINISHING.

01 74 00 - EXECUTION: CLEANING

A. PROVIDE FINAL CLEANING. CONDUCT CLEANING AND WASTE-REMOVAL OPERATIONS TO COMPLY WITH LOCAL LAWS AND ORDINANCES AND FEDERAL AND LOCAL ENVIRONMENTAL AND ANTIPOLLUTION REGULATIONS.

B. CLEAN EACH SURFACE OR UNIT TO CONDITION EXPECTED IN AN AVERAGE COMMERCIAL BUILDING CLEANING AND MAINTENANCE PROGRAM. COMPLY WITH MANUFACTURERS WRITTEN INSTRUCTIONS.

C. CLEAN AND RE-LAMP ALL NEW LIGHT FIXTURES, LAMPS, GLOBES, AND REFLECTORS WHEN THESE FIXTURES WERE USED AS LIGHT SOURCE DURING CONSTRUCTION. FOR EXISTING LIGHT FIXTURES, REPLACE BURNED-OUT BULBS, AND THOSE NOTICEABLY DIMMED BY HOURS OF USE.

D. LEAVE PROJECT CLEAN AND READY FOR OCCUPANCY.

01 78 23 CLOSEOUT SUBMITTALS - OPERATION AND MAINTENANCE MANUALS:

- A. ASSEMBLE A COMPLETE SET OF OPERATION AND MAINTENANCE DATA INDICATING THE OPERATION AND MAINTENANCE OF EACH SYSTEM, SUB-SYSTEM, AND PIECE OF EQUIPMENT NOT PART OF A SYSTEM.
- B. ORGANIZE OPERATION AND MAINTENANCE MANUALS INTO SUITABLE SETS OF MANAGEABLE SIZE. BIND AND INDEX DATA IN A HEAVY-DUTY, 3-RING, VINYL-COVERED, LOOSE-LEAF BINDERS. IN THICKNESS NECESSARY TO ACCOMMODATE CONTENTS, WITH POCKET INSIDE THE COVERS TO RECEIVE FOLDED OVERSIZED SHEETS. IDENTIFY EACH BINDER ON FRONT AND SPINE WITH THE PRINTED TITLE "OPERATION AND MAINTENANCE MANUAL," PROJECT NAME, AND SUBJECT MATTER OF CONTENTS.

01 78 36 - CLOSEOUT SUBMITTALS - WARRANTY:

- A. PRIOR TO ISSUE OF CERTIFICATE OF FINAL COMPLETION, THE CONTRACTOR SHALL EXECUTE AND DELIVER TO THE CITY REPRESENTATIVE A WRITTEN WARRANTY FOR THE WORK.
- B. SHOULD ANY DEFECT DEVELOP OR BECOME APPARENT DURING THE WARRANTY PERIOD DUE TO IMPROPER MATERIALS OR WORKMANSHIP, THE DEFECTS SHALL, UPON WRITTEN NOTICE, BE MADE GOOD BY THE CONTRACTOR WITHOUT ADDITIONAL EXPENSE TO THE CITY OF SAN MATEO, AND ANY OTHER WORK AFFECTED IN CORRECTING SUCH DEFECTS SHALL ALSO BE MADE GOOD.
- C. THE WARRANTY PERIOD SHALL BE AS AGREED UPON BETWEEN THE OWNER AND THE CONTRACTOR BUT SHALL NOT BE LESS THAN TWO YEARS AFTER ACCEPTANCE OF THE CERTIFICATE OF FINAL COMPLETION.
1. THIS WARRANTY DOES NOT PRECLUDE SPECIAL OR ADDITIONAL WARRANTY REQUIREMENTS FOR INDIVIDUAL COMPONENTS OR SYSTEMS SPECIFIED ELSEWHERE.
2. THIS WARRANTY SHALL BE IN ADDITION TO, AND NOT A LIMITATION OF, OTHER RIGHTS THE OWNER MAY HAVE AGAINST THE CONTRACTOR UNDER THE CONTRACT DOCUMENTS.

01 78 39 CLOSEOUT SUBMITTALS - PROJECT RECORD DOCUMENTS:

A. CONTRACTOR SHALL MAINTAIN AT THE JOBSITE ONE RECORD COPY OF THE DRAWINGS, SPECIFICATIONS, CHANGE ORDERS AND ADDENDA OR OTHER MODIFICATIONS TO THE PROJECT. CONTRACTOR SHALL MARK-UP AND KEEP CURRENT TO RECORD CHANGES MADE DURING CONSTRUCTION.

1. SUBMIT TO CITY REPRESENTATIVE ALL RECORD DOCUMENTS AT THE END OF CONSTRUCTION.

2. SUBMIT TO CITY REPRESENTATIVE ONE COPY OF ALL "APPROVED" SHOP DRAWINGS, PRODUCT DATA SHEETS AND SAMPLES.

SPECIFICATIONS

WALL WAINSCOT:
MANUFACTURER: NEOLITH. ESTATUARIO SILK E05 QUARTZ TILE PANELS. WALL PANELS 48" X 48", UP 8"-0" HIGH. 100% NATURAL MINERALS COMPOSITION. NEOLITH TO BE INSTALLED BY MANUFACTURER APPROVED CONTRACTOR PER MANUFACTURER'S RECOMMENDATIONS. PREPARE PAINTED C.M.U. AS NEEDED FOR THINSET OF NEOLITH. AT G.W.B. WALL INSTALL DUROCK OR HARDIE BACKER OVER G.W.B. PRIOR TO NEOLITH INSTALLATION

FLOOR & CURB FINISH:
MANUFACTURER: DUR-A-FLEX. ACCELERA HQ SEAMLESS FLOORING SYSTEM. FLOORING SYSTEM CONSISTING OF A SELF-LEVELING BASE COAT, WITH 2 COATS OF DECORATIVE QUARTZ BROADCAST AND A CLEAR TOPCOAT.

PARTITIONS:
MANUFACTURER: ACCUTEC, SCRANTON SERIES. TYPE: POLYMER HDPE SOLID PLASTIC FLOOR TO CEILING TO MATCH EXISTING. ALL HARDWARE, BRACKETS, HINGES AND SHOES TO BE STAINLESS STEEL. COLOR: FROM MANUFACTURER'S STANDARDS.

ACCESSORIES SCHEDULE

TAG	DESCRIPTION	MANUFACTURER	MODEL NO.
A	HAND DRYER	BRADLEY	2903-2874
B	2- ROLL TOILET PAPER DISPENSER	THE PARK CATALOG	152-1003
C	WALL MTD. SOAP DISPENSER	BRADLEY	6562
D	STAINLESS STEEL MIRROR	BRADLEY	748-2436
E	36" GRAB BAR	BRADLEY	821-001-36
F	48" GRAB BAR	BRADLEY	821-001-48
G	SEAT COVER DISPENSER	BRADLEY	5831
H	WASTE RECEPTACLE - WALL MTD.	BRADLEY	355

PLUMBING FIXTURES

TAG	DESCRIPTION	MANUFACTURER	MODEL NO.	NOTES
WC	WATER CLOSET	TOTO	CT708JV COLOR: #01 COTTON	SEE NOTE 1
	FLUSH VALVE	TOTO	TET2LA31-1.28-HW	VERIFY W/ (E) CONDITIONS
LAV	RAMP SINK	SONOMA CAST STONE	SEE NOTE 2	PROVIDE THERMOSTATIC MIXING VALVE
	FAUCET	SLOAN	SF-2400-4-PLG-BDM-CP-0.5 GPM-MLM-IR-FCT	120v- 1PH. SEE NOTE 3
UR	URINAL	TOTO	UT447EV 0.5 GPM COLOR: #01 COTTON	FLUSH VALVE TEU1LA12#CP
DF	DRINKING FOUNTAIN & BOTTLE FILLER	ELKAY	VRCTLR8WSK	PROVIDE ELECTRICAL CONNECTION. SEE NOTE 4
WH	WALL HYDRANT	ZURN	Z1350-VB 7 1/2" WALL	CYLINDER LOCK W/ VACUUM BREAKER, BACKFLOW PREVENTER

- NOTES:
1. WATER CLOSET FLOW RATE 1.28 GALLONS PER FLUSH MAX., PROVIDE NEW CLEANOUT IN WALL ABOVE TOILET.
2. CUSTOM CAST RAMP SINK AND COUNTER AS MANUFACTURED BY SONOMA CAST STONE. 40" WIDE X 22" DEEP X 2" THICK "EARTHGRETE" FINISH: "NUCRETE FORMAT". SINK SUPPORTED BY CUSTOM METAL FRAME MANUFACTURED BY FINE STEEL PRODUCTS, SAN JOSE, CA. STEEL TO BE ASTM A500 A/B. COORDINATE LOCATION OF FAUCET & SOAP DISPENSER PENETRATIONS.
3. LAVATORY FAUCET MAX FLOW RATE 0.5 GPM AT 60 PSI.
4. MODIFY PLUMBING LINES AND ELECTRICAL CONNECTIONS AS NEEDED.

DOOR HARDWARE SPECIFICATION

RESTROOM DOOR				
3 HINGE	MPB99 4-1/2" X 4-1/2" NRP	32D/630	MCKINNEY	
1 DOOR CLOSER	1431 O XP9	626	SARGENT	
1 ARM PULL	AP1007	630	ROCKWOOD	
1 DEAD BOLT	B662P KEYED BOTH SIDES	626	SCHLAGE	
1 LATCH PROTECTOR	320-RRW	630	ROCKWOOD	
1 LOCKSET	NB66P X RHO LEVER			
1 STOREROOM FUNCTION	WITH VANDLGRD	626	SCHLAGE	
1 ELECTRIC STRIKE	6211-US32D-FSE-24VDC	US 32D	VON DUPRIN	
1 POWER SUPPLY	PS 902		SCHLAGE	

NOTE:
POWER SUPPLY MODULE CONNECTED TO THE ELECTRIC STRIKE IS TO BE OPERATED BY THE EXISTING "CAL SENSE" TIMER LOCATED IN THE UTILITY ROOM. CONNECTION OF THE POWER SUPPLY TO THE TIMER IS TO BE COORDINATED WITH THE CITY OF SAN MATEO REPRESENTATIVE.

DOOR SPECIFICATION & NOTES

3'-0" X 7'-0" INSULATED HOLLOW METAL DOOR AND HOLLOW METAL FRAME, FIELD VERIFY DOOR SIZE

THE BOTTOM 10" OF DOOR SHALL HAVE SMOOTH, UNINTERRUPTED SURFACE.
DOOR OPENING FORCE TO BE 5 LBS. MAX. (CBC 11B-404.2.9) DOOR CLOSING SPEED W/ CLOSER TO BE 5 SEC. MIN. FROM 90 DEG. OPEN TO 12 DEG FROM LATCH (CBC 11B-404.2.8)

PAINT SPECIFICATION

PAINT TO BE KELLY MOORE, VERIFY (E) COLORS WITH CITY REPRESENTATIVE

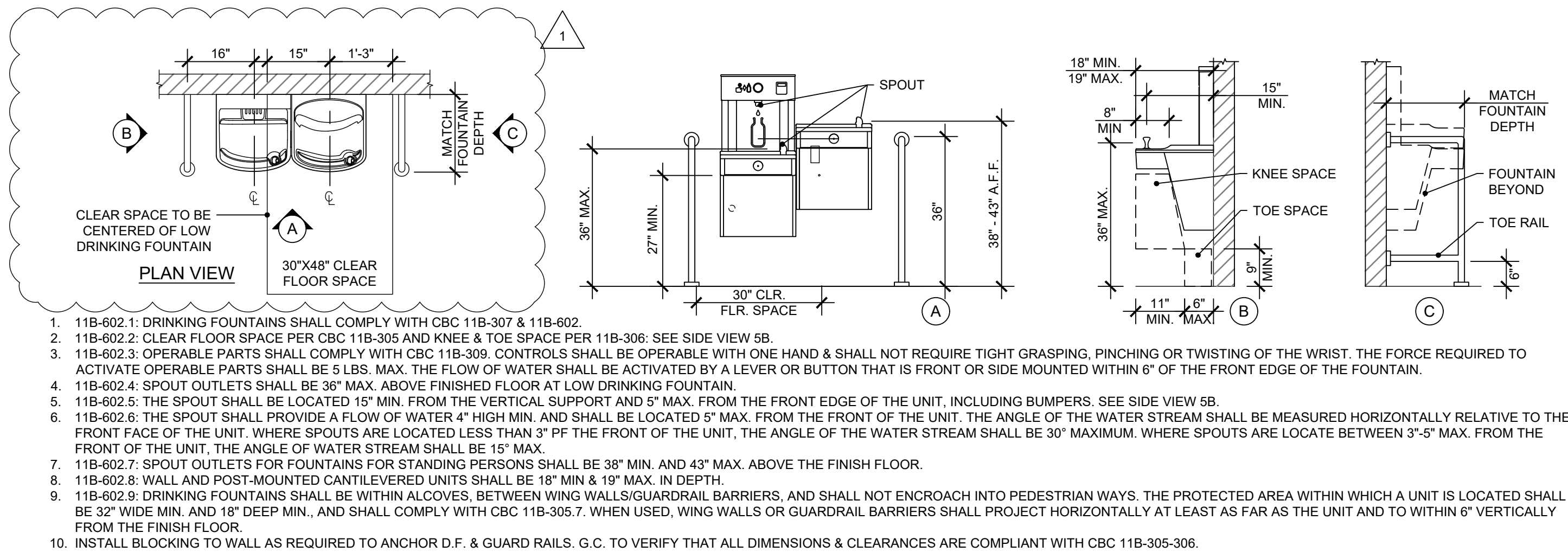
ALL SURFACES TO RECEIVE PAINT TO BE CLEANED THOROUGHLY & PREPARED PER PAINT MANUFACTURER'S RECOMMENDATION. IF (E) PAINT IS IN GOOD CONDITION (NO PEELING OR CHALKING) PRIMER COAT MAYBE OMITTED.

EXTERIOR WOOD TRIM & SIDING

1 COAT: PRIMER KM 295 KEL-BOND UNIVERSAL PRIMER
2 COATS: KM 288B DURA-POXY HP ACRYLIC URETHANE SEMI - GLOSS ENAMEL

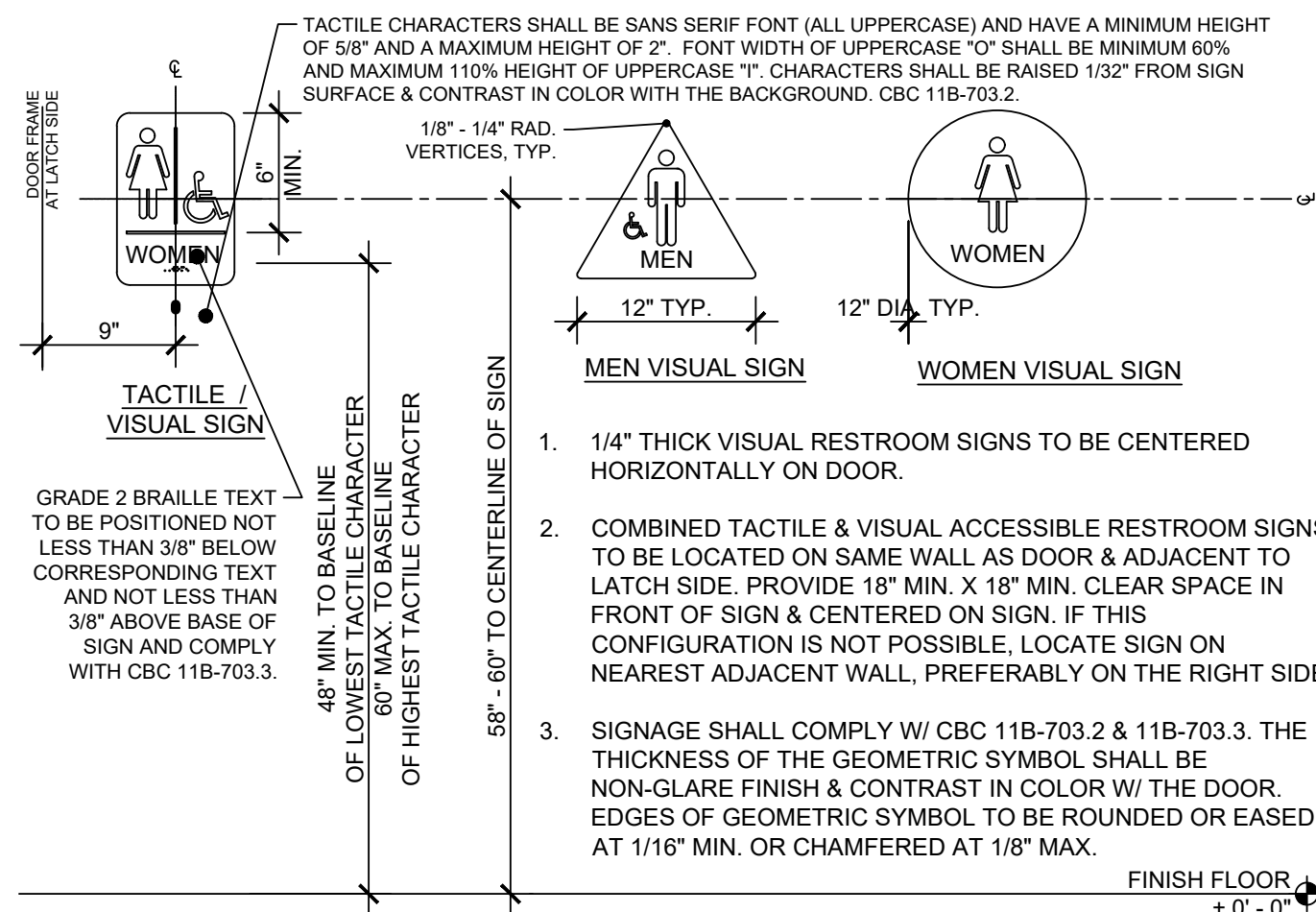
EXTERIOR METAL DOORS

1 COAT: PRIMER 5725 DTM ACRYLIC METAL PRIMER
2 COATS: KM 1245 ACRYSHIELD 100% ACRYLIC LOW SHEEN
PC3V10



6 ACCESSIBLE DRINKING FOUNTAIN

1/2" = 1'-0"

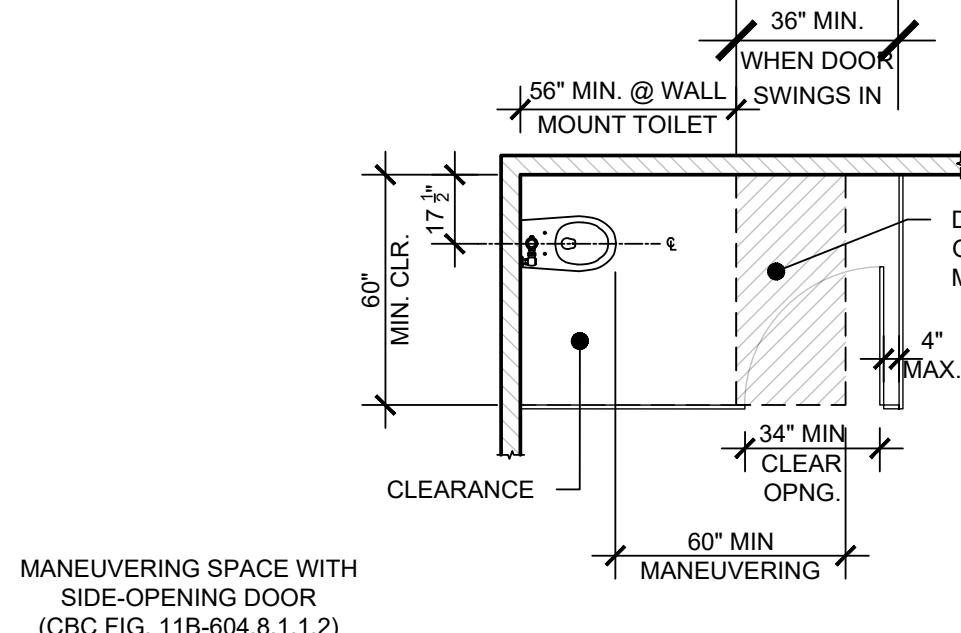


7 RESTROOM SIGNAGE

1" = 1'-0"

NOTE:

1. STALL DOOR TO HAVE, LOOP HANDLES, EACH SIDE OF DOOR, PADDLE TYPE LOCK & SELF CLOSING HINGES (CBC SECTION 11B-309.4).
2. HARDWARE AT 34" MIN. & 44" MAX. ABOVE THE FINISHED FLOOR. (CBC 11B-404.2.7)
3. ALL CLEAR FLOOR AREAS MUST BE LEVEL WITH SLOPE IN ANY DIRECTION NOT TO EXCEED 1.75%.
4. PARTITION TOE CLEARANCE 9" MIN. ABOVE FLOOR & 6" MIN BEYOND COMPARTMENT, EXCLUSIVE OF PARTITION SUPPORTS.

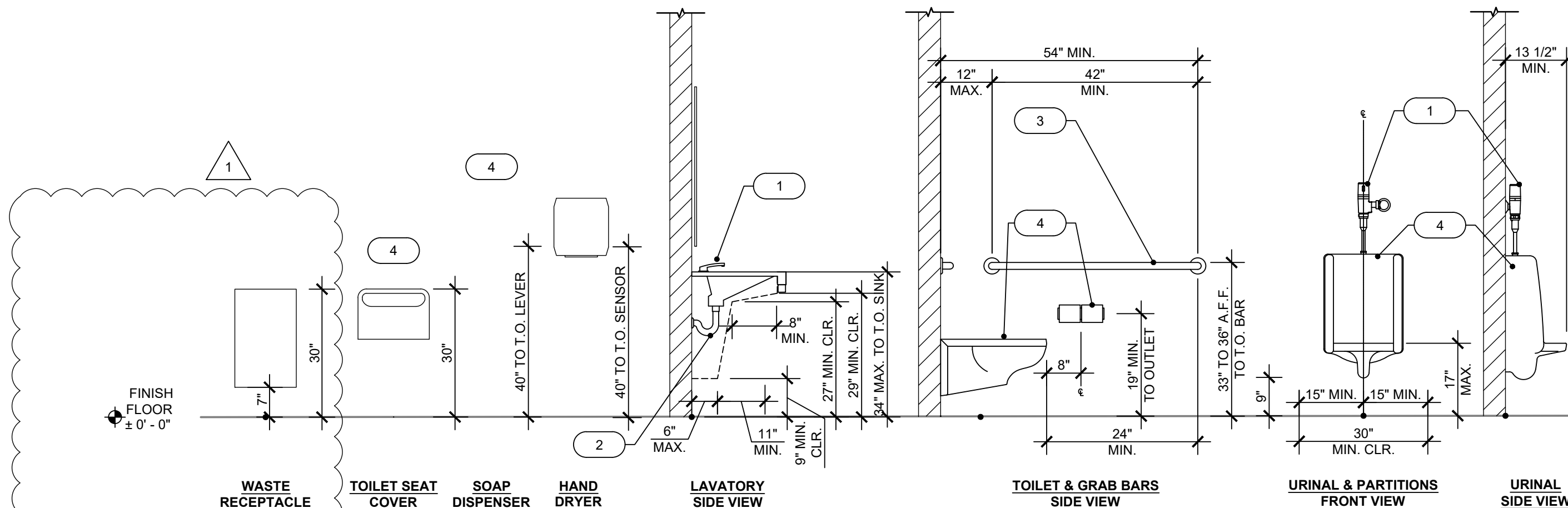


5 ACCESSIBLE TOILET COMPARTMENT CLEARANCES

1/4" = 1' - 0"

KEYNOTES

1. CBC 11B-309 (1) FAUCET CONTROLS & OPERATING MECHANISMS OF FIXTURES OR ACCESSORIES SHALL BE OPERABLE W/ ONE HAND IN ACCORDANCE W/ THIS CHAPTER AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE CONTROLS SHALL BE 5 LBS. MAX. LEVER OPERATED, PUSH TYPE, AND ELECTRONICALLY CONTROLLED MECHANISMS ARE EXAMPLES OF ACCEPTABLE DESIGNS. SELF-CLOSING VALVES ALLOWED IF THE FACET REMAINS OPEN FOR AT LEAST 10 SECONDS. SINKS SHALL BE 6.5" DEEP MAX (11B-606.7).
2. INSTALL PROTECTIVE COVERING INSULATION ON ALL EXPOSED PIPES BELOW SINKS & LAVATORIES TO COMPLY W/ STATE & LOCAL CODES. THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER SINKS & LAVATORIES. (CBC 11B-606.5)
3. 1.25" MIN. / 2" MAX DIA. GRAB BAR. (CBC 11B-609.8)
4. ANCHOR ALL FIXTURES & ACCESSORIES PER MANUFACTURER'S SPECIFICATIONS.
5. NEW HANDLES, PULLS, LATCHES, LOCKS, LIGHT SWITCHES, & OTHER OPERABLE PARTS ON DOORS & GATES SHALL COMPLY W/ CBC SECTION 11B-309.4. OPERABLE PARTS OF SUCH HARDWARE SHALL BE 34" MIN. & 44" MAX. ABOVE THE FINISHED FLOOR. (CBC 11B-404.2.7)



8 ACCESSIBLE RESTROOM FIXTURE MOUNTING DETAILS

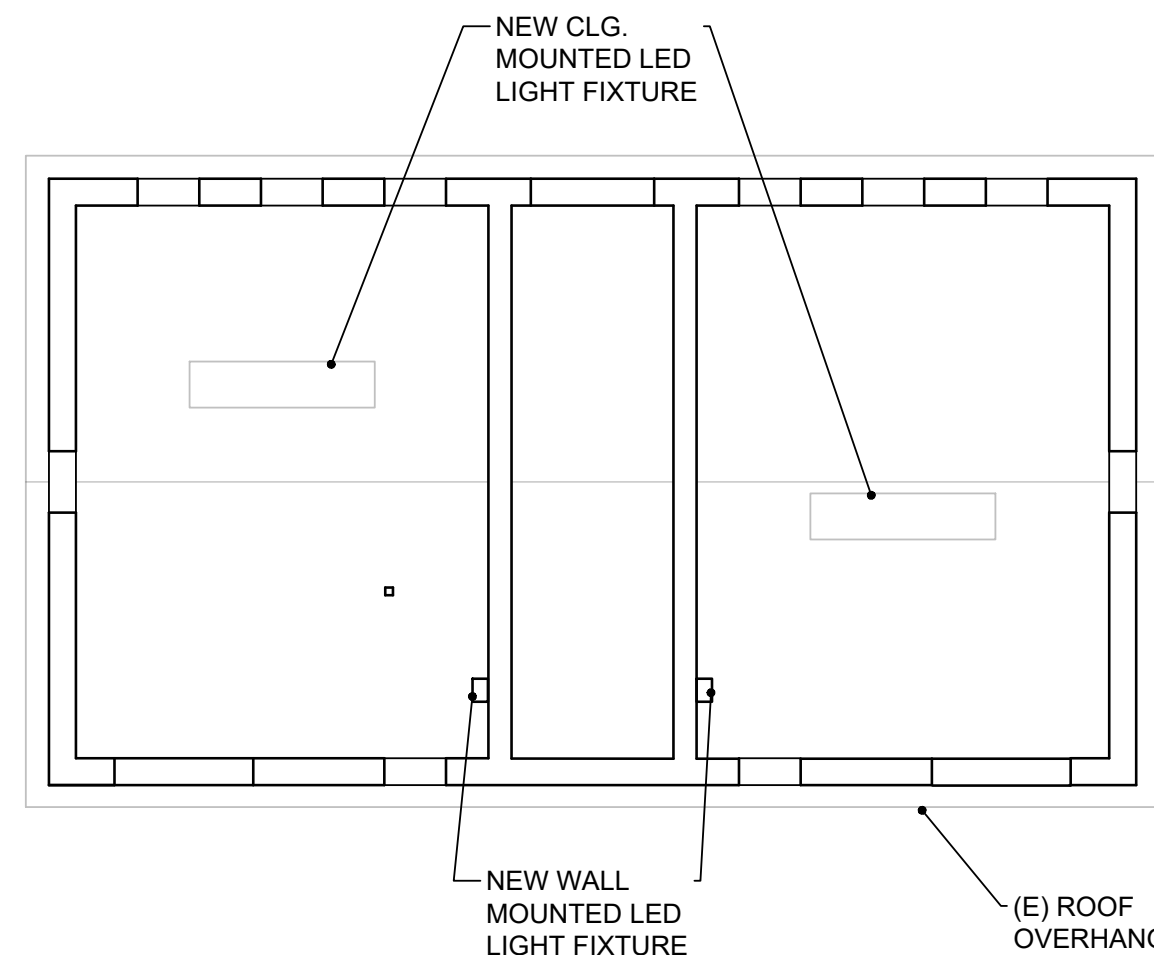
1/2" = 1'-0"

3 DEMOLITION REFLECTED CEILING PLAN

1/4" = 1'-0"

ELECTRICAL NOTES:

1. RE-CONNECT LIGHT CONTROLS TO CAL-SENSE SYSTEM, VERIFY WITH CITY REPRESENTATIVE
2. REUSE (E) CIRCUITS FOR NEW DOOR ELECTRONIC DOOR STRIKES
3. PROVIDE NEW CIRCUITS AS NEEDED FOR NEW ELECTRICAL TO PLUMBING FIXTURES AND ACCESSORIES
4. AT INTERIOR LIGHTS PROVIDE MOTION SENSORS
5. EXTERIOR LIGHTS PROVIDE PHOTOCCELL



LIGHT FIXTURE SPECIFICATIONS:

CEILING MOUNTED LED LIGHT FIXTURE:
HARRIS LIGHTING ROUGH SERVICE LUMINAIRE MODEL 100-LED-4K4

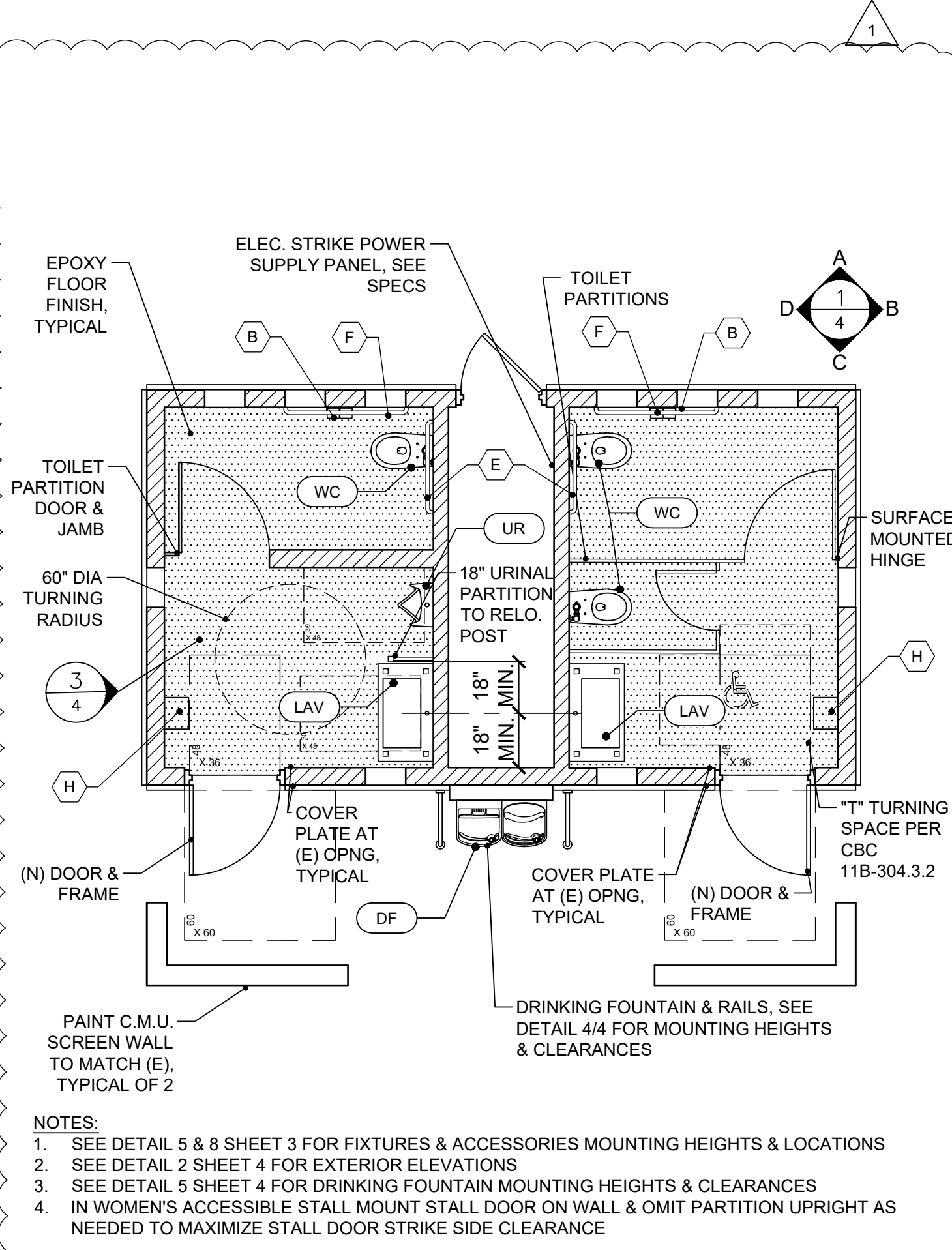
WALL MOUNTED LED LIGHT FIXTURE:
WF HARRIS LIGHTING MODEL 30-LED-1K-FC-HW- 120V-TPS

4 REFLECTED CEILING PLAN

1/4" = 1'-0"

1 DEMOLITION PLAN

1/4" = 1'-0"



2 FLOOR PLAN

1/4" = 1'-0"

REVISION NO.	DESCRIPTION	BY	DATE
1	PLAN	CK	5/31/2022
2	RESPONSE		
3			
4			
5			

CITY OF SAN MATEO
PUBLIC WORKS DEPARTMENT
FACILITIES DIVISION
CIP

CASANOVA PARK
RESTROOM REMODEL
2021
PROJECT # 469030

ISSUED FOR PLAN CHECK 3/9/2022

DRAWN BY: DATE:

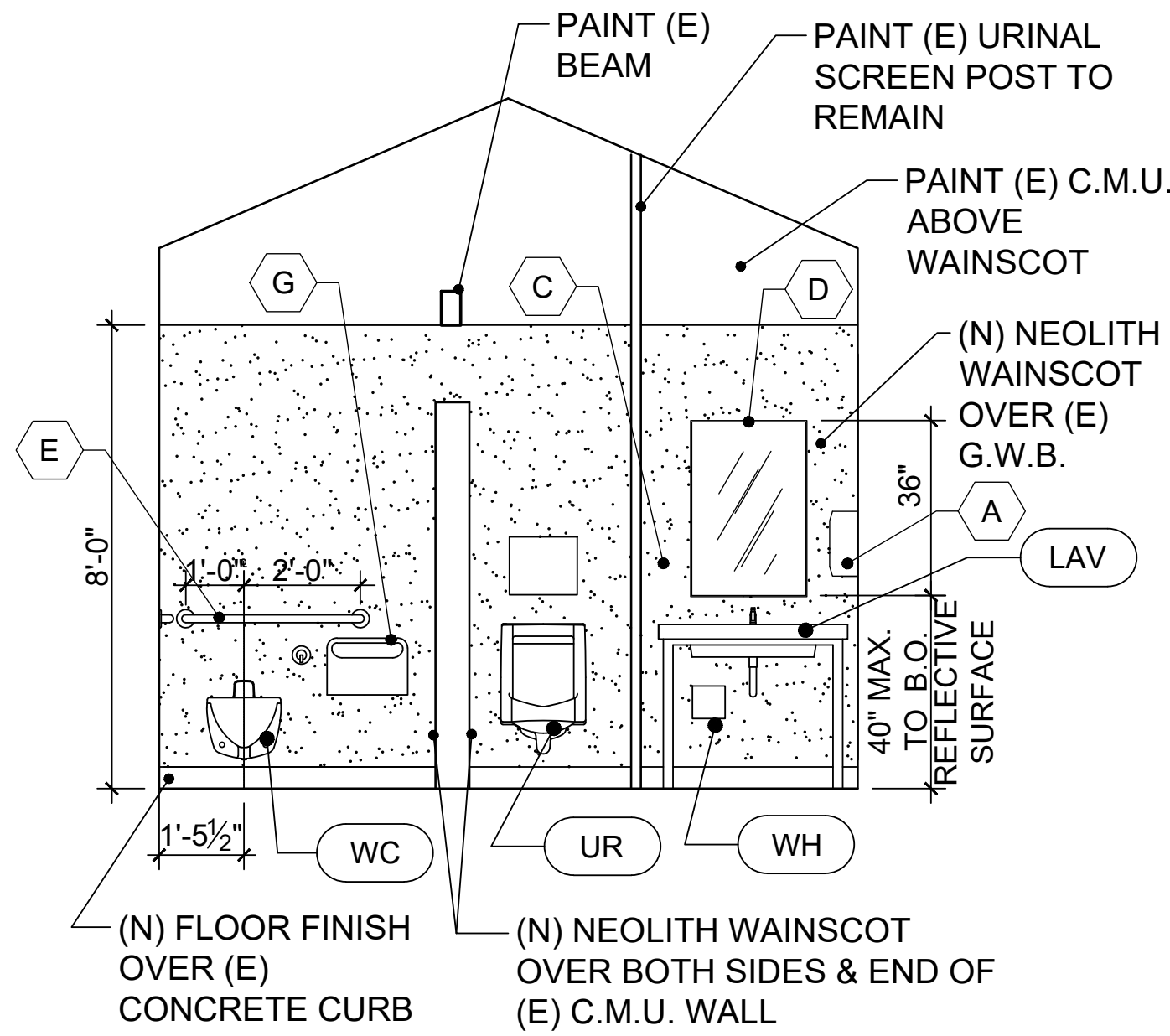
QC CHECKED BY: DATE:

PROJECT No.

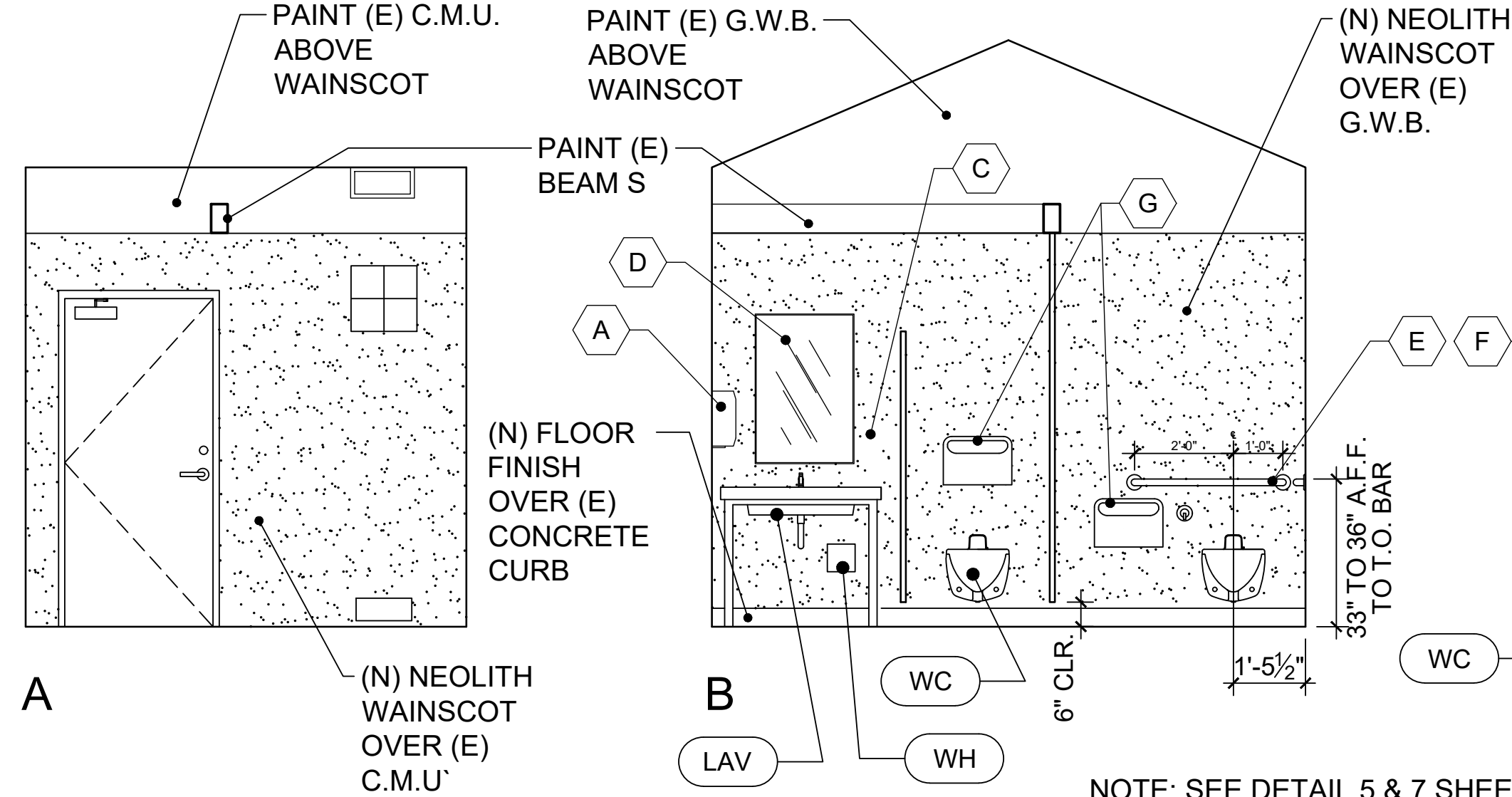
SCALE: 1/4" = 1'-0"

SUBMITTAL: PLAN CHECK

SHEET 3 OF 4

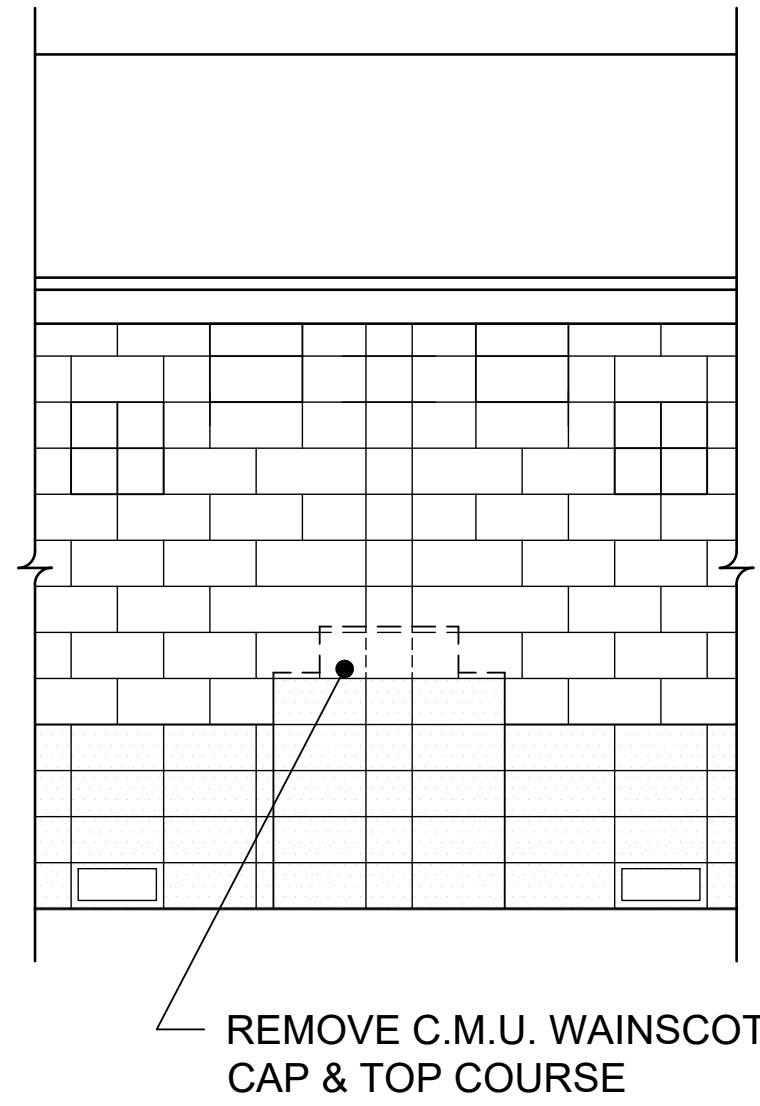


3 MENS - INTERIOR ELEVATION
3/8" = 1'-0"

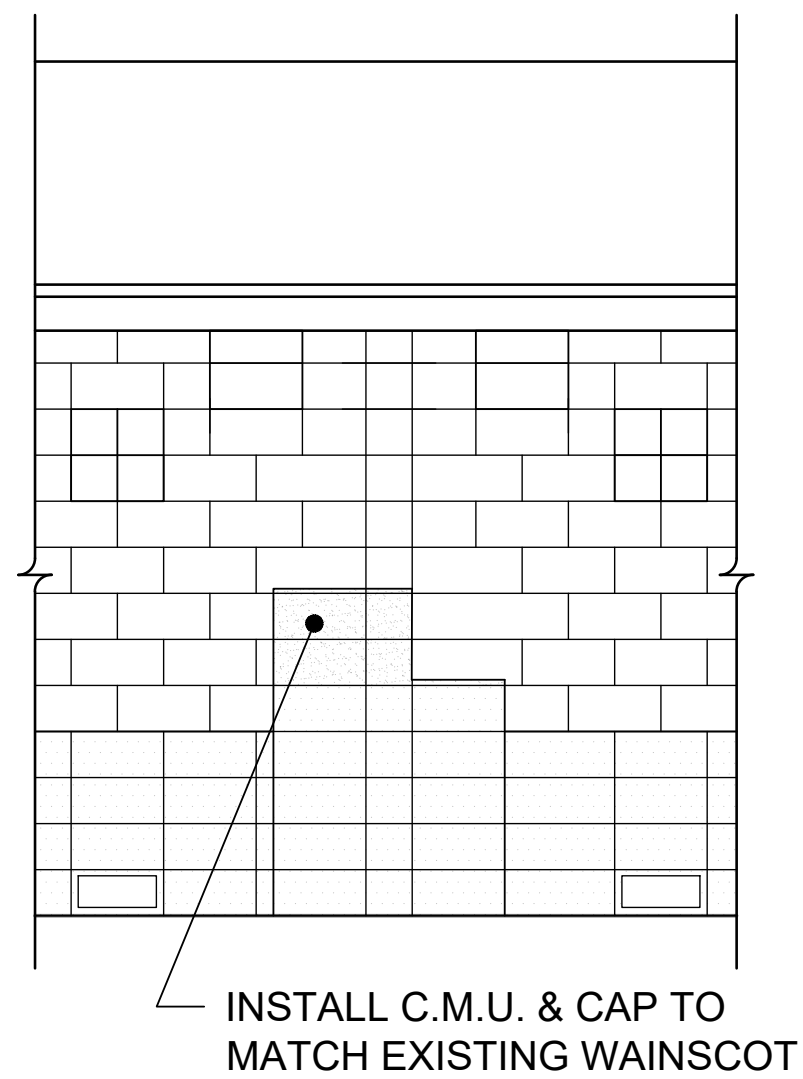


1 WOMENS - INTERIOR ELEVATIONS
3/8" = 1'-0"

NOTE: SEE DETAIL 5 & 7 SHEET 3 FOR FIXTURES & ACCESSORIES MOUNTING HEIGHTS & LOCATIONS

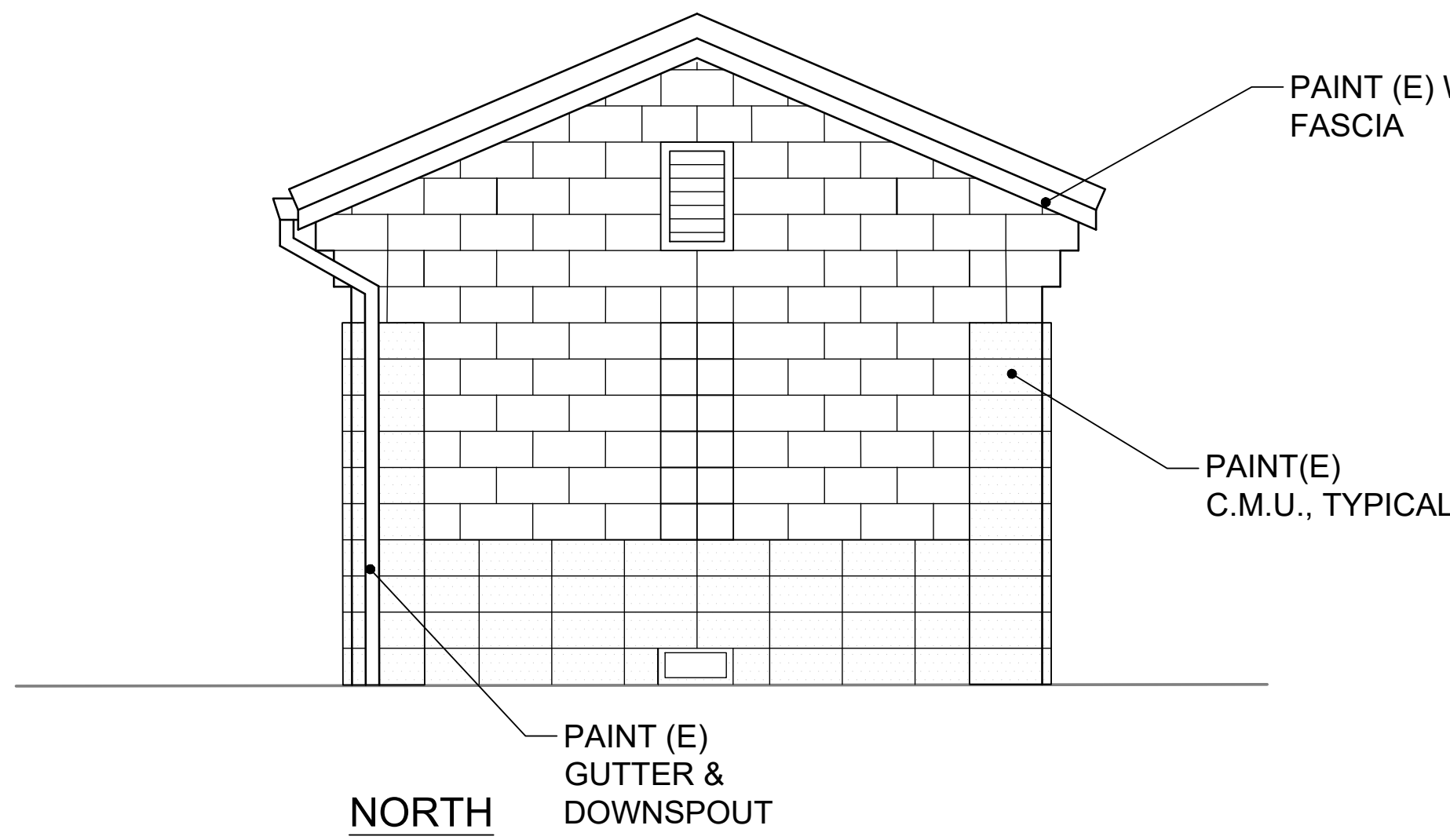


DEMOLITION

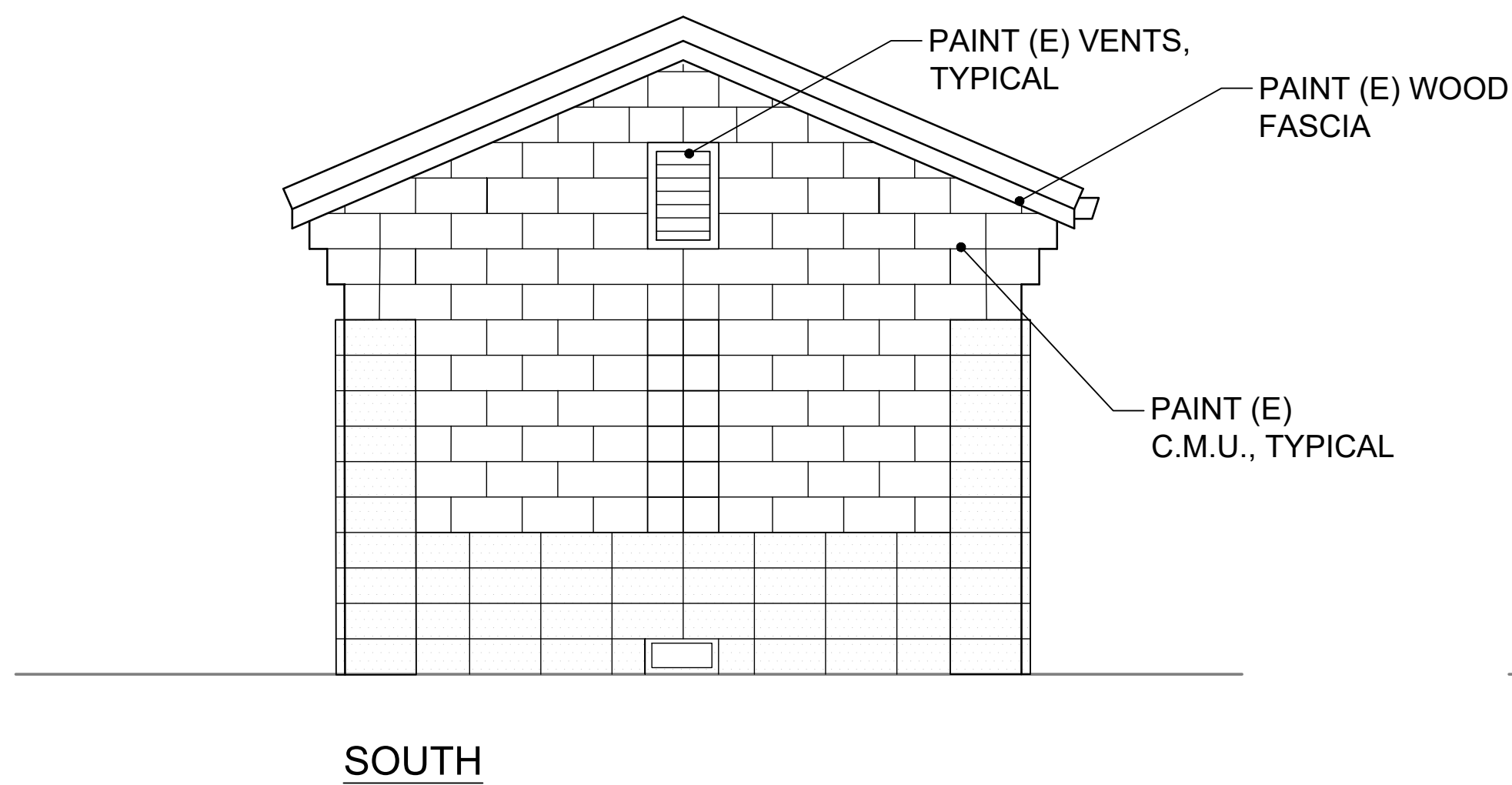


NEW

5 WAINSCOT ELEVATIONS
3/8" = 1'-0"



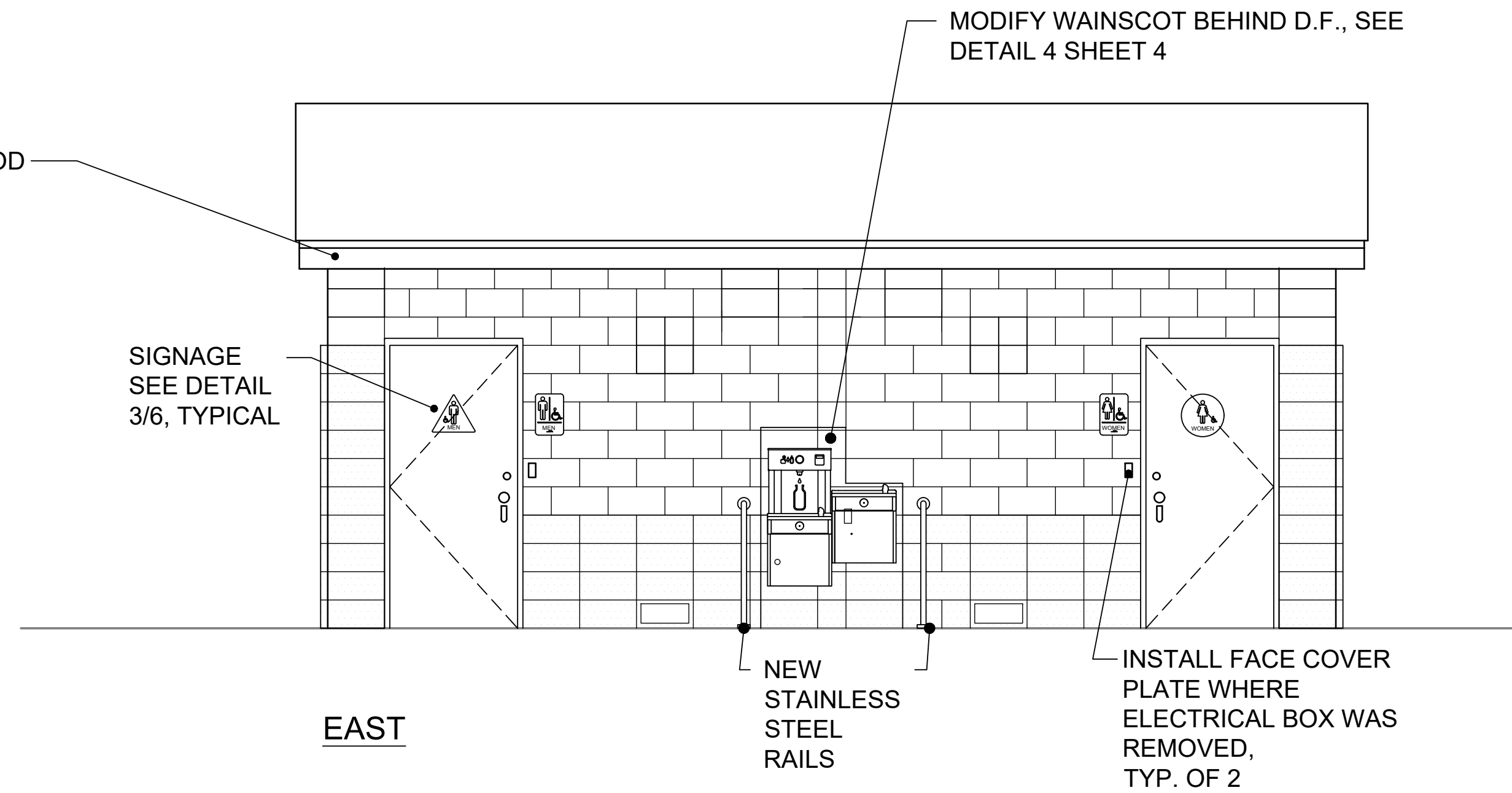
NORTH



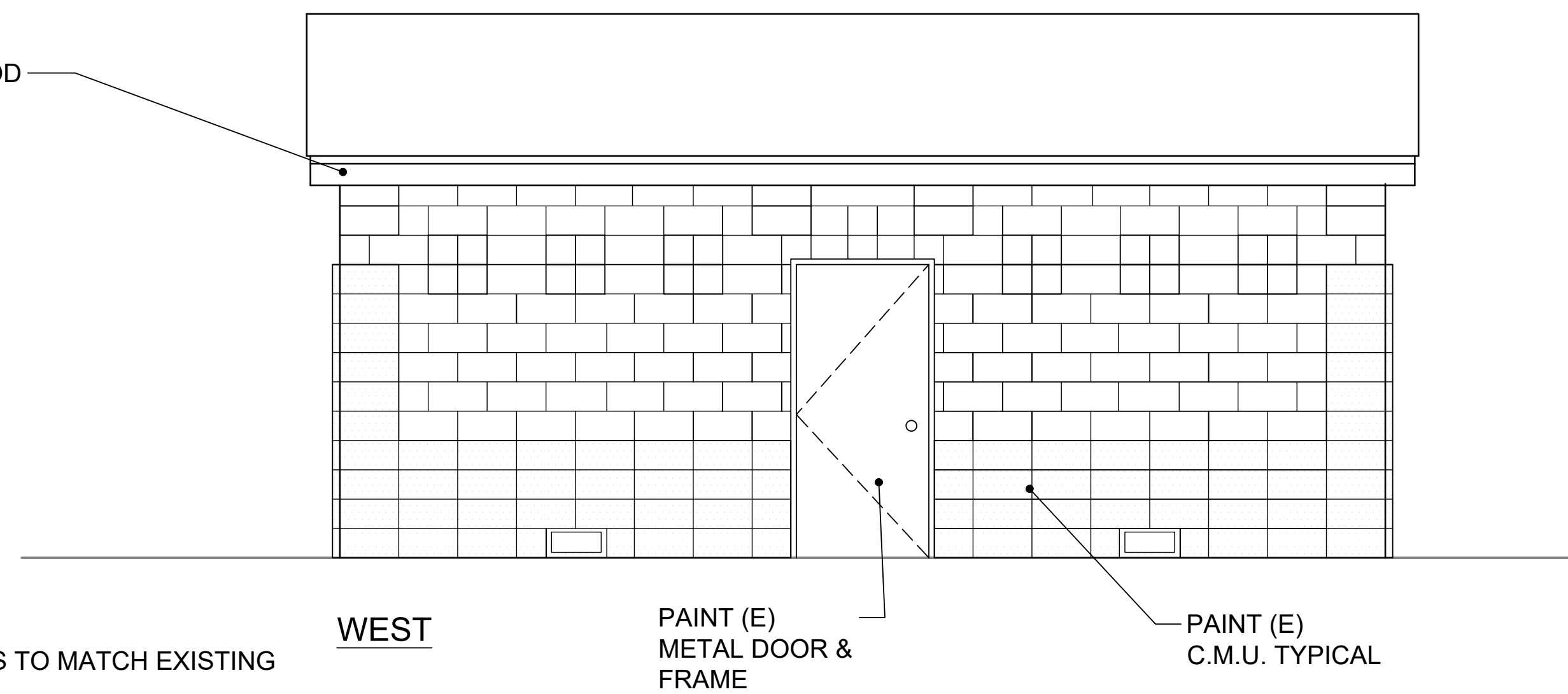
SOUTH

NOTE: ALL PAINT COLORS TO MATCH EXISTING

2 EXTERIOR ELEVATIONS
3/8" = 1'-0"



EAST




WEST

REVISION NO.	DESCRIPTION	BY	DATE
1	PLAN	CK	5/31/2022
2	RESPONSE		
3			
4			
5			

CITY OF SAN MATEO
PUBLIC WORKS DEPARTMENT
FACILITIES DIVISION
CIP

CASANOVA PARK
RESTROOM REMODEL
2021
PROJECT # 469030



ISSUED FOR PLAN CHECK 3/9/2022

DRAWN BY: DATE:

QC CHECKED BY: DATE:

PROJECT No. 2021

SCALE: 1/4" = 1'-0"

SUBMITTAL: PLAN CHECK

SHEET 4 OF 4

User = PSM
Date = 3/9/2022 7:02:29 PM
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150 of 386

EXHIBIT B
INSURANCE REQUIREMENTS FOR CONSTRUCTION CONTRACTS

ARTICLE 18 - MINIMUM SCOPE AND LIMIT OF INSURANCE

- 18.01 Contractor shall procure and maintain for the duration of the contract, *and for five (5) years thereafter*, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees, or subcontractors.
- 18.02 Coverage shall be at least as broad as:
- A. **Commercial General Liability (CGL):** Insurance Services Office (ISO) Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$5,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
 - B. **Automobile Liability:** Insurance Services Office Form CA 0001 covering Code 1 (any auto), with limits no less than **\$5,000,000** per accident for bodily injury and property damage.
 - C. **Workers’ Compensation** insurance as required by the State of California, with Statutory Limits, and Employers’ Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.
 - D. **Builder’s Risk** (Course of Construction) insurance utilizing an “All Risk” (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.
 - E. **Surety Bonds** as described below.
 - F. **Professional Liability** (if Design/Build), with limits no less than \$2,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
 - G. **Contractors’ Pollution Legal Liability** and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
- 18.03 If the contractor maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.
- 18.04 Self-Insured Retentions. Self-insured retentions must be declared to and approved by the City. At the option of the City, either: the contractor shall cause the insurer shall to reduce or eliminate such self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The

policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

ARTICLE 19 - OTHER INSURANCE PROVISIONS

19.01 The insurance policies are to contain, or be endorsed to contain, the following provisions:

- A. **The City, its officers, officials, employees, and volunteers are to be covered as additional insureds** on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10, CG 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).
- B. For any claims related to this project, the **Contractor's insurance coverage shall be primary** insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
- C. Each insurance policy required by this clause shall provide that coverage shall not be canceled, except with notice to the City.

19.02 Builder's Risk (Course of Construction) Insurance

- A. Contractor may submit evidence of Builder's Risk insurance in the form of Course of Construction coverage. Such coverage shall **name the City as a loss payee** as their interest may appear.
- B. If the project does not involve new or major reconstruction, at the option of the City, an Installation Floater may be acceptable. For such projects, a Property Installation Floater shall be obtained that provides for the improvement, remodel, modification, alteration, conversion or adjustment to existing buildings, structures, processes, machinery and equipment. The Property Installation Floater shall provide property damage coverage for any building, structure, machinery or equipment damaged, impaired, broken, or destroyed during the performance of the Work, including during transit, installation, and testing at the City's site.

19.03 Claims Made Policies

- A. If any coverage required is written on a claims-made coverage form:
 - 1. The retroactive date must be shown, and this date must be before the execution date of the contract or the beginning of contract work.
 - 2. Insurance must be maintained, and evidence of insurance must be provided, for at least five (5) years after completion of contract work.
 - 3. If coverage is cancelled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective, or start of work date, the Contractor must purchase extended reporting period coverage for a minimum of five (5) years after completion of contract work.

4. A copy of the claims reporting requirements must be submitted to the City for review.
5. If the services involve lead-based paint or asbestos identification/remediation, the Contractors Pollution Liability policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractors Pollution Liability policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

19.04 Acceptability of Insurers

- A. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the City.

19.05 Waiver of Subrogation

- A. **Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire** from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. **The Workers' Compensation policy shall be endorsed with a waiver of subrogation** in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.

19.06 Verification of Coverage

- A. Contractor shall furnish the City with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

19.07 Subcontractors

- A. Contractor shall require and verify that all subcontractors maintain insurance meeting all requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage, subcontractors shall provide coverage with a form at least as broad as CG 20 38 04 13.

19.08 Surety Bonds.

- A. Contractor shall provide the following Surety Bonds:
 1. Performance Bond
 2. Payment Bond
 3. Maintenance Bond
- B. The Payment Bond and the Performance Bond shall be in a sum equal to the contract price. If the Performance Bond provides for a one-year warranty a separate Maintenance Bond is not necessary. If the warranty period specified in the contract is for longer than one year a Maintenance Bond equal to 10% of the contract price is required. Bonds shall be duly executed by a responsible corporate surety, authorized to issue such bonds in the State of California and secured through an authorized agent with an office in California.

19.09 Special Risks or Circumstances.

- A. City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other circumstances.



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 11

Section Name: CONSENT CALENDAR

Account Number: 26-312!

File ID: 22-6687

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Community Development Department
MEETING DATE: October 03, 2022
SUBJECT:
Off-Site Plan Review and Certified Access Specialist Services – Amendment

RECOMMENDATION:

Approve Amendment No. 1 to the professional consultant services agreement with CSG Consultants, Inc. for off-site plan review and certified access specialist (CASp) services in the amount of \$100,000 for a new agreement total of \$199,000, and authorize the Community Development Director to execute the amendment in substantially the form presented.

BACKGROUND:

On June 30, 2022, the City Manager approved an agreement with CSG Consultants, Inc. (CSG) for Off-Site Plan Review and Certified Access Specialist (CASp) Services in an amount not-to-exceed \$99,000. The services CSG provides include the review of plans, calculations, and reports for compliance with adopted building codes and the provision of technical advice, reports, and correspondence related to plan check services. These specialized services are typically provided by a structural engineer, and due to the consistently high volume of plan submittals and ongoing staff constraints, the Community Development Department (CDD) will exhaust the contracted amount more quickly than anticipated. This amendment will allow CDD to maintain current levels of service and makes changes to clarify the scope of work.

BUDGET IMPACT:

The additional \$100,000 in costs resulting from this amendment can be absorbed within the fiscal year 2022-23 operational budget for the Community Development Department.

ENVIRONMENTAL DETERMINATION:

This amendment to a professional services agreement is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Amendment No. 1
Att 2 – Agreement with CSG Consultants, Inc.

STAFF CONTACT

Brian Alexander, Senior Management Analyst
balexander@cityofsanmateo.org
650-522-7209

**AMENDMENT NO. 1 TO THE AGREEMENT
BETWEEN THE CITY OF SAN MATEO AND CSG CONSULTANTS, INC.
FOR PROFESSIONAL CONSULTANT SERVICES
FOR
PLAN REVIEW AND CERTIFIED ACCESS SPECIALIST (CASp) SERVICES**

WHEREAS, the City of San Mateo ("City"), a municipal corporation of the State of California, and CSG Consultants, Inc. ("Consultant"), entered into an Agreement for Off-Site Plan Review and Certified Access Specialist (CASp) Services ("Agreement") on June 30, 2022; and

WHEREAS, City and Consultant wish to amend the Agreement effective October 3, 2022 to modify the title and scope of work of this Agreement;

WHEREAS, the value of the original Agreement was \$99,000, Amendment No. 1 adds \$100,000 for a not to exceed amount of \$199,000.

NOW, THEREFORE, the parties agree as follows:

1. Title of the Agreement is amended to read:

"Agreement with CSG Consultants, Inc. for Professional Consultant Services for Plan Review and Certified Access Specialist (CASp) Services"

2. Section 5 of the Agreement is amended to read:

"Payment shall be made by CITY only for services rendered and upon submission of a payment request upon completion and CITY approval of the work performed within 30 days of receipt of CONSULTANT's invoice. In consideration for the full performance of the services set forth in Exhibit A, CITY agrees to pay CONSULTANT a fee in an amount not to exceed \$199,000, pursuant to rates stated in Exhibit B to this Agreement, attached and incorporated by reference."

3. Exhibit A of the Agreement is amended to read:

"Plan Review

Review plans, calculations and reports submitted for building permits for the compliance of adopted building, plumbing, mechanical, electrical, energy and green building codes with San Mateo local amendments; provide technical advice to City staff, contractors, architects, developers, and the general public; advise building and fire inspectors on building safety and code issues; prepare reports and correspondence related to plan check services."

4. The remaining terms of the Agreement remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, CITY OF SAN MATEO and CSG CONSULTANTS, INC. have executed this Amendment on _____.

CITY OF SAN MATEO

CONTRACTOR

Drew Corbett
City Manager
City of San Mateo

Cyrus Kianpour, P.E., P.L.S. President CSG Consultants, Inc.	Date
--	------

APPROVED AS TO FORM

Mazarin Vakharia
Assistant City Attorney

Date

**AGREEMENT WITH CSG CONSULTANTS, INC.
FOR PROFESSIONAL CONSULTANT SERVICES
FOR
OFF-SITE PLAN REVIEW AND CERTIFIED ACCESS SPECIALIST (CAsp) SERVICES**

This Agreement, made and entered into this day of 06/30/2022, by and between the **CITY OF SAN MATEO**, a municipal corporation existing under the laws of the State of California ("CITY"), and CSG Consultants, Inc. , a California Corporation ("CONSULTANT"), whose address is 550 Pilgrim Drive Foster City, CA 94404.

RECITALS:

A. CITY desires certain off-site plan review and Certified Access Specialist (CAsp) services hereinafter described.

B. CITY desires to engage CONSULTANT to provide these offsite plan review and CAsp services by reason of its qualifications and experience performing such services and CONSULTANT has offered to provide the required services on the terms and in the manner set forth herein.

NOW, THEREFORE, IT IS AGREED as follows:

SECTION 1 - SCOPE OF SERVICES

The scope of services to be performed by CONSULTANT under this Agreement is as described in Exhibit A to this Agreement, attached and incorporated by reference.

SECTION 2 - DUTIES OF CONSULTANT

CONSULTANT shall be responsible for the professional quality, technical accuracy and coordination of all work furnished by CONSULTANT under this Agreement. CONSULTANT shall, without additional compensation, correct or revise any errors or deficiencies in its work.

CONSULTANT represents that it is qualified to furnish the services described under this Agreement.

CONSULTANT shall be responsible for employing or engaging all persons necessary to perform the services of CONSULTANT.

CONSULTANT agrees to comply with the City's minimum wage ordinance as codified in Municipal Code Chapter 5.92, which differs from the state minimum wage and includes a Consumer Price Index escalator.

SECTION 3 - DUTIES OF CITY

CITY shall provide pertinent information regarding its requirements for the project.

CITY shall examine documents submitted by CONSULTANT and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of CONSULTANT's work.

SECTION 4 - TERM

The services to be performed under this Agreement shall commence on July 1, 2022 and be completed on or about December 31, 2022.

SECTION 5 - PAYMENT

Payment shall be made by CITY only for services rendered and upon submission of a payment request upon completion and CITY approval of the work performed within 30 days of receipt of CONSULTANT's invoice. In consideration for the full performance of the services set forth in Exhibit A, CITY agrees to pay CONSULTANT a fee in an amount NTE \$99,000, pursuant to rates stated in Exhibit B to this Agreement, attached and incorporated by reference.

SECTION 6 - TERMINATION

Without limitation to such rights or remedies as CITY shall otherwise have by law, CITY shall have the right to terminate this Agreement or suspend work on the Project for any reason, upon ten (10) days' written notice to CONSULTANT. CONSULTANT agrees to cease all work under this Agreement upon receipt of said written notice.

Upon termination and upon CITY's payment of the amount required to be paid, documents become the property of CITY, and CONSULTANT shall transfer them to CITY upon request without additional compensation.

SECTION 7 - OWNERSHIP OF DOCUMENTS

All documents prepared by CONSULTANT in the performance of this Agreement, although instruments of professional service, are and shall be the property of CITY, whether the project for which they are made is executed or not.

SECTION 8 - CONFIDENTIALITY

All reports and documents prepared by CONSULTANT in connection with the performance of this Agreement are confidential until released by CITY to the public. CONSULTANT shall not make any such documents or information available to any individual or organization not employed by CONSULTANT or CITY without the written consent of CITY before any such release.

SECTION 9 - INTEREST OF CONSULTANT

CONSULTANT covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services under this Agreement.

SECTION 10 - CONSULTANT'S STATUS

It is expressly agreed that in the performance of the professional services required under this Agreement, CONSULTANT shall at all times be considered an independent contractor as defined in Labor Code Section 3353, under control of the CITY as to the result of the work but not the means by which the result is accomplished. Nothing herein shall be construed to make CONSULTANT an agent or employee of CITY while providing services under this Agreement.

SECTION 11 - INDEMNITY

CONSULTANT agrees to hold harmless and indemnify CITY, its elected and appointed officials, employees, and agents from and against any and all claims, loss, liability, damage, and expense arising out of CONSULTANT's performance of this Agreement, except those claims arising out of CITY's sole negligence or willful misconduct. CONSULTANT agrees to defend City, its elected and appointed officials, employees, and agents against any such claims.

SECTION 12 - INSURANCE

CONSULTANT shall procure and maintain for the duration of the contract and three years thereafter (five years for building or major improvements) the insurance specified in Exhibit C to this Agreement.

SECTION 13 - NON-ASSIGNABILITY

Both parties hereto recognize that this Agreement is for the personal services of CONSULTANT and cannot be transferred, assigned, or subcontracted by CONSULTANT without the prior written consent of CITY.

SECTION 14 - RELIANCE UPON PROFESSIONAL SKILL OF CONSULTANT

It is mutually understood and agreed by and between the parties hereto that CONSULTANT is skilled in the professional calling necessary to perform the work agreed to be done under this Agreement and that CITY relies upon the skill of CONSULTANT to do and perform the work in the most skillful manner, and CONSULTANT agrees to thus perform the work. The acceptance of CONSULTANT's work by CITY does not operate as a release of CONSULTANT from said obligation.

SECTION 15 - WAIVERS

The waiver by either party of any breach or violation of any term, covenant, or condition of this Agreement or of any provisions of any ordinance or law shall not be deemed to be a waiver of such term, covenant, condition, ordinance or law or of any subsequent breach or violation of the same or of any other term, condition, ordinance, or law. The subsequent acceptance by either party of any fee or other money which may become due hereunder shall not be deemed to be a waiver of any preceding breach or violation by the other party of any term, covenant, or condition of this Agreement or of any applicable law or ordinance.

SECTION 16 - SEVERABILITY

If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

SECTION 17 - COSTS AND ATTORNEY FEES

Attorney fees in total amount not exceeding \$5000, shall be recoverable as costs (by the filing of a cost bill) by the prevailing party in any action or actions to enforce the provisions of this Agreement. The above \$5000 limit is the total of attorney fees recoverable whether in the trial court, appellate court, or otherwise, and regardless of the number of attorneys, trials, appeals, or actions. It is the intent of this Agreement that neither party shall have to pay the other more than \$5000 for attorney fees arising out of an action, or actions to enforce the provisions of this Agreement.

SECTION 18 - NON-DISCRIMINATION

CONSULTANT warrants that it is an Equal Opportunity Employer and shall comply with applicable regulations governing equal employment opportunity. Neither CONSULTANT nor any of its subcontractors shall discriminate in the employment of any person because of race, color, national origin, ancestry, physical handicap, medical condition, marital status, sex, or age, unless based upon a bona fide occupational qualification pursuant to the California Fair Employment and Housing Act.

SECTION 19 - MEDIATION

Should any dispute arise out of this Agreement, any party may request that it be submitted to mediation. The parties shall meet in mediation within 30 days of a request. The mediator shall be agreed to by the mediating parties; in the absence of an agreement, the parties shall each submit one name from mediators listed by either the American Arbitration Association, the State Mediation and Conciliation Service, or other agreed-upon service. The mediator shall be selected by a blind draw.

The cost of mediation shall be borne equally by the parties. Neither party shall be deemed the prevailing party. No party shall be permitted to file a legal action without first meeting in mediation and making a good faith attempt to reach a mediated settlement. The mediation process, once commenced by a meeting with the mediator, shall last until agreement is reached by the parties but not more than 60 days, unless the maximum time is extended by the parties.

SECTION 20 - LITIGATION

CONSULTANT shall testify at CITY'S request if litigation is brought against CITY in connection with CONSULTANT's services under this Agreement. Unless the action is brought by CONSULTANT, or is based upon CONSULTANT's wrongdoing, CITY shall compensate CONSULTANT for preparation for testimony, testimony, and travel at CONSULTANT's standard hourly rates at the time of actual testimony.

SECTION 21 - NOTICES

All notices hereunder shall be given in writing and mailed, postage prepaid, addressed as follows:

To CITY:	Mike Titsworth Building Official City of San Mateo 330 W. 20 th Avenue San Mateo, CA 94403
To CONSULTANT:	CSG Consultants, Inc. Attn: Cyrus Kianpour, President 550 Pilgrim Drive Foster City, CA 94404 Email: Contracts@csgengr.com

SECTION 22 - AGREEMENT CONTAINS ALL UNDERSTANDINGS; AMENDMENT

This document represents the entire and integrated agreement between CITY and CONSULTANT and supersedes all prior negotiations, representations, and agreements, either written or oral.

This document may be amended only by written instrument, signed by both CITY and CONSULTANT.

SECTION 23 - AUTHORITY TO ENTER INTO AGREEMENT

CONSULTANT has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

SECTION 24 - GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of California and, in the event of litigation, venue will be in the County of San Mateo.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, CITY OF SAN MATEO and CSG Consultants, Inc. executed this Agreement the day and year first above written.

CITY OF SAN MATEO

CONSULTANT

Drew Corbett

7/1/2022

Cyrus Kianpour

7/1/2022

Drew Corbett

Date _____

City Manager

City of San Mateo

Cyrus Kianpour, P.E., P.L.S.

Date _____

President

CSG Consultants, Inc.

APPROVED AS TO FORM

Mazharin Vakharia

7/1/2022

Mazarin Vakharria

Date _____

Assistant City Attorney

Attachments:

Exhibit A: Scope of Services

Exhibit B: Fee Rates

Exhibit C: Insurance Requirements

EXHIBIT A

SCOPE OF SERVICES

Off-Site Plan Review

Review plans, calculations and reports submitted for building permits for the compliance of adopted building, plumbing, mechanical, electrical, energy and green building codes with San Mateo local amendments; provide technical advice to City staff; advise building and fire inspectors on building safety and code issues; prepare reports and correspondence related to plan check services.

Certified Access Specialist (CAsp) Services

Review plans and specifications for CAsp requirements and adhere to the city's standard turnaround time or otherwise mutually agreed upon; make field inspections of construction sites for compliance with CAsp and other accessibility code requirements. Provide technical advice to City staff, contractors, architects, developers, and the general public; advise building plan checkers and inspectors on accessibility issues as they arise; provide education materials and training.

EXHIBIT B

FEE RATES

Through the term of this agreement, we will compensate CONTRACTOR at an Hourly Rate of \$131.00 not to exceed \$99,000 for fiscal year 2022-2023.

Hourly rates include overhead costs including, but not limited to, salaries, benefits, Workers Compensation Insurance, and office expenses. Should the scope of work change or circumstances develop which necessitate special handling, CSG will notify the City prior to proceeding. On July 1 of each year following the contract year, CSG will initiate a rate increase based on the change in the Consumer Price Index for All Urban Consumers: Professional Services for the applicable region.

EXHIBIT C

INSURANCE REQUIREMENTS

MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office (ISO) Form CG 00 01 12 07 covering CGL on an "occurrence" basis, including products-completed operations, personal & advertising injury, with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if CONSULTANT has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions):** Insurance appropriate to the CONSULTANT's profession, with limit no less than **\$1,000,000** per occurrence or claim, **\$2,000,000** aggregate

If the CONSULTANT maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the CONSULTANT.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

The City, its elected and appointed officials, employees, and agents are to be covered as insureds on the auto policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the CONSULTANT; and on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT's insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

Primary Coverage

For any claims related to this contract, the **CONSULTANT's insurance coverage shall be primary** insurance as respects the City, its elected and appointed officials, employees, and agents. Any insurance or self-insurance maintained by the City, its elected and appointed officials, employees, or agents shall be excess of the CONSULTANT's insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy required above shall provide that **coverage shall not be canceled, except after thirty (30) days' prior written notice** (10 days for non-payment) has been given to the City.

Waiver of Subrogation

CONSULTANT hereby grants to City a waiver of any right to subrogation which any insurer of said CONSULTANT may acquire against the City by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the CONSULTANT to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

Verification of Coverage

CONSULTANT shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 12

Section Name: CONSENT CALENDAR

Account Number: 20-5150

File ID: 22-6659

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Police Department
MEETING DATE: October 03, 2022
SUBJECT:
Office of Traffic Safety – Grant Spending Plan

RECOMMENDATION:

Adopt a Resolution to approve a grant spending plan and appropriate funds for the Office of Traffic Safety Selective Traffic Enforcement Program grant totaling \$130,000, and authorize the Police Chief to accept and execute the agreement and expend the funds.

BACKGROUND:

For several years, the federal and state governments, through the National Highway Traffic Safety Administration and the California Office of Traffic Safety, have awarded yearly grants to the San Mateo Police Department. The grants come with very specific spending criteria and require a resolution to approve the spending plans and appropriate the funds.

The success of this program hinges on high-profile enforcement and public awareness. The grant funds will enable the Police Department to conduct DUI checkpoints, DUI saturation patrols, targeted speed enforcement, red light enforcement, distracted driver enforcement, and other specialized enforcement programs. The funds will assist the Police Department in focusing its efforts on the primary collision factors (PCF's) that lead to collisions.

The strategies used by the City of San Mateo will involve the "Three E's" of traffic safety – Education, Enforcement, and Engineering, to further our City's efforts towards reducing injury accidents. Specifically, for the Education component, SMPD traffic officers will conduct further safety talks for seniors that began in 2013. Additional safety talks will be geared towards school age children regarding pedestrian and bicycle safety. For the Enforcement component, SMPD traffic officers will continue targeted enforcement at problem locations where injury collisions, especially auto-pedestrian collisions, have occurred in the past. This included pedestrian sting operations at uncontrolled intersections with crosswalks that netted significant citations and favorable media coverage. For the Engineering component, SMPD will continue collaboration with the Public Works Department regarding engineering and design responses to problem locations. This involves meetings with Public Works personnel twice a month for study and implementation of new strategies to improve pedestrian safety.

The Office of Traffic Safety funds will be used to staff overtime details for traffic enforcement and distracted driving enforcement with the objective of decreasing injury collisions and the threat of auto-pedestrian collisions. The funds will also be utilized to address DUI drivers through the staffing of DUI checkpoints and DUI saturation details.

SMPD will also continue its collaboration with county-wide Selective Traffic Enforcement Program (STEP) programs whereby officers work with other San Mateo County law enforcement agencies as part of a traffic enforcement strike team that focuses on two cities at a time conducting high-profile enforcement at high-collision locations. SMPD officers will continue proactive traffic enforcement during National Distracted Driving Awareness Month in April, the Click it or Ticket

Campaign in May, and the AVOID (DUI Enforcement) operations throughout the year.

Finally, to comply with grant requirements, SMPD will issue press releases, including using NIXLE, Nextdoor, Twitter, Instagram, and Facebook over the grant term calling attention to the innovative program strategies and outcomes in furtherance of the grant and to enhance overall traffic safety. These will include a press release announcing the grant award and other press releases that call attention to proactive enforcement efforts against DUIs, basic traffic and motorcycle safety, and strategies to combat future auto-pedestrian collisions.

BUDGET IMPACT:

The Office of Traffic Safety Selective Traffic Enforcement Program (STEP) grant requires no matching funds and covers all contract and equipment expenditures. There is no impact to the General Fund and once appropriated, \$130,000 in funds will be added to the Police Grant (Fund 20) budget.

ENVIRONMENTAL DETERMINATION:

This action is not a project subject to CEQA, because it can be seen with certainty that it will not cause a physical change in the environment. (Public Resources Code Section 21065.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Resolution

Att 2 - Grant Agreement

STAFF CONTACT

Matt Lethin, Captain

mlethin@cityofsanmateo.org

(650) 522-7663

Craig Collom, Traffic Sergeant

ccollom@cityofsanmateo.org

(650) 522-7742

**CITY OF SAN MATEO
RESOLUTION NO. ____ (2022)**

**APPROPRIATING FUNDS AND AUTHORIZING THE CHIEF OF POLICE TO EXECUTE THE GRANT AGREEMENT TO
EXPEND THE OFFICE OF TRAFFIC SAFETY SELECTIVE TRAFFIC ENFORCEMENT PROGRAM GRANT FUNDS
TOTALING \$130,000**


WHEREAS, the Office of Traffic Safety (OTS) has awarded the City a grant totaling \$130,000 through its Selective Traffic Enforcement Program (STEP) for local law enforcement traffic control/safety purposes; and

WHEREAS, OTS requires that recipient cities adopt resolutions to appropriate funds, which would be reimbursed through the grant, and authorize the expenditure of STEP grant monies; and

WHEREAS, in accordance with Public Resources Code section 21065, approval of this agreement is not a project subject to California Environmental Quality Act Guidelines because it can be seen with certainty that entry into this grant agreement will not have a significant effect on the environment

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES that:

1. The appropriation of \$130,000 in Selective Traffic Enforcement Program grant funds to the police grant fund budget is approved.
2. The grant spending plan is approved, and the Chief of Police is authorized to accept and execute the Office of Traffic Safety Selective Traffic Enforcement Program grant agreement and to expend the Office of Traffic Safety Selective Traffic Enforcement Program grant funds for traffic control/safety purposes.

1. GRANT TITLE Selective Traffic Enforcement Program (STEP)	
2. NAME OF AGENCY San Mateo	3. Grant Period From: 10/01/2022 To: 09/30/2023
4. AGENCY UNIT TO ADMINISTER GRANT San Mateo Police Department	
5. GRANT DESCRIPTION Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$130,000.00	
7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: <ul style="list-style-type: none"> Schedule A – Problem Statement, Goals and Objectives and Method of Procedure Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable) Exhibit A – Certifications and Assurances Exhibit B* – OTS Grant Program Manual Exhibit C – Grant Electronic Management System (GEMS) Access <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto.</p> <p>These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.</p> <p>We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.</p> <p>IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
8. Approval Signatures	
A. GRANT DIRECTOR NAME: Craig Collom TITLE: Traffic Sergeant EMAIL: ccollom@cityofsanmateo.org PHONE: (650) 522-7742 ADDRESS: 200 Franklin Pkwy San Mateo, CA 94403 <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  (Signature) </div> <div style="text-align: center;"> Sep 12, 2022 (Date) </div> </div>	B. AUTHORIZING OFFICIAL ADDRESS: Ed Barberini Chief ebarberini@cityofsanmateo.org (650) 522-7600 200 Franklin Pkwy San Mateo, CA 94403 <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> _____ (Signature) </div> <div style="text-align: center;"> _____ (Date) </div> </div>
C. FISCAL OFFICIAL ADDRESS: Richard Lee Finance Director rlee@cityofsanmateo.org (650) 522-7102 330 W 20th Avenue San Mateo, CA 94403 <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> _____ (Signature) </div> <div style="text-align: center;"> _____ (Date) </div> </div>	D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY ADDRESS: Barbara Rooney Director barbara.rooney@ots.ca.gov (916) 509-3030 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> _____ (Signature) </div> <div style="text-align: center;"> _____ (Date) </div> </div>

<p>E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY</p> <p>NAME: Carolyn Vu</p> <p>ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758</p>	<p>9. SAM INFORMATION</p> <p>SAM #: R92YFGVKF6B4</p> <p>REGISTERED</p> <p>ADDRESS: 330 west 20th Ave</p> <p>CITY: San Mateo</p> <p>ZIP+4: 94403-1338</p>
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
164AL-23	20.608	0521-0890-101	2022	43/22	BA/22	\$100,000.00
402PT-23	20.600	0521-0890-101	2022	43/22	BA/22	\$30,000.00
				AGREEMENT TOTAL		\$130,000.00
<p><i>I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.</i></p>				AMOUNT ENCUMBERED BY THIS DOCUMENT		
				\$130,000.00		
				PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT		
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED	TOTAL AMOUNT ENCUMBERED TO DATE		
				\$130,000.00		

1. PROBLEM STATEMENT

The area to be served by this grant is the City of San Mateo, the second largest city in San Mateo County, which is located between San Francisco and San Jose on the San Francisco Peninsula. The City has a residential population of approximately 105,661 (US Census Estimate for July 1, 2021), and a significant daytime transitory population of employees and customers working at or frequenting many of the businesses and shopping districts in the City. Included among this is a vibrant downtown shopping area that employs many workers and attracts many visitors. It is surrounded by many large, multi-story, apartment and condominium buildings that are occupied by primarily elderly citizens. This is reflected by a higher percentage than the state average in persons over the age of 65 (San Mateo: 15.4%; statewide: 14.8% - US Census). In other parts of the City, large scale new developments are under way, attracting additional future residents to the City of San Mateo, which will significantly add to the City's population in the coming years.

In the past, San Mateo experienced an alarming increase in the number of elderly victims killed and injured in traffic crashes, both as drivers and pedestrians, with the highest increase being among pedestrians. In 2014, the City of San Mateo had 54 crashes involving pedestrians with one (1) pedestrian fatality. In 2015, the City of San Mateo had 54 crashes involving pedestrians and no fatalities. In 2016, the City of San Mateo had 41 crashes involving pedestrians and no fatalities. In 2017, the City of San Mateo had 56 crashes involving pedestrians and two (2) fatalities. In 2018, the City of San Mateo had 66 crashes involving pedestrians and one (1) fatalities. In 2019, the City of San Mateo had 63 crashes involving pedestrians and one (1) fatality. In 2020, the City of San Mateo had 36 crashes involving pedestrians and one (1) fatality. In 2021, the City of San Mateo had 27 crashes involving pedestrians and one (0) fatality.

The Department's goals include focusing efforts on reducing pedestrian fatalities to zero and to further reduce all crashes involving pedestrians. This can only be achieved through constant and continuous awareness messaging, ongoing educational programs, and unwavering enforcement.

In 2014 the San Mateo Police Department made 426 DUI related arrests. The City had 82 DUI related vehicle crashes, 14 of these crashes had injuries, and one (1) fatality.

In 2015, the San Mateo Police Department had 278 DUI related arrests. The City had 61 DUI related vehicle crashes with eight (8) injuries and no (zero) fatalities.

In 2016, the San Mateo Police Department had 276 DUI related arrests. The City had 79 DUI related vehicle crashes, 22 of these crashes had injuries, and no (zero) fatalities.

In 2017, the San Mateo Police Department had 229 DUI related arrests. The City had 100 DUI related vehicle crashes, 23 of these crashes had injuries, and no (zero) fatalities.

In 2018, the San Mateo Police Department had 150 DUI related arrests. The City had 107 DUI related vehicle crashes, 33 of these crashes had injuries, and no (zero) fatalities.

In 2019, the San Mateo Police Department had 134 DUI related arrests. The City had 93 DUI related vehicle crashes, 26 of these crashes had injuries, and no (zero) fatalities.

In 2020, the San Mateo Police Department had 164 DUI related arrests. The City had 84 DUI related vehicle crashes, 24 of these crashes had injuries, and no (zero) fatalities.

In 2021, the San Mateo Police Department had 140 DUI related arrests. The City had 79 DUI related vehicle crashes, 20 of these crashes had injuries, and one (1) fatality.

The rise in DUI arrests, coupled with the decrease in DUI related crashes, are cause for attention and careful analysis. The Department is committed to addressing these factors and to employ better education, relentless enforcement, strong prosecution, directed enforcement, and additional enforcement programs. Department goals include continuing to have zero DUI related fatalities and further reducing the occurrences

of drunk driving. The San Mateo Police Department knows from experience that these achievements can only be maintained through unwavering and relentless enforcement, continuing deterrent operations such as DUI checkpoints, and continues public messaging and awareness programs.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of bicyclists killed in traffic crashes.
6. Reduce the number of bicyclists injured in traffic crashes.
7. Reduce the number of persons killed in alcohol-involved crashes.
8. Reduce the number of persons injured in alcohol-involved crashes.
9. Reduce the number of persons killed in drug-involved crashes.
10. Reduce the number of persons injured in drug-involved crashes.
11. Reduce the number of persons killed in alcohol/drug combo-involved crashes.
12. Reduce the number of persons injured in alcohol/drug combo-involved crashes.
13. Reduce the number of motorcyclists killed in traffic crashes.
14. Reduce the number of motorcyclists injured in traffic crashes.
15. Reduce hit & run fatal crashes.
16. Reduce hit & run injury crashes.
17. Reduce nighttime (2100 - 0259 hours) fatal crashes.
18. Reduce nighttime (2100 - 0259 hours) injury crashes.

B. Objectives:

Target Number

- | | |
|--|----|
| 1. Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release. | 1 |
| 2. Participate and report data (as required) in the following campaigns; Quarter 1: National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization; Quarter 3: National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization; Quarter 4: NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month. | 10 |
| 3. Develop (by December 31) and/or maintain a "DUI BOLO" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated DUI BOLOs should be distributed to patrol and traffic officers monthly. | 12 |
| 4. Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training. | 2 |
| 5. Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training. | 2 |
| 6. Send law enforcement personnel to the Drug Recognition Expert (DRE) training. | 2 |
| 7. Send law enforcement personnel to the DRE Recertification training. | 1 |
| 8. Send law enforcement personnel to SFST Instructor training. | 2 |
| 9. Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoints should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoints that begin prior to | 5 |

1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.	
10. Conduct DUI Saturation Patrol operation(s).	15
11. Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.	10
12. Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.	6
13. Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.	2
14. Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.	4
15. Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.	2
16. Participate in highly visible collaborative DUI Enforcement operations.	5
17. Participate in highly visible collaborative Traffic Enforcement operations.	2
18. Send law enforcement personnel to DUI Checkpoint Planning and Management training.	2

3. METHOD OF PROCEDURE

A. Phase 1 – Program Preparation (1st Quarter of Grant Year)

- The department will develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- All training needed to implement the program should be conducted this quarter.
- All grant related purchases needed to implement the program should be made this quarter.
- In order to develop/maintain the “DUI BOLOs,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The Hot Sheets may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. DUI BOLOs should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high crash locations.
- Media Requirements Issue a press release approved by the OTS PIO announcing the kick-off of the grant by November 15, but no sooner than October 1. The kick-off release must be approved by the OTS PIO and only distributed after the grant is fully signed and executed. If you are unable to meet the November 15 deadline to issue a kick-off press release, communicate reasons to your OTS coordinator and OTS PIO.

B. Phase 2 – Program Operations (Throughout Grant Year)

- The department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

Media Requirements

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the Coordinator.

- Pre-approval is not required when using any OTS-supplied template for media advisories, press releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS coordinator when any material is distributed to the media and public, such as a press release, educational material, or link to social media post. The OTS-supplied kick-off press release templates and any kickoff press releases are an exception to this policy and require prior approval before distribution to the media and public.
- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at pio@ots.ca.gov for approval and copy to your OTS Coordinator. Optimum lead time would be 7 days prior to the scheduled release date, but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Press releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are exempt from the OTS PIO approval process. The OTS PIO and your Coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are exempt from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at pio@ots.ca.gov and your Coordinator with embargoed date and time or with "INTERNAL ONLY: DO NOT RELEASE" message in subject line of email.
- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval. Please send to the OTS PIO at pio@ots.ca.gov for approval and copy your grant coordinator at least 3 business days prior to the scheduled release date.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult your OTS Coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media coverage so OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO and coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of event within 7 days following significant grant-related event or program. Media and program highlights are to be reflected in QPRs.
- Any press releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- Contact the OTS PIO or your OTS Coordinator for consultation when changes from any of the above requirements might be warranted.

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

1. Prepare and submit invoice claims (due January 30, April 30, July 30, and October 30)

2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)

- Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
- Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
- Collect, analyze and report statistical data relating to the grant goals and objectives.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the "Final Evaluation" section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT		
164AL-23	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	\$100,000.00		
402PT-23	20.600	State and Community Highway Safety	\$30,000.00		
COST CATEGORY		FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS					
<u>Straight Time</u>					\$0.00
<u>Overtime</u>					
DUI/DL Checkpoints	164AL-23	\$12,000.00	5		\$60,000.00
DUI Saturation Patrols	164AL-23	\$2,000.00	15		\$30,000.00
Collaborative DUI Enforcement	164AL-23	\$2,000.00	5		\$10,000.00
Traffic Enforcement	402PT-23	\$1,000.00	10		\$10,000.00
Distracted Driving	402PT-23	\$1,000.00	6		\$6,000.00
Motorcycle Safety	402PT-23	\$1,000.00	2		\$2,000.00
Pedestrian and Bicycle Enforcement	402PT-23	\$1,000.00	4		\$4,000.00
Traffic Safety Education	402PT-23	\$1,000.00	1		\$1,000.00
Collaborative Traffic Enforcement	402PT-23	\$2,000.00	2		\$4,000.00
Category Sub-Total					\$127,000.00
B. TRAVEL EXPENSES					
In State Travel	402PT-23	\$3,000.00	1		\$3,000.00
					\$0.00
Category Sub-Total					\$3,000.00
C. CONTRACTUAL SERVICES					
					\$0.00
Category Sub-Total					\$0.00
D. EQUIPMENT					
					\$0.00
Category Sub-Total					\$0.00
E. OTHER DIRECT COSTS					
					\$0.00
Category Sub-Total					\$0.00
F. INDIRECT COSTS					
					\$0.00
Category Sub-Total					\$0.00
GRANT TOTAL					\$130,000.00

BUDGET NARRATIVE

PERSONNEL COSTS

DUI/DL Checkpoints - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

DUI Saturation Patrols - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Collaborative DUI Enforcement - Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel

Traffic Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Distracted Driving - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Motorcycle Safety - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Pedestrian and Bicycle Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.

Traffic Safety Education - Overtime for grant funded traffic safety presentations or campaigns conducted by appropriate department personnel.

Collaborative Traffic Enforcement - Overtime for grant funded Collaborative Traffic Enforcement operations conducted by appropriate department personnel

TRAVEL EXPENSES

In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the OTS Law Enforcement Forum. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.

CONTRACTUAL SERVICES

-

EQUIPMENT

-

OTHER DIRECT COSTS

-

INDIRECT COSTS

-

STATEMENTS/DISCLAIMERS

Program Income default statement:

There will be no program income generated from this grant.

Enforcement Grant Quota Disclaimer:

Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular law enforcement officer issue a specified or predetermined number of citations in pursuance of the goals and objectives here under.

CHP Grant Program Disclaimer:

The OTS grant funded activities must be separate from the CHP Cannabis Tax Fund Grant Program activities and maintained under separate accounting/tracking/other codes (example: the same DUI checkpoint may not be funded by both the CHP and the OTS).

CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS
(23 U.S.C. Chapter 4; Sec. 1906, Pub. L. 109-59, As Amended By Sec. 4011, Pub. L. 114-94)

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies, and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

GENERAL REQUIREMENTS

- 23 U.S.C. Chapter 4 – Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 4011, Pub. L. 114-94
- 23 CFR part 1300 – Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 – Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

NONDISCRIMINATION

(applies to all subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 *et seq.*), **and Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100)).

The Subgrantee-

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non- Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:
 - "During the performance of this contract/funding agreement, the contractor/funding recipient agrees—
 - a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
 - b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
 - c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
 - d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
 - e. To insert this clause, including paragraphs (a) through (e), in every subcontract and subagreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)

The Subgrantee will provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- b. Establishing a drug-free awareness program to inform employees about:
 - 1. The dangers of drug abuse in the workplace;
 - 2. The grantee's policy of maintaining a drug-free workplace;
 - 3. Any available drug counseling, rehabilitation, and employee assistance programs;
 - 4. The penalties that may be imposed upon employees for drug violations occurring in the workplace;
 - 5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –
 - 1. Abide by the terms of the statement;
 - 2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an

- employee or otherwise receiving actual notice of such conviction;
- e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted –
 1. Taking appropriate personnel action against such an employee, up to and including termination;
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

POLITICAL ACTIVITY (HATCH ACT)

(applies to all subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to all subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The signed certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(applies to all subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to all subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions

(1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment

rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(applies to all subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to all subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

POLICY ON SEAT BELT USE

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at www.trafficsafety.org. The NHTSA website (www.nhtsa.gov) also provides information on statistics, campaigns, and program evaluations and references.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

INSTRUCTIONS FOR ADDING OR UPDATING GEMS USERS

1. Each agency is allowed a total of **FIVE (5) GEMS Users**.
2. GEMS Users listed on this form will be authorized to login to GEMS to complete and submit Quarterly Performance Reports (QPRs) and reimbursement claims.
3. Complete the form if adding, removing or editing a GEMS user(s).
4. The Grant Director must sign this form and return it with the Grant Agreement.

GRANT DETAILS

Grant Number:	PT23061
Agency Name:	San Mateo Police Department
Grant Title:	Selective Traffic Enforcement Program (STEP)
Agreement Total:	\$130,000.00
Authorizing Official:	Ed Barberini
Fiscal Official:	Richard Lee
Grant Director:	Craig Collom

CURRENT GEMS USER(S)

1. Craig Collom

Title: Traffic Sergeant

Phone: (650) 522-7742

Email: ccollom@cityofsanmateo.org

Media Contact: Yes

2. Julie Dalton

Title: Admin Tech

Phone: (650) 522-7612

Email: jdalton@cityofsanmateo.org

Media Contact: No

3. Anthony Riccardi

Title: Sergeant

Phone: (650) 522-7689

Email: ariccardi@cityofsanmateo.org

Media Contact: No

Complete the below information if adding, removing or editing a GEMS user(s)

GEMS User 1 Add/Change <input type="checkbox"/> Remove Access <input checked="" type="checkbox"/> Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/> Anthony Riccardi	
Name	Job Title
Email address	Phone number
GEMS User 2 Add/Change <input type="checkbox"/> Remove Access <input type="checkbox"/> Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name	Job Title
Email address	Phone number
GEMS User 3 Add/Change <input type="checkbox"/> Remove Access <input type="checkbox"/> Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name	Job Title
Email address	Phone number
GEMS User 4 Add/Change <input type="checkbox"/> Remove Access <input type="checkbox"/> Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name	Job Title
Email address	Phone number
GEMS User 5 Add/Change <input type="checkbox"/> Remove Access <input type="checkbox"/> Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name	Job Title
Email address	Phone number
Form completed by: <u>Craig Collom</u> Sep 12, 2022 <small>Craig Collom (Sep 12, 2022 12:40 PDT)</small>	
As a signatory I hereby authorize the listed individual(s) to represent and have GEMS user access. <u>Craig Collom</u> Craig COLLom <small>Craig Collom (Sep 12, 2022 12:43 PDT)</small>	
Signature	Name
Sep 12, 2022	Grant Director
Date	Title



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 13

Section Name: OLD BUSINESS

Account Number: 25-3112

File ID: 22-6552

TO: City Council

FROM: Drew Corbett, City Manager

PREPARED BY: Community Development Department

MEETING DATE: October 03, 2022

SUBJECT:

Draft Goals, Policies and Actions for the Circulation, Public Services and Facilities, Noise, and Conservation, Open Space and Recreation Elements – General Plan Update

RECOMMENDATION:

Provide direction on the Goals, Policies and Actions for the Circulation, Public Services and Facilities, Noise, and Conservation, Open Space and Recreation Elements that should be included in the City's Draft General Plan Update.

BACKGROUND:

The City's General Plan Update (GPU) kicked off in fall 2018 and began with a series of visioning workshops and community meetings. From April 2019 through July 2022, the General Plan team held a series of meetings and events to establish the General Plan study areas, create the range of alternatives, confirm the draft alternatives, and receive feedback and direction on the preferred land use and circulation scenarios from the community and, ultimately, the City Council. More information about the background information, technical reports and the outreach process, including meeting materials and recordings, is available online at www.StriveSanMateo.org.

To date, the Strive San Mateo General Plan Update has focused on crafting a shared community vision for what San Mateo can be in the year 2040, as well as selecting the preferred land use and circulation scenarios that will guide the General Plan's Land Use and Circulation Elements. The process is now shifting to focus on the goals and policies for all of the elements in the City's General Plan Update. The draft goals, policies and actions were published on July 21, 2022, which started the next phase of community outreach and engagement (public meetings, workshops and pop-up events, as well as an online survey), that wrapped up at the beginning of October 2022.

Goals, Policies and Actions Definitions

A General Plan is made up of a Vision Statement and Guiding Principles (Attachment 1), text describing key issues of community interest, and goals and policies that outline how the City will address those issues, as well as accompanying maps and diagrams. Each element of the General Plan will also include a concise set of background narratives that summarizes current conditions in the city related to the topics in the element. The background information will provide context about the issues the City plans to address, explaining why there is policy direction so that the the policies and actions can focus on how the City can achieve a desired outcome. The narratives also provide information on other regulations and/or agencies that influence the decisionmaking process. Together, these items paint a picture of the community's future. A draft outline of how the complete Draft General Plan will be composed is included in Attachment 2. It is anticipated that this outline will continue to evolve and be refined based on ongoing community input and Council direction before the Draft General Plan document is published in 2023.

Each element, or chapter, of the General Plan addresses a specific set of topics and includes a set of goals, policies and actions that provide a blueprint for how the City will address these issues. Definitions of what a goal, policy, and action are, and the relationship between them, is as follows:

- A goal is a description of a general desired result that the City seeks to create through the implementation of its General Plan.
- A policy is a specific statement that regulates activities in the City, guides decisionmaking and directs ongoing efforts as the City works to achieve a goal. General Plan policies establish standards that will be used by City staff, Planning Commission, and City Council when prioritizing initiatives and expenditures, reviewing and approving new development, and in related City decisionmaking.
- An action is a measure, procedure, or technique intended to help reach a specified goal or implement a policy. The actions in the General Plan will serve as a to-do list for City staff and officials to implement the goals and policies of the General Plan.

These goals, policies, and actions provide guidance to the City on how to direct change and manage resources over the next 20 years.

The basis for the draft goals, policies and actions started with the City’s current General Plan. However, there are many important policy topics in which the current General Plan policy language is outdated and/or no longer adequately responds to current conditions and other present-day issues. To address these policy gaps, the General Plan team drafted updated versions by refining existing policies and creating new ones, as needed. The process to prepare the goals policies and actions that go into the GPU includes the following steps:

- **Review of existing General Plan goals, policies, and actions.** City staff from all departments, the GPU Technical Advisory Committee (TAC), reviewed the existing General Plan goals, policies, and actions and provided direction on which policies needed clarification, improvement, or removal. In addition, the General Plan team carefully reviewed the goals, policies, and actions and identified what changes were needed to respond to community input collected throughout the GPU process and State requirements by drawing from best practices used by other California communities.
- **Draft new and revised goals, policies, and actions.** The preparation of the updated goals, policies, and actions for the GPU has been going on for over two years, with the TAC and General Plan Team focused on addressing policy gaps, alignment with current processes and policies, and in response to community input. These Draft Goals, Policies, and Actions are available online at: www.strivesanmateo.org/general-plan-documents/.
- **Collect input and direction on draft goals, policies, and actions.** The General Plan team is sharing the Draft Goals, Policies, and Actions with the community, General Plan Subcommittee, Planning Commission, and City Council this summer and fall to receive input and direction. Table 1 summarizes the community outreach program.

Table 1 – Goals, Policies, and Actions Outreach Activities and Events

Event	Date
Strive San Mateo Newsletter	Mailed to all households Citywide during week of July 19-22, 2022
Online Survey	Monday, July 18 to Friday, October 14, 2022
Informational Virtual Workshop	Thursday, September 8, 2022
In-Person Spanish Language Workshop	Saturday, September 10, 2022 at the King Center
In-Person Open House	Saturday, September 17, 2022 at the Downtown Library
Pop-up Events	See Attachment 4 for the list of events
Community Group Presentations	Dates and locations TBD

Community Feedback

On July 21, 2022, the City published an online survey to collect feedback and reactions to the Draft Goal, Policies and Actions. Participants have the option of selecting which draft goals and policies from the seven General Plan Elements to

provide feedback on. The online survey will stay open through mid-October. As of September 19, 2022, a total of 158 responses were submitted. In addition, to-date, the City has received 31 written comment letters. Based on the survey responses and written comments, some of the key issues that the community wants to see addressed within the GPU are listed below. A more detailed summary of the online survey results, community input and comment letters is included in Attachment 3.

- Improving public safety;
- Limiting noise exposure;
- Maintaining the City's visual and architectural character;
- Adding more affordable housing;
- Preserving historic resources;
- Planning for sea level rise;
- Maintaining and improving infrastructure, public services, parks and recreational facilities; and
- Improving bicycle and pedestrian safety and connectivity.

General Plan Subcommittee Meetings

The General Plan Subcommittee (GPS) met three times on August 11, 18, and 30, 2022 to review and provide feedback on the draft goals, policies, and actions. At all three meetings, the GPS accepted public comments, asked clarifying questions, and provided a range of comments and feedback on all of the topics covered in the seven elements. Some of the overarching themes that emerged from the GPS's discussions and comments are listed below. A more detailed summary of the comments and input provided by the GPS is included in Attachment 4.

- Focus on ways to support increased housing production and providing housing for residents at all income levels.
- Support the transition away from single-occupancy vehicles to other forms of mobility and prioritize investment in infrastructure that supports the safety and comfort of walking, biking and transit.
- Highlight how the City will be addressing environmental justice and climate change in all of the elements.
- Support high quality, pedestrian oriented, human-scale design in new development, with a focus on establishing objective standards for architectural design and historic preservation.
- Support investment in the City's parks and recreational facilities, and ensure that they are accessible to all residents and neighborhoods.

Planning Commission Meetings

The Planning Commission reviewed the draft goals, policies, and actions at their meetings on September 13 and September 27. At the September 13th meeting, the Commission provided recommendations on the Circulation, Public Services and Facilities, Noise, and Conservation, Open Space and Recreation Elements. Overall, the Commission generally supported the comments provided by the GPS and made comments about the need for some policies to be more focused and, in many cases, include stronger language. Some of the Commission's overarching recommendations for each Element are listed below. A more detailed summary of the Commission's input and recommendations are included in Attachment 5.

- **Circulation Element**
 - Prioritize capital projects that focus on improving the City's pedestrian, bicycle and transit infrastructure.
 - Prioritize safety improvements for pedestrian and bicycle users.
 - Reduce parking requirements and focus on ways to maximize existing parking.
- **Conservation, Open Space and Recreation Element**
 - Need to identify new funding sources for parks and recreation maintenance and improvements.
 - Identify ways to improve air quality and reduce pollution, including limits on gas powered equipment such as leaf blowers.
- **Public Services and Facilities Element**
 - Strengthen policies related to water supply, including how the City works with its water providers and improving water supply conservation and efficiency.

- Strengthen policies related to child care.
- **Noise Element**
 - Collect more data on noise sources around the City and use that information to establish more focused policies and reducing excessive noise.

To respond to reoccurring comments and feedback that were received from the community, GPS and/or Planning Commission, the General Plan Team drafted updated language for various goals, policies and actions in the four elements under review at this meeting (Attachments 6-9). These recommendations include edits/revisions to existing language, as well as potentially new policies and actions for the Council to consider. Policies and actions with suggested revisions are shown in track changes and listed below the original draft language that was published in July 2022 for comparison purposes. These recommended edits are not inclusive of all comments received and should be considered a starting point for the discussion. Staff is looking for direction on other topics and comments before drafting edits or evaluating updated policy language.

DISCUSSION:

The goal of this meeting will be for the Council to provide direction to the General Plan Team on the Draft Goals, Policies, and Actions and which ones should or should not be included in the Draft General Plan. As noted above, for this meeting, the Council is reviewing and providing direction on the Goals, Policies and Actions for the following four General Plan elements:

- Circulation (Attachment 6)
- Conservation, Open Space and Recreation (Attachment 7)
- Public Services and Facilities (Attachment 8)
- Noise (Attachment 9)

On October 17, 2022, the Council will review and provide direction on the remaining three General Plan elements:

- Land Use
- Community Design and Historic Preservation
- Safety

When considering the Draft Goals, Policies, and Actions, as well as all of the comments and feedback collected, the Council should consider the following questions:

- Do you agree with the proposed revisions to the draft goals, policies, and actions, and the proposed new policies and actions in response to input received to date (Attachments 6-9)?
- Is there anything you would add or change?
- Should any of the policies be changed from a recommendation to a requirement or vice versa?
- Are there additional specific actions that should be added to support implementation of the policies?

NEXT STEPS:

Following these two October meetings, the General Plan Team will finalize the goals, policies, and actions per Council direction and incorporate them into the Draft General Plan. Publication of the Draft General Plan is targeted in **spring 2023**. The Draft General Plan will then be available for review and input from the community, the GPS, the Planning Commission, and the City Council in spring and summer of 2023.

BUDGET IMPACT:

There are no direct budgetary impacts to taking this action.

ENVIRONMENTAL DETERMINATION:

In accordance with Public Resources Code section 21065, the City Council's direction on the Draft Goals, Policies and Actions is not a project subject to CEQA because it can be seen with certainty that this activity will not cause a physical change in the environment. Preparation of a Draft Environmental Impact Report (DEIR) for the General Plan Update commenced in August 2022, with publication of the DEIR for public review anticipated in the spring of 2023. The DEIR will have a 45-day public comment period once it is published. A Final EIR will be prepared prior to any formal decisions on the

updated General Plan.

PUBLIC COMMENTS:

A summary of the community feedback and comments on Draft Goals, Policies and Actions that has been received since July 2022 is included in [Attachment 3](#). All written comments that have been submitted on this topic are available online at www.strivesanmateo.org/documents/publiccomments. This link also includes all comments that have been submitted since the beginning of the GPU effort in September 2018.

NOTICE PROVIDED:

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – General Plan Vision Statement

Att 2 – Draft General Plan Outline

Att 3 – Summary of Community Feedback

Att 4 – Summary of General Plan Subcommittee Meetings

Att 5 – Summary of Planning Commission Recommendations

Att 6 – Circulation Element Draft Goals, Policies and Actions

Att 7 – Conservation, Open Space and Recreation Element Draft Goals, Policies and Actions

Att 8 – Public Services and Facilities Element Draft Goals, Policies and Actions

Att 9 – Noise Element Draft Goals, Policies and Actions

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Vision & Values

Our Vision:



San Mateo is a vibrant, livable, diverse, and healthy community that respects the quality of its neighborhoods, fosters a flourishing economy, is committed to equity, and is a leader in environmental sustainability.

Our Values:

Diversity

We embrace diversity and respect the experiences, contributions, and aspirations of people of all ages, abilities, incomes, and backgrounds. We celebrate arts and culture.



Balance

We seek to balance well-designed development and thoughtful preservation with a full spectrum of choices for housing and effective transportation.



Inclusivity

We strive to include everyone in community life and decisions for a shared, sustainable future.



Prosperity

We cultivate a diverse and thriving economy with different types of homes, jobs, recreation, lifelong learning opportunities, and services for both current and future generations.



Resiliency

We are leaders in sustainability, making San Mateo strong and resilient by acting boldly to adapt to a changing world.





Draft General Plan – Outline

I. INTRODUCTION

- A. WHAT IS A GENERAL PLAN?
- B. WHO MADE THE GENERAL PLAN?
- C. VISION AND VALUES
- D. USER'S GUIDE
 - 1. Overview of elements
 - 2. Topics integrated throughout:
 - a. Environmental Justice
 - b. Climate Change and Sustainability
 - c. Community Engagement
 - 3. Definition of goal, policy, and action
- E. IMPLEMENTING THE GENERAL PLAN
 - 1. Relationship to zoning code, other plans, annual budget, etc.
 - 2. Amendments process

II. LAND USE

- A. INTRODUCTION
- B. BACKGROUND
 - 1. Area Description
 - 2. History
 - 3. Projected Growth
 - 4. Economic Profile
 - 5. Land Use
 - i. Land Use Standards
 - ii. Land Use Map
 - iii. Specific Plans and Master Plans
- C. GOALS, POLICIES, AND ACTIONS
 - 1. Balanced, Orderly, and Equitable Growth and Preservation
 - 2. A Diverse Range of Land Uses
 - 3. Focused Planning Areas
 - a. Downtown
 - b. El Camino Real

DRAFT GENERAL PLAN OUTLINE

- c. Hillsdale Station Area
 - d. Shopping Centers in Transition
- 4. Environmental Justice
 - a. Community Health
 - b. Equity Priority Communities
 - c. Access to Healthy Food
- 5. Community Engagement
- 6. Climate Change and Sustainability
- 7. A Sustainable Economy
 - a. Economic Development
 - b. Fiscal Health
- 8. Development Review
- 9. Regional Cooperation
- 10. General Plan Maintenance

III. CIRCULATION**A. INTRODUCTION****B. BACKGROUND**

- 1. 21st Century Transportation
- 2. Transit
- 3. Bicycle and Pedestrian
- 4. Roadway Classifications
- 5. Future Traffic Conditions
- 6. Roadway improvements
- 7. Parking
- 8. Future Transportation Technology

C. GOALS, POLICIES, AND ACTIONS

- 1. Multimodal Transportation
- 2. Transportation Demand Management
- 3. Pedestrians
- 4. Bicycles and Micromobility
- 5. Transit and Mobility Services
- 6. Roadway Improvements
- 7. Parking Management
- 8. Future Mobility and Technology

IV. HOUSING *[prepared separately]***V. COMMUNITY DESIGN AND HISTORIC RESOURCES****A. INTRODUCTION****B. BACKGROUND**

1. Setting
2. Historic Resources
3. Elements of Design (e.g. scale, massing, materials, lighting, landscaping)
4. Art in Public Places

C. GOALS, POLICIES, AND ACTIONS

1. Natural Landscapes and the Urban Forest
2. Historic Resources
3. City Image
4. Residential
5. Mixed-Use and Commercial Areas
6. Area-Specific Design Policies
 - i. North Central
 - ii. Shoreview
 - iii. Marina Lagoon/ Bridgepointe
 - i. Northwest Heights
 - iv. Hayward Park/SunnyBrae
 - v. Beresford Park
 - ii. Hillsdale/Sugarloaf
 - iii. Western Hills

VI. CONSERVATION, OPEN SPACE, PARKS AND RECREATION**A. INTRODUCTION****B. BACKGROUND**

1. Natural Resources
2. Tribal Cultural Resources
3. Parks and Recreation

C. GOALS, POLICIES, AND ACTIONS

1. Environmental Stewardship
2. Access to Nature
3. Water Quality, Creeks, and Riparian Areas
4. Air Quality

DRAFT GENERAL PLAN OUTLINE

5. Hillsides
6. Archaeological Resources and Tribal Cultural Resources
7. Parks and Recreation

VII. PUBLIC SERVICES AND FACILITIES**A. INTRODUCTION****B. BACKGROUND**

1. Equitable Access to Public Services and Facilities
2. Water Supply/Storm Drainage/Wastewater/Street Maintenance
3. Public Buildings
4. Schools
5. Library Services
6. Hospital and Medical Services
7. Childcare
8. Social Services
9. Communications
10. Solid Waste and Recycling
11. Waste Management

C. GOALS, POLICIES, AND ACTIONS

1. Community Safety
2. Water Supply
3. Sewer and Storm Drainage
4. Public Services and Facilities
5. Children and Youth
6. Healthcare and Social Services
7. Solid Waste

VIII. SAFETY**A. INTRODUCTION****B. BACKGROUND**

1. Emergency Readiness and Emergency Operations
2. Geologic and Seismic Hazards
3. Sea Level Rise and Flood Hazards
4. Wild Fire Hazards
5. Hazardous Materials
6. Energy Supply

C. GOALS, POLICIES, AND ACTIONS

1. Emergency Readiness and Emergency Operations
2. Geotechnical Hazards
3. Flood Hazards
4. Sea Level Rise
5. Wildfire Hazards
6. Hazardous Materials
7. Energy Supply

IX. NOISE**A. INTRODUCTION****B. BACKGROUND**

1. Basic Concepts of Environmental Noise
2. Noise in San Mateo
3. Mitigating Noise Impacts

C. GOALS, POLICIES, AND ACTIONS**X. APPENDICES****XI. GLOSSARY****XII. ACKNOWLEDGEMENTS**

Separate from General Plan: ACTION PLAN (or IMPLEMENTATION PLAN)

MEMORANDUM

DATE September 21, 2022

TO San Mateo City Council

FROM Joanna Jansen and Carey Stone, PlaceWorks

SUBJECT Summary of Community Engagement and Public Input on the Draft Policies and Actions

This memorandum summarizes the community input received on the draft policies and actions as of September 19, 2022. Table 1 summarizes the past and planned outreach events. The purpose of the outreach events is to spread the word about the draft policies and actions, answer questions, and collect feedback and reactions to the proposed policy language.

TABLE 1 COMMUNITY OUTREACH EVENTS

Date	Outreach Event	# of Participants
Thursday, July 21, 2022 to Friday, October 14, 2022	Draft Policies and Actions Online Survey	158*
Saturday, July 16, 2022 to Monday, September 19, 2022	Written Public Comments	33
Tuesday, August 23, 2022	Video Loco Pop-up	25
Thursday, August 25, 2022	Video Loco Pop-up	20
Friday, August 26, 2022	Chavez Market Pop-up	15
Saturday, August 27, 2022	Rediscover San Mateo Community Fest Pop-up	140
September 06, 2022	Chavez Market Pop-up	50
Thursday, September 8, 2022	Virtual Community Workshop	26
Friday, September 9, 2022	Movies in the Park Pop-up	50
Saturday, September 10, 2022	Spanish Language Workshop	4
Saturday, September 10, 2022	September Nights on B Street Pop-up	30
Thursday, September 15, 2022	September Nights on B Street Pop-up	15
Friday, September 16, 2022	Movies in the Park Pop-up	50
Saturday, September 17, 2022	Open House	30

TABLE 1 COMMUNITY OUTREACH EVENTS

Date	Outreach Event	# of Participants
Thursday, September 22, 2022	September Nights on B Street Pop-up	TBD
Friday, September 23, 2022	Movies in the Park Pop-up	TBD
Saturday, September 24, 2022	San Mateo Firefighters Association Chili Cook-off Pop-up	TBD
Thursday, September 30, 2022	Movies in the Park Pop-up	TBD

*158 survey respondents as of September 19, 2022.

SUMMARY OF COMMUNITY INPUT BY TOPIC/ELEMENT

This section summarizes the feedback on the draft policies and actions. The City collected feedback via:

- **Draft Policies and Actions Online Survey.** The online survey is available on www.strivesanmateo.org from July 21, 2022 through October 14, 2022 to allow community members an opportunity to share reactions and feedback on the draft policies and actions. Respondents can choose to provide input on some or all of the goals and policies of the seven General Plan elements. The settings of the survey restrict the number of responses to one per person and track web browser cookies to help ensure that each participant only completes the survey once. The online survey is not considered statistically significant.
- **Pop-up Events.** The City has planned 13 pop-up events to occur at locations throughout the city to ensure the outreach process collects input from the following groups per Council direction:
 - Non-English speakers
 - Renters
 - Residents 44 and under
 - Low-income and very low-income households
 - Under-represented neighborhoods:
 - North Shoreview
 - Shoreview
 - North Central
 - Central
 - East of 101

At the pop-up events, City staff has been sharing information about the General Plan update, publicized the upcoming outreach events, and encouraging people to take the online survey.

- **Virtual Workshop and Open Houses.** The City hosted a virtual workshop on Thursday, September 8, 2022, an in-person Spanish language Open House on September 10, 2022, and

an in-person Open House on September 17, 2022. At these events, participants could ask questions and provide feedback on the draft policies and actions.

- **Written Comments.** Throughout the General Plan Update the City has encouraged people to submit written comments to generalplan@cityofsanmateo.org. From July 1, 2022 to September 21, 2022, the City received 33 written comments. Attachment A includes the original written comments submitted to the City.

The following sections organize the feedback according to the relevant General Plan element. Environmental justice comments are located under the “Environmental Justice” header.

Land Use Element

- When asked how the City should focus its land use planning efforts, the top two answers selected by survey respondents included:
 - Maintain downtown San Mateo as the economic, cultural, and social center of the community.
 - Promote residential and mixed use land uses and improvements along El Camino Real to strengthen its role as both a local and regional connector.
- When asked what top goals this element should prioritize, the top three goals selected by survey respondents included:
 - Encourage a wide range of land uses, including housing, parks, open space, retail, etc.
 - Help improve conditions in equity priority communities. *Note: Equity priority communities are areas that have a significant concentration of underserved populations, such as households with low incomes and people of color.
 - Promote balanced, orderly and equitable growth.
- Other comments:
 - Focus housing growth close to public transit and retail areas where the impact on existing neighborhoods will be limited.
 - Prioritize residential uses in mixed use designations. Push for a higher number of housing units and resident parking in mixed use buildings.
 - Increase the Below Market Rate housing from 15 percent to 20 percent or more for new projects that provide affordable housing.
 - Maintain the jobs/housing balance.
 - Prioritize land use policies that will further the City’s environmental and social equity goals. There seems to be a disconnect between these goals and the physical planning and design approaches outlined in the draft Land Use Element.
 - Encourage transit-oriented, high density, mixed used developments.
 - Increase family friendly rental housing that have three bedroom units.
 - Streamline permitting for new housing if it meets affordability targets.
 - Simplify the Accessory Dwelling Unit requirements.

- Prioritize housing over retail or office space in mixed use designations.
- Develop along our various arterials with bus routes, like Alameda de las Pulgas and Hillsdale Blvd, not just El Camino Real.
- Height, density, and parking requirements make it impossible to build affordable housing.
- Preserve existing medical office sites; the shortage of primary care doctors will be exacerbated by new housing.
- Limit the density of downtown development.
- Require downtown development to account for grade separation.
- Increase the maximum building height in downtown and elsewhere to support more housing options around major transit centers.
- Add more housing and less office space.
- Increase housing for all income levels.
- Stop building housing to reduce traffic and noise. Maintain retail spaces.
- Expand outdoor dining along B Street. Add more B Street type closures around the city.
- Maintain commercial developments to buffer residential areas from traffic and train noise.
- Stop big developments.
- Respect Measure Y limits. Keep San Mateo's small town feel.
- Increase building heights.
- Consider five/six-story buildings along El Camino Real and near transit.
- Stop the construction of housing provided by the government.
- Accommodate the 1900 Norfolk development and the possible new building at the Fish Market.
- Support Draegers marketstaying in downtown. Add a grocery store in downtown if Draegers leaves.
- Promote smaller stores within communities instead of big stores.
- Require mixed use projects to have a minimum of 40 percent housing if housing program benefits are to apply.
- Consider the transition of office uses to residential uses only if there is access to transit, infrastructure, and recreation services.
- Encourage retail uses.
- Make shopping centers more "green" and safe.
- Repurpose underutilized spaces.
- Increase family-friendly entertainment uses.
- Maintain vacant land for park use.
- Hold town halls and health fairs to engage with the community.
- Employ ambassadors to walk around the City and engage with people about their issues and needs. Need more door to door visits.

- Publicize/have larger presence about City initiatives in the San Mateo Daily Journal.
- Send out more mailers about City happenings.
- Continue to offer Zoom meetings/workshops in the afternoons/evenings.
- Offer in-person meetings.
- Increase public noticing.
- Consider renters in all City decisions. Encourage renters to participate in community engagement processes.
- Provide child care at meetings.
- Add WiFi at senior housing; offer digital classes.
- Reduce greenhouse gas emissions by promoting access to shops, jobs, recreation, and services within walking distance.

Circulation Element

- When asked how the City should work toward a sustainable transportation system, the top two answers selected by respondents included:
 - Encourage mixed-use transit oriented development near Cal Train stations and transit corridors.
 - Prioritize bicycle and pedestrian safety improvements.
- When asked what top goals this element should prioritize, the top three goals selected by survey respondents included:
 - Foster a sustainable transportation system that has walking, biking, and transit connections.
 - Build and maintain a safe, connected, and equitable pedestrian network.
- Other comments:
 - Reduce and eliminate traffic fatalities.
 - Reduce traffic congestion.
 - Reduce speed limits on driving corridors, especially on El Camino Real.
 - Add stop signs to Sunnybrae Boulevard to reduce traffic speed.
 - Add stop signs to slow drivers between El camino Real and San Mateo Drive.
 - Implement “less drastic” speed bumps along Alameda de las Pulgas.
 - Keep 26th Avenue and Pico Avenue closed from Campus Drive.
 - Consider oneway streets for narrow roadways.
 - Design roadways across railroad tracks so you don’t have to drive on 19th Avenue to get from west San Mateo to east San Mateo.
 - Add connections under railroad tracks as part of grade separation projects.
 - As part of Hayward Station Caltrain redevelopment, connect 16th Avenue under the tracks for bicycle, pedestrian, and vehicles.
 - Add bicycle/pedestrian paths along the right-of-way as part of Caltrain construction efforts.

- Encourage biking and walking and prioritize bicycle and pedestrian safety improvements.
- Increase off-street/protected bicycle and pedestrian trails.
- Prioritize and seek out funding for existing proposed bicycle lanes.
- Add more bike lanes. Add bike lanes along El Camino Real, 3rd Avenue, and 4th Avenue,
- Add bike lockers.
- Add a bicycle boulevard along Hacienda and Mason along with traffic calming measures.
- Add a buffered bike lane on the Alameda.
- Improve and widen sidewalks whenever possible.
- Increase the safety and walkability of El Camino Real by adding crosswalks, improving sidewalks and increasing transit.
- Widen sidewalks along El Camino Real between 20th and 25th Avenues.
- Update downtown development guidelines so that building to the lot line does not reduce the existing sidewalk width.
- Add a pedestrian bridge over SR 92 between 26th Avenue and Campus Drive.
- Slow down traffic to 15 mph in school zones, even on main corridors like Alameda de las Pulgas in front of Aragon High School and Baywood Elementary.
- Develop a safe routes for seniors program.
- Improve pedestrian safety, especially along East Poplar and San Mateo Drive.
- Allow riding on the sidewalk in appropriate areas.
- Educate people about the benefit of bicycling and walking in terms of climate change.
- Attract a micromobility provider to San Mateo.
- Plan for improvements in micromobility including scooters and other new technology.
- Apply complete streets design standards to future projects.
- Improve transit, walking, and biking connections to parks, public facilities, shops, and schools.
- Incentivize the use of public transportation.
- Increase bicycle and pedestrian connectivity when reviewing new development projects.
- Encourage electric bike rentals or electric bike subsidies for residents.
- Add electric vehicle charging stations in public parking areas including schools.
- Encourage carpooling.
- Require developers to provide on-site parking instead of paying in-lieu fees.
- Taking away parking to disincentivize car use doesn't work; don't remove parking for bike lanes.
- Reduce parking requirements.
- Limit parking lots.

- Repave the roads in the Sunnybrae neighborhood.
- Avoid purely aspirational transportation policies; taking away parking will not decrease driving. To reduce traffic, encourage hybrid work approaches.
- Make toll lanes on US 101 free to residents of the county where the lanes are located.
- Consider shared parking, e.g. use Hillsdale Shipping Center for overnight parking.
- Add street lighting citywide.
- Focus engaging with homeowners, especially over 65 years old.

Community Design and Historic Preservation Element

- When asked how the City can help develop and maintain San Mateo's unique character, the top two answers selected by survey respondents included:
 - Promote pedestrian improvements that increase neighborhood and citywide walkability.
 - Require usable public open space areas in new developments.
- When asked what top goals this element should prioritize, the top three goals selected by survey respondents included:
 - Protect heritage trees and street trees.
 - Preserve and enhance San Mateo's natural setting.
 - Improve the visual character of mixed use and commercial areas.
- Other comments:
 - Preserve historic resources.
 - Update the historic resource survey.
 - Pair historic and ecological preservation with a forward-looking approach to new development, including higher densities and acceptance of a range of architectural styles.
 - Strengthen the historic resource preservation policies. See the letter from the San Mateo Heritage Alliance in Attachment A for the list of suggestions.
 - Allow developers to contribute money for public education and interpretation of historic and archaeological resources as a mitigation measure.
 - Educate the public about cultural resources.
 - Update historical plaques and landmarks; incorporate native voices.
 - Maintain the character of San Mateo in new development by incorporating classical design elements and sufficient green space.
 - Incorporate design principles to ensure that new buildings and additions are responsive and complementary to the existing historic character, local topography, urban design and sense of place that is evident throughout San Mateo.
 - Incorporate more traditional architectural in new buildings in or near the historic district.

- Improve the character of downtown.
- Include shorter buildings at the street front and transition to taller buildings at the back to prevent an “alley” feeling on a street.
- Support more stories of building height if building design is attractive.
- Add more benches downtown.
- Prioritize pedestrian and wheelchair friendly design.
- Continue to support ground floor retail uses and improvements the physical and aesthetic nature of the Borel Square commercial district. New buildings or remodels should incorporate natural landscaping that compliments the residential neighborhood. Encourage a mixed-use and community recreation facility.
- Add more trees to keep the city cool from excessive heat.
- Regularly water trees planted as part of the tree planting program.
- Add flexibility for the removal and replacement of historic trees. Look at the criteria for tree removal.
- Add incentives to remove trees that pose a fire danger.

Conservation, Open Space, Parks and Recreation Element

- When asked how the City can improve access to parks, recreational programs, and facilities, the top two answers selected by survey respondents included:
 - Increase availability of free park facilities and amenities that are open to the public.
 - Increase opportunities for residents to provide input on major park improvements.
- When asked how the City should prioritize future park improvements, the top two answers selected by survey respondents included:
 - Invest in underserved areas and areas with limited access to park facilities.
 - Improve and create new passive use outdoor spaces such as linear parks and pocket parks.
- When asked what top goals this element should prioritize, the top three goals selected by survey respondents included:
 - Protect and enhance the City’s natural resources.
 - Ensure that all San Mateo residents breathe safe, clean air.
 - Provide a comprehensive system of parks and recreation programs and facilities.
- Other comments:
 - Maintain and preserve heritage trees.
 - Amend Policy CD-P2.3 to protect tree roots during construction activity.
 - Incorporate fire prevention measures in open space.
 - Develop more green space and sports fields.

- Add pocket parks everywhere. Work with the community to identify the locations.
- Make private open space requirements flexible to increase open space.
- Open Mickelson Pool.
- Add a 50 meter swimming pool.
- Upgrade the pickle ball courts at Central Park.
- Paint and update all City buildings and community centers.
- Reduce the amount of trash at Central Park.
- Create a program where individuals can sponsor dog poop bag stations.
- Offer a variety of professional concerts and performances at the San Mateo Performing Arts Center.
- Ensure the accessibility of all public services and facilities, such as playgrounds and recreational programs for children with disabilities.
- Add more spaces for community groups to gather.
- Incorporate maker spaces in libraries or recreation centers.
- Work with schools to open their playgrounds for public use.
- Implement a “Take a Hike” program similar to the County of San Mateo.
- Complete the Bay Trail.
- Encourage healthy lifestyles through City events like walk-a-thons.
- Add exercise stations along walking and jogging trails.
- Add a water faucet at the Seal Point dog park bench/shade structure.
- Plant trees at Seal Point.
- Allow off-road bicycle access, including on singletrack trail segments, in Sugarloaf Open Space.
- Utilize vacant lots for community gardens, trails, and exercise use.
- Increase outdoor trails.
- Provide safe connecting routes to open spaces in Belmont.
- Increase rooftop gardens.
- Use native and drought tolerant plants in City parks.
- Not enough parking at Central Park.
- Beresford Park is too crowded.
- Reduce the use of artificial chemicals (fertilizers, herbicides, pesticides) to create a more regenerative local ecosystem.
- Clean up outdoor spaces and waterways.
- Improve access to creeks and the lagoon. Add benches and trails along the lagoon.
- Educate the community about the benefits of creeks, ex. they provide habitat for plants and animals and flood protection.
- Protect and preserve open space; no mitigation should be allowed.
- Maintain our natural areas to help protect residents from heat events.
- Raise our levees to protect the city from sea level rise.

- Encourage solar panels; consider City subsidies.
- Ban gas leaf blowers to improve air quality and reduce noise.
- Create an outdoor, dedicated roller skating area.
- Reduce light pollution.

Public Services and Facilities Element

- When asked how the City should support access to health care facilities, social services, and other community health amenities, the top two answers selected by survey respondents included:
 - Support efforts to provide the city's fair share of social services.
 - Encourage the expansion of high-quality medical care services.
- When asked how the City should maintain adequate water supplies, the top two answers selected by survey respondents included:
 - Encourage water efficiency in new developments and existing buildings.
 - Distribute recycled water for non-drinking purposes, such as toilet flushing and laundry.
- When asked what top goals this element should prioritize, the top three goals selected by survey respondents included:
 - Provide access to a safe, sustainable and resilient supply of water.
 - Provide for adequate police, fire, and life safety protection.
 - Foster the healthy development and education of children of all abilities, incomes, and backgrounds.
- Other comments:
 - Ensure that future growth can be supported by City infrastructure.
 - Make library services more inclusive, dynamic, and reflective of the community.
 - Increase police street patrol to reduce crime.
 - Improve police and fire response times.
 - Maintain police service levels and response times as the population grows.
 - Modernize the fair grounds.
 - Incentivize grey water systems.
 - Maintain the corporation yard in its existing location.
 - Focus water conservation strategies on big water users.
 - Add more lawn removal requirements.
 - Fix water leaks.
 - Expand programs that reimburse homeowners for sewer mainline repairs or replacements.
 - Need environmentally safe buildings and infrastructure.
 - Partner with Recology to promote composting/food waste reduction at publicly owned apartment complexes.
 - Reduce construction waste.

- Reduce litter on streets, sidewalks, creeks, etc. Add more garbage cans to reduce littering.
- Eliminate street sweeping machines in neighborhoods that do not restrict parking for street sweeping.
- Mirror the San Francisco “Pit Stop” program (i.e. public restrooms).
- Need more support for the homeless.
- Retain and support healthcare providers and first responders.
- Establish wellness centers.
- Partner with medical companies to promote wellness.
- Need more dental facilities and discounts for dental service.
- Increase farmers’ markets and publicize their availability.
- Fund healthy school lunches.

Safety Element

- When asked what top goals this element should prioritize, the top three goals selected by survey respondents included:
 - Maintain adequate safety protection from wildfires.
 - Promote clean energy supply.
 - Develop sea level rise adaptation measures and programs.
- Other comments:
 - Ensure that every community has a community center that can serve as a cooling center or emergency shelter during extreme and other types of disasters.
 - Support emergency preparedness efforts.
 - Continue to manage vegetation to reduce wildfire risks.
 - Trim eucalyptus trees along SR 92 (near Murphy) to reduce wildfire hazards.
 - Create a City program to address trees that pose a wildfire hazard; offer financial incentives to remove trees.
 - Ensure that the new wastewater treatment plant incorporates a horizontal levee design for resilience to sea level rise.
 - Plan for sea level rise.
 - Consider the limits of our electricity grid when advocating for the use of clean energy sources.
 - Quicken the transition to all electric heating and power.
 - Add security cameras in public areas and parks.
 - Move the Energy Supply section to the Public Services and Facilities Element.
 - Create a plan to generate clean electric power.
 - Encourage rooftop solar and electrification.

Noise Element

- Prohibit the use of outdoor equipment on Sundays.

- Require the use of electric leaf blowers.
- Reduce Caltrain and Union Pacific noise. Upgrade Caltrain crossings so no train horn is required.
- Train warning horn blasts seem excessively loud.
- Reduce Caltrain noise by adding greenery along US 101 and SR 92.
- Implement a Caltrain quiet zone similar to Atherton.
- Caltrain grade separation will help reduce noise.
- Improve the sound wall on the west side of US 101.
- Reduce the noise level along SR 92; it is too high and constant.
- Reduce the use of illegal fireworks.
- Establish and enforce a maximum noise limit for vehicles.
- Reduce noise pollution from aircraft.
- Reduce noise pollution from automobiles and buses.
- Reduce traffic noise along El Camino Real.
- Require noise and vibration abatement for older, existing buildings that apply for rehabilitation/construction permits.
- As temperatures rise, consider the influence of AC units and increased noise and encourage all passive modes of cooling before mechanical cooling.
- Limit the number of construction projects happening in an area to reduce noise impacts.
- Limit street sweeping to 5 am and later in the downtown area.
- Ticket loud cars and motorcycles.

Environmental Justice *(covered in multiple elements)*

Environmental justice addresses our living environments, and specifically the health, safety, and opportunities available in different communities. The General Plan must include policies and actions that will lead to an equitable distribution of resources and opportunities and will reduce the impacts of environmental hazards in equity priority communities. Per State law, the General Plan's environmental justice policies and actions must reflect the needs of the jurisdiction's equity priority communities. To understand the needs of San Mateo's equity priority communities, the City is holding a series of pop-ups in North Central and North Shoreview. This section summarizes input collected through a paper survey about environmental justice topics at the August 23 and 25, 2022 Video Loco Pop-up (North Central), August 26, 2022 Chavez Market Pop-up (North Shoreview), and Rediscover Community Fest Pop-up (Downtown) and at the Spanish language workshop on September 10, 2022. The paper survey was available in Spanish, Simplified Chinese, and English. City staff collected approximately 91 survey responses at these pop-ups.

Walking, Biking, and Taking the Bus

- Too many homeless people especially on the bus. Provide bicycles to homeless people.
- San Mateo has good access to public transit and bike lanes.
- Need more frequent bus service to reduce wait times.

- San Mateo needs BART service.
- Establish autonomous transportation in the downtown corridor.
- Do not allow cars in the downtown.
- Improve bike lanes; it is dangerous and difficult to ride your bike on the road.
- Add more bike lanes, but maintain existing parking.
- Require helmets on electric scooters. Establish speed limits for electric scooters.
- Improve pedestrian access on El Camino Real.
- Need to add crosswalks, especially where students take the bus near 2nd Avenue and Humboldt Street.
- Add more pedestrian crossings along Poplar Avenue; it is very dark in places.
- Improve 4th Avenue and Idaho Street.
- Improve the sidewalks.
- Have accessible ramps at every sidewalk crossing.
- Improve the roads.
- Reduce traffic speeds.
- Parking is an issue.
- Reduce car break-ins.
- Add more street lighting citywide including along Monte Diablo Avenue and Grant Street.

Access to Healthy Foods

- San Mateo has access to healthy food.
- One thing that is missing is a large grocery store like Safeway. Safeway is a little bit far away. There used to be a Kmart next to Ross but now it is gone. Add a large grocery store at the Ross site.
- Many people get free, healthy food; there is a lot of support from churches and nonprofits.
- Add food lockers or refrigerators with free food at local worksite spaces or recreation centers.
- Improve access to low-cost food.
- Improve the food offered at schools; make school food healthier.
- Reduce the cost of fresh, healthy food.
- Lower income people are in poorer health because they can't afford organic food.
- Increase community gardens in San Mateo; convert Fitzgerald Field into a community garden.

Civic Engagement

- Make a flyer with tear out phone numbers that people can take with them with information about events or where to call if they have a problem or question.

- These bilingual pop-ups are great. Talk to people where they are; go directly to their neighborhoods.
- Have meetings and events in parks and sports fields.
- Increase advertising of events; increase social media posts.
- Need to think about how to engage with people who don't know how to read or write.
- Need more community events that are culturally specific.
- Have options to participate in many languages; need more Spanish language workshops.
- Hold after-work meetings.
- Increase the presence of City staff at community events to meet people and learn about our community's needs.
- Use community groups and other agencies already working in our neighborhoods as messengers for City initiatives.
- Hold more neighborhood meetings.
- Expand advertisements of City Council meetings and make it clear that people can provide comments, immigrants don't participate. Let people know that this is the only way you get your voice heard.
- Translate City Council meetings into multiple languages.
- Schedule meetings on alternating days.
- Organize and educate the people that live here. Have meetings to orient them on how to improve the quality of life.
- Send more frequent notices through the mail, television, and radio; educate people about what is happening.
- Go to schools to provide information.
- Enforce compliance with Home for All housing plan.

Physical Activity and Community Health

- San Mateo could use a community health center.
- Need more fitness programs, fitness is not a priority for people.
- San Mateo needs more gyms.
- We need more gym equipment in parks. Especially the type of equipment that suggests the number of repetitions to do on each machine.
- There are a lot of places outdoors to run and walk; need to improve the promoting the availability of these spaces.
- Fix the playground slide at the Martin Luther King Park playground.
- City should promote or advertise sports events and sponsor events such as races.
- Promote physical activities with the support of different agencies.
- Offer free classes like Zumba or martial arts in public spaces.
- Convert Fitzgerald Field into a multipurpose use including basketball, Tai Chi, and al fresco group exercise classes.
- We have quite a few parks, trails and fields for sports.

- Add signage and posters to promote exercise and health.
- Need more exercise programs like the City of Burlingame offers.
- Need more programs for youth and more space for youth programs; provide funding for participation in programs.
- There are no opportunities for physical exercise for children with disabilities.
- Need more activities for senior citizens, organize and promote programs and short field trips for seniors.
- Focus on keeping the areas clean. People should not leave their trash everywhere. Clean the streets regularly.
- Improve public safety.
- Increase the height of the freeway sound wall.

Equitable Access to Public Facilities

- There are public services, parks, public restrooms. Very good access to public services here.
- There are some private places, there should be assistance to pay for the use of private spaces and private lessons and classes. Or just don't have any private spaces and make everything public.
- Provide assistance/financial aid to cover the cost of recreation programs.
- All programs in public spaces must be free.
- Treat everyone the same. Do not differentiate between people.
- Educate people about the public services that are available. Support schools that have fewer resources.
- Ensure that public programs benefit as many people as possible, not just the same families.

Pollution and Air Quality

- There is very little pollution. There are no factories that contaminate the air in this neighborhood.
- Require a health risk assessment.
- There are a lot of electric vehicles here which will help improve air quality.
- Electric cars and public transportation are expensive.
- Need more electric vehicle charging stations.
- Offer low cost public transportation options.
- Add housing near jobs so you don't have to drive.
- Incentivize people to not drive to work.
- Do not cut trees.
- Provide other options instead of driving. Provide more bike lanes, give drivers an incentive for getting electric cars such as rebates.
- The City can't really do much for pollution, focus regionally, but the City cannot fix it.

- What open space and traffic and noise pollution measures can be put in place for North Central?
- Everybody deserves a piece of open space, fresh air, and nature. Add more open space to the affected areas.

Other Ideas

- There is a lot of vandalism and crime. They have tried to rob me in my house. The gangs try to steal cars. The most important thing is for people to feel safe in the neighborhoods.
- Everyone should support each other and help each other out.
- More activities to keep children occupied and more investment in public safety.
- Schools need more materials, maintenance and resources for the children. They need materials such as personal hygiene supplies. There should also be more vigilance and security in our schools.
- Need a lot more housing. Need to make affordable housing for low-income people.
- There is no parking on B Street and downtown at lunchtime.
- Have the City approve permits for neighborhood block parties to improve community building.
- The police need better relationships and to be more present in the community. More police are needed but they should be talking to the people and building relationships.
- Fix the properties on Norfolk.
- Add more neighborhood shops.
- Review City/County Association of Governments of San Mateo County (C/CAG) documents for their screening of the needs of lower income areas.

Other Comments

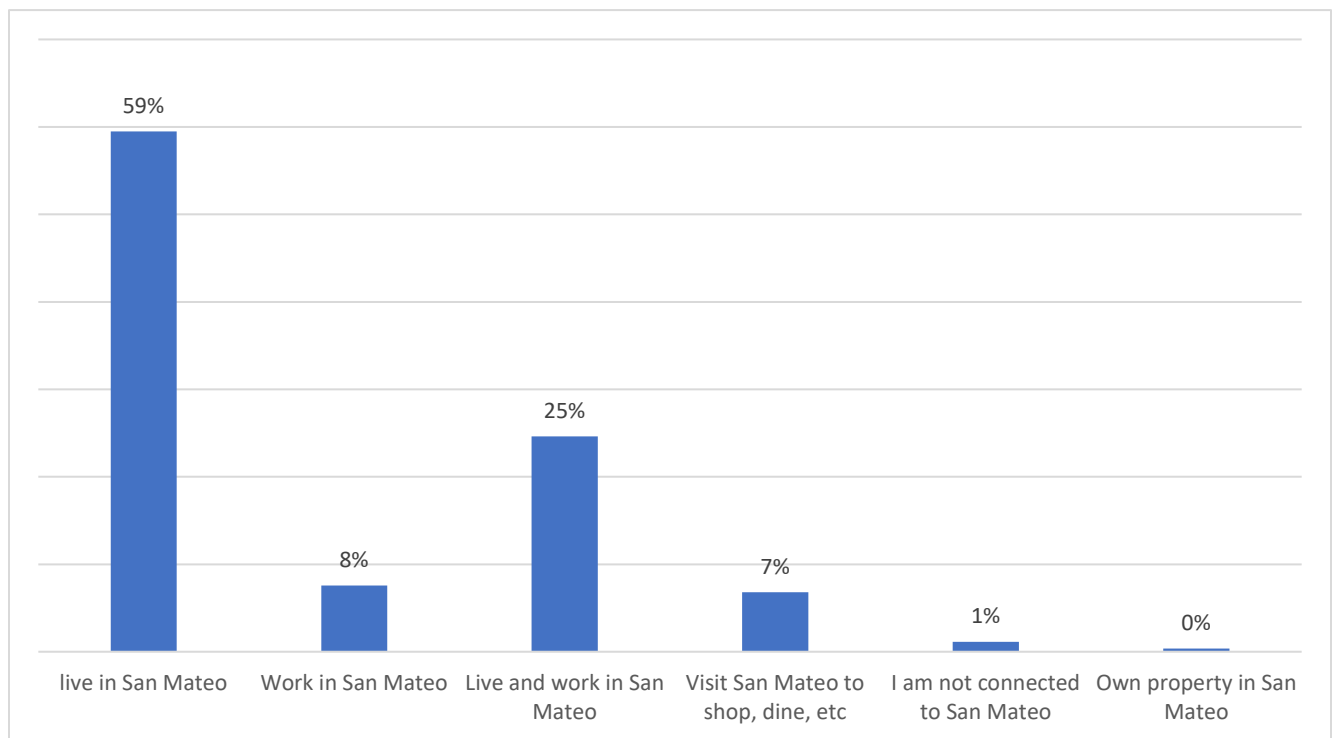
- Consider the cumulative traffic impacts of all the proposed projects within the city.
- Do not allow downzoning under the preferred land use scenario.
- Apply a Mixed Use High designation at the PS Business Park site in Study Area 8.
- I do not support environmental justice.
- Need to build new schools to support additional housing growth.
- There is not enough water for additional housing growth.
- Limit job growth to what is needed for economic health.
- Create progress reports every five years to summarize what the City has accomplished and identify ways to further meet the General Plan goals.

Draft Policies and Actions Outreach Demographics

This section summarizes the demographic characteristics of the outreach participants. Of the 646 total participants, 264 participants provided voluntary demographic data. The demographic data helps the project team determine if the outreach program is reaching the full range of San Mateo’s demographics. This data indicates that the outreach program should continue to be refined to increase involvement of renters, younger residents, and residents who identify as Asian and Black/African American. A summary of the demographics of the outreach participants is presented below.

How are you affiliated with San Mateo?

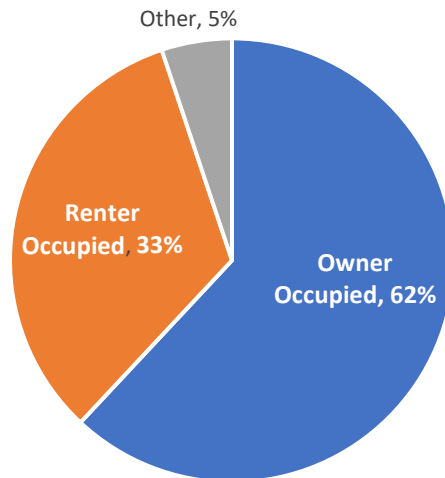
Number of Respondents: 264



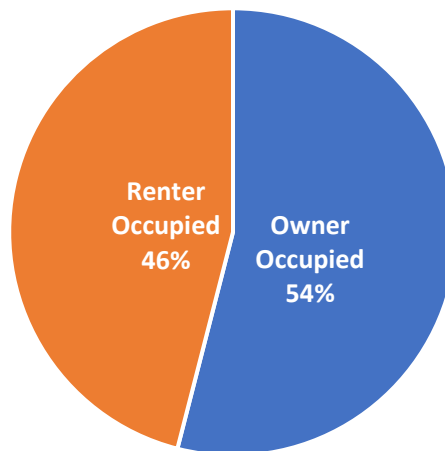
Which best describes your current housing situation?

Number of Respondents: 234

Draft Policies and Actions Outreach Participants

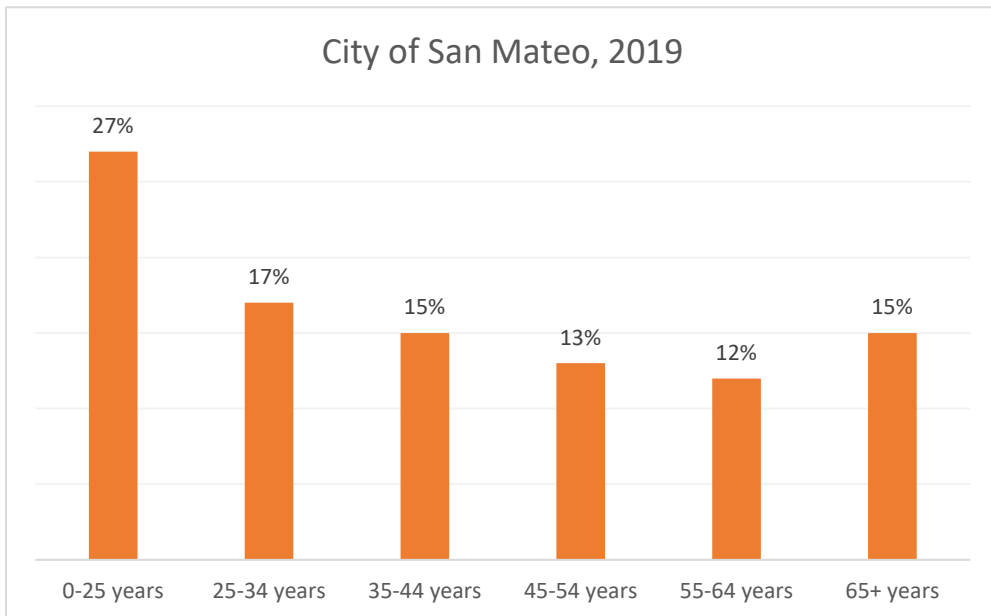
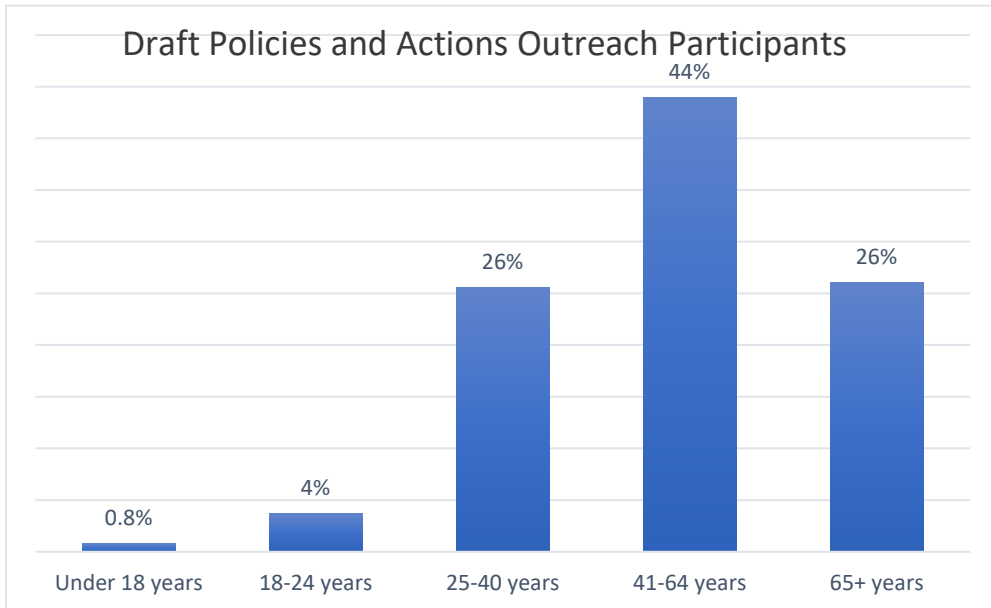


City of San Mateo, 2019



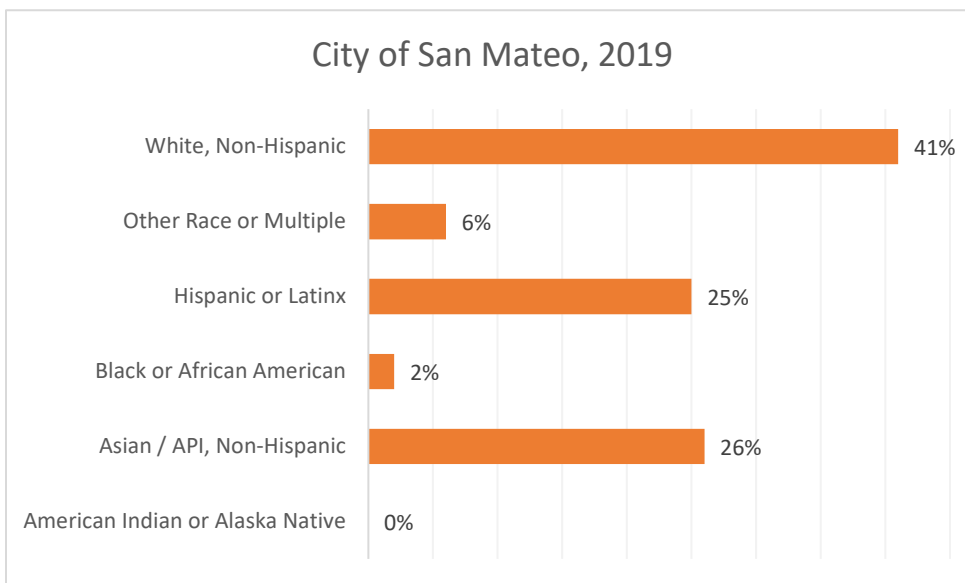
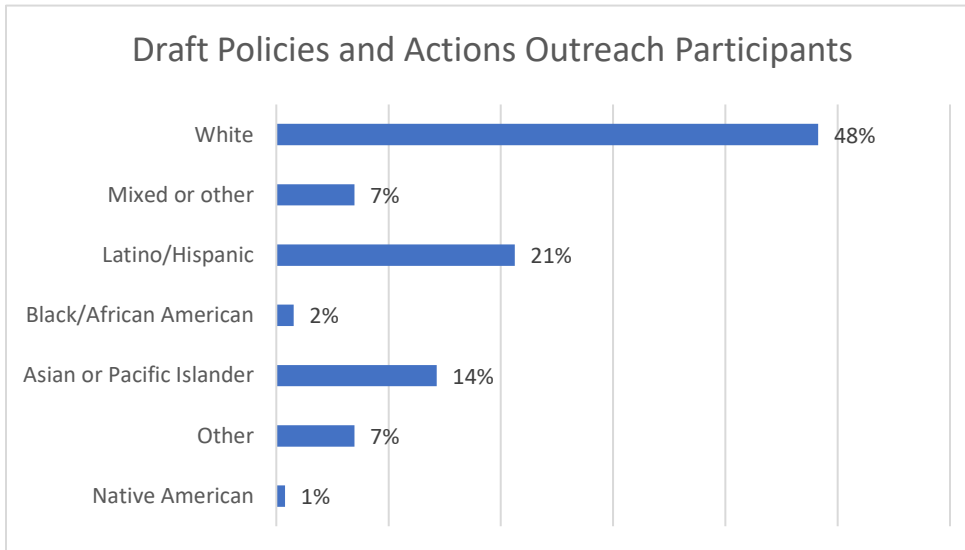
What is your age group?

Number of Respondents: 246



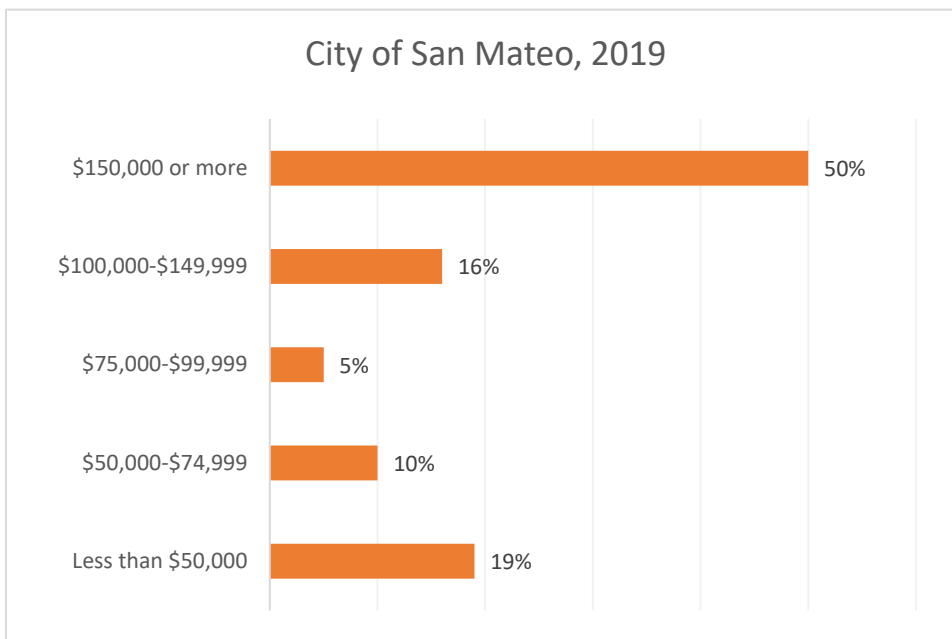
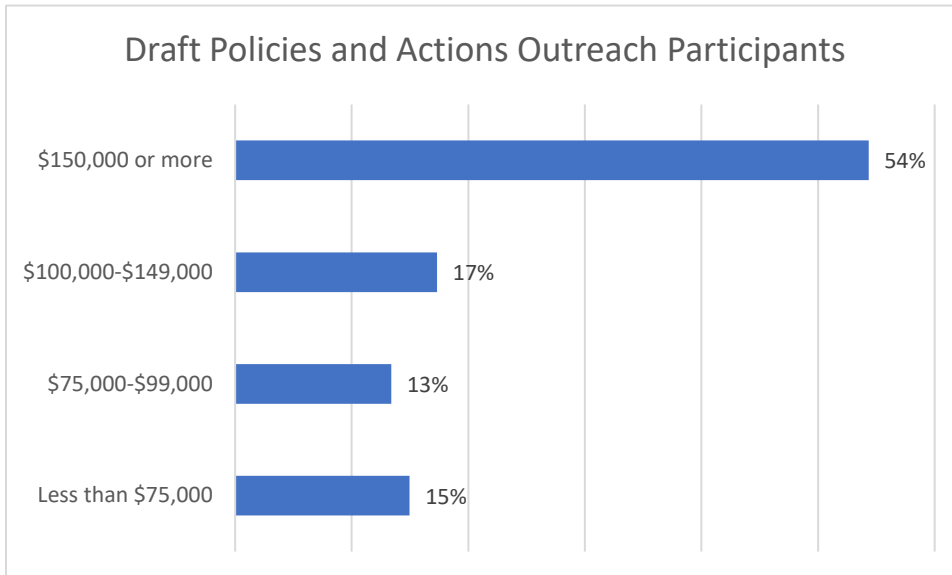
What is your race or ethnicity? (Check all that apply).

Number of Respondents: 259



Which best describes your household annual income?

Number of Respondents: 127



Sent: Saturday, July 16, 2022 9:58 PM

To: City Council (San Mateo) <CityCouncil@cityofsanmateo.org>

Subject: To the Council For Monday's City Council Mtg...thanks

Under the preferred general plan, what are you going to do about the traffic that will be generated in and through the now planned "land locked" Hayward Park area?

Railroad tracks on the East and 4 plus story, high density buildings on the North, South and West with only two streets through Hayward Park: Palm Avenue and B Street.

Larry Patterson promised that when Bay Meadows and the TOD overlay was approved, there would be no net increase in terms of traffic on Palm Ave and B St. He said that on the record.

But that is clearly not going to be the case when this GP update is implemented.

Did planning forget to look at these planning issues comprehensively? Or did they just look at various sections of the City, separately - Downtown, El Camino and 92/101, without looking at the cumulative impacts that each of those 3 individual high density sections might have on one particular neighborhood?

For the GP update, were there cumulative traffic studies done on the impact of high density being built on the north, west and south sides of Hayward part or were they just done separately on the downtown, El Camino and Hayward Park TOD sections?

The problem is the cumulative impact of each of those separate sections on Hayward Park itself. This issue happens nowhere else in the City under the preferred GP update.

I would appreciate your response as to the cumulative traffic impact on Hayward Park, if the present preferred GP is passed.

A quick final note, it also seems that you're giving up on solar access for a wide swath of Hayward Park residents along the El Camino Real.

Sincerely Yours,

Laurence Kinsella



San Mateo, CA 94402

From: Gustavo Hornos [REDACTED]
Sent: Monday, July 18, 2022 3:54 PM
To: City Council (San Mateo) <CityCouncil@cityofsanmateo.org>
Subject: Please do not allow "Downzoning" in Zone Study 4

[Download full resolution images](#)
[Available until Aug 17, 2022](#)

Dear San Mateo City Council,

We ask for your help in this matter because after reading the Staff's suggestions and looking at the zone map they prepared for today's Plan Update Meeting they are proposing to lower our current R4 Residential Multiple Family Dwelling High Density into a Low/Medium designation.

It is clear to us that even they say otherwise they are still trying to limit and downgrade our block building rights while allowing a huge increase for other properties in the same Downtown area, actually in front of our eyes, right in our backyard.

This is happening even after the City Council and the Mayor in person clearly said that "Downzoning" was not fair.

We are attaching a picture from our backyard where you will see how the newly approved 5 Story MidPeninsula Garage Building is changing completely our view and PDFs of the current San Mateo Zoning Plans for you to compare in order to make justice and to exercise fairness.

Attached is also the PDF file with our previous letter regarding a "Request to do not lower our home land use zone density category" and to be considered as our comments for today's City Council Meeting where you will decide about Land Use in San Mateo.

Sincerely,
Gustavo Hornos and Jesica Salomon
[REDACTED], San Mateo CA 94402 (between 5th & 9th Avenue)







**Request to the City Council of San Mateo
To do not lower our home land use zone density category.
606 S Delaware St, San Mateo, CA 94402**

April 18, 2022

Dear San Mateo Mayor Rick Bonilla, Deputy Mayor Diane Papan and City Council Members Joe Goethals, Amourence Lee and Eric Rodriguez.

We are writing to you in regards of the recent General Plan discussions that could greatly affect our homeowners rights.

We are opposed and concerned about the proposed down zoning to my block, it could face legal scrutiny and is contrary to our City's stated goals of zoning to meet our RHNA (Regional Housing Needs Allocation) numbers.

Our property is currently zoned R4 (high density multifamily housing) and the Land Use Alternatives for Zone 4 all propose down-zoning: the Alternative A is proposing to change it to a Medium Density and Alternative B and C want to lower it into a Low Density.

The property is located clearly in the Downtown District and inside the Half Mile Mass Transit Radius, right where many new tall building constructions is already happening, so we should be equally treated and our current zoning should not be lowered.

Our property shown in the map below with an arrow is located at 606 S Delaware St, between 5th and 7th Ave which is inside the Downtown city limits and referenced as Study Area 4 for the General Plan Update.

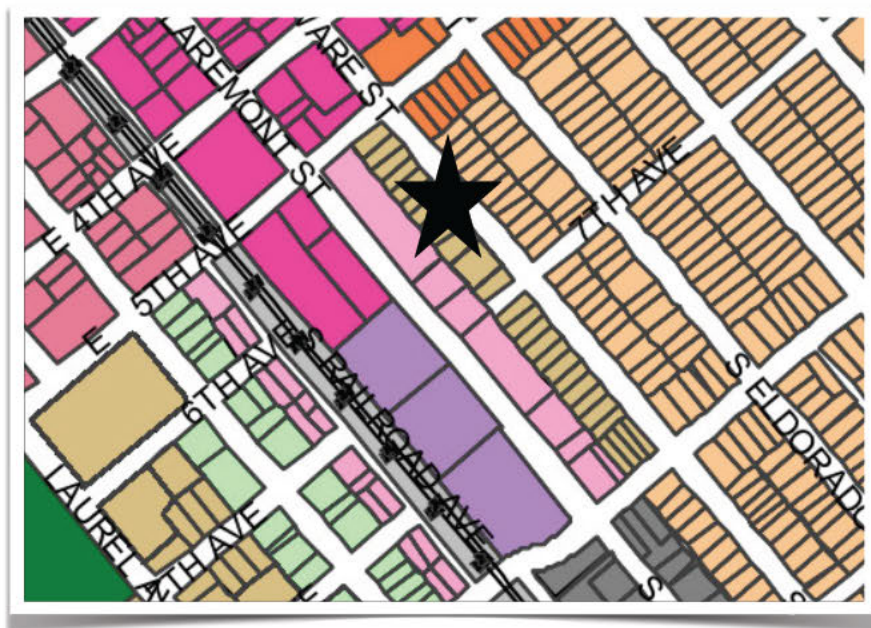
Study Area 4 - Downtown

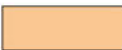
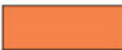


We have been engaged and following with interest all the new plans for improvements for the future of our beloved city where we live and work and we even hosted one of the first General Plan meetings at our business, the Motion Arts Center dance studio located at 217 S Claremont St. (which was closed for over a year because of the pandemic)

When we bought our home in 2013 one very important factor for us to purchase this specific one was that it was designated as a R4 High Density Zoning. Our reasoning was that San Mateo will keep growing and eventually we could start building more square feet of living area since there is always an increasing need for more housing.

The image below (taken from a current San Mateo city land use map) shows with a star where our property is located and the brown color means that it is a High Density Multi-Family Zone.



	Low Density Multi-Family
	Medium Density Multi-Fan
	High Density Multi-Family

After participating in person and later watching numerous City Council meetings we saw that the Council was firmly determined to tackle this lack of housing, a goal that it is also greatly encouraged by the California State Government.

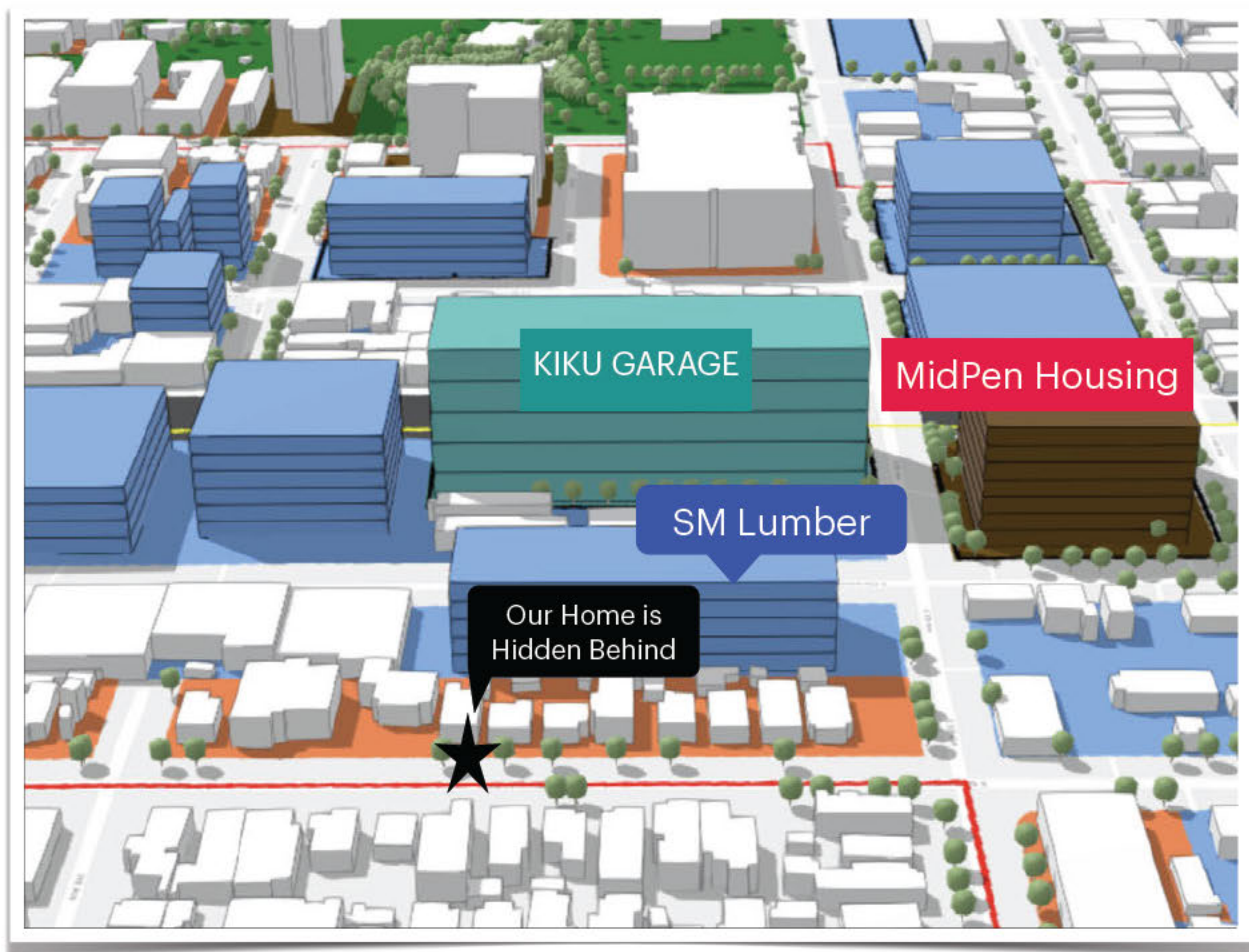
We witness how many new buildings have been approved just in the next two blocks of our home, like the one at 405 E 4th Ave, where Verkada has its headquarters and the recently approved Kiku Crossing MidPen Housing just one block from us.

We are very happy that new affordable housing is coming to the city, but unfortunately the height of the 7 floors of the residences and the 5 Floors of the Garage will greatly affect our privacy in our backyard, the amount of open view and even the hours of sunlight that we are used to enjoying everyday.

This view taken from the Online Virtual Tool that the city provides shows our block hidden behind the possible construction at the San Mateo Lumber (blue color in the following picture). In green color is the representation of the Kiku Crossing Garage while the MidPen Housing is shown in color brown.



Below is another view from a different angle of our block that shows the near future and how everything will look when construction is completed. Our property shouldn't be downzoned with so much construction right in-front of us!



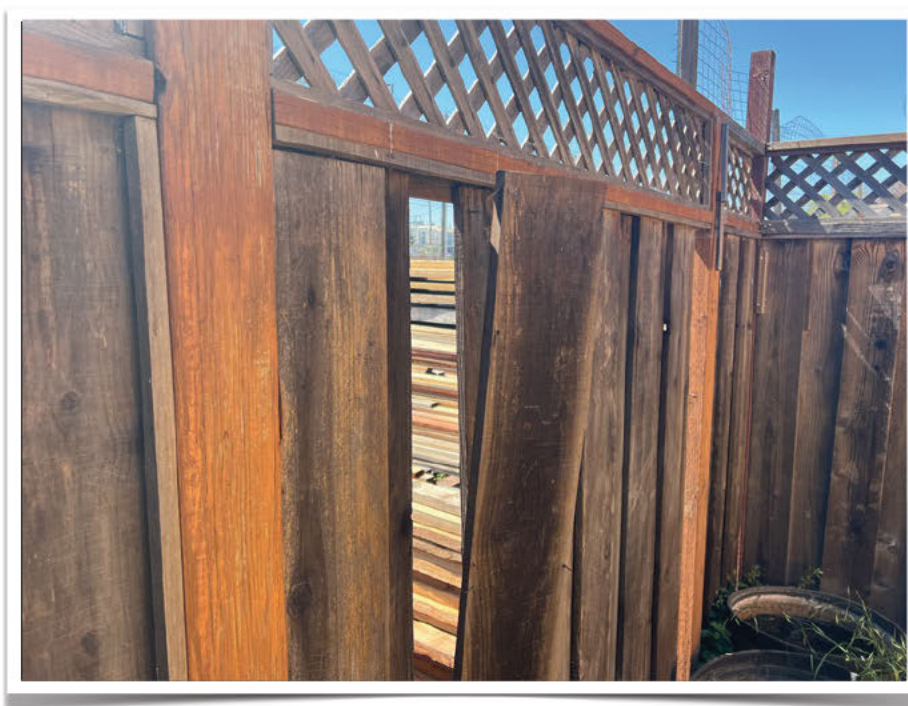
We understand that on top of that it will not be fair at all to us (and to the rest of the residents in our block) to suffer an unjustified zoning downgrading of our future building capabilities as it is shown at the moment in the alternatives A, B and C of Study Area 4, while every other property in our zone is being greatly improved in their building density zoning.

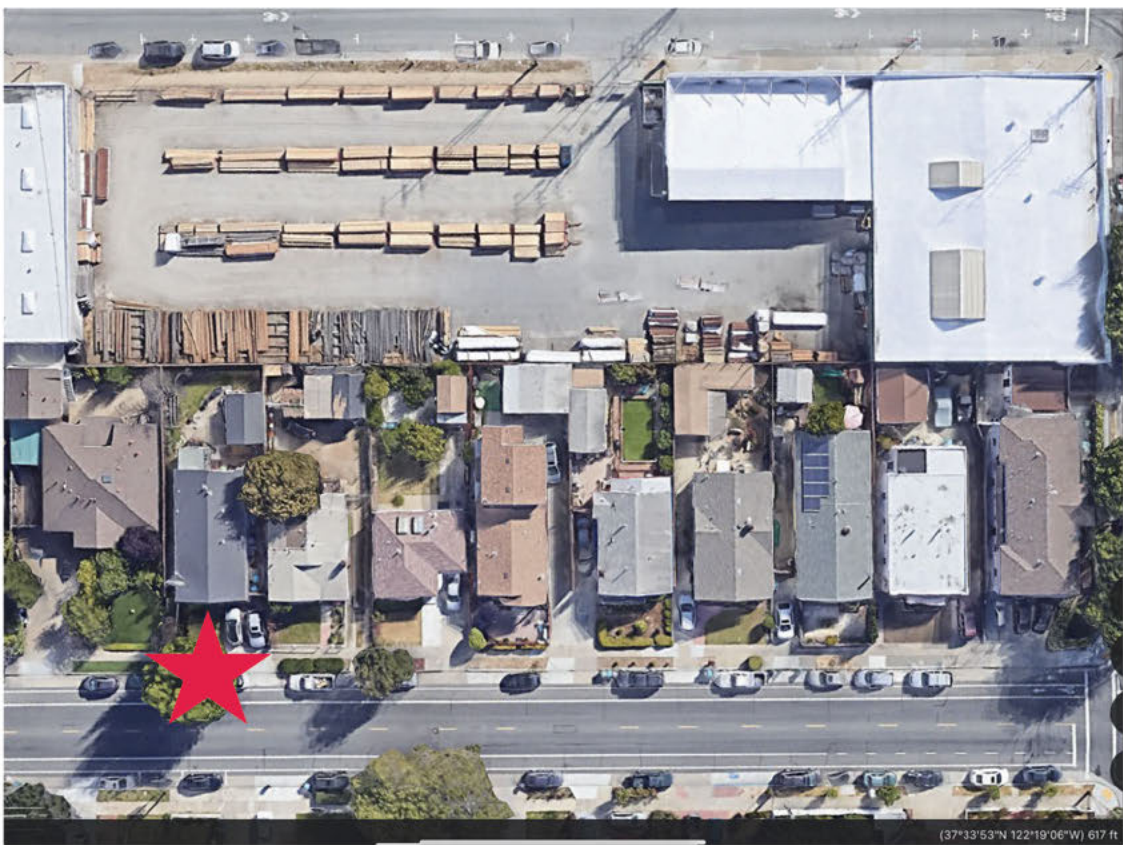
If any of these proposals are approved by the Council it will inflict a direct economic harm to the value of our main family asset and that of our S Delaware St. neighbors in the two blocks between 5th Ave and 9th Ave. The affected properties addresses by this possible change are: S Delaware St. 500, 504, 512, 514, 518, 522, 600, 604, 606, 610, 622, 626, 702, 706, 710, 714, 718, 720, 724, 800, 804, 810, 814 and 820).

Moreover, our neighbor right behind our backyard is the San Mateo Lumber, which is sitting in a big lot that could easily be converted in the future into another tall building that will completely diminish our privacy and quality of life.

As you can see it is very clear to visualize in the previous images that our homes could be massively shaded by present and future constructions and that at least the Council should protect our current zone density designation..

Below is a picture of the fence of our backyard recently broken by regular operations by the lumber yard that unequivocally shows that we are in the Downtown Business Area after all.





Please make justice and consider this request to ease our situation and just imagine for a moment how you would personally feel if this ever happened to your home and property. We believe this zoning downgrading is against the spirit of the General Plan, it is arguably a policy mistake that did not consider in depth the dynamics of this block and something that was never proposed at any meeting by any of the San Mateo neighbors.

We respectfully ask you to keep our block with the zoning that it currently has which is an R4 High Density Multi-Family one.

At this moment Alternative A is proposing to change it to a Medium Density and Alternative B and C want to lower it into a Low Density.

The San Mateo City website says that the city is committed to equity but we will not feel equally treated if our block is the only block in the San Mateo Downtown District that is lowered when everything else is upgraded and getting ready for more construction as required and mandated by law.

Sincerely yours,

Gustavo Hornos & Jesica Salomon

[REDACTED] San Mateo, CA 94402

Email: [REDACTED]

From: Bradley Karvasek [REDACTED] >
Sent: Monday, July 18, 2022 2:59 PM
To: City Council (San Mateo) <CityCouncil@cityofsanmateo.org>; Rick Bonilla <RBonilla@cityofsanmateo.org>; Diane Papan <dpapan@cityofsanmateo.org>; Joe Goethals <jgoethals@cityofsanmateo.org>; Amourence Lee <alee@cityofsanmateo.org>; Eric Rodriguez <erodriguez@cityofsanmateo.org>
Cc: Bradley Karvasek [REDACTED]
Subject: Agenda Item #20: General Plan Update - Land Use Map

Dear Mayor Bonilla and Members of the City Council:

I am writing on behalf of PS Business Parks (PSBP), the owner of Bayshore Corporate Commons, located at 1720 South Amphlett Boulevard in San Mateo, CA.

Tonight, you are being asked to confirm the draft land use map and the heights and densities associated with the land use designations for the City's General Plan Update. We have been participating in the General Plan Update process this year and have been very encouraged by the City's willingness to consider designating our site as Mixed-Use to optimize the opportunity for redevelopment.

We were thankful when both the Planning Commission and City Council agreed that the Mixed-Use High designation would be appropriate for the City's General Plan Update environmental review to allow for future flexibility in determining the appropriate mixes and locations of uses on a redeveloped site.

Last week, we were concerned to see staff's recommendation to split our site between Mixed-Use Medium and Mixed-Use High. When combined with staff's recommendation to lower the number of stories, Mixed-Use Medium impacts any developer's ability to build industry standard residential construction - 5 stories of residential (type III wood construction) over 2 levels of parking. These changes would make it harder to envision new housing on our site, which is counter to the discussions we've had regarding providing a pathway to providing more housing.

We appreciate the discussion at the last City Council meeting regarding appropriate transitions to the nearby residential neighborhood, but that should not split the CEQA analysis of the site at this stage.

Therefore, we ask that the City Council stay the course with the Mixed-Use High designation for the site, so that the maximum building intensity can be studied as part of the General Plan Update and its environmental review. Moving forward, the City will have many opportunities to weigh in on a project when an application is filed—for now the Mixed-Use High designation provides flexibility and opportunity.

Thank you for your hard work on this General Plan Update. We appreciate our partnership with the City.

Sincerely,

Bradley Karvasek



Bradley Karvasek | Vice President - Senior Development Executive
2525 152nd Ave NE | Redmond, WA 98052
T 425.883.1300 C 206.369.1355
psbusinessparks.com



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From: Strive San Mateo <email@strivesanmateo.org>
Sent: Wednesday, July 20, 2022 4:56 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: Bob Childs

Email: [REDACTED]

Message: Your mailer on the general plan states "the general plan team will reach out to communities in San Mateo where health and well-being are harmed by inequities to ask about the needs and priorities of those residents". How about having the general plan team reach out to the communities that are paying the bulk of the taxes? We are paying your salary and you should be listening to us, the tax payers! Your " Environmental Justice" plan stinks of woke ideology. If you listen to the people who are paying the taxes you might actually hear that there are people who do not support these socialist programs you are pushing.

Date: July 20, 2022

Time: 11:55 pm

Page URL: <http://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko)

Chrome/103.0.0.0 Safari/537.36

Remote IP: 162.144.147.225

Powered by: Elementor

From: Strive San Mateo <email@strivesanmateo.org>
Sent: Thursday, July 21, 2022 2:30 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: Keith

Email: [REDACTED]

Message: Ronald Reagan once said that if fascism ever comes to America it'll come in the name of liberalism, (ie. socialism). That's what I see when I hear the terms social justice, environmental justice, etc...

Funding and organizing the radical left wing since day one are the central banking oligarchs. They are fascists/neo-feudalists using socialist dupes and socialist policies to consolidate political and economic power.

The central banking oligarchs are implementing their new/one world order agenda at the local, state, national and international level using ignorant and corrupt political hacks like the person reading this message.

PS. CO2/plant food does not drive global temperatures, never has, never will. The CO2/plant food scare is an oligarch scam.

Date: July 21, 2022

Time: 9:30 pm

Page URL: <https://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Android 10; Mobile; rv:91.0) Gecko/91.0 Firefox/91.0

Remote IP: 162.144.147.225

Powered by: Elementor

From: Strive San Mateo <email@strivesanmateo.org>
Sent: Wednesday, July 20, 2022 3:16 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: John Konopka

Email: [REDACTED]

Message: I'm most concerned about global warming and sea level rise. Much of San Mateo lies close to sea level. How at risk are we? What can be done? How are we coordinating with other cities bordering the Bay?

Date: July 20, 2022

Time: 10:16 pm

Page URL: <http://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Macintosh; Intel Mac OS X 10_15_7) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/15.5 Safari/605.1.15

Remote IP: 162.144.147.225

Powered by: Elementor

From: Strive San Mateo <email@strivesanmateo.org>
Sent: Thursday, July 21, 2022 12:14 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: Sue Papilion

Email: [REDACTED]

Message: Received literature on plan participation which said take survey and I see the survey is over? Either I got literature late 7/20/22 or you got your wires crossed. I think far too often committees assume everything runs as fast as their decisions and the public is a pain anyway because you only hear the negative from them. Well I'd like to be positive about growth and you needed my input as a renter!

Date: July 21, 2022

Time: 7:14 pm

Page URL: <https://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Macintosh; Intel Mac OS X 10_15_7) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/15.4 Safari/605.1.15

Remote IP: 162.144.147.225

Powered by: Elementor

From: Strive San Mateo <email@strivesanmateo.org>
Sent: Wednesday, July 20, 2022 6:14 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: jim tilton

Email: [REDACTED]

Message: It does not matter how much affordable housing you build there will always be a need for more. If enough of the elites can not find and hire the help they need to maintain there lawns and teach in the schools then the desirability of the are will decrease and people will be able to afford housing. Building high density housing on every available inch is clearly not the answer. . .

Date: July 21, 2022

Time: 1:13 am

Page URL: <http://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Macintosh; Intel Mac OS X 10_15_7) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/15.5 Safari/605.1.15

Remote IP: 162.144.147.225

Powered by: Elementor

From: Strive San Mateo <email@strivesanmateo.org>
Sent: Thursday, July 21, 2022 3:47 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: Violeta

Email: [REDACTED]

Message: I just got your flyer. While you talk about reshaping the city and talk about development and growth -so far I've only seen the construction of offices and housing but have not heard or read ANYTHING about building new schools considering the amount of people these new housing will bring to the city. Are you going to build new schools? or does development only means property taxes the city will collect without considering that more families mean even bigger class sizes in our already crammed schools?

Date: July 21, 2022

Time: 10:47 pm

Page URL: <http://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (iPhone; CPU iPhone OS 15_0_2 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/15.0 Mobile/15E148 Safari/604.1

Remote IP: 162.144.147.225

Powered by: Elementor

From: Strive San Mateo <email@strivesanmateo.org>
Sent: Thursday, July 21, 2022 9:46 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: Kent Carrillo

Email: [REDACTED]

Message: you guys are ruining San Mateo with the continued construction of more, and more, and more high density housing. where is it written that San Mateo needs to be the next New York City? Stop already. We dont have enough water now. Where will the water come from for all these hundreds of new units? Why is it nobody is talking about that? Just stop. I dont care what the State says. How about listening to your residents for a change, especially your long time residents. San Mateo used to be so very nice. Now, its pretty much urban sprawl. we dont need it, dont want it.

Date: July 22, 2022

Time: 4:45 am

Page URL: <https://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Windows NT 10.0) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/103.0.0.0 Safari/537.36

Remote IP: 162.144.147.225

Powered by: Elementor

From: Frank Markowitz [REDACTED]
Sent: Friday, July 29, 2022 3:33 PM
To: General Plan <generalplan@cityofsanmateo.org>
Cc: Rick Bonilla <RBonilla@cityofsanmateo.org>; Diane Papan <dpapan@cityofsanmateo.org>; Joe Goethals <jgoethals@cityofsanmateo.org>; Amourence Lee <alee@cityofsanmateo.org>; Eric Rodriguez <erodriguez@cityofsanmateo.org>
Subject: General Plan - support for higher densities, higher building heights, and improved bicycle/pedestrian facilities

General Plan Subcommittee -

As a single-family homeowner in the Beresford/Hillsdale area since 2002 (and an experienced urban/transportation planner), I commend the City Council for **supporting targeted higher densities**. Given the severe local jobs/housing imbalance, resulting in teachers and other middle-class jobholders unable to afford to live here, it is imperative that **more housing** be approved, while limiting job growth.

I support concentrating housing growth in areas close to public transit and shopping (like near Caltrain stations and along El Camino Real) or in areas where the impact on existing neighborhoods will be limited (like redeveloping the Campus Drive Peninsula Office Park). The **Measure Y height limit of 55 feet is far too restrictive**, and I support a higher limit, going back to the voters again if needed. This limit is inconsistent with what neighboring cities are approving and a potential impediment to efficient development. I strongly **support rezoning commercial areas** to encourage residential or mixed-use redevelopment. I also support **more affordable housing**.

There is a recent trend among a number of other cities locally (like South SF, Burlingame, and Redwood City) to support huge biotech development, out of scale with housing growth. I hope that San Mateo will not follow this trend, and job growth should be limited to the amount needed to stay economically healthy.

Regarding transportation, I support local proposals, including a **bicycle boulevard** on Hacienda and Mason (with significant traffic calming measures) and a **buffered bike lane** on the Alameda. **Pedestrian safety improvements and improved street lighting** are needed citywide.

Thanks very much.

Frank Markowitz
[REDACTED]

From: [REDACTED]

Sent: Thursday, August 4, 2022 4:04 PM

To: General Plan <generalplan@cityofsanmateo.org>; Eric Rodriguez <erodriguez@cityofsanmateo.org>

Subject: Housing...

To the members of the general plan:

Yesterday, I called many offices of primary care doctors to seek an appointment since my primary care doctor is retiring. I was repeatedly told that the doctor had a full practice and was not accepting new patients. The harsh reality that our peninsula has a shortage of primary care doctors amplifies the lack of thought and foresight for the needs of our citizens. The irresponsible building of hundreds of affordable homes will create a medical catastrophe because of this shortage.

Additionally, each day there are more and more news articles about the water shortage in the West because of the historic drought we are experiencing. Imagine the amount of water needed in all of these structures that have been and are being built. Where do you plan to obtain this need in order to supply the everyday multiple need for water in these homes? Here is a riveting article about this, and sadly you continue to build.

The end of snow threatens to upend 76 million American lives

Disappearing snowpack is accelerating the historic drought across the Western US, and so far government responses haven't matched the scale of the problem.

Read in Bloomberg: <https://apple.news/AFXdahSKETISf29wcUCIvQQ>

Alarminglly,
Maureen Zane

From: Kristie Eglsaer [REDACTED]
Sent: Friday, August 5, 2022 11:39 AM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: Public comments re Community Design and Historic Preservation; and Conservation, Open Space and Recreation

Dear General Plan Community Design and Historic Preservation and Conservation, Open Space and Recreation subcommittee,

I am writing to provide comments on the [Aug 11 meeting](#).

I am very glad to see conservation and protecting natural resources as part of the general plan and plans to ensure access to nature for all!

Regarding historic preservation, I am so happy to see that alternatives to demolition must be submitted for historic buildings. I would encourage the committee to expand this in all cases of construction.

Deconstruction and recycling should be the first option rather than demolition.

According to the EPA, [Construction and Demolition debris is the largest source of waste in America, more than twice the amount of waste generated by municipal solid waste](#).

San Mateo is a leader in waste reduction, as with finding reasonable solutions to support businesses transitioning to compostable take out containers. Construction and demolition debris must be addressed.

[US EPA Best Practices for Reducing, Reusing, and Recycling Construction and Demolition Materials](#)

[CalRecycle C&D Recycling Tools for Contractors, Local Governments, and Processors](#)

[Deconstruction: The Story of Two Homes \(video\)](#)

Also regarding historic preservation, consider creating [education and training programs, like in San Antonio, Texas](#).

Thank you very much for considering my comments.

Best, Kristie Eglsaer

From: Jim Sell [REDACTED]
Sent: Monday, August 8, 2022 1:42 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: Height and Density

Dear Planners,

Current height, density and parking requirements make it mathematically impossible to build affordable housing in San Mateo. I own two R4 lots in the block adjacent to El Camino and W. 3d, nine years ago I had an evaluation done to develop housing on the property. The study projected that 22 two bedroom units would need to sell for 1.5 to 1.8 million and take 3 to 4 years to complete. Our zoning laws make it affordably impossible West of El Camino.

Jim Sell
650 465 1569



Virus-free. www.avast.com

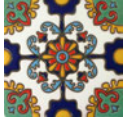
From: zorigt@gmail.com [REDACTED]
Sent: Tuesday, August 9, 2022 8:33 AM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: Public Comment on Caltrain Noise

I am a registered voter in San Mateo City. I would like to suggest San Mateo City should implement Caltrain quiet zone similar to Atherton. Especially in downtown San Mateo area, the trains blast their horns nonstop all through the downtown area since there are so many railroad crossings. It's disruptive to residents and businesses in the affected areas. For example: trains run from 5am - past midnight, how does one get restful sleep. It's a non-stop alarm clock. Maybe start with a pilot program on 9th St railroad crossing.

<https://www.ci.atherton.ca.us/456/Quiet-Zone>

At 12:01 AM on Monday, June 13, 2016, the Atherton Fair Oaks Quiet Zone was officially established by the Town of Atherton. Railroad Quiet Zones can be established based on criteria outlined in the Final Rule on Use of Locomotive Horns at Highway-Rail Grade Crossings (Final Rule), which was made effective on June 24, 2005 by the Federal Railroad Administration (FRA) and amended on August 17, 2006.

Thanks for the consideration,
Zorigt Bazarragchaa



SAN MATEO HERITAGE ALLIANCE

RECOMMENDED ALTERNATIVE HISTORIC RESOURCES ELEMENT GENERAL PLAN 2040

HISTORIC RESOURCES

The Historic Resources component of the General Plan confirms the City's commitment to the protection, enhancement, perpetuation, and use of historic resources as economic, cultural, and aesthetic benefits to the City of San Mateo.

GOALS

GOAL CD-3.1 Identify and preserve historic, architectural and cultural resources, including individual properties, districts and sites, to maintain San Mateo's sense of place and special identity, and to enrich our understanding of the city's history and continuity with the past.

GOAL CD-3.2 Use historic preservation principles as an equal component in the planning and development process. Fully integrate the consideration of historic, architectural and cultural resources as a major aspect of the City's planning, permitting and development activities.

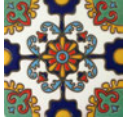
GOAL CD-3.3 Ensure compatibility between new development and existing historic, architectural and cultural resources.

POLICIES

Policy CD-P3.1 Historic Resource Definition. A district, landscape, object, sign, site, or structure significant in American archeology, architecture, culture, engineering, or history that is either designated or eligible for designation under city, state, or national criteria.

Policy CD-P3.2 Historic Preservation. Identify and preserve historic buildings, districts and sites, unless proven not feasible.

Policy CD-P3.3 Demolition. The City shall consider demolition of historic resources as a last resort, to be permitted only if rehabilitation of the resource is not feasible, demolition is necessary to protect the health, safety, and welfare of its residents, or the public benefits outweigh the loss of the historic resource.



SAN MATEO HERITAGE ALLIANCE

Policy CD-P3.4 Historic Districts. Actively identify and protect concentrations of buildings which convey the flavor of local historical periods or provide an atmosphere of exceptional architectural interest or integrity, when they meet national, state or local criteria.

Policy CD-P3.5 Downtown Historic District. Maintain the identified historic district along portions of 3rd Avenue and B Street, and continue to implement regulations to protect the overall historic and architectural character and integrity of the area.

Policy CD-P3.6 Scale and Character of New Construction in Historic Districts. Promote an architecturally sensitive approach to new construction in Historic districts. Demonstrate the proposed project's contextual relationship with land uses and patterns, spatial organization, visual relationships, cultural and historic values, and relationships in height, massing, modulation, and materials.

Policy CD-P3.7 Downtown Building Heights. Relate the height of new buildings to the pattern of downtown and to the character of existing and proposed development. New development shall be encouraged to step down towards some existing buildings in order to be compatible with the pattern of Downtown.

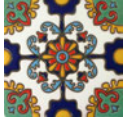
Policy CD-P3.8 Historic Surveys and Context Statements. For areas that have not been surveyed, the City shall seek funding to prepare new historic context surveys. In these surveys, the potential eligibility of all properties 45 years and older for listing in National, California or local registers shall be evaluated.

Policy CD-P3.9 Historic Structure Renovation, Rehabilitation, and Adaptive Reuse. Promote the renovation and rehabilitation of historic structures that conforms to the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures and the California Historical Building Code and prioritize historic structures for available rehabilitation funds.

Policy CD-P3.10 Public Awareness. Foster public awareness and appreciation of the City's historic, architectural, cultural and archaeological resources and educate the community about how to preserve and improve these resources.

Policy CD-P3.11 Historic Preservation Funding. Pursue and promote historic preservation funding sources to incentivize the protection of historic resources such as the California Mills Act Property Tax Abatement Program and Federal Historic Preservation Tax Incentives Program.

Policy CD-P3.12 Encourage both public and private stewardship of the City's historic and cultural resources.



SAN MATEO HERITAGE ALLIANCE

ACTIONS

Action CD-A3.1 Incorporate preservation as an integral part of the general plan, specific plans, environmental processes, planning, permitting, and development activities.

Action CD-A3.2 Historic Resources Survey. Establish and maintain an inventory of architecturally, culturally, and historically significant structures, districts and sites. Proactively update and maintain an up-to-date historic resources inventory. Actively seek funding opportunities to update the historic survey.

Action CD-A3.3 Historic Preservation Ordinance. Update and maintain the City's Historic Preservation Ordinance to be consistent with State and Federal standards and guidelines, and to support local historic preservation objectives. Incorporate zoning tools such as Historic Preservation Overlay Zones (HPOZs) and conservation districts.

Action CD-A3.4 Historic Design Standards. Create objective design standards for development within commercial and residential historic districts and adjacent properties, to maintain the historic character of these resources. Revise the Downtown and Historic District Design Standards to give consideration to new development within a historic preservation context.

Action CD-A3.5 Demolition Alternatives. Require an applicant to submit alternatives to full demolition on how to preserve a historic building as part of any planning application and implement methods of preservation unless health and safety requirements cannot be met.

Action CD-A3.6 Encourage and assist owners of historically significant buildings in finding ways to adapt and rehabilitate these buildings, including participation in state and federal tax relief programs.

Action CD-A3.7 Streamline, to the maximum extent feasible, any future processes for design review of historic structures to eliminate unnecessary delay and uncertainty for the applicant and to encourage historic preservation.

Action CD-A3.8 Preservation Incentives. Create incentives to preserve historic and cultural resources such as reducing parking requirements, allowing a flexible use, or establishing a transfer of development rights program.

Action CD-A3.9 Create incentives to encourage salvage and reuse of discarded historic building materials.

Laurie and Randy Hietter

August 11, 2022

Mr. Zachary Dahl, Deputy Director
General Plan Subcommittee
Community Development Department
City of San Mateo
330 West 20th Avenue
San Mateo, California 94403

VIA EMAIL

Dear Mr. Dahl and General Plan Subcommittee Members:

Thank you for the opportunity to provide comments regarding the proposed 5. *Community Design and Historic Resources Element* of the 2040 General Plan. The San Mateo Heritage Alliance (SMHA) submitted suggested revised policies yesterday. It is especially important to include the initial discussion of Principles. We support the SMHA revisions to the City's document.

The comments below reference the Policies and Actions in the City's Goals, Policies, and Actions to emphasize certain points.

NATURAL LANDSCAPES AND THE URBAN FOREST

Policy CD-P2.3 New Development Requirements.

Add protection of tree roots to the policy to protect the health of the trees during construction. Damage to roots can be fatal to trees.

"Require the protection of trees and their roots during construction activity; ..."

HISTORIC RESOURCES

Please replace these goals, policies, and actions with those presented by the San Mateo Heritage Alliance (submitted August 10, 2022).

Policies

Policy CD-P3.1 Historic Preservation. This should be a policy to identify and preserve resources. The City must follow the law, not just "where feasible."

Policy CD-P3.2 Historic Districts. Insert "Identify and" at the beginning of the policy. The City is currently not conducting adequate review or protection of historic district must follow the direction of the State Historic Preservation office, which states:

Local government surveys should consider the presence of potential historic districts which may be eligible for national, state or local designation or may warrant special consideration in local planning such as the development of design guidelines, historical preservation overlay zones (HPOZs), conservation zones, or review by a historic preservation commission prior to granting permits for demolitions or other actions which could alter or destroy district contributors.

State Historic Preservation Office website https://ohp.parks.ca.gov/?page_id=23317

Policy CD-P3.7 Demolition Alternatives. This policy is too narrowly defined to be only National Register-eligible resources. This policy should apply to all pre-war structures to preserve the integrity of our neighborhoods, minimize waste diverted to a landfill, and foster sustainable development.

Actions

Action CD-A3.1 Historic Building Survey. This action should address historic districts as well as buildings and sites. "Establish and maintain an inventory of architecturally, culturally, and historically significant structures, ~~and sites,~~ and districts.

Action CD-A3.2 Historic Preservation Ordinance. Update and maintain the City's Historic Preservation Ordinance to be consistent with State and Federal standards and guidelines, and to support local historic preservation objectives.

Action CD-A3.4 Historic Design Standards. Create objective design standards for development within historic districts ~~or~~ and adjacent to historic structures and/or culturally important sites to maintain the historic character of these resources.

In my letter to Zachary Dahl of February 8, 2022 regarding the General Plan Notice of Preparation, I requested that the City hold a General Plan EIR workshop to address the scope, methodology, and potential mitigation measures for the historic resources sections of the General Plan and EIR. You have not yet responded to this request so I am reiterating the request here.

Thank you for your attention to these comments.

Sincerely,

Laurie Hietter

Randy Hietter

Laurie and Randy Hietter

From: Janna Kolodii [REDACTED]
Sent: Tuesday, August 23, 2022 2:37 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: Noise from the rail road

Hello,
it seems like the issue of the train signal/noise will never be resolved. Can you revisit this problem and think better about what can be done to minimize the torture? There are a lot of people who are affected, elderly and children included who lack sleep and rest because of the noise. My heart goes to the people who live in close proximity to the rails and I would be mentally broken from having this nuisance 24/7 (except for a few hours at night).
I hope you will include the conversation (at least) in your plan and will try to improve our lives.

Thank you,

--

Janna Kolodii
[REDACTED]

Name: Janna Kolodii

Email: [REDACTED]

Message: Infrastructure is important for each city and San Mateo is not an exception. I have recently moved to SM from the South Bay and noticed right away how in bad shape the city was, especially North San Mateo. Yes, it's an unprivileged people's area and you can see it once you cross the 4th Ave. Roads are crumbling, and sidewalks pose immediate hazards. Trash is everywhere and is not being regulated. (Owners and landlords must follow the rules and keep their properties and around them neat). I believe San Mateo can do better and care about their citizens, and the conditions they live in. Just drive/walk along Grant street and you will see the neglect (by the city). It screams "Oh, it will do for them, they are used to these conditions". Please change your attitude and make the area as nice as other streets. Thank you

Date: August 23, 2022

Time: 9:30 pm

Page URL: <https://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko)

Chrome/104.0.0.0 Safari/537.36

Remote IP: 73.202.225.10

Powered by: Elementor

From: Khanh Russo <krusso@sff.org>

Sent: Friday, August 26, 2022 11:48 AM

To: Zachary Dahl <zdahl@cityofsanmateo.org>; General Plan <generalplan@cityofsanmateo.org>

Cc: Aysha Pamukcu <apamukcu@sff.org>; Evita Chávez <echavez@sff.org>; [REDACTED]

Subject: Equity Focused Input for Housing Elements

Dear City of San Mateo:

Thank you for the opportunity to provide input on the city of San Mateo's housing element. The Partnership for the Bay's Future ("PBF") is a public-private-nonprofit partnership working to create a more livable Bay Area in which diverse people of all walks of life can afford to live and thrive. To do so, we address the challenges of housing and protecting tenants through the support of equitable policy change as well as investing in the production and preservation of affordable housing.

In consultation with government leaders, housing policy experts, and communities, we have compiled a list of equitable housing priorities that we hope San Mateo will consider incorporating into the new housing element. We are including the following resources for your review and consideration:

- a slide deck covering each priority policy idea, with template language for your jurisdiction to consider,
- examples of places where the policy has been adopted, and
- additional links and resources.

We believe that your current efforts already include some of the listed policies, which we applaud. In addition to the attached equitable policy resources, we are offering technical assistance from Baird + Driskell Community Planning if your jurisdiction is interested in exploring or developing some of these policies even further. If you have any questions, please contact me (krusso@sff.org) and our colleagues at Baird + Driskell (Kristy Wang, wang@bdplanning.com, and Joshua Abrams, abrams@bdplanning.com). We will follow up with you shortly to see if we can provide further support.

Thank you again for the opportunity to provide input into San Mateo's housing element. We appreciate all your efforts to address the housing needs of Bay Area and California residents.

Sincerely,

Khanh Russo
Vice President of Policy and Innovation
San Francisco Foundation



Khanh Russo

Vice President of Policy and Innovation

One Embarcadero Center, Suite 1400 | San Francisco, CA 94111

T: (415) 733-8570 |

krusso@sff.org | www.sff.org



Pronouns: He, Him, His

Please follow the **Partnership for the Bay's Future** on [Twitter](#)  [Facebook](#)  [LinkedIn](#) 

August 24, 2022



Submitted by email to: Planning@sanramon.ca.gov

RE: San Ramon's 6th Cycle Housing Element Update

Dear City of San Ramon:

Thank you for the opportunity to provide input on the city of San Ramon's housing element. Your work supporting your community to meet its housing needs is critical in addressing the current housing affordability crisis. We understand that at this moment in the housing element process, your jurisdiction is waiting for comments from HCD. As such, we request that you incorporate additional equitable housing policies into your draft housing element during your next revision. We offer the attached equitable policy resources as well as potential technical assistance from Baird + Driskell Community Planning ("B+D") if your jurisdiction is interested in this level of support.

The Partnership for the Bay's Future ("PBF") is a public-private-nonprofit partnership working to create a more livable Bay Area in which diverse people of all walks of life can afford to live and thrive. To do so, we address the challenges of housing and protecting tenants through the support of equitable policy change as well as investing in the production and preservation of affordable housing.

In consultation with government leaders, housing policy experts, and communities, we have compiled a list of equitable housing priorities that we request San Ramon incorporate into the new housing element. In some cases, these are policies that housing element law requires jurisdictions to address as a potential action or recommendation in their housing elements, but in other cases, these are suggested policies that we are raising up as PBF's equitable planning priorities. We are including the following resources for your review and consideration:

- a slide deck covering each priority policy idea, with template language for your jurisdiction to consider,
- examples of places where the policy has been adopted, and
- additional links and resources.

We believe that San Ramon's current efforts already include some of the listed policies, which we applaud. We also believe that all Bay Area communities can take more steps to make their housing elements more equitable. The attached summaries can be used as resources for staff as they communicate with both decision makers and the public, and we are happy to provide further assistance to incorporate these policies into your housing element as well as help draft talking points that can be tailored for local implementation.

We believe the following policies can play an important role in meeting the requirements of this housing element and supporting thriving communities, and we request that San Ramon include them in the next housing element draft:

1. Favorable Zoning and Land Use
 - Make multifamily infill easier to develop
 - Allow, require or encourage multifamily housing in more places
 - Allow or encourage missing middle housing in single-family neighborhoods
 - Provide incentives for affordable housing development
 - Provide incentives for affordable ADUs and "missing middle" housing
2. Accelerating Production Timeframes
 - Streamline development approvals and environmental review process for multifamily housing
 - Streamline permitting process for multifamily housing
3. Reducing Construction and Development Costs
 - Ensure local requirements are not making development more expensive without requisite benefits
 - Actively support the use of modular and factory-built construction methods
4. Providing Financial Subsidies: Generate new or dedicate existing revenue for affordable housing
5. Advocating for Rent Control and Just Cause for Eviction Policies
 - Adopt or update rent stabilization policies
 - Adopt or update just cause eviction policies
6. Advocating for Community Land Trusts (CLTs): Support the formation and operation of community land trusts
7. Advocating for Inclusionary Zoning and Impact Fees: Create or review/update inclusionary housing (including in-lieu fees) and commercial linkage fee requirements
8. Inventory of Sites: Ensure that land is equitably zoned for multifamily housing, especially in high-opportunity areas

If you have any questions, please contact me (krusso@sff.org) and our colleagues at Baird + Driskell (Kristy Wang, wang@bdplanning.com, and Joshua Abrams, abrams@bdplanning.com). We will follow up with you shortly to see if we can provide further support, including technical assistance from the B+D team to further explore some of these policies.

Thank you again for the opportunity to provide input into San Ramon's housing element. We appreciate your efforts to address the housing needs of Bay Area and California residents.

Sincerely,



Khanh Russo
Vice President of Policy and Innovation
San Francisco Foundation

August 24, 2022



Submitted by email to: Planning@sanramon.ca.gov

RE: San Ramon's 6th Cycle Housing Element Update

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 - Ensure local requirements are not making development more expensive without requisite benefits
 - Actively support the use of modular and factory-built construction methods
4. Providing Financial Subsidies: Generate new or dedicate existing revenue for affordable housing
5. Advocating for Rent Control and Just Cause for Eviction Policies
 - Adopt or update rent stabilization policies
 - Adopt or update just cause eviction policies
6. Advocating for Community Land Trusts (CLTs): Support the formation and operation of community land trusts
7. Advocating for Inclusionary Zoning and Impact Fees: Create or review/update inclusionary housing (including in-lieu fees) and commercial linkage fee requirements
8. Inventory of Sites: Ensure that land is equitably zoned for multifamily housing, especially in high-opportunity areas

If you have any questions, please contact me (krusso@sff.org) and our colleagues at Baird + Driskell (Kristy Wang, wang@bdplanning.com, and Joshua Abrams, abrams@bdplanning.com). We will follow up with you shortly to see if we can provide further support, including technical assistance from the B+D team to further explore some of these policies.

Thank you again for the opportunity to provide input into San Ramon's housing element. We appreciate your efforts to address the housing needs of Bay Area and California residents.

Sincerely,



Khanh Russo
Vice President of Policy and Innovation
San Francisco Foundation

PBF's Priorities for 6th Cycle Housing Elements

August 2022



Priority Policies and Actions

1. Favorable Zoning and Land Use

- Make multifamily infill easier to develop
- Allow, require or encourage multifamily housing in more places
- Allow or encourage missing middle housing in single-family neighborhoods
- Provide incentives for affordable housing development
- Provide incentives for affordable ADUs and "missing middle" housing

2. Accelerating Production Timeframes

- Streamline development approvals and environmental review process for multifamily housing
- Streamline permitting process for multifamily housing

3. Reducing Construction and Development Costs

- Ensure local requirements are not making development more expensive without requisite benefits
- Actively support the use of modular and factory-built construction methods

4. Providing Financial Subsidies: Generate new or dedicate existing revenue for affordable housing

5. Advocating for Rent Control and Just Cause for Eviction Policies

- Adopt or update rent stabilization policies
- Adopt or update just cause eviction policies

6. Advocating for Community Land Trusts (CLTs): Support the formation and operation of community land trusts (CLTs)

7. Advocating for Inclusionary Zoning and Impact Fees: Create or review/update inclusionary housing (including in-lieu fees) and commercial linkage fee requirements

8. Inventory of Sites: Ensure that land is equitably zoned for multifamily housing, especially in high-opportunity areas

Make multifamily infill easier to develop

Explore the following policies and programs:

- **Revise development codes:** Review multifamily development standards to allow greater density, including floor area ratio, height limits, minimum lot or unit sizes, setbacks, lot coverage and/or allowable dwelling units per acre.
- **Reduced parking requirements:** Adopt policies that reduce parking minimums, establish parking maximums and encourage other practices that reduce cost and the amount of space dedicated to cars.
- **Eliminate design standards:** Eliminate or replace subjective development and design standards with objective standards that simplify zoning clearance and improve approval certainty and timing.
- **Form-based codes:** Establish form-based codes that can be paired³ with by-right approvals.



EXAMPLES

San Francisco, Berkeley and San Diego have eliminated minimum parking requirements in new housing development. San Francisco also has parking maximums.

[Redwood City's Downtown Precise Plan](#) links adherence to development standards with a streamlined approvals process.

Allow, require or encourage multifamily housing in more places

Explore the following policies and programs:

In mixed-use zones where commercial uses outcompete residential uses, cities could:

- **Change zoning standards:** Offer greater FAR, height and other zoning standards for residential developments in mixed use zones.
- **Encourage mixed-use:** Require applicants to build housing when applying to build commercial developments in mixed use zones

Cities can also ensure their regulations don't preclude the development of microunits, single room occupancy (SRO) buildings.



EXAMPLES

Redwood City's Mixed-Use Neighborhood District allows greater height and FAR for residential-only and mixed-use buildings than for commercial-only buildings.

In 2019, San Jose revised its planning regulations to allow for co-living housing types.

Allow or encourage missing middle housing in single-family neighborhoods

Explore the following policies and programs:

- **Rezoning:** Rezone in single-family neighborhoods to allow additional ADUs, duplexes, triplexes and other small-scale multifamily ("missing middle") housing
- **New standards and guidelines:** Establish design and development standards and guidelines that support missing middle housing types
- **SB 9 ordinances:** Develop local SB 9 implementing ordinances that encourage and support the creation of small-scale multifamily housing rather than merely comply with state requirements.



EXAMPLES

Portland has established a strong missing middle policy, including their Better Housing by Design work, focused on design guidelines and related zoning code changes in multi-family zones, and the Residential Infill Project development standards focused on single family neighborhoods.

Eugene, Oregon approved Middle Housing Code Amendments to comply with state law. The amendments include smaller minimum lot sizes, lot size reductions for affordable units, parking reductions for housing built near transit, and other changes.

Provide incentives for affordable housing development

Explore the following policies and programs:

- **Overlay zones:** Establish an affordable housing overlay zone to encourage the production of below-market-rate affordable housing with targeted incentives or relaxed requirements that go beyond state density bonus law
- **Incentives for developers:** Offer zoning concessions and fee exemptions as incentives to developers of multifamily housing projects which meet [JURISDICTION]'s housing needs, in exchange for an agreement that more than [#%] of the total number of units constructed will be affordable to lower-income households



EXAMPLES

[Menlo Park's Affordable Housing Overlay Zone](#)

[Foster City's Affordable Housing Overlay Zone](#)

[Oakley's Affordable Housing Overlay Zone](#)

[Sunnyvale's waiver of parking requirements](#)

[Half Moon Bay's waiver of development standards](#)

Provide incentives for deed-restricted affordable ADUs and "missing middle" housing

Explore the following policies and programs:

- **Lot splits:** Allow nonprofits and community land trusts (CLTs) to sell deed restricted affordable ADUs separately from the main house.
- **Increase ADUs per lot:** Allow nonprofits/CLTs to build two detached, deed restricted, affordable ADUs per property.
- **Community partnerships:** Develop zoning standards that provide additional flexibility to nonprofits/CLTs that want to build ADUs, including 2-story ADUs.
- **Upzoning partnerships:** Allow nonprofits/CLTs to convert single family homes into deed restricted, affordable duplexes, triplexes or quads (more permissive than SB 9)
- **Density bonuses:** Develop rules that extend the density bonus to 100 percent affordable projects smaller than 5 units.



EXAMPLES

San Diego allows an [extra ADU](#) on a site that has reached the maximum ADU limit if the extra one is deed-restricted affordable.

Piedmont has flexibility built into their ADU ordinance where [larger ADUs are permitted](#) if they are deed restricted affordable for low-income households.

Pasadena incentivizes the creation of ADUs affordable to Section 8 voucher holders with incomes below 80% of AML. The city offers [comprehensive assistance](#) (with financing, designing, permitting, and constructing) and low-interest construction loans.

[LA ADU Accelerator](#) matches homeowners with older renters, providing landlord support and reliable rent in return for affordability.

[LA Mas's Backyard Homes Project](#)

Streamline development approvals and environmental review process for multifamily housing

Explore the following policies and programs:

In locations that have not yet met their housing targets, [SB 35](#) pairs a streamlined approval process with objective design standards for infill projects that provide a certain level of affordability and comply with existing residential and mixed-use zoning and other requirements.

Localities could take it further by:

- Establishing [by-right zoning](#) and local systems/dedicated staff for more types of housing beyond SB 35-eligible projects
- Establishing by-right zoning in certain areas or neighborhoods



EXAMPLES

[Redwood City's Downtown Precise Plan](#)

allows for the ministerial approval of certain multifamily infill projects.

Streamline permitting process for multifamily housing

Explore the following policies and programs:

- **Improve application processes:** Review application review and approvals process to identify improvements (convene stakeholders, hire an outside firm).
- **Pre-application checks:** Establish pre-application checks to ensure that applications are complete before submission.
- **One-stop-shops:** Establish one-stop-shop permitting process and/or a single point of contact for coordinating permitting across city approval functions (e.g., planning, public works, building) from entitlement application to certificate of occupancy.
- **Special expedited permits:** Establish priority permit processing or reduced plan check times for specific categories of housing (ADU/JADUs, multifamily housing, affordable housing, etc.)



EXAMPLES

San Diego has an [expedited permitting process](#) for affordable, infill and sustainable buildings.

Seattle has a [expedited approvals program](#) for new construction projects that meet certain sustainability requirements.

San Francisco's [Mayoral Executive Directives](#) on ADUs and setting timelines for approvals have sped up permitting processes by providing a rationale to create a sense of urgency and focus city staff.

San Jose had "[ADU Tuesdays](#)" at the city's permit counter in order to streamline ADU permit processing.

Ensure local requirements do not make development more costly without requisite benefits

Explore the following policies and programs:

- **Flexible standards:** Provide additional flexibility on development standards, including parking standards, for affordable housing
- **Reduce construction costs:** Review current local construction requirements and building standards for excessive and costly terms



EXAMPLES

Half Moon Bay's zoning code allows for flexibility in the application of development standards for affordable housing projects.

Actively support the use of modular and factory-built construction methods

Explore the following policies and programs:

- **Expedited permits:** Establish a clear and expedited approval and permitting process for modular and manufactured homes.
- **Pre-fab trainings:** Conduct or require a training for building officials and relevant staff to ensure they are aware of current state processes and requirements and how they intersect with local authority/responsibilities.

Generate new revenue and/or dedicate existing revenue towards affordable housing

Explore the following policies and programs:

- **Explore new or increased taxes:** Generate new dedicated revenue for affordable housing. This could include:
 - Sales tax increases
 - General obligation bonds
 - Transient occupancy taxes
 - Parcel taxes
 - Head taxes
 - Business license (landlord) taxes
 - Real estate transfer taxes
 - Vacant property and vacancy taxes
- **Prioritize existing revenue:** Establish priorities or set-aside existing local general funds for affordable housing.



EXAMPLES

In 2016, Santa Clara County voters and Alameda County voters approved general obligation bonds for affordable housing through Measure A (\$950 million in Santa Clara County) and Measure A1 (\$580 million in Alameda County).

In 2018, Oakland voters approved a vacant property tax that generates revenue for homeless services.

By resolution, San Mateo County's Board of Supervisors established funding priorities – including affordable housing uses – for 2016's Measure K half-cent sales tax extension.

In 2012, San Francisco established its Housing Trust Fund through a set-aside in the General Fund.

Adopt or update rent stabilization policies

Explore the following policies and programs:

Under [California's Tenant Protection Act of 2019](#) (AB 1482):

- Rent cannot be increased more than 5% + your local CPI (Consumer Price Index) OR 10% annually – whichever of these is lower.

Localities could take it further by:

- Adopting a local ordinance with a smaller allowable annual rent increase
- Adopting a local ordinance that does not sunset in 2030

Localities could also dedicate funding and resources toward education and enforcement.



EXAMPLES

Several Bay Area jurisdictions have [rent stabilization policies](#) that go beyond state law (such as smaller allowed rent increases), including:

- San Francisco
- San Jose
- Oakland
- Berkeley
- East Palo Alto
- Mountain View
- Richmond

Adopt or update just cause eviction policies

Explore the following policies and programs:

California's Tenant Protection Act of 2019 (AB 1482) limits the reasons for which tenants can be evicted. This law does not cover all buildings or all tenants. It expires on Jan. 1, 2030.

Localities could take it further by:

- Applying protections on day 1 of a tenancy (instead of day 365)
- Requiring landlords to have a permit in hand before evicting tenants using the "substantial remodel" provision
- Passing a local ordinance that is permanent
- Expanding just cause eviction policies to cover new construction, single-family homes and condominiums

Localities could also dedicate funding and resources toward education and enforcement.



EXAMPLES

Berkeley, East Palo Alto and Oakland are some Bay Area jurisdictions that have existing permanent Just Cause evictions ordinances.

Most rental units in Oakland and Richmond are subject to their just cause eviction ordinances.

Support the formation and operation of community land trusts (CLTs)

Explore the following policies and programs:

- **Eligibility:** Ensure CLTs are eligible for local housing funding.
- **Opportunity to Purchase:** Establish a right of first offer/refusal that gives nonprofits/CLTs enhanced ability to buy property
- **CLT Incubation:** Establish an initiative to support the incubation or creation of a new community land trust. Provide financial support to CLTs in the early stages of organizational development.
- **CLT Pipeline Development:** Study the feasibility of requiring new inclusionary ownership units to be stewarded by a CLT.
- **Extra Flexibility:** Give CLTs extra flexibility to develop/steward ADUs, allowing CLTs to sell ADUs to low-income buyers and giving CLTs more flexibility with development standards (multiple ADUs, 2-story ADUs, etc.). See *affordable ADU slide*



EXAMPLES

In 2018, New York City funded a [citywide CLT initiative](#) to support the incubation/expansion of 10 CLTs

Cities like [Irvine](#) and [Chicago](#) have city sponsored/chartered CLTs that manage the affordable ownership stock.

Create or review/update inclusionary housing and commercial linkage fee requirements

Explore the following policies and programs:

- **Establish New Inclusionary Requirements:** Require the provision of affordable housing by the private sector through an [inclusionary requirement](#) for market-rate housing (including in-lieu fee options) and a commercial linkage fee paid by new commercial development.
- **Regularly Update Inclusionary Requirements:** Conduct an [inclusionary housing feasibility](#) study in [20XX] and develop policy recommendations on inclusionary zoning in [20XX].



EXAMPLES

[Inclusionary housing requirements](#) have been widely, but not universally, adopted by jurisdictions across the Bay Area.

[San Mateo](#) (city) and [Boulder, CO](#) are two examples of small to mid-sized cities that have set up strong inclusionary programs that deliver affordable units and maintain affordability over time.

Ensure that land is equitably zoned for multifamily housing, especially in high-opportunity areas

Explore the following policies and programs:

- **Zoning:** Rezone sites for multi-unit housing in high resource areas.
- **Public Land:** Set-aside publicly owned land in high opportunity areas for housing development.
- **Affordable Housing Siting Policy:** Develop an affordable housing siting policy to provide affordable housing equitably across a jurisdiction.
- **Tax Credit Competitiveness:** Conduct an analysis of a jurisdiction's geography for tax credit amenity scoring.
 - Zone more land for multi-family in amenity-rich areas, and do land assembly/acquisition in places that score highly for tax credits
 - Address gaps in communities that do not score highly for tax credit amenities, especially if they are high resource areas



EXAMPLES

Los Angeles's 6th Cycle housing element includes an objective to "Increase the utilization of public land for affordable housing with particular emphasis in high resource and gentrifying areas."

Seattle has a development siting policy that seeks to provide housing opportunities for the lowest-income and the most vulnerable populations across the city, including amenity-rich neighborhoods.

San Jose has begun a process to develop an affordable housing siting process to ensure the city meets its fair housing and affordable housing goals, including providing affordable housing in higher-opportunity neighborhoods.

Other equitable housing policies for further exploration

Explore the following policies and programs:

- **Anti-tenant harassment policies (Oakland and Concord)**
- **Preservation policies including acquisition/rehab models**
- **Transit Oriented Communities (TOC) policies**

baysfuture.org



From: Raayan Zarandian Mohtashemi [REDACTED]
Sent: Tuesday, August 30, 2022 2:47 PM
To: General Plan <generalplan@cityofsanmateo.org>
Cc: Clerk <clerk@cityofsanmateo.org>
Subject: August 30th Subcommittee Meeting Comments

Dear General Plan Subcommittee,
Attached are my comments regarding the draft circulation element, along with one comment regarding the draft land use element. I have reviewed the draft circulation element, and proposed revised language and additional policies and actions throughout the document. Thank you for your review.

Raayan Mohtashemi
Team Lead, Move San Mateo (Silicon Valley Bicycle Coalition San Mateo Local Team)

Dear General Plan Subcommittee,

Below is my preliminary review of the circulation element (with one comment regarding the land use element). One broad comment I would make is that while it is good to recognize the importance of multimodal streets, we should, in the general plan, clarify that active transportation modes are to be prioritized.

When reviewing the circulation plan, I encourage you to ask: does the policy/program focus on one or more of the following?

1. Increasing active transportation (walking, biking, other micromobility) mode share
2. Increasing transit mode share
3. Reducing driving
4. Making biking or walking safer
5. Making transit faster/more convenient

Further, some elements that should be included in the plan, in my opinion:

6. El Camino Road diet, and/or El Camino HOV/bus-only lanes/BRT improvements
7. Higher standards for bicycle boulevards (not just pavement markings and signage)
8. Cost of parking better reflecting the negative impacts that cars have on safety and livability of cities
9. A reexamination of the capital program's alignment with the general plan goals, policies, and actions, and alignment with the state climate action plan for transportation infrastructure and other climate goals
10. Fully funding the re-evaluated capital program
11. Connecting divided neighborhoods
 - a. Put a cap on Highway 101, to replace the freeway with a mixed-use neighborhood with abundant housing and open space.
 - b. Grade separations, El Camino Real Improvements, and Hwy 92 Improvements
12. Move away from LOS analysis to determine "feasibility" of certain active transportation improvements
13. Invest more staff time/bandwidth and funds in active transportation and transit improvements as opposed to roadway improvements

Below, please see my specific proposed revision to the goals, policies, and actions listed in the draft circulation element. I have bolded/highlighted where I am proposing a revision, and I have listed each draft statement as it appears in the draft plan for comparison.

Thank you,
Raayan Mohtashemi

Goal C-1: Multimodal Transportation

Design and implement a multimodal transportation system that is sustainable, safe, and accessible for all users and that connects the community utilizing all modes of transportation.

Revised language: “Design and implement a multimodal transportation system that **prioritizes transit and active transportation modes**, is sustainable, safe, and accessible for all users, and connects the community.”

Policies:

1. C-P1.1 - Sustainable Transportation: Reduce GHG emissions from transportation by increasing mode shares for sustainable travel modes such as walking, bicycling, and transit.
 - a. **Revised language:** “**Reduce VMT and** GHG emissions from transportation by increasing mode shares for sustainable travel modes such as **active transportation and transit modes**.”
2. C-P1.2 - Complete Streets: Apply complete streets design standards to future projects both in the public right-of-way and on private property. Complete streets are streets designed to facilitate safe, comfortable, and efficient travel for all users regardless of age or ability or whether they are walking, bicycling, taking transit, or driving.
 - a. **Revised language:** “Apply complete streets design standards to future projects both in the public right-of-way and on private property. Complete streets are streets designed to facilitate safe, comfortable, and efficient travel for all users regardless of age or ability or whether they are walking, bicycling, taking transit, or driving. **Complete streets standards should clarify that active transportation and transit mobility should be prioritized over driving convenience**.”
3. C-P1.3 - Vision Zero: Work towards eliminating traffic fatalities and serious injuries. Use a safe systems approach for transportation planning, street design, operations, emergency response, and maintenance that proactively identifies opportunities to improve safety where conflicts between users exist.
4. C-P1.4 - Prioritize Pedestrian and Bicycle Mobility Needs: Prioritize pedestrian and bicycle mobility, connectivity, and safety when designing roadway and intersection improvements.
 - a. **Revised language:** Prioritize **Active Transportation and Transit** Mobility Needs (Active transportation and transit first policy): “Prioritize **active transportation and transit** mobility, connectivity, and safety when designing roadway and intersection improvements.”
5. C-P1.5 - El Camino Real: Prioritize high-capacity travel along El Camino Real
 - a. **Revised language:** “Prioritize high-capacity travel **and safety for active transportation and transit modes** along El Camino Real”
6. C-P1.6 - Transit-Oriented Development: Increase access to transit and sustainable transportation options by encouraging high density mixed-use transit-oriented development near the City’s Caltrain stations and transit corridors

- a. **Revised language:** “Increase access to transit and **active** transportation options by encouraging high density **housing-heavy** mixed-use transit-oriented development near the City’s Caltrain stations and transit corridors.”
- 7. C-P1.7 - Equitable Multimodal Network: Prioritize new amenities, programs and multimodal projects, developed based on community input and data analysis, in San Mateo’s disadvantaged neighborhoods
- 8. C-P1.8 - New Development Fair Share: Require new developments to pay a transportation impact fee to mitigate cumulative transportation impacts
- 9. C-P1.9 - Dedication of Right-of-Way for Transportation Improvements: Require dedication of needed right-of-way for transportation improvements identified in adopted City plans, including pedestrian facilities, bikeways, and trails.
- 10. C-P1.10 - Inclusive Outreach: Involve the community in the City’s efforts to design and implement a multimodal transportation system that is sustainable, safe, and accessible for all users. Use outreach and engagement methods that encourage broad representation and are culturally sensitive, particularly for historically underserved communities.

Actions

- 1. C-A1.1 - Complete Streets Plan: Complete and implement the Complete Streets Plan to improve the City’s circulation network to accommodate the needs of street users of all ages and abilities.
 - a. **Revised language:** “Complete and implement the Complete Streets Plan to improve the City’s circulation network to accommodate the needs of street users of all ages and abilities **and prioritize active transportation and transit modes.**”
- 2. C-A1.2 - Vision Zero Plan: Complete and regularly update a Plan that uses a safe systems approach to work towards Vision Zero and identifies specific citywide changes to policies, practices, funding, and other action items that will reduce speeding, collisions, and collision severity.
- 3. C-A1.3 - El Camino Real Plan: Collaborate with Caltrans, SamTrans, and other partners to prepare and implement a plan to accommodate higher capacity and frequency travel along El Camino Real, exploring Bus Rapid Transit and other modes of alternative transportation.
 - a. **Revised language:** “Collaborate with Caltrans, SamTrans, and other partners to prepare and implement a plan to accommodate **safer, higher capacity, and higher** frequency travel along El Camino Real, **such as Bus Rapid Transit, bicycle facilities, and other modes of alternative transportation.**”
- 4. C-A1.4 - Safe Routes for Seniors: Develop a “safe routes for seniors” program to promote active transportation connections for seniors in collaboration with seniors’ organizations. Prioritize improvements for seniors in disadvantaged communities.
- 5. C-A1.5 - Data Driven Approach to Project Design and Prioritization: Inform the prioritization of improvement projects through the consistent collection and analysis of modal activity data which reveals where the highest concentration of pedestrian, bicycle, and transit trips occur.

6. C-A1.6 - Safety Education: Pursue safety education to increase awareness for all street users
7. C-A1.7 - Transportation Funding: Regularly update adopted City master plans to secure reliable funding for transportation infrastructure projects identified in these plans.
 - a. **Revised language:** Regularly update adopted City master plans to secure reliable, **dedicated** funding for transportation infrastructure projects identified in these plans.
8. C-A1.8 - Transportation Fees: Adopt and maintain fees and fiscal policies to fund circulation improvements and programs equitably and achieve operational goals.
9. C-A1.9 - Performance and Monitoring: Monitor the City's mode split progress on reducing VMT and reducing GHG emissions from VMT, as data is available.
10. **Proposed action:** Review projects in the city's capital improvement plan based on their alignment with the State Climate Action Plan for Transportation Infrastructure and other climate goals. Modify projects and/or project list based on recommendations from this review.
11. **Proposed action:** Establish a realistic, ambitious, time-based goal to fully complete all infrastructure projects outlined in the city's revised capital improvement program and improvements outlined in other plans. Identify increases in staffing levels needed in order to meet that goal.

Goal C-2: Transportation Demand Management

Use transportation demand management (TDM) to reduce the number and length of single-occupancy vehicle trips and encourage sustainable travel behaviors through policy, zoning strategies, and targeted context-appropriate programs and incentives.

Policies

1. C-P2.1 - TDM Requirements: Require new or existing developments that meet specific size, capacity, and/or context conditions to implement TDM strategies.

Actions

1. C-A2.1 - Implement TDM Ordinance: Develop and implement a citywide TDM ordinance for new developments with tiered trip reduction and VMT reduction targets and monitoring that are consistent with the targets in their relevant area plans. Consider parking requirement reductions for projects that include TDM measures.
 - a. **Revised language:** "Develop and implement a citywide TDM ordinance for new developments with tiered trip reduction and VMT reduction targets and monitoring that are consistent with the targets in their relevant area plans. **Reduce parking requirements** for projects that include TDM measures.

2. C-A2.2 - TDM Education and Outreach: Pursue education for developers and employees about programs and strategies to reduce VMT, parking demand, and the resulting benefits.
3. C-A2.3 - Leverage TDM Partnership Opportunities: Work with regional partners to identify and fund TDM strategies that can be implemented at new and existing developments.
4. C-A2.4 - Facilitate TDM Services: Facilitate the provision of TDM services to employees and residents through development agreements, TMAs, and coordination with regional partners.
5. C-A2.5 - Travel to Schools: Reduce private automobile school trips and support student health by collaborating with private and public partners to increase the number of students walking or bicycling to school through expanded implementation of Safe Routes to School. Prioritize school travel safety improvements in disadvantaged communities.
 - a. **Revised language:** "Reduce private automobile school trips and support student health by collaborating with private and public partners to increase the number of students **getting to school with active transportation or transit** through expanded implementation of Safe Routes to School. Prioritize school travel safety improvements in disadvantaged communities."
6. Action C-A2.6 - New Development Shuttle Services: As an option to fulfill TDM requirements, encourage new developments to provide shuttle services to and from activity centers such as the College of San Mateo, Caltrain stations, Downtown, or the Hillsdale Shopping Center. Shuttle service should accommodate the needs and schedules of all riders, including service workers.
 - a. **Revised language:** New Development Shuttle Services **and/or Transit Supplement:** "As an option to fulfill TDM requirements, encourage new developments to provide shuttle services to and from activity centers such as the College of San Mateo, Caltrain stations, Downtown, or the Hillsdale Shopping Center. Shuttle service should accommodate the needs and schedules of all riders, including service workers. **Alternatively, encourage new developments to fund SamTrans transit service in an equal or greater amount as to the cost of running shuttle service.**"
7. C-A2.7 - Unbundled Parking: Encourage residential developments to unbundle the costs of providing dedicated parking spaces. Encourage additional parking capacity created by unbundling to be reallocated as shared or public parking spaces.
 - a. **Require** all residential developments to unbundle the costs of providing dedicated parking spaces. Encourage additional parking capacity created by unbundling to be reallocated as shared or public parking spaces in areas with high parking demand."
8. **Proposed Action:** Parking cashout and post-tax transit/active transportation benefits: **"Require all new developments that do not unbundle parking to offer a parking cash-out program and to provide a post-tax transit or active transportation equal in value to the cost of providing vehicle parking."**

Goal C-3: Pedestrians

Build and maintain a safe, connected, and equitable pedestrian network that provides access to community destinations such as employment centers, transit, schools, shopping and recreation.

Policies

1. C-P3.1 - Pedestrian Network: Create and maintain a safe, walkable environment in San Mateo to increase the number of people who choose to walk. Maintain an updated recommended pedestrian network for implementation.
2. C-P3.2 - Pedestrian Enhancements with New Development: Require new development projects to provide sidewalks and pedestrian ramps and to repair or replace damaged sidewalks, in addition to right-of-way improvements identified in adopted City master plans. Encourage new developments to include pedestrian-oriented design to facilitate pedestrian path of travel.
3. C-P3.3 - Right-of-Way Improvements: Require new developments to construct or contribute to improvements that enhance the pedestrian experience including human-scale lighting, streetscaping, and accessible sidewalks.
4. C-P3.4 - Utility Undergrounding: Require new private development to underground utilities adjacent to the site.
5. **Proposed policy:** Guarantee safe access to recreational spaces, including but not limited to open spaces and car-free streets, for all modes of transportation.

Actions

1. C-A3.1 - Implement Pedestrian Improvements: Implement goals, programs, and projects in the City's adopted plans that improve the comfort, safety, and connectivity of the pedestrian network.
2. C-A3.2 - Utility Underground Requirements: Amend the San Mateo Municipal Code to require new private development to underground utilities on and adjacent to the site and to install and maintain signs, streetlights, and street landscaping adjacent to sidewalks.
3. C-A3.3 - Pedestrian Trails and Routes Awareness: Increase awareness of existing trails and routes by working with outside agencies and developers to promote these amenities to residents. Continue collaborating with the County on development of the trail network.
4. C-A3.4 - Access for Users of All Ages and Abilities: Implement the ADA Transition Plan and maintain accessible streets and sidewalks. Use industry standards for guidance when implementing design standards.
5. C-A3.5 - Pedestrian Connectivity: Incorporate design for pedestrian connectivity across intersections in transportation projects to provide safe interaction with other modes.
6. C-A3.6 - Safe Routes to School: Fund and implement continuous Safe Routes to School engagement with San Mateo elementary, middle, and high schools, and provide support to increase number of students walking to school.
 - a. **Revised language:** "Fund and implement continuous Safe Routes to School engagement with San Mateo elementary, middle, and high schools, and provide

support to increase the number of students using active transportation or transit to get to school.”

7. C-A3.7 - Downtown Pedestrian Mall: Complete design and fund improvements to fully transition B Street between 1st Street and 3rd Street into a pedestrian mall.
 - a. **Revised language:** “Complete design and fund improvements to fully transition B Street between 1st Avenue and 3rd Avenue into a pedestrian mall. Extend the pedestrian mall to B Street between Baldwin Avenue and 1st Avenue.
8. **Proposed action:** Require the safety and quality of sidewalks fronting all properties to be assessed at point of sale. Require the existing or new owner to repair the sidewalk if minimum safety/quality conditions are not met. Provide exemptions for low income individuals from this requirement. Prioritize sidewalk repair program funding for historically marginalized/equity priority communities and/or for low income individuals.
9. **Proposed action:** Implement bulbouts and daylighting at all intersections to reduce crossing distances and improve line of sight, taking into account conflicts with bicycle facilities.
10. **Proposed action:** Implement lead pedestrian intervals and automatic actuation pedestrian signals at all signalized intersections.

Goal C-4: Bicycles and Micromobility

Build and maintain a safe, connected, and equitable bicycle and micromobility network that provides access to community destinations such as employment centers, transit, schools, shopping, and recreation.

Revised language: “Build and maintain a safe, connected, and equitable bicycle and micromobility network that provides access to community destinations such as employment centers, transit, schools, shopping, and recreation. Ensure that every street ensures a minimum level of safety and falls below a maximum level of traffic stress for bicyclists and other micromobility users, depending on roadway characteristics.”

Policies

1. C-P4.1 - Bicycle Network: Create and maintain a bike-friendly environment in San Mateo and increase the number of people who choose to bike.
2. C-P4.2 - Bicycle Master Plan: Maintain an updated recommended bicycle network for implementation in the adopted Bicycle Master Plan and related City plans.
3. C-P4.3 - First- and Last-Mile Connections: Encourage and facilitate provision of bicycle safety and connectivity.
4. C-P4.4 - Bicycle Related Technology: Explore ways to use technology to improve bicycle safety and connectivity.
5. C-P4.5 Bicycle Improvements: Require new developments to construct or contribute to improvements that enhance the cyclist experience including bike lanes.
6. C-P4.6 - Coordination with other City Projects: Maximize opportunities to implement bicycle facilities through other City of San Mateo projects.

7. C-P4.7 - Interjurisdiction Coordination: Continue to coordinate with adjacent jurisdictions and regional partners in the development of connected bicycle and pedestrian facilities and regional trails as identified in adopted City plans.
8. **Proposed policy:** Ensure that every street maintains a basic level of safety and falls below a maximum level of traffic stress for bicyclists and other micromobility users, depending on roadway characteristics.
9. **Proposed policy:** Switch parking and bike lanes so that bike lanes are closest to the curb, and parking provides a buffer between the vehicle travel lane and the bike lane.

Actions

1. C-A4.1 - Bicycle Master Plan Implementation: Implement the Bicycle Master Plan's recommended programs and projects to create and maintain a fully connected, safe, and logical bikeway network and coordinate with the countywide system. Update the Bicycle Master Plan and related adopted City plans to reflect future bicycle and micromobility facility needs to support the City's circulation network. Provide an adequate supply of short- and long-term bicycle parking to support increased ridership.
 - a. **Revised language:** "Implement the Bicycle Master Plan's recommended programs and projects to create and maintain a fully connected, safe, and logical bikeway network and coordinate with the countywide system. Update the Bicycle Master Plan and related adopted City plans to reflect future bicycle and micromobility facility needs to support the City's circulation network. Provide an adequate supply of short- and long-term bicycle parking, including publicly accessible secure and covered bicycle parking, to support increased ridership."
2. C-A4.2 - Paving Coordination: Coordinate and fund the implementation of bicycle facilities identified in the Bicycle Master Plan with the City's paving program.
3. C-A4.3 - Connectivity Across Freeway Barriers: Conduct feasibility studies and design alternatives for overcrossings at US 101 and SR 92 to facilitate connectivity across major barriers.
4. C-A4.4 - Bay Trail: Identify State and County programs to continue pursuing safe pedestrian and bicycle access to and extension of the San Francisco Bay Trail through coordination with neighboring jurisdictions.
5. C-A4.5 - Crystal Springs: Pursue safe pedestrian and bicycle access to San Francisco Water District lands via Crystal Springs Road through coordination with the Town of Hillsborough and with State and County assistance.
6. C-A4.6 - Bicycle Detection Devices: Install innovative signal modifications on existing and planned bikeways to detect bicyclists and micromobility users' presence at intersections and facilitate their safe movement through the intersection.
7. C-A4.7 - Increased Bicycle Capacity on Caltrain and SamTrans: Coordinate with Caltrain and SamTrans to support increased bicycle capacity on transit vehicles and to provide an adequate supply of secure covered bicycle and micromobility parking at Caltrain stations, transit centers, and major bus stops.
8. **Proposed action:** Identify and implement dedicated funding sources for bicycle master plan implementation

9. **Proposed action:** Reconnecting communities: Unite the North Central and Shoreview communities by capping hwy 101 from Peninsula Avenue to Highway 92 interchange, creating a new neighborhood and safe east-west multimodal connections.
10. **Proposed action:** Adopt minimum traffic calming standards for all streets including but not limited to modal filters and speed cushions.
11. **Proposed action:** Create a modal filter program to restrict cut-through traffic on residential streets.
12. **Proposed action:** More aggressively pursue a shared micromobility operator, and work with the County and region to attract a multi-jurisdictional operator already operating in major cities in the region.
13. **Proposed action:** Prioritize quick-build projects to more quickly implement infrastructure plans.

Goal C-5: Transit and Mobility Services

Make transit a viable transportation option for the community by supporting frequent, reliable, cost-efficient, and connected service.

Revised language: “Make transit a viable and prioritized transportation option for the community by supporting frequent, reliable, cost-efficient, and connected service.”

Policies:

1. C-P5.1 - Increase Transit Ridership: Work with SamTrans and Caltrain to increase transit ridership.
2. C-P5.2 - Caltrain: Support Caltrain as a critical transit service in the City and Peninsula
3. C-P5.3 - California High Speed Rail: Support and facilitate local and regional efforts to implement High Speed Rail. Work to provide multimodal connections between San Mateo and planned High Speed Rail stations.
4. C-P5.4 - Safety at At-Grade Rail Crossings: Eliminate existing at-grade rail crossings to improve safety and local multimodal circulation.
5. C-P5.5 - Transit Safety: Prioritize improvements to increase safety, access, comfort, and educate the public about the benefits of transit use at transit centers and bus stops in disadvantaged communities, along commercial corridors, and in dense, mixed-use neighborhoods.
6. C-P5.6 - Transit Access in New Developments: Require new development projects to incorporate design elements that facilitate or improve access to public transit.
7. **Proposed Policy:** Prioritize transit and active transportation mode travel at intersections and on congested roadways.

Actions

1. C-A5.1 - Grade Separation Study: Conduct a grade separation feasibility study for all at-grade rail crossings in San Mateo. Identify funding to complete these grade crossing improvements.

2. C-A5.2 - Transit Experience Improvements: Prioritize installing new transit shelters and benches or other seating and an energy-efficient street lighting program at transit stops in disadvantaged communities and areas that improve transit access, safety and experience.
3. C-A5.3 - Transit Ridership: Coordinate with SamTrans, Caltrain, and Joint Powers Board (JPB) to support implementation of transit improvements, including the following:
 - a. Transit priority treatments, such as signal priority, on high frequency transit corridors
 - b. Extended hours to provide service for shift workers
 - c. Bus rapid transit (BRT) in San Mateo
 - d. Caltrain modernization, electrification, transit experience improvements, and increased service frequency
 - e. Support implementation of Caltrain's business plan, including increased service to San Mateo's three stations.
 - f. Improve Caltrain station access by ensuring sidewalks and bikeways near each station are designed to provide safe and convenient access to and from transit
 - g. Support regional transit integration and expansion efforts to improve seamless access to BART, High Speed Rail, and other regional transit systems
4. C-A5.4 - Shuttle Programs: Continue to support public shuttle programs connecting to Caltrain stations. Work to expand public awareness and access to shuttles and expand shuttle service. Support the implementation of publicly accessible private shuttles.
5. **Proposed action:** Microtransit: Evaluate cost-benefit ratio of cost to ridership demand for microtransit service in lower density portions or equity priority communities in the City.

Goal C-6: Roadway Improvements

Achieve a transportation system that accommodates future growth, reduces vehicle miles traveled (VMT) per capita, and maintains efficient operations for all modes.

Revised language: "Achieve a transportation system that improves user safety, reduces vehicle miles traveled (VMT) per capita, and maintains efficient operations for all modes, with safety and reduced vehicle speeds prioritized over efficient operations."

Policies

1. C-P6.1 - Roadway Operations: Maintain acceptable roadway operations for all intersections and all modes within the City.
 - a. **Revised language:** "Maintain acceptable roadway operations for all intersections and all modes within the City without adding additional automobile capacity, including turn pockets, to the roadway, in alignment with state climate goals." (One more lane won't fix it)

2. C-P6.2 - Circulation Improvement Plan: Maintain a transportation network that will accommodate future growth, reduce VMT per capita, and equitably implement complete streets.
3. C-P6.3 - Local Transportation Analysis: Require site-specific transportation impact analysis following the City's adopted Transportation Impact Analysis (TIA) Policy for development projects where there may be an adverse condition or effect on the roadway system.
4. C-P6.4 - Neighborhood Traffic: Implement traffic calming measures on residential streets to reduce the volume of passthrough traffic and vehicular speeds.
 - a. **Revised language:** Implement traffic calming measures on residential streets to reduce the volume of passthrough traffic and vehicular speeds. **Such traffic calming measures should include, but not be limited to, modal filters, turn restrictions, traffic diverters, and speed cushions.**
5. C-P6.5 - Truck Routes: Maintain and update the truck route network to utilize roadways that are adequately designed for truck usage and minimize potential conflicts with other transportation modes.
6. C-P6.6 - Capital Improvement Program: Prioritize improvements that increase person throughput in project prioritization in order to reduce VMT.
 - a. **Revised language:** "Prioritize improvements that increase person throughput **without adding automobile capacity to the system** in project prioritization in order to reduce VMT, **in alignment with state climate goals.**"
7. C-P6.7 - Traffic Signal Installation: A warrant analysis may be used to determine the need for signalization and shall include consideration of both existing and projected traffic and pedestrian volumes, traffic delays and interruptions, collision history, and proximity of sensitive land uses, such as schools. A development project may be required to fund signalization and maintenance of off-site unsignalized intersections if warranted as determined by the appropriate transportation analysis.
8. Policy C-P6.8 - Emergency Signal Preemption - Require new and upgraded signals to include pre-emption for emergency vehicles to maintain and enhance emergency response times.
9. **Proposed policy:** **Take actions to physically reduce the speeds of vehicles on most streets in the City to below 25 mph.**
10. **Proposed policy:** **Realign capital improvement program with the state climate action plan for transportation infrastructure**
11. **Proposed policy:** **Incentivize the adoption of speed governors.**

Actions

1. C-A6.1 - Multimodal Level of Service Standard - Evaluate and adopt an operational metric for all roadway users that accounts for the safe, equitable, and efficient roadway access.
2. C-A6.2 - Prioritization and Timing of Roadway Improvements: Revise the Capital Improvement Program (CIP) prioritization system to include additional criteria such as: potential to reduce vehicle miles traveled (VMT) per capita; proximity to high-injury

locations identified in the Local Roads Safety Plan; eligibility and availability of grant or other funding source; benefit or harm to disadvantaged communities; and correlation with the distribution and pace of development, reflecting the degree of need for mitigation.

3. C-A6.3 - Congestion Management: Work with neighboring agencies and regional partners, such as the City/County Association of Governments of San Mateo County (C/CAG) to implement traffic management strategies and technologies, such as signal coordination, to manage local traffic congestion.
4. **Proposed action:** Implement speed governors on the entire non-emergency city fleet so that all vehicles in the fleet operate at safer, slower speeds.
5. **Proposed action:** Provide a tax break/rebate to owners of vehicles registered to residents or employees in San Mateo that use speed governors to incentivize the adoption of speed governors.

Goal C-7: Parking Management

Use parking, enforcement and curb management strategies to effectively administer parking supply and maximize utilization of public assets.

Policies

1. C-P7.1 - Parking Management: Manage parking through appropriate pricing, enforcement, and other strategies to support economic growth and vitality, transportation equity, and environmental sustainability. Ensure that the available parking supply is utilized at levels that meet ongoing needs without inducing additional demand or hindering future development.
2. C-P7.2 - Shared parking: Encourage new and existing developments, especially those in mixed-use districts, to share parking between uses to maximize the existing parking supply, minimize the amount of new parking construction, and encourage “park once” behavior in commercial areas.
 - a. **Revised language:** “Require new and existing developments, especially those in mixed-use districts, to share parking between uses to maximize the existing parking supply, minimize the amount of new parking construction, and encourage “park once” behavior in commercial areas.”
3. C-P7.3 - Public Parking: Maximize opportunities to expand the availability of existing parking by supporting the use of public/shared parking at private developments, discouraging reserved parking at new developments, providing incentives for developments to include shared/public parking, and allowing developers to fund public parking in-lieu of meeting parking demand/requirements on site.
4. C-P7.4 - Bicycle Parking: Require the provision of bicycle parking as part of new private developments.
5. C-P7.5 Curbside Management: Manage the supply and utilization of the curb to maintain an optimal balance between mobility, storage, placemaking, and loading uses allowing

for flexibility for adaptive re-use, safety improvements, and activation of curb space whenever possible.

6. C-P7.6 - Loading Areas in New Developments: Require adequate off-street loading in new development. Consider shared loading where feasible.

Actions

1. C-A7.1 Parking Maximums: Amend the zoning ordinance to replace parking minimums with parking maximums to allow developers and the City the flexibility to provide parking at levels that encourage desired development and are appropriate to the conditions of the development and its context.
2. C-A7.2 - Parking Management Strategies: Deploy enhanced parking management strategies, parking enforcement, and evaluate dynamic parking pricing strategies that fluctuate based on peak parking and/or district level parking demands.
 - a. **Revised language:** “Deploy enhanced parking management strategies, parking enforcement, and **implement** dynamic parking pricing strategies that fluctuate based on peak parking and/or district level parking demands.”
3. C-A7.3 - Curbside Management Strategies: Evaluate and implement curb management strategies such as incentivizing or discouraging certain types of trips, mode choices, and behaviors in favor of broader mobility goals.
4. C-A7.4 - Emerging Technology for Curbside Management: Evaluate and implement performance monitoring and evaluation systems, such as digitization of curbside assets, to dynamically manage evolving curbside demands.
5. C-A7.5 - Truck Loading: Evaluate and implement ways to reduce conflicts between truck loading and pedestrian, bicycle, and transit networks.
6. C-A7.6 - Public Bicycle Parking: Install safe, useful, and convenient short and long-term bicycle parking facilities in the public right-of-way or near key destinations, City facilities, and transit facilities.
 - a. **Revised language:** “Install safe, useful, and convenient short and long-term bicycle parking facilities in the public right-of-way or near key destinations, City facilities, and transit facilities. **Also install secure, covered, bicycle parking near key destinations, City facilities, and transit facilities.**”
7. C-A7.7 - Mechanical Parking Lift: Adopt and maintain an updated mechanical parking lift code or policy

Goal C-8: Future Mobility and Technology

Build a values-driven regulatory, management, and partnership framework that flexibly encourages emerging transportation technologies in service of City and community goals.

Policies:

1. C-P8.1 - Emerging Technologies: Monitor, evaluate, test, and implement new technologies that expand options for safe and efficient trip making.
2. C-P8.2 - Equitable Mobility Options: Prioritize the needs and perspectives of residents of disadvantaged communities, those who speak limited English, and low-income, senior, and disabled travelers in the design, deployment, and management of new mobility services and technologies.
3. C-P8.3 - Mobility Data: Leverage mobility data to support new policies, investments, and programmatic actions in service of City goals.

Actions:

1. C-A8.1 - Umbrella Regulations for Modern Mobility: Develop comprehensive regulations and infrastructure standards that are not exclusive to specific service providers and that support a spectrum of digital information, micromobility services, and connected and autonomous vehicles.
2. C-A8.2 - Strategic Partnerships and Pilots: Create strategic partnerships and pilots with the mobility industry and community organizations that increase mobility options for San Mateans.
3. C-A8.3 - Future-Ready Infrastructure: Establish public realm policies and tools that reflect San Mateo's goals and priorities in the design and management of streets, curbs, sidewalks, and parking facilities to account for emerging mobility trends and changes in demand over time.
4. C-A8.4 - Equitable Mobility Technology: Develop an equitable mobility policy and data sharing requirements for vendors to ensure equitable deployment of emerging mobility options with consideration of residents who may be digitally challenged.
5. C-A8.5 - Intelligent Transportation Systems: Evaluate and deploy Intelligent Transportation Systems (ITS) measures to efficiently manage traffic operations and incident response, enhance transit service efficiency, and better detect and prioritize the travel and safety of people walking and biking.

One point about land use:

Action LU-A8.5 - North Central Plan: Prepare a plan for North Central that addresses the community's health and safety needs and improves circulation patterns in the neighborhood based on community direction. Balance safety improvements with preserving the existing parking supply.

Proposed revision: "Prepare a plan for North Central that addresses the community's health and safety needs and improves circulation patterns in the neighborhood based on community direction. **Improve safety while optimizing existing parking supply.**"

From: Strive San Mateo <email@strivesanmateo.org>
Sent: Tuesday, August 30, 2022 8:32 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: New message on Strive San Mateo

Name: Sean Lacson

Email: [REDACTED]

Message: Hello, I am a member of Move San Mateo, a sub branch of Silicon Valley Bicycle Coalition. I am also a member of Peninsula For All. My comments are my own.

I recently attended the General Plan Subcommittee Meeting #12 held on 8/30 at 6pm. One of the subcommittee member's comments was about policy Policy C-P5.1. They asked why it was necessary to have this goal in the General Plan, as the city cannot do much to increase ridership.

I argue that there are ways the city can create policies in the general plan to help increase ridership and reduce single occupancy vehicle trips. One way is to create a policy within goal LU-3 to actively find ways to rezone single family zones in underserved neighborhoods to mixed use zoning. Underserved communities are often food/service deserts because the nature of single family zoning excludes retail and services businesses from operating in those areas. By creating diverse zoning in food deserts, the city can encourage active transportation over vehicle use, and work with transit agencies to expand bus routes into these neighborhoods.

Additionally, the city can use Policy LU-P14.1 Inter-Agency Cooperation as an example for increasing transit ridership. The city should create a policy to find ways for Caltrans and Samtrans to cooperate with other transit agencies to coordinate schedules and create synergistic transit routes. One example would be for Caltrans and BART to cooperate more on seamless transfers between stops at the Millbrae station. Seamless transfers create a positive and realistic alternative to vehicle trips. Another would be for SamTrans and AC Transit to bring back the Hayward-Hillsdale bus line, but with more frequent trips to encourage service workers and shoppers alike to use the bus over vehicles for trips across the San Mateo bridge.

Thank you for your time and consideration.

Best,
Sean Lacson

Date: August 31, 2022

Time: 3:31 am

Page URL: <https://strivesanmateo.org/participate-online/>

User Agent: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko)

Chrome/104.0.5112.102 Safari/537.36

Remote IP: 24.7.20.159

Powered by: Elementor

From: Levaggi, Scott [REDACTED]
Sent: Friday, September 2, 2022 9:59 AM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: Downtown SM

Team

Closing down B street is step in right direction. Now we need to make it look desirable.

I suggest

1. Get rid of plastic road blocks and get professional. That can be raised or lowered below ground if needed to have emergency vehicles drive down



2.

The City needs to build “CONSISTENT” permanent structures that would still allow for emergency vehicles to drive down middle of b street if needed.

You need to make consistent and classy. Not fold down table and chairs. Make it enjoyable to walk the street. Even string Lights from one side of the Street to the other (attach to buildings) to create ambiance.



Pass cost on to landlords as you are giving them increased footage that they did not have before....
Finally level the street and make it presentable...



Thanks for listening

Scott Levaggi

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From: Ken A red [REDACTED]
Sent: Monday, September 5, 2022 2:26 PM
To: General Plan <generalplan@cityofsanmateo.org>
Cc: Gita Dev [REDACTED]; Gladwyn d'Souza [REDACTED]
Subject: Fwd: Council Meeting Sept 6, 2022: Sierra Club Comments on Draft General Plan Goals, Policies, and Actions, July 2022

Sent from my iPad

Begin forwarded message:

From: Gita Dev <[REDACTED]>
Date: September 5, 2022 at 1:29:22 PM PDT
To: citycouncil@cityofsanmateo.org
Cc: Sierra Club Chair Conservation Comm Gladwyn d'Souza [REDACTED], Ken A red [REDACTED]
Subject: Council Meeting Sept 6, 2022: Sierra Club Comments on Draft General Plan Goals, Policies, and Actions, July 2022

*Mayor Bonilla and Members of the City Council
City of San Mateo
Via email: citycouncil@cityofsanmateo.org*

Subject: Comments on Draft General Plan Goals, Policies, and Actions, July 2022

Dear Mayor Bonilla and Members of the San Mateo City Council and Planning Commission,

The Sustainable Land Use Committee of the Loma Prieta Chapter of the Sierra Club (SLU) advocates on land use issues in San Mateo and Santa Clara Counties. Thank you for providing the opportunity for SLU to provide input on the Draft General Plan Goals, Policies, and Actions, July 2022.

The overall draft is a good start, but there is still opportunity for improvement. SLU has previously commented on the evolving General Plan (GP) in three major letters (May 13, 2021, February 16, 2022 and April 26, 2022). We ask that you review those letters as they all make significant comments on the GP. In this letter we will highlight the most important themes from our earlier letters, with comments on five chapters (2, 3, 4, 6 and 8). The attachment to this letter will comment specifically on the certain goals, policies and actions in the draft.

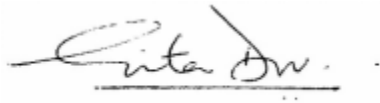
Major Themes:

1. The lack of housing, particularly affordable housing, is a major crisis and needs to be strongly addressed. Much higher housing density is needed, particularly within ½ mile of transit. See our Guideline for Downtown and Station Area plans (<https://www.sierraclub.org/sites/www.sierraclub.org/files/sce-authors/u4142/D-SAP%20Guidelines%20Rev%2010-14-19.pdf>)
2. The changes envisioned by the GP need to use this opportunity to green the city. The GP needs to pursue Green Streets, more parks/open space, and more pedestrian and bike paths. See our Guidelines on Green Streets (<https://www.sierraclub.org/sites/www.sierraclub.org/files/sce-authors/u4142/Green%20Streets%20Presentation%20-%20201-20-21%20DC.pdf>)
3. The GP needs to more clearly advance concepts to make more neighbors compact and walkable. This includes the 15-minute neighborhood and Barcelona “superblocks” concepts.
4. Resilience and Sea Level Rise need to be fully planned for and should emphasize nature -based approaches for adaptation to rising sea levels and flooding.

In the following, we provide specific comments to the Goals, Policies and Actions.

We ask that you consider these comments as you refine and finalize the GP.

Respectfully Yours,



Gita Dev, FAIA, Co-Chair

*Sustainable Land Use Committee
Sierra Club Loma Prieta Chapter*

Cc: James Eggers, Executive Director, Sierra Club Loma Prieta Chapter

Gladwyn d'Souza, Conservation Chair, Sierra Club Loma Prieta Chapter

SIERRA CLUB specific Comments on Draft General Plan Goals, Policies, and Actions - July 2022

Below are specific comments on Chapters 2, 3, 4, 6 and 8:

1. Suggested additions are in ***italics and bold***, suggested deletions are ~~strike through~~ .
2. We also list those Policies that we feel are particularly important to include.

Chapter 2 Land Use

1. Make Goal LU-1 much stronger and focused on addressing the housing crisis, Suggested rewording;

Plan carefully for orderly growth that, ***with a high degree of certainty, fully*** provides ample for the housing and job opportunities for all citizens, maximizes efficient use of infrastructure, limits adverse impacts to the environment and improves social, economic, and health equity.

2. Modify Policy LU-P1.3 to emphasize housing in mixed use development. Suggested rewording:

Policy LU-P1.3 Mixed-Use. Encourage mixed-use developments to include a strong residential component provide greater proximity between jobs and housing, promote pedestrian activity, and reduce traffic congestion. ***Any office space in Mixed Use should be for local uses, by people in San Mateo County and not for corporate offices.***

3. Policy LU-P2.3. Building Height and Density;

This item was left open for suggestions. Increased density is a way to help assure the needed housing gets built and will allow for more walkable communities with amenities nearby. Allowing more height is a way to create more open space for green streets, parks, etc.

Suggested wording: ***Utilize higher density (e.g., up to 50-200 units per acre) in areas near the train stations and along El Camino Real (ECR). Also allow increased height (6-10 stories) in the areas near train stations and along ECR.***

4. Policy LU-P2.4. Building Intensity;

This item was also left open for suggestions. But it is not clear what Building Intensity means. Perhaps the suggestion above on density and height addresses intensity.

5. Policy LU-P4.1 Downtown Land Uses.

This is an important Policy to retain as proposed below:

Allow and encourage a wide range of residential, office, medical, dining, entertainment, and retail uses downtown, at high intensities and densities, with strong connectivity to the San Mateo Caltrain station and other transit.

6. Action LU-A4.1 Downtown Area Plan.

This is an important Policy to retain as proposed below:

Update the Downtown Area Plan to support and strengthen the Downtown as a vibrant and active commercial, cultural and social district. The updated Downtown Area Plan shall align with the General Plan, integrate recommendations from other concurrent City efforts, focus growth and intensity in proximity to the Caltrain station, update parking standards and parking management strategies, allow for increased housing units and density, and support high quality pedestrian-oriented design and architecture.

7. Goal LU-6 is very important, as are the Policies and Actions below it. All should be retained as listed below.

Goal LU-6: Promote transit -oriented development around Hillsdale Caltrain station

Policy LU-P6.1 Rail Corridor Transit-Oriented Development Plan (Corridor Plan). Implement the Corridor Plan to allow, encourage, and provide guidance for the creation of world class transit-oriented development (TOD) within a half-mile radius of the Hillsdale Caltrain station area, while maintaining and improving the quality of life for those who already live and work in the area.

Policy LU-P6.2 Hillsdale Shopping Center. Allow redevelopment of the Hillsdale Shopping Center for a mix of uses, including commercial, retail, office, hotel, and residential uses. Require preparation of a Master Development Plan to ensure the site is developed comprehensively and provides appropriate transitions to the adjacent neighborhoods.

Action LU-A6.1 Hillsdale Station Area Plan. Update the Hillsdale Station Area Plan to foster higher density residential and mixed-use, transit-oriented development that connects to neighborhoods to the east and west, improves bicycle and pedestrian circulation and adds park and open space areas.

8. Modify Goal LU-13 to include seeking to reduce the costs and time to develop affordable housing. Suggested changes below:

Goal LU-13: Maintain Development Review and Building Permit processes that are comprehensive and efficient **and seek ways to responsibly reduce the costs and time to develop affordable housing.**

Chapter 3: Circulation

1. Make Policy C-P1.2 to be broader and include Green Streets. Modified below:

Policy C-P1.2 Complete Streets. Apply complete streets design standards to future projects both in the public right-of-way and on private property. Complete streets are streets designed to facilitate safe, comfortable, and efficient travel for all users regardless of age or ability or whether they are walking, bicycling, taking transit, or driving. ***Complete streets should include a network of “slow and safe streets” with priority for the safety of pedestrians, bicycles and micromobility, where auto***

traffic is slowed, and which includes green landscaping and shade trees as well as green street stormwater infrastructure to reduce runoff and pollution.

2. Policy C-P1.4, Policy c-P1.6 and Action C-A2.7 are important to implement

Policy C-P1.4 Prioritize Pedestrian and Bicycle Mobility Needs. Prioritize pedestrian and bicycle mobility, connectivity, and safety when designing roadway and intersection improvements. ***Include “Vision-Zero” as a goal to reduce fatalities and accidents with pedestrians and bicyclists.***

Policy C-P1.6 Transit-Oriented Development. Increase access to transit and sustainable transportation options by encouraging high density mixed-use transit-oriented development near the City’s Caltrain stations and transit corridors.

Action C-A2.7 Unbundled Parking. Encourage residential developments to unbundle the costs of providing dedicated parking spaces. Encourage additional parking capacity created by unbundling to be reallocated as shared or public parking spaces.

3. Goals C-3, C-4, C-5 and C-8 as well as Action C-A3.1 are particularly important to implement.

Goal C-3: Build and maintain a safe, ***shaded (with street trees)***, connected, and equitable pedestrian network that provides access to community destinations such as employment centers, transit, schools, shopping and recreation.

Goal C-4: Build and maintain a safe, connected, and equitable bicycle and micromobility network that provides access to community destinations such as employment centers, transit, schools, shopping, and recreation.

Goal C-5: Make transit a viable transportation option for the community by supporting frequent, reliable, cost-efficient, and connected service.

Goal C-8: Build a values-driven regulatory, management, and partnership framework that flexibly encourages emerging transportation technologies in service of City and community goals.

Action C-A3.1: Implement Pedestrian Improvements. Implement goals, programs, and projects in the City’s adopted plans that improve the comfort, safety, and connectivity of the pedestrian network.

Chapter 4: Housing- see end of this letter.

Chapter 6: Conservation, Open Space, Parks and Recreation

1. Several Goals are particularly important implement: COS-1, COS-2, COS-3, COS-8, COS-9

COS-1: Protect and enhance the City's natural resource areas that provide plant and animal habitat and benefit human and ecological health and resilience.

COS-2: Ensure that current and future generations will enjoy the environmental, social, health, and economic benefits derived from access to our urban forest, parks and open spaces.

COS-3: Protect and improve San Mateo's creeks as valuable habitat, green infrastructure, and components of human and environmental health. ***Provide adequate creek setbacks given greater anticipated storm events as well as sea level rise.***

COS-8: Provide equitable and convenient access to parks, recreational programs, and facilities so that all residents experience the benefits of parks and open space on their physical and mental health.

COS-9: Provide the appropriate mix of parks and facilities that balances the needs of active and passive facilities, allows formal and informal uses, is accessible for all residents, and meets existing and future recreation needs.

2. Modify Policy COS-P3.5 and COS-P3.6 to strongly encourage the improvement of the creek habitats for San Mateo Creek and for Laurel Creek.

San Mateo Creek is in an area that is targeted for redevelopment in both the Downtown and Shoreview area. Laurel Creek is in the Hilldale redevelopment area. Both are now mostly concrete lined ditches. Any development will provide the opportunity to get the creeks back to a natural setting and provide the opportunity for plants, fish, insects and animals in the creek and restored riparian areas. This would provide new valuable open space and parks for people as well. And this will be an educational opportunity for children of San Mateo to see the creek environment in a natural setting. See suggested modifications below:

Policy COS-P3.5 Hydrologic Impacts. Ensure that improvements to creeks and other waterways do not cause adverse hydrologic impacts or significantly increase the volume or velocity of flow of the subject creek. ***The priority will be to use nature-based improvements to reduce hydrologic impacts.***

Policy COS-P3.6 New Creekside Development Requirements. Require that new creekside development protect and improve setbacks, banks, and waterways adjacent to the development project in order to increase flood protection and enhance riparian vegetation and water quality. ***This will be a particular focus for Laurel Creek near Hilldale Mall and San Mateo Creek in Shoreview and Downtown.***

3. Policy COS-P9.2 and COS-P9.3 are particularly important to implement. And allowing higher building height will make implementation more likely since more open space will be available.

Policy COS-P9.2 Acreage Standards. Acquire or accept for dedication two acres of neighborhood and community parks per 1,000 residents.

Policy COS-P9.3 Walkable Parks and Amenities. Provide accessible public park or other recreational opportunities that are within approximately 1/3 of a mile of residents without travel over significant barriers. Ideally, one or more of the following amenities should be available: multi-purpose turf

area, children's play area with pre-school and youth apparatus, seating areas, picnic areas, a multiuse court, and an opportunity for passive enjoyment of an aesthetic landscaped space.

Chapter 8: Safety

1. Goal S-4 is particularly important implement as are Actions S-A4.5 and S-A4.6. These actions fit with the earlier comments to use the redevelopment around Laurel Creek and San Mateo Creek to restore natural features that will help protect against sea level rise.

Goal S-4: Develop regionally coordinated sea level rise adaptation measures and programs.

Action S-A4.5 Natural Infrastructure. Use or restore natural features and ecosystem processes where feasible and appropriate as a preferred approach to the placement of hard shoreline protection when implementing sea level rise adaptation strategies.

Action S-A4.6 Removal of Hard Infrastructure. Remove existing shoreline or creek bank protective devices when the structure(s) requiring protection are redeveloped, removed, or no longer require a protective device.

Chapter 4: Housing: Our letter of April 26th 2022 commented on the draft Housing Element and so our comments are still as noted in that letter.

However, we would like to make some **additional suggestions here** on possible mechanisms that the city could utilize to better assure that more affordable housing will be built:

1. Do not upzone and give away any aspects of any revisions to the zoning code by right; but instead trade increased zoning density and benefits for significant community benefits - the topmost which should be affordable housing. This can be done by establishing a base density below what is generally desired while instituting a local density bonus scheme which encourages zoning increases, and benefits above State density bonus law in exchange for substantial community benefits. This was an effective approach in Millbrae during Millbrae's review of the BART Station Area Plan.

Upzoning by right without any off-setting limitations will only increase the cost of land for both for-profit and non-profit developers which will translate into even more expensive housing in residential-zoned areas.

2. Do not establish specific maximum density limits for any multi-family residential project, but instead let the density of each project be determined by objective design standards using a form-based code and vetting and approval of all community benefits proposed by the developer. This allows for a wider variety of unit types from micro-units and SROs to family and luxury units. It also allows for greater flexibility in determining the most valuable community benefits.

3. Require all new office building and R&D developers to present a plan to the city indicating how the developer will aid the city in supporting the amount of new housing construction needed to house any net increase in new employees. This could be in the form of **substantial** financial set asides for new

housing, or actually building enough new housing on or off-site, but the goal must be to strive for a reasonable jobs / housing balance within the city. It's important to link commercial development to the jobs/housing balance because, too often, cities accept in lieu fees or on or off-site new housing off-sets that are far too small to meet the anticipated need.

4. 4. Add Transfer of Development Rights to the toolkit: Climate change is accelerating the displacement of people due to sea level rise flooding, wildfires, water availability, and extreme heat. Consider using Transfer Of Development Rights similar to the Syufi Theater site, East of 101, in Redwood City to increase density in safer receiving locations like downtown and reclaim land from sending areas for creating restored ecosystem to buffer the force of flooding with landward migrating wetlands and to reduce the risk of wildfire with rehydrated landscapes. Though FEMA picks up all liability from continuing to flood and burn out residents, planning for impacts, can return positive economic benefits to the city from resilient development, safety, and reduced disaster mitigation.
5. 5Consider micro grids as a resilient Community Benefit: Climate change is increasing health impacts to vulnerable populations with smoke intensity, power safety shutdowns, and extreme heat and water cutbacks requiring alternative power and water. Consider encouraging housing that incorporates energy, waste, and water microgrids, that can provide resilient shared resources in the face of increasing health impacts and function within local distributed grids.

END

From: Catherine Marreiro [REDACTED] >
Sent: Thursday, September 8, 2022 10:25 AM
To: General Plan <generalplan@cityofsanmateo.org>; Zachary Dahl <zdahl@cityofsanmateo.org>
Cc: adam.william.nugent@gmail.com; Amourence Lee <alee@cityofsanmateo.org>
Subject: Letter to the Planning Commission for Sept. 13 General Plan goals discussion (amended)

Dear members of the planning commission and planning staff,

My apologies for a second letter, we realized we had mistakenly listed a couple of people on Claremont who actually are on Delaware.

The Land Use Alternatives maps were a tremendous undertaking and we appreciate staff's efforts in creating them. With hundreds of tiny squares on these maps, there may be some missing elements and this is where we would like to take the opportunity to address a potential concern with the designation for the block at 545 First Ave., the current site of Hassett Hardware.

This site, at the corner of Delaware Street, is where the commercial uses of downtown transition to the residential area of North Central San Mateo. The immediate residential uses are mainly single-story houses with a few two-story houses. There is also a three-story condominium building on the block. The Hassett site, along with the Andrews Building immediately to the north, is currently zoned commercial, with a 50-foot cap.

The Land Use Alternatives map designates the section of this block as both mixed-use medium 4-7 stories next to residential low 1-3 stories on the same block. On paper, the transition may make sense since the highest use for residential is 3 levels and lowest use for mixed-use is 4 levels. In reality, however, the current conditions are different. The potential jump up to 7 stories, and possibly up to 9 with state density bonuses from SB 35, means there is a very real possibility that there could be a 9-story commercial building immediately next to a single-story residence. While that is a worst-case scenario, we worry establishing such zoning could make the possibility real as the new property owner for the Hassett site has a history of commercial development. If the adjoining Andrews building is purchased by this developer, the potential for this rises.

As part of the goals section of the General Plan discussion, we ask that consideration be provided to current uses in residential areas and that zoning reflect the need to transition heights into these areas. We also ask that zoning on the same block be compatible.

We enjoy having Hassett here and appreciate its convenience and ability to provide jobs for neighborhood youth, and would love for it to stay. We could envision a new development with the current store returning on the ground floor and up to 3 levels of housing under the current 50-foot cap. We also could see a 3-4 level condominium building with limited parking to address this area's need for "missing middle" housing that transitions from commercial to residential areas. We also understand that a 5-level housing development could be built under the current cap. We are absolutely fine with these scenarios to varying degrees. As is typically the case with new development with a significant shift in land use, we would hope that there would be some accommodations when possible when it comes to setbacks, stepbacks and, when possible, retention of daylight planes.

We understand one of the main goals of the General Plan was to provide areas in which new housing could be built to address this area's growing need. We recognize this site's potential for new housing

and welcome it as high as 50 feet, if done well and with some accommodations, and would prefer it to be slightly lower to transition better to the existing North Central neighborhood, which includes the city's oldest house directly across the street and a number of unique and interesting single-family homes in a traditionally low-income area of the city.

However, we would also like to be treated the same as other areas of the city and other blocks, which had accommodations for transitions to neighborhoods. Nowhere else in the city is there the potential for a current single-story residential use immediately next to a potential 9-story commercial building in any of the Land Use Alternatives map.

To summarize, we would like a goal established that any new zoning remain compatible within the same block so that heights stay within 2-3 floors of the current average after any density bonuses, that future development transition into established neighborhoods, and that the height for any future development on the commercial portion of this block be limited to allow for these two requests.

We are submitting this request as part of the goals section of the General Plan discussion but can also submit it during the Land Use Alternatives section when the draft General Plan is discussed next year. If there is another time for us to submit this request, or any other action we must take, please let us know.

Thanks again for the effort in creating this plan, receiving our concerns, and making the necessary modifications.

Catherine and David Marreiro
31 S. Claremont St.

Woodrow Andrews
501 First Ave. (Owner of The Andrews Building)

Yan Li
26 S. Delaware St.

Jessica Huang
30 S. Delaware St.

Val Lucero
34 S. Delaware St.

Jon Mays and Dayna Alpine
38 S. Delaware St.

John Aikin
45 S. Delaware St.

George and Olga Derby
105 Delaware St.

Citania Tam
619 First Ave.

Gary and Olivia Edwards
615 First Ave.

Susan and Wayne Purdom
61 North Claremont St.

-----Original Message-----

From: Rick Ballard [REDACTED]
Sent: Tuesday, September 13, 2022 4:00 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: General Plan feedback for September 13th meeting

Regarding the draft circulation goals and policies, I am strongly in favor of circulation measures which put us on a trajectory to reduce car use in San Mateo over time, improve public transit, and ensure safe and welcoming urban design for pedestrian and bicycles. Reducing car use is critical for climate, public safety, and public health; the electric transition is required but not sufficient for climate goals and does not address the public safety impact of cars.

Regarding policies around historic preservation, I encourage the commission to be mindful to employ balanced historic preservation requirements so as not to block much-needed housing and transit-oriented development. Some neighborhood character (specifically with regard to community density) may need to change in order to appropriately add housing throughout the city. Additionally, as the owner of a historic house myself which needs work including a foundation replacement, I find the current regulations around carefully protecting the facade and public character of the house appropriate and not burdensome; but adding new regulations should be done carefully so as not to prevent these kinds of important projects.

Regarding noise policies, while community noise levels are important to protect, I would encourage the commission to be mindful to structure policy requirements so as to avoid placing an undue burden of planning process on housing and transit development, and to avoid providing more avenues for a minority of community members to hold up development projects unfairly. But noise levels are an important part of community health and should be controlled appropriately.

Regarding the water supply policies PS-A2.1 and PS-A2.2, specific promotion of greywater initiatives might be warranted.

Thank you,
- Rick Ballard
North-Central San Mateo resident

From: Nancy Cussary [REDACTED]
Sent: Tuesday, September 13, 2022 5:15 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: general plan comments

September 13, 2022

Hello,

I have concerns about this statement that appears several times in the general plan document: *"Use outreach and engagement methods that encourage broad representation and are culturally sensitive, particularly for historically underserved communities"*.

I think this language needs to be more robust, more resolute, more current, more inclusive. As the statement is currently, it almost seems like an afterthought. Outreach and engagement methods need to not only encourage broad representation, they need to include broad representation and hopefully be developed by a broad representation. Further, outreach and engagement methods should be more than just culturally sensitive, they should be culturally reflective, culturally representative.

Thank you for your Consideration.
Respectfully,

Nancy Cussary
Shoreview resident

From: Paul Dagnelie [REDACTED]
Sent: Tuesday, September 13, 2022 3:23 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: General Plan

I would like to advocate the return of increased outdoor seating at restaurants in downtown San Mateo. A loss of parking spaces is a small price to pay for a more welcoming and friendly downtown space. Combined with investments in transit, and walk- and bikeability of areas around the downtown, the reduced parking spaces will not be missed, especially since there is almost always garage space open.

In addition, electric vehicle charging should be a priority. The lack of charging points in existing apartment buildings will be a blocker to adoption by renters, and homeowners using street parking are also challenged. These issues can be mitigated with ample facilities charging reasonable rates available in publicly accessible spaces. Even with improvements to mobility in San Mateo, cars will still be a fact of life for many residents for some time to come, and reducing the number of fossil fuel vehicles on the road is a priority.

Paul Dagnelie

September 6, 2022

Zachary Dahl
Deputy Director
City of San Mateo Community Development
330 W. 20th Avenue
San Mateo, CA 94403
zdahl@cityofsanmateo.org

RE: Housing Element Sites Inventory: 424 No. San Mateo Drive

Dear Mr. Dahl,

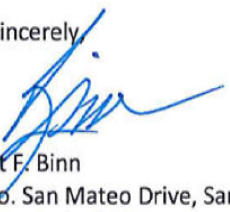

As the property owner of 424 No. San Mateo Drive (APN 032-181-370) and business owner in San Mateo, I am writing to formally request that the City of San Mateo adjust the currently proposed land use Designation of Mixed-Use Medium to that of Mixed-Use High as identified in Study Area 5 of the recent City Council Preferred Scenarios.

This property and the others that make up the intersection of north San Mateo Drive and Poplar Avenue are ideally situated for the future growth the City wishes to see. Proximity to San Mateo's growing Downtown to South, easy access to 101 to the East, and connection to Burlingame to the North, have and will continue to make this site an ideal location.

My property is currently developed with a medical/office building with underground parking. This site, and those around it, have the potential to create more commercial space and much needed additional housing through this adjustment to the proposed land use designation. To provide further context, only a half block away, the Residential High designation has been identified for several blocks of North San Mateo Drive. The adjustment of the 424 No. San Mateo Drive parcel to Mixed-Use High would be in keeping with that same intent.

I thank you in advance for your time reviewing this matter and consideration of this request. I very much appreciate all the effort that has gone into the General Plan Update process thus far and look forward to the final steps of environmental review, adoption, and implementation.

Very sincerely,


Robert F. Binn
424 No. San Mateo Drive, San Mateo CA, Suite 200
San Mateo, CA 94401


From: Keith Weber [REDACTED]
Sent: Thursday, September 15, 2022 3:13 PM
To: Zachary Dahl <zdahl@cityofsanmateo.org>
Cc: General Plan <generalplan@cityofsanmateo.org>; Margaret Williams <mwilliams@cityofsanmateo.org>
Subject: Planning Commission Meeting 9/27/22

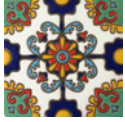
Hi Zach,

Attached please find a pdf of San Mateo Heritage Alliance's ***Recommended Alternative Historic Resources Element***, General Plan 2040. It has been revised since it was submitted to the GP Subcommittee.

Please forward to the Planning Commission and include it in the 9/27/22 Planning Commission agenda packet.

San Mateo Heritage Alliance was formed in 2022 in response to community concerns about losing irreplaceable historic resources and the resulting erosion of neighborhood character and sense of place that makes San Mateo the special community we call home. **San Mateo Heritage Alliance** believes that economic growth and resource protection are not mutually exclusive, but partners in a more prosperous future. We believe it is important to protect our heritage as it adds character and distinctiveness to our community and provides a sense of identity. We also believe the only way to ensure that San Mateo lives up to its General Plan 2040 vision of being a healthy, resilient, vibrant and diverse community, is to grow stronger by identifying, protecting and preserving its irreplaceable historic resources.

Thank you,
Keith Weber for
San Mateo Heritage Alliance



SAN MATEO HERITAGE ALLIANCE

RECOMMENDED ALTERNATIVE HISTORIC RESOURCES ELEMENT GENERAL PLAN 2040

HISTORIC RESOURCES

The Historic Resources component of the General Plan confirms the City's commitment to the protection, enhancement, perpetuation, and use of historic resources as economic, cultural, and aesthetic benefits to the City of San Mateo.

PRESERVATION PRINCIPLES

The goal of historic preservation is to keep properties and places of historic and cultural value in active use, accommodating appropriate improvements to sustain their viability while maintaining the key character-defining features which contribute to their significance as cultural resources. Preservation also seeks to keep cultural resources intact for the benefit of future generations. It is an integral component of other community initiatives in neighborhood livability, sustainability, economic development, and cultural appreciation.

GOALS

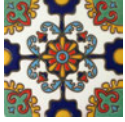
GOAL CD-3.2 Use historic preservation principles as an equal component in the planning and development process. Fully integrate the consideration of historic, architectural and cultural resources as a major aspect of the City's planning, permitting and development activities.

GOAL CD-3.1 Identify and preserve historic, architectural and cultural resources, including individual properties, districts and sites, to maintain San Mateo's sense of place and special identity, and to enrich our understanding of the city's history and continuity with the past.

GOAL CD-3.3 Ensure compatibility between new development and existing historic, architectural and cultural resources.

DEFINITIONS

Definitions and interpretations used herein shall be consistent with the California Environmental Quality Act (CEQA), the State Historical Building Code, the California Register of Historical Resources, the National Register of Historic Places, and the Secretary of the Interior's Standards.



SAN MATEO HERITAGE ALLIANCE

POLICIES

Policy CD-A3.1 Historic Preservation. Incorporate historic preservation as an integral part the general plan, specific plans, environmental processes, planning, permitting, and development activities.

Policy CD-P3.2 Historic Preservation Surveys and Context Statements. Identify and preserve historic buildings, districts and sites. Actively identify and protect concentrations of buildings which convey the flavor of local historical periods or provide an atmosphere of exceptional architectural interest or integrity when they meet national, state or local criteria.

Policy CD-P3.3 Downtown Historic District. Maintain the identified historic district along portions of 3rd Avenue and B Street, and continue to implement regulations to protect the overall historic and architectural character and integrity of the area.

Policy CD-P3.4 Scale, Character and Compatibility. Promote an architecturally sensitive approach to new construction in, and adjacent to identified and potentially eligible historic districts to ensure compatibility of new and old. Ensure design compatibility that maintains the historic character and integrity of the area.

Policy CD-A3.5 Consider effects on historic resources. The California Environmental Quality Act (CEQA) requires public agencies to consider the effects of actions on historic resources. Under CEQA, a historic resource is any resource that is listed in or determined to be eligible for listing in the California Register of Historical Resources. Any resource that is eligible for listing in the California Register is considered significant for the purposes of CEQA. The California Register of Historical Resources also includes resources listed in or eligible for listing in the National Register of Historic Places. Properties that are designated significant in an adopted local survey are also presumed to be eligible for the California Register, and are considered significant.

Policy CD-P3.6 Demolition. The City shall consider demolition of historic resources as a last resort, to be permitted only if rehabilitation of the resource is not feasible, demolition is necessary to protect the health, safety, and welfare of its residents, or the public benefits outweigh the loss of the historic resource.

ACTIONS

Action CD-A3.1 Historic Context. Structures over 45 years old proposed for substantial alteration or demolition shall be evaluated for both individual significance and as contributors to an identified or potential historic district.

Action CD-A3.2 Coordinate and align the general plan, specific plans, zoning code, environmental processes, planning, permitting, and development activities to incorporate preservation as an integral component in accordance with the principles, goals and policies herein.



SAN MATEO HERITAGE ALLIANCE

Action CD-A3.3 Public Awareness. Foster public awareness and appreciation of the City's historic, architectural, cultural and archaeological resources and educate the community about how to preserve and improve these resources. Increase public appreciation through neighborhood workshops, public presentations, interpretive signage, and walking tours.

Action CD-A3.4 Historic Resources Survey. The City shall establish and maintain an inventory of architecturally, culturally, and historically significant structures, districts and sites. Proactively update and maintain an up-to-date historic resources inventory. For areas that have not been surveyed, the City shall seek funding to prepare new historic context surveys to identify structures, districts and sights potentially eligible for listing in the National Register of Historic Places, the California Register of Historical Resources, or local register.

Action CD-A3.5 Design Standards. The City shall use the Secretary of the Interior's Standards as the basis for objective design standards for alterations to historic resources and new development within and adjacent to commercial and residential historic districts. Design standards shall ensure that proposed new construction projects have a contextual relationship with land uses and patterns, spatial organization, visual relationships, cultural and historic values, and relationships in height, massing, modulation, and materials

Action CD-A3.6 Demolition Alternatives. Require an applicant to submit alternatives to full demolition on how to preserve a historic building as part of any planning application and implement methods of preservation unless health and safety requirements cannot be met.

From: Bill Williams [REDACTED]
Sent: Wednesday, September 14, 2022 12:29 PM
To: General Plan <generalplan@cityofsanmateo.org>
Subject: General Plan

The City of San Mateo has been paying fines for untreated storm runoff entering the Bay. The proposed storm storage system has not been completed. The new sewage plant has not been completed.

According to Baykeeper, recent red tides and fish kills were exacerbated by treated sewage discharges.

Are we setting the stage for an ecological disaster by planning for 55,000 new residents?

x Bill Williams, San Mateo

RE: STRIVE SAN MATEO

GENERAL PLAN 2040

The General Plan thus far does not address what I consider critical issues.

The City of San Mateo has been paying fines for untreated storm runoff. The proposed overflow system is under construction, but not completed. Will it be adequate if we experience "atmospheric rivers" due to climate change?

The sewage treatment plant is not complete. Who will pay the cost of transporting wastewater miles to the new plant when the General Plan approves high rise "towers of toilets" for 55,000 new residents?

Baykeeper stated recent "red tides" and fish kills were exacerbated by current treated sewage discharge volumes into San Francisco Bay. Are we going to experience an environmental disaster in our part of the Bay when the new plant may generate larger volumes from excessive growth?

It will not matter how many bike lanes we have if the city reeks of sewage.

X Bill Williams, San Mateo 9/15/22

From: Catherine Marreiro [REDACTED]
Sent: Monday, September 19, 2022 10:11 AM
To: General Plan <generalplan@cityofsanmateo.org>
Cc: Zachary Dahl <zdahl@cityofsanmateo.org>; adam.william.nugent@gmail.com
Subject: Updated Letter to the Planning Commission for Sept 27 planning commission meeting

Please find an updated letter to the one I sent on 9/8, which includes two new households among the signers. Please include this version in the agenda packet for the 9/27 planning commission meeting.

Dear members of the planning commission and planning staff,

The Land Use Alternatives maps were a tremendous undertaking and we appreciate staff's efforts in creating them. With hundreds of tiny squares on these maps, there may be some missing elements and this is where we would like to take the opportunity to address a potential concern with the designation for the block at 545 First Ave., the current site of Hassett Hardware.

This site, at the corner of Delaware Street, is where the commercial uses of downtown transition to the residential area of North Central San Mateo. The immediate residential uses are mainly single-story houses with a few two-story houses. There is also a three-story condominium building on the block. The Hassett site, along with the Andrews Building immediately to the north, is currently zoned commercial, with a 50-foot cap.

The Land Use Alternatives map designates the section of this block as both mixed-use medium 4-7 stories next to residential low 1-3 stories on the same block. On paper, the transition may make sense since the highest use for residential is 3 levels and lowest use for mixed-use is 4 levels. In reality, however, the current conditions are different. The potential jump up to 7 stories, and possibly up to 9 with state density bonuses from SB 35, means there is a very real possibility that there could be a 9-story commercial building immediately next to a single-story residence. While that is a worst-case scenario, we worry establishing such zoning could make the possibility real as the new property owner for the Hassett site has a history of commercial development. If the adjoining Andrews building is purchased by this developer, the potential for this rises.

As part of the goals section of the General Plan discussion, we ask that consideration be provided to current uses in residential areas and that zoning reflect the need to transition heights into these areas. We also ask that zoning on the same block be compatible.

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We understand one of the main goals of the General Plan was to provide areas in which new housing could be built to address this area's growing need. We recognize this site's potential for new housing

and welcome it as high as 50 feet, if done well and with some accommodations, and would prefer it to be slightly lower to transition better to the existing North Central neighborhood, which includes the city's oldest house directly across the street and a number of unique and interesting single-family homes in a traditionally low-income area of the city.

However, we would also like to be treated the same as other areas of the city and other blocks, which had accommodations for transitions to neighborhoods. Nowhere else in the city is there the potential for a current single-story residential use immediately next to a potential 9-story commercial building in any of the Land Use Alternatives map.

To summarize, we would like a goal established that any new zoning remain compatible within the same block so that heights stay within 2-3 floors of the current average after any density bonuses, that future development transition into established neighborhoods, and that the height for any future development on the commercial portion of this block be limited to allow for these two requests.

We are submitting this request as part of the goals section of the General Plan discussion but can also submit it during the Land Use Alternatives section when the draft General Plan is discussed next year. If there is another time for us to submit this request, or any other action we must take, please let us know.

Thanks again for the effort in creating this plan, receiving our concerns, and making the necessary modifications.

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501 First Ave. (Owner of The Andrews Building)

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619 First Ave.

Gary and Olivia Edwards
615 First Ave.

Susan and Wayne Purdom
61 North Claremont St.

Daryl Khoo
21 S Claremont St Unit 12

Nicole and Mark Engler
55 North Claremont St

MEMORANDUM

DATE August 31, 2022
TO San Mateo Planning Commission
FROM Joanna Jansen and Carey Stone, PlaceWorks
SUBJECT Summary of General Plan Subcommittee Input on the Draft Policies and Actions

This memorandum summarizes the General Plan Subcommittee (GPS) input on the draft policies and actions. The GPS met three times on August 11, 18, and 30, 2022 to review and provide feedback on the policies and actions.

GENERAL COMMENTS

- Overall, the GPS felt that the draft goals, policies, and actions are well written and reflect community input to date.
- Make sure there is deliberate thought given to which policies begin with “continue to” versus which ones do not.
- Climate change should be featured prominently in the General Plan, and the General Plan and the City’s Climate Action Plan should align.
- Highlight climate change and sustainability similar to how environmental justice policies and actions are highlighted, or consider if we should have an Energy and Climate Change element.

COMMUNITY DESIGN AND HISTORIC PRESERVATION ELEMENT

- Aspire to make El Camino Real a space to spend time, not only a space to rush through.
- Replace “pedestrian-oriented” with “people-oriented.”
- Throughout the design-related policies, shift language to be less subjective and more objective.
- Include objective standards to preserve historic resources
- Add language that emphasizes the importance of keeping architectural details at the human-scale.
- Acknowledge the important architectural features of traditional pre-war architecture that should be carried forward in new development downtown.
- Preserving cherished and beautiful historic buildings is important, but historic preservation should not be weaponized to prevent homeowners from upgrading their own property or to prevent needed new housing.
- Define “character” to clarify that it refers to visual or architectural rather than social characteristics.

- The General Plan should address historic preservation at a general level of detail and not get into the weeds; the Historic Preservation Ordinance and State and federal regulations should provide more detail.
- Goal CD-2 should reference preserving heritage trees “where feasible.” Sometimes old trees are dangerous and need to be removed. Goal CD-2 should also reference median trees.
- Policies and actions under Goal CD-3 should be broadened to refer to historic “assets,” not only buildings, consistent with the wording of the goal. Consider adding policies or actions under Goal CD-3 to adopt incentives for property owners to preserve and/or restore historic assets.
- In response to Goal CD-4 about City Image, some GPS members expressed that San Mateo has lost a sense of a identity that distinguishes it from other Peninsula cities, and that the General Plan could be an opportunity to clarify what makes San Mateo unique. Some ideas were Downtown, dining, Hillsdale Mall, and the San Mateo Bridge. A unique identity should be consistently expressed through signage and other City materials.
- Under Goal CD-5, delete Policy CD-P5.1 regarding building mass and scale. This policy is too vague and is not needed; the desired outcomes are addressed more clearly and explicitly in other policies under this goal.
- Consider adding area-specific design policies for the San Mateo Park and Baywood-Aragon neighborhoods.

CONSERVATION, OPEN SPACE, PARKS AND RECREATION ELEMENT

- Address public accessibility of private open spaces, including signage.
- Address the lack of access to recreational facilities for neighborhoods east of El Camino Real and especially east of 101.
- Add language about public spaces that are age-integrated and offer spaces for teens.
- Strengthen references to local school districts and mutual collaboration in support of recreational access.
- Confirm that the parks figure accurately reflects facilities at Bayside/Joinville (school district property), Dale Avenue, and Station Park Green.
- Add an Action under Goal COS-2 to develop a volunteer stewardship program, especially as the City opens up access to creeks.
- Goal COS-4 should acknowledge the importance of reducing vehicle miles traveled as a way to improve air quality.
- Goal COS-6 could include an action to modernize and make more accessible data that the City has on areas with high archaeological sensitivity.
- Policies under Goal COS-9 should mention wi-fi, water fountains, and restrooms public amenities offered in park and recreational facilities.
- Consider an action under Goal COS-10 to do more frequent surveys of residents to ask about park and recreation amenities.
- Add an Action under Goal COS-11 to identify new funding sources for parks and recreation facilities.

PUBLIC SERVICES AND FACILITIES ELEMENT

- Consider whether we need to add more policies about code enforcement in the General Plan.
- Sewer laterals upgrades should be covered in the General Plan to address leakage. The policy could help encourage sewer laterals maintenance and replacement. Reference the City's program that helps subsidize these type of upgrades.
- Add "as needed" after new fire stations in Policy PS-P1.3. Fire stations are a very expensive investment.
- Add a policy that encourages existing homes to convert to water efficient landscaping under Goal PS-2. Offer incentives, rebates, and education in partnership with Cal Water.
- Mention greywater and potable water in Action PS-A2.1. Also, reference the City's water treatment facility where there are ongoing measures to produce greywater and potable water. Maybe there is more that can be done to encourage greywater systems in residential and commercial buildings.
- Include stronger language about water conservation in Policy PS-P2.2.
- Add the word "coordinate" to action PS-A3.1.
- Add "and bay" after lagoons at the end of Policy PS-P3.3. Simplify and make this policy stronger.
- Mention bicycle and pedestrian projects in Action PS-A3.3.
- Add "consider" at the beginning of Policy PS-P4.3.
- Add language that encourages green space in Policy PS-P4.9.
- Under Goal PS-5, add a policy or action about encouraging the development of licensed preschool facilities. This should be a priority. Also work with school districts to encourage efforts to provide more before and after school programs.
- Agree with Policy PS-P5.2, but rewrite the policy to make it more clear. Explain what "compatible with surrounding land uses" means.
- Emphasize non-residential development in Action PS-A5.2.
- Revise Policy PS-P5.5 to address inadequacies in existing childcare facilities. There are a number of existing facilities under Parks and Recreation that cannot be utilized for child care because they do not meet the square footage requirement to be a licensed facility. We need to go beyond retaining facilities and consider if there are some existing facilities that need to be shutdown or expanded. Also, collect park fees and make it a priority to expand existing childcare facilities.
- Add a policy under Goal PS-6 about distributing health centers throughout the city to make sure they are accessible. Also add a policy about mobile health care, perhaps the City can help support the County's efforts.
- Ensure Policy PS-P6.3 balances the need for social services in each community while also ensuring that services are not concentrated in one area.
- Add nonprofits and community based organizations to Policy PS-P6.4. Revise this policy to say "support vulnerable populations by prioritizing reduction of vulnerabilities" and then list nonprofits and religious groups to help.

SAFETY ELEMENT

- Support efforts to underground utilities.
- Revise the examples in Policy S-P1.7 to include data-driven defensible design examples.
- Consider vulnerable road users, such as pedestrians and bicyclists, in Policy S-P1.8 and Action S-A1.10. Do not support expansion of Highway 101 and other roadways. Focus on designing roads that help prevent traffic fatalities. There should be a reference somewhere in the language that addresses roadway design for vulnerable users.
- Revise Policy S-P5.6 to ensure monitoring of peakload water supply is occurring by the appropriate entity.
- Add policies and actions to reduce per capita energy use, such as “encourage energy use reduction by incentivizing active transportation and reducing single occupant vehicle use”. Another policy could be “encourage the creation of energy efficient homes, businesses, and other buildings”. Possible actions could be “encourage energy use reduction through the creation of safe and comfortable opportunities for active transport modes by implementing the City’s pedestrian and bicycle master plan and focusing new development near major transit nodes”. Another action could be encouraging the installation of energy efficient home insulation, weather sealing and other physical means to reduce heating and cooling needs through greater Title 24 building efficiency.
- Cover energy saving appliances and electric appliances.

NOISE ELEMENT

- Revise Policy N-P1.2 to add a reference about outdoor equipment such as leaf blowers and two-stroke engines. Maybe the policy can be revised to list the known noise irritants. Consider adding a reference about outdoor equipment in Policy N-P2.1.
- Consider whether the roads mentioned in Policy N-P2.4 will actually be widened since Caltrans has been deprioritizing widening of roads.
- City could help reduce traffic speeds in Policy N-P2.4 since they are a noise generator.
- Emphasize or add more about railroad noise.

CIRCULATION ELEMENT

- Support for many of the revisions requested in the letter submitted by Move San Mateo.
- Add a threshold for the size of development when we say “require new developments to” in the policies and actions. Applying requirements for new development makes sense for larger projects.
- Replace walking, bicycling and transit everywhere it appears with “transit and active transportation modes”. A few subcommittee members disagree and believe the General Plan should include commonly known terms.
- Add an action under Goal C-1 that requires implementation of the pedestrian and bicycle infrastructure outlined in the Circulation Map anytime a roadway is resurfaced. This is partially covered by Action C-A4.2, but it only mentions bicycle infrastructure and could be expanded to include pedestrian infrastructure.

- Revise Policy C-P1.3 as follows:
 - Delete “works towards”.
 - Revise policy to say: Use a safe systems approach for transportation planning, street design, operations, emergency response, and maintenance that proactively identifies opportunities to “improve safety where conflicts between users exist in order to eliminate traffic fatalities and serious injuries in our roadways”.
- Revise Policy C-P1.5 to address high capacity travel, facilitate efficient travel, and limit left turns during high traffic hours. However, there may not be much the City can do because El Camino Real is a State road.
- For Action C-A1.5, study not only where people already go, but where they would like to go and build routes around their needs.
- Clarify the word “consider” in the second sentence of Action C-A2.1.
- Be more specific about “safe routes to school” in Action C-A2.5.
- A few subcommittee members would like to revise Action C-A2.7 to say “required” instead of “encourage”, but some believe the General Plan should stay high level.
- Modify Policy C-P3.2 to require the widest sidewalks that are feasible and comfortable.
- Unsure why Policy C-P3.4 is under the pedestrian goal.
- Action C-A3.1 should be revised to clarify that there is an urgent need for implementation of pedestrian improvements.
- Add increasing sight lines and removing conflicts at the cross walks to Action C-A3.5. There should be an action about the visibility at cross walks for pedestrians.
- Change “transit centers” to “community destinations” in Policy C-P4.3.
- Add “undercrossings” in Action C-A4.3.
- Add “at intersections” to Action C-14.6.
- There is a transit operator shortage not ridership shortage. Maybe we need to change the focus to “increasing the service” instead of “increasing ridership” in Policy C-P5.1.
- Break Policy C-P5.5 into two policies. Also, revise the policy to educate the public about all alternative travel modes, not just transit.
- Do not limit Action C-A5.2 to only include disadvantaged communities. There should be a focus on disadvantaged communities, but the action should be expanded to other areas.
- Explain what vehicles miles traveled per capita is in Goal C-6. Say “efficient and safe” operations and also say “residents” instead of “modes”.
- Revise Policy C-P6.4 to include a reference to improving the City’s process to request and receive traffic calming measures on residential streets.
- One subcommittee member would like Action C-A7.2 revised to say “implement” instead of “evaluate”, but another subcommittee member disagreed.
- Revise Action C-A8.4 to address data privacy. Do not limit the action to new technology options, we should require this from public transportation as well.

- Prioritize traffic calming measures in Goal C-6 and focus on areas with the highest vehicle collisions. Add an action under this goal that calls for annual vehicles, pedestrian and bicycle counts at different intersections to measure how the City is doing.
- Add an action that requires new development in Downtown to have shared parking agreements that allows the public to use the parking space in the evenings. One subcommittee member believes we should remove existing public parking spaces if we are adding more public parking opportunities in Downtown.
- Add a new policy or action about education under Transportation Demand Management. There are programs out there where people can trade in their car to get transit and e-bike credits.
- Add a policy or goal about connecting neighborhoods or reducing barriers to help traffic flow, for example there is a wall that separates the Shoreview neighborhood and the new parks on J Hart Clinton Drive.
- Place a stronger emphasis on traffic efficiency, infrastructure, traffic calming, and parking in the Circulation Element. One subcommittee member believes the focus should be on getting people out of their cars, which helps reduce traffic.
- In addition to greenhouse gas emissions, also reference vehicle miles traveled in the goals of this element.
- Consider how some of the emerging technology trends could change the city if they actually came into fruition.
- Add an action about school safety speed zones.
- Make sure we are prioritizing local projects, not only regional projects.
- Concern about scooter safety.

LAND USE ELEMENT

- Revise Goal LU-1 as follows:
 - Change “citizens” to “residents.”
 - Include a reference about affordability. Suggested revision could be “provides ample housing which is affordable at all levels”.
 - Consider using “balanced” instead of “orderly” growth.
- Revise Policy LU-P1.1 to add the word affordability. Would like to see one or two actions that could meaningfully achieve this policy.
- Revise Action LU-A1.1 to be more specific. Would also like to see an action about maintaining a real time list of pipeline projects such as the amount of office, jobs and housing that is planned. There should be a requirement that we report this information on an annual basis.
- Consider using “encourage” instead of “require” in Policy LU-P1.2.
- Unsure why Action LU-A1.2 is titled as surplus land inventory.
- Revise Policy LU-P1.3 to say, “component to provide”.
- Policy LU-P1.6 may be outdated.
- Define what the Sphere of Influence is in Policy LU-P1.7.
- Define the term “equity priority communities” used in Policy LU-P1.8.

- Flush out the community benefits in Policy LU-P2.2. Would recommend building heights above 65 feet only for projects that provide housing as a community benefit. An increase in height should be tied to housing being a major part of that building and also providing a greater amount of below market rate units than what the City's inclusionary ordinance requires. Include high quality materials and context appropriate design as a community benefit for taller buildings. One subcommittee member believes we should be careful about how much we ask for from developers because there are other ways to make a project pencil that may not benefit the community, such as hiring out-of-state labor.
- Add the concept of access to commercial services in Policy LU-P2.5.
- Add the word "recreation" to Goal LU-3.
- Add circulation somewhere in Policy LU-P3.2, but unsure were.
- Policy LU-P3.6 seems to be outdated.
- The following comments were received about Policy LU-P3.9:
 - This policy should not dictate the type of businesses. Delete "to research and development, bio-tech, and life sciences uses, and/or".
 - Clarify what "as far as possible from high-volume roadways" means.
 - California Air Resources Board recommends against siting sensitive uses, like housing, within 500 feet from high-volume roadways which is defined as 100,000 vehicles or more a day. El Camino Real does not meet that criteria, but Highway 101 and State Route 92 East of El Camino does meet the criteria. There seems to be contradiction in the General Plan, we say we have a policy to locate new residential away from high volume roadways, but Study Area 7 and another study area along State Route 92 are designated as high and medium density residential.
- Revise Policy LU-P3.12 to encourage the design of publicly accessible spaces that people can intuitively know the space is for their use.
- Comments received on Policy LU-P3.14:
 - This policy is the same policy as PS-P5.2.
 - Policy is outdated and confusing, it needs wordsmithing.
 - Delete the rest of the policy after the first sentence.
 - The school district and the City have a 55 year lease on Bayside Park. Maybe we can have a separate policy that references Bayside Park because that lease will come up at the end of this General Plan.
- Replace "support" with "prioritize" in Action LU-A4.1.
- Action LU-A5.1 is missing what the alternative transportation is alternative to. Change "alternative transportation" to "active transportation".
- Encourage buffers between people and cars in Policy LU-P5.2. Mention the City's tree planting plan here. There needs to be a discussion about downtown landscaping in this policy.
- Add an action about the pedestrian mall.
- Revise Policy LU-P6.1 to say world class transit-oriented "mixed use" development.
- Concerned about including the term "gentrification" in Policy LU-P8.2.

- Add green space where it says “includes retail, services and housing” in Policy LU-P7.1.
- Add biking and walking facilities to Action LU-A7.2, similar to Bridgepointe.
- Add a separate policy or action for the King Center instead of including it in Policy LU-P8.3. There is a need to enhance the King Center beyond maintaining it. Also, confirm if the park impact fees are only supposed to be for physical park improvements and address this in the action.
- Identify other funding sources in Action LU-A8.3.
- Unsure if we should keep convenience markets in Policy LU-P8.5 since they do not typically provide healthy foods.
- Suggested revisions to Action LU-A8.5:
 - Maybe we can say “balance safety improvements with optimizing the existing parking supply” or “balance the design of the safety improvements.”
 - There was a North Central community based transportation plan that was well received. Reference the plan or maybe we need to complete a new plan, it received a lot of public support at that time.
 - Possible new language “the plan shall seek to make the North Central neighborhood streets a measurably safer place while improving accessibility for residents and visitors. Parking availability and access shall be featured as a factor in assessing the planning and design of projects. Changes shall be developed and enacted with the expressed purposes of improving health, safety, welfare and comfort for members of the community”.
- Add “sanitation” to Action LU-A8.6.
- Comments received on Policy LU-P8.7:
 - Not sure this is within the City’s purview; the County health department has been closely working on healthy food in school efforts.
 - This policy seems outdated.
 - There was a question about whether the school district has a meal program for the summer or if the City can help fill the gap. Historically, the school district does not provide food for the community in the summer only for summer school.
 - One subcommittee member asked if we could add language about “explore or incentivize plant based foods in schools”, but a few subcommittee members disagreed.
 - Maybe this policy should go beyond schools. Having fresh produce in neighborhoods is the key thing people need access to.
- Modify Action LU-A8.7 to go beyond partnering with neighborhood organizations and instead also encourage neighborhood cleanliness and beautification programs that do not rely solely on volunteers and neighborhood organizations.
- Highlight how members of the public can influence development projects through community engagement under Goal LU-9.
- Add child care in Policy LU-P9.1 as a feature of public meetings that will increase attendance.
- Add a policy or action about recycled water under Goal LU-10. Remove the word “boldly” from this goal.

- Change “reduce” to “eliminate” in Policy LU-P10.2 since this is a long term plan.
- Change five years to three years in Action LU-A10.3 since the reach codes and building codes come out every three years.
- Improve the definition of “provide a living wage” in Action LU-A11.1. Maybe we should say “a wage that is indexed to the cost of living”.
- Mention “support remote work options” and “public wifi” in Policy LU-P11.3 about telecommunications.
- Clarify what projects Action LU-A12.1 would apply to. This action is also not clear.
- There is no action for the Shoreview shopping center, only for the Bridgepoint and Bel Mateo shopping centers. Add an action for the Shoreview shopping center.
- Add an action about jobs housing balance. Mountain View’s East Whisman Precise Plan has a requirement of 3 units of housing to be built for every 1,000 feet of commercial. Redwood City’s General plan also specifies a maximum additional residential capacity of 2,500 units, a maximum additional office capacity of 574,667 and a maximum additional retail capacity of 100,000 sq. ft. within their Downtown area. Would like to see a similar action in the General Plan.
- There is an area in the Land Use Map that is designated mixed use low right next to State Route 92, across from The Fish Market, City Council asked for this parcel to be designated as mixed use medium but it was recorded in the notes as mixed use low. Note to staff to go back and watch the recording to double check.
- Add an action to increase the urban tree canopy while maintaining existing trees as much as possible. Identify neighborhoods with less street tree canopy and adopt programs to add climate adapted trees to the right of ways and front yards of adjacent properties.
- Add an action under the Hillsdale Station Area about working with Caltrain to make the station accessible for biking.
- Ensure there are roughly equal heights along contiguous blocks. There are some blocks where it goes from residential to mixed use. Important where it changes to residential and mixed use to have a consistent height between these types of land uses.
- Add mention about having less paved surfaces that reflect heat in our city under climate change and sustainability.
- Add a policy or action about green infrastructure in multi-unit developments under climate change and sustainability.
- Consider how Assembly Bill (AB) 297 would eliminate parking requirements for projects within a certain distance of transit.
- Think about how the City is moving towards reallocating the public space for a wider variety of uses that could be used by small businesses.
- Mixed use should not only include office and residential, but it can also include commercial service type of uses.
- High speed rail is a huge land use issue that should be addressed further. Add a reference to preserving access to Downtown and neighborhoods.

MEMORANDUM

DATE September 16, 2022
TO San Mateo City Council
FROM Joanna Jansen and Angelica Garcia, PlaceWorks
SUBJECT Summary of Planning Commission Input on the Draft Policies and Actions

This memorandum summarizes the Planning Commission (PC) input on the draft policies and actions from their meeting on September 13, 2022. The PC reviewed and provided feedback on the policies and actions for the Circulation, Public Services and Facilities, Noise, and Conservation, Open Space, and Recreation elements. Following the September 13 Planning Commission meeting, Commissioner Wiggins submitted additional comments via email, which are attached to this memorandum for reference.

GENERAL COMMENTS

- General support for the comments made by the General Plan Subcommittee, except some comments were clarified or refined by the PC.
- The term “accessible” was used quite a bit, especially in the Circulation and Conservation, Open Space and Recreation Elements. Define this term since many people will think it is connected with accessibility for those who have impaired mobility. There should also be more policies and actions about this issue.

CIRCULATION ELEMENT

- Revise Goal C-1 to say “design and implement a multimodal transportation system that prioritizes walking, biking, and transit and...”.
- Agree with Sierra Club’s recommendation to add trees and green infrastructure to Policy C-P1.2.
- Revise policy C-P1.5 to say “prioritize high-capacity travel and pedestrian and bicyclist safety along El Camino Real”.
- Change “consider parking requirement reductions for projects that” to “reduce parking requirements for projects”. There should be room for City Staff to allow exceptions to this policy for unusual projects.
- Add “or other areas” to the list of destinations mentioned in Action C-A2.6.
- There was discussion about whether unbundled parking should be required under Action C-A2.7. The PC ultimately recommended to change the wording in the policy to start with “allow and encourage...”. There was also support for adding a new action to study the feasibility of requiring unbundled parking.
- Instead of industry standards, say “use American Disabilities Act requirements when implementing design standards” in Action C-A3.4.

- Add the words “and improvements” after “engagement” in Action C-A3.6 to support efforts to fund safe routes to school improvements. Also, this action is in the pedestrian section, but safe routes to schools are not just for pedestrians, it also includes bicyclists.
- Recommend adding a new policy that is titled “Safe Routes to School Master Plan.” This policy should encourage the creation of safe routes maps based on school boundaries. Map out the routes that are safe routes to the school, identify deficiencies and the capital improvement projects to fix those deficiencies, and fund the improvements. The new policy could be “Create a safe routes to school master plan” that includes the details mentioned above.
- Add an action that requires pedestrian and bicycle infrastructure on the Preferred Circulation Scenario to be implemented anytime a roadway is resurfaced. Revise Action C-A4.2 to mention pedestrian infrastructure.
- The following comments were made about Action C-A4.3:
 - Strengthen the language; commit ourselves to go a bit further. Add text to this action that lays out a schedule to reallocate dollars where feasible from vehicle to bikeway improvements consistent with Goal C-6.
 - Concern the overcrossings at US 101 and SR 92 mentioned will not be constructed any time soon. Do not include goals, policies and actions that are infeasible.
- Change “continue pursuing” to “maintain” in Action C-A4.4.
- Support for Action C-A4.5.
- Revise Goal C-6 to include “prioritizes user safety” after “achieve a transportation system that”.
- Revise Policy C-P6.6 to make it clearer that the desired outcome should be to prioritize projects that are primarily bike/ped rather than vehicular.
- Comments about Goal C-7 include:
 - Add a sentence to or create a new policy that says “to plan for the reduction of public parking supply as a whole” which relates to the goal to reduce vehicular travel.
 - Look into a program where parking fees in certain areas are used for improvements for that neighborhood.
- Add a policy that commits us to the long term plan to reduce public parking supply. There should be text in this policy about “heavily scrutinizing any proposed increase in public parking supply”.
- Revise Policy C-P7.1 to focus on addressing street parking management more narrowly and eliminate references to land use changes that would be intended to indirectly result in parking changes.”
- There was discussion about whether the word “require” should be added to Policy C-P7.2 and the PC ultimately decided against requiring shared parking.
- Concern about data sharing language in Action C-A8.4. How will the data be used? Technology companies also have strict rules about data privacy.
- The following items were discussed in connection with Move San Mateo’s letter:
 - Agree with the policies and actions in Move San Mateo’s letter, except there should be more thought about the suggestion to add a new action related to capping Highway 101 from Peninsula Avenue to the Highway 92 interchange.
 - There was discussion about the suggested action to switch parking and bike lanes but the PC agreed the Complete Streets plan would be the best place to address this action.

- There was discussion about the recommendations on speed governors and the PC agrees there should be language in the General Plan that supports a pilot program about speed governors.
- There was a recommendation to incorporate the following policies and actions:
 - Review projects in the City's capital improvement plan based on their alignment with the State Climate Action Plan for transportation infrastructure and other climate goals. Modify our capital improvement projects based on the State Climate Action Plan for transportation infrastructure.
 - Establish a realistic, ambitious, time-based goal to complete all infrastructure projects outlined in the City's revised capital improvement program and improvements outlined in other plans. Identify increases in staffing levels needed to meet this goal.
 - Require the evaluation of the safety and quality of sidewalks fronting all properties at the point of sale. Require the existing or new owner to repair the sidewalk if minimum safety/quality conditions are not met. Provide exemptions for low income owners from this requirement. Prioritize sidewalk repair program funding for historically marginalized/equity priority communities and/or for low income individuals.
 - Adopt minimum traffic calming standards for all streets including but not limited to modal filters and speed cushions.
 - More aggressively pursue a shared micromobility operator, and work with the County and region to attract a multi-jurisdictional operator already operating in major cities in the region.
- There are some policies and actions in the Circulation Element that are unclear. For example, the language in Action C-A7.4 should be clarified. Review and revise the draft goals, policies and actions in the Circulation Element to simplify and improve clarity.
- Prioritize the policies and actions connected with safe routes to school.
- Add a reference about superblocks somewhere in the General Plan, maybe it makes the most sense in the Circulation Element but the PC would not like this concept to get lost.

CONSERVATION, OPEN SPACE, PARKS AND RECREATION ELEMENT

- Agree with GPS comments on this element.
- Change the word “manage” to “maintain” or “protect” in Policy COS-P1.6.
- Remove the hatch on Borel Park in Figure COS-3 because the park is already developed. Add the hatch on the undeveloped open space area on Dale Avenue.
- Add a policy or action about reducing light pollution; however, do not conflict with public requests for better lighting and pedestrian safety. Think about the neighborhood context and their priorities on reducing light pollution versus having better lighting for safety reasons.
- Support Goal COS-5, it is important to keep this goal.
- Add or revise policy COS-P3.2 to “protect and restore creeks to a level acceptable for healthy marine and bird habitat.”
- Add a new policy under Goal COS-4 that discourages new housing development within 500 feet of high volume roadways averaging more than 100,000 daily trips. Maybe one of the ways we

could allow housing development near high volume roadways is if an applicant completes a computational modeling to show there will not be impacts. This policy should be an environmental justice policy.

- Revise Goal COS-6 to include “encourage projects to recognize historical tribal lands.”
- Add a policy under Goal COS-8 to include an equitable access analysis in park master plans to identify deficiencies and solutions and funding to fix these deficiencies.
- Add the following policies or actions below Goal COS-10:
 - Eliminate gas powered equipment and eliminate toxic fertilizers and chemicals from being used in the parks over time. Sustainable park design should consider what kind of equipment is necessary.
 - Implement a 10-year plan to repurpose the golf course into a higher and better use as identified by outreach and surveys. Do not specify the use in the policy or action, instead leave it open for discussion.
- Add “habitat” to the list of uses in Policy COS-P10.2.
- Revise Action COS-A10.5 to prioritize beautification efforts in equity priority communities over wealthier neighborhoods.
- Add “creating a park system that is best in class or sets a standard for the Bay Area” in Goal COS-11.
- There was a discussion about whether leaf blowers should be banned due to air quality, noise, and health concerns. The PC suggested adding a policy or action that bans gas-powered leaf blowers within the public right-of-way.
- Add a new policy to “ensure a balanced set of funding sources that is comprised of annual budget dollars and new development impact fees each in proportion to its impact on parks and recreational facilities to provide a stable funding source.”
- Add a new action to “evaluate the City’s annual budget to identify funding sources for impacts on parks and recreation facilities caused by existing development, as needed. Identify other funding sources including but not limited to a bond.”
- Add a policy or goal that supports efforts to create passive recreation that connects parks and certain nodes, such as Downtown, to increase connectivity on select public right-of-ways for runners and pedestrians.
- Composting is a State requirement for homes and businesses. Address composting in City parks in the General Plan. There should be compost receptacles in City parks. We should also use a special smaller electric garbage trucks to service parks.
- Encourage volunteering programs at parks.

PUBLIC SERVICES AND FACILITIES ELEMENT

- Correct the name of the element, in some places it is labelled as facilities or infrastructure.
- Support continuing to try to find a downtown facility as mentioned in Policy PS-P4.3.
- Delete the first sentence of Policy PS-P5.2. Change the word “city” to “community” in the fourth sentence. Make it clear in the policy that this would apply to any school district land that becomes available. Leave in “community recreation needs” in the policy. Housing and

community recreation uses should be the first priority for these sites.

- Change “continue to allow” to “encourage” in Policy PS-P5.6.
- Clarify a comment made in the GPS meeting about Goal PS-2. Add a new policy to “encourage ~~existing homes~~ all properties to convert to water-efficient landscaping over time”.
- Expand policy PS-P5.5 to not only mention child care centers, but also include public facilities in general as places that support child development. Change “retain” to “improve” in this policy.
- Add a policy or action to study and implement water regulations related to water conservation. Set a maximum gallons per day quota of 40 gallons and implement this policy through Cal Water and the City Council. City has taken position that it does not control its water supply for decades, but we have the tools to have major impacts on water supply.
- The wastewater treatment plant mentioned in Policy PS-P3.4 is the most important infrastructure in the city. The General Plan should consider impacts to the plant from sea level rise. Figure out how to at least use some recycled water for irrigation, groundwater recharge.
- Add “public restroom facilities” to Policy PS-P4.1 or create a separate policy about increasing public restroom facilities.
- Combine Policy PS-P4.4 and Policy PS-P4.5 or make these policies more distinct since they both cover libraries.
- Policy PS-P5.1 is too broad. Include the same level of specificity as the policy about effective police and fire services.
- One commissioner would like to study barriers to creating new child care centers and try to address those barriers but City Staff noted that these facilities are licensed through the State and County and the City’s only role is related to the physical location of the facility.
- Revise the first sentence in action PS-A2.1 to make this action stronger.
- Action PS-A3.3 seems unnecessary.

NOISE ELEMENT

- Add an action to “do monitoring to gather more quantitative data on existing noise nuisances” below Goal N-2. For example, ambient noise levels around schools, along the railroad corridor, along Highways 92 and 101, and other noise sources of interest. Then use the data to put policies in place to target nuisance noise sources.
- Add language about banning leaf blowers.
- Add a policy that “County Hospital should maintain equipment to minimize noise for adjacent residential areas”.
- Revise policy N-P2.7 to include “require” instead of “continue to”.

From: Martin Wiggins
Sent: Tuesday, September 13, 2022 6:17 PM
To: Zachary Dahl
Cc: Manira Sandhir
Subject: GPU agenda item - minor comments

Hi Zach,

In addition to comments I will make tonight, I wanted to send along some smaller comments on tonight's GPU agenda item that might be more easily conveyed in writing.

COS-1

Can we add 'where an opportunity arises, restore' natural resources including wetlands'? I am just thinking of, sometime in the next twenty years, some piece of land comes available to the City that was historically a wetland, wouldn't it be synergistic with our Safety element on sea level rise which we'll discuss in two weeks, to at least say in here that, when we can, we will try to restore wetlands, both as an environmental stewardship opportunity and as a safety one? The only policies we have are about limitations on new development and I think this implies that what's already here is fine. But there is a legacy of environmental destruction throughout most of the 20th century that we are sitting on top of. So I think at least some mention of restoration seems appropriate.

COS-P7.1 - Active & Healthy Lifestyles

Suggest addition of walking and bicycling as a mode of healthy transportation. Before someone says this doesn't belong in COS, note that the current language includes healthy eating and nutrition, and that's obviously not limited to parks. Within the context of parks programming I could imagine a number of ways this could be incorporated and wouldn't be surprised if it was already happening, but no harm in including it here.

COS-P10.2 - Park Preservation

Can we add the word 'habitat' between open space and recreational use? I'd like to emphasize, if we can, the importance of fostering habitat space as a resilience strategy among other reasons. I think 'open space and recreational use' by itself, feels a little outdated to me.

COS-P10.4 - Optimum Cost-Effectiveness

Can we put the word 'Proactively' right in front of all of this? I think anyone's that worked in maintenance knows how much more expensive things get to fix if you let them deteriorate too much, and so optimizing cost-effectiveness should usually come with a lens of proactivity that I'd suggest we be explicit about.

PS-P5.3 - Child Care Needs

Add text that clearly states we are meeting the needs 'of children of all abilities, incomes, and backgrounds' through 2040 (not just 'the needs').

PS-A2.1 - Recycled Water

We say 'explore the feasibility' of working with Cal Water, but I'd suggest we say 'Work with Cal Water...to explore the feasibility of distributing recycled water'. This may sound like a grammatical tweak but I think it's a material change as it requires u to at least work with them.

Thanks,

Martin

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3. CIRCULATION ELEMENT

These suggested revisions to the draft goals, policies and actions are based on input provided by staff, community members, the General Plan Subcommittee and the Planning Commission, and are shown in italics and track changes. For policies and actions with suggested revisions, they are listed below the original draft language that was published in July for comparison purposes.

GOALS AND POLICIES

MULTIMODAL TRANSPORTATION

GOAL C-1	Design and implement a multimodal transportation system that <u>prioritizes walking, biking and transit, and</u> is sustainable, safe, and accessible for all users, connects the community utilizing all modes of transportation <u>and reduces vehicle miles traveled (VMT) per capita.</u>
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POLICIES

Policy C-P1.1	Sustainable Transportation. Reduce <u>Greenhouse Gas (GHG)</u> emissions from transportation by increasing mode shares for sustainable travel modes such as walking, bicycling, and public transit.
Policy C-P1.2	<p>Complete Streets. Apply complete streets design standards to future projects both in the public right-of-way and on private property. Complete streets are streets designed to facilitate safe, comfortable, and efficient travel for all users regardless of age or ability or whether they are walking, bicycling, taking transit, or driving.</p> <p><i>Complete Streets. Apply complete streets design standards to future projects both in the public right-of-way and on private property. Complete streets are streets designed to facilitate safe, comfortable, and efficient travel for all users regardless of age or ability or whether they are walking, bicycling, taking transit, or driving, and <u>should include landscaping and shade trees as well as green streets stormwater infrastructure to reduce runoff and pollution.</u></i></p>
Policy C-P1.3	<p>Vision Zero. Work towards eliminating traffic fatalities and serious injuries. Use a safe systems approach for transportation planning, street design, operations, emergency response, and maintenance that proactively identifies opportunities to improve safety where conflicts between users exist.</p> <p><i>Vision Zero. Work towards eliminating traffic fatalities and serious injuries. Use a safe systems approach for transportation planning, street design, operations, emergency response, and maintenance that proactively identifies opportunities</i></p>

to improve safety where conflicts between users exist to eliminate traffic fatalities and serious injuries in our roadways.

Policy C-P1.4

Prioritize Pedestrian and Bicycle Mobility Needs. Prioritize pedestrian and bicycle mobility, connectivity, and safety when designing roadway and intersection improvements.

Prioritize Pedestrian and Bicycle Mobility Needs. Prioritize local pedestrian and bicycle projects that enhance mobility, connectivity, and safety when designing roadway and intersection improvements.

Policy C-P1.5

El Camino Real. Prioritize high-capacity travel along El Camino Real.

El Camino Real. Prioritize high-capacity Facilitate efficient travel and pedestrian safety along El Camino Real.

Policy C-P1.6

Transit-Oriented Development. Increase access to transit and sustainable transportation options by encouraging high density mixed-use transit-oriented development near the City's Caltrain stations and transit corridors.

Policy C-P1.7

Equitable Multimodal Network. Prioritize new amenities, programs, and multimodal projects, developed based on community input and data analysis, in San Mateo's disadvantaged neighborhoods. (*Environmental Justice*)

Policy C-P1.8

New Development Fair Share. Require new developments to pay a transportation impact fee to mitigate cumulative transportation impacts.

Policy C-P1.9

Dedication of Right-of-Way for Transportation Improvements. Require dedication of needed right-of-way for transportation improvements identified in adopted City plans, including pedestrian facilities, bikeways, and trails.

Policy C-P1.10

Inclusive Outreach. Involve the community in the City's efforts to design and implement a multimodal transportation system that is sustainable, safe, and accessible for all users. Use outreach and engagement methods that encourage broad representation and are culturally sensitive, particularly for historically underserved communities.

ACTIONS

Action C-A1.1

Complete Streets Plan. Complete and implement the Complete Streets Plan to improve the City's circulation network to accommodate the needs of street users of all ages and abilities.

Action C-A1.2

Vision Zero Plan. Complete and regularly update a Plan that uses a safe systems approach to work towards Vision Zero and identifies specific citywide changes to policies, practices, funding, and other action items that will reduce speeding, collisions, and collision severity.

- Action C-A1.3** **El Camino Real Plan.** Collaborate with Caltrans, SamTrans, and other partners to prepare and implement a plan to accommodate higher capacity and frequency travel along El Camino Real, exploring Bus Rapid Transit and other modes of alternative transportation.
- Action C-A1.4** **Safe Routes for Seniors.** Develop a "safe routes for seniors" program to promote active transportation connections for seniors in collaboration with seniors' organizations. Prioritize improvements for seniors in disadvantaged communities.
- Action C-A1.5** **Data Driven Approach to Project Design and Prioritization.** Inform the prioritization of improvement projects through the consistent collection and analysis of modal activity data which reveals where the highest concentration of pedestrian, bicycle, and transit trips occur.
- Data Driven Approach to Project Design and Prioritization.** Inform the prioritization of improvement projects through the consistent collection and analysis of modal activity data which reveals where the highest concentration of pedestrian, bicycle, and transit trips occur, and study routes and places people would like to access but are currently unable to because of limitations in pedestrian, bicycle, and transit infrastructure.*
- Action C-A1.6** **Safety Education.** Pursue safety education to increase awareness for all street users.
- Action C-A1.7** **Transportation Funding.** Regularly update adopted City master plans to secure reliable funding for transportation infrastructure projects identified in these plans.
- Action C-A1.8** **Transportation Fees.** Adopt and maintain fees and fiscal policies to fund circulation improvements and programs equitably and achieve operational goals.
- Action C-A1.9** **Performance and Monitoring.** Monitor the City's mode split progress on reducing VMT, and reducing GHG emissions from VMT, as data is available.

TRANSPORTATION DEMAND MANAGEMENT

GOAL C-2 Use transportation demand management (TDM) to reduce the number and length of single-occupancy vehicle trips and encourage sustainable travel behaviors through policy, zoning strategies, and targeted context-appropriate programs and incentives.

POLICIES

Policy C-P2.1

TDM Requirements. Require new or existing developments that meet specific size, capacity, and/or context conditions to implement TDM strategies.

ACTIONS

Action C-A2.1

Implement TDM Ordinance. Develop and implement a citywide TDM ordinance for new developments with tiered trip reduction and VMT reduction targets and monitoring that are consistent with the targets in their relevant area plans. Consider parking requirement reductions for projects that include TDM measures.

***Implement TDM Ordinance.** Develop and implement a citywide TDM ordinance for new developments with tiered trip reduction and VMT reduction targets and monitoring that are consistent with the targets in their relevant area plans.*
~~Consider-Reduce~~ parking requirements ~~reductions~~ for projects that include TDM measures.

Action C-A2.2

TDM Education and Outreach. Pursue education for developers and employees about programs and strategies to reduce VMT, parking demand, and the resulting benefits.

***TDM Education and Outreach.** Pursue education for developers and employees about programs and strategies to reduce VMT, parking demand, and the resulting benefits. Inform the public about existing programs that encourage people to trade in their vehicle for alternative modes of transportation, such as the Clean Cars for All program.*

Action C-A2.3

Leverage TDM Partnership Opportunities. Work with regional partners to identify and fund TDM strategies that can be implemented at new and existing developments.

Action C-A2.4

Facilitate TDM Services. Facilitate the provision of TDM services to employees and residents through development agreements, TMAs, and coordination with regional partners.

Action C-A2.5

Travel to Schools. Reduce private automobile school trips and support student health by collaborating with private and public partners to increase the number of students walking or bicycling to school through expanded implementation of Safe Routes to School. Prioritize school travel safety improvements in disadvantaged communities.

***Travel to Schools.** Reduce ~~private-automobile~~ school ~~trips-related~~ VMT and support student health by collaborating with private and public partners to increase the number of students walking or bicycling to school through expanded implementation of Safe Routes to School, including educating students*

and the community about the benefits of walking and bicycling and making physical improvements to streets and neighborhoods that make walking and bicycling safer. Prioritize school travel safety improvements in disadvantaged communities.

Action C-A2.6

New Development Shuttle Services. As an option to fulfill TDM requirements, encourage new developments to provide shuttle services to and from activity centers such as the College of San Mateo, Caltrain stations, Downtown, or the Hillsdale Shopping Center. Shuttle service should accommodate the needs and schedules of all riders, including service workers.

New Development Shuttle Services. As an option to fulfill TDM requirements, encourage new developments to provide shuttle services to and from activity centers such as the College of San Mateo, Caltrain stations, Downtown, ~~or~~ the Hillsdale Shopping Center, or other areas. Shuttle service should accommodate the needs and schedules of all riders, including service workers.

Action C-A2.7

Unbundled Parking. Encourage residential developments to unbundle the costs of providing dedicated parking spaces. Encourage additional parking capacity created by unbundling to be reallocated as shared or public parking spaces.

PEDESTRIANS

GOAL C-3	Build and maintain a safe, connected, and equitable pedestrian network that provides access to community destinations such as employment centers, transit, schools, shopping, and recreation.
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POLICIES

Policy C-P3.1

Pedestrian Network. Create and maintain a safe, walkable environment in San Mateo to increase the number of people who choose to walk. Maintain an updated recommended pedestrian network for implementation.

Pedestrian Network. Create and maintain a safe, walkable environment in San Mateo to increase the number of people who choose to walk. Maintain an updated recommended pedestrian network for implementation. Encourage “superblock” design in certain nodes of the city, such as Downtown, that allows vehicle access at the periphery and limits cut-through vehicles to create pedestrian focused, car-light spaces.

Policy C-P3.2

Pedestrian Enhancements with New Development. Require new development projects to provide sidewalks and pedestrian ramps and to repair or replace damaged sidewalks, in addition to right-of-way improvements identified in adopted City master plans. Encourage new developments to include pedestrian-oriented design to facilitate pedestrian path of travel.

Policy C-P3.3

Right-of-Way Improvements. Require new developments to construct or contribute to improvements that enhance the pedestrian experience including human-scale lighting, streetscaping, and accessible sidewalks.

***Right-of-Way Improvements.** Require new developments to construct or contribute to improvements that enhance the pedestrian experience including human-scale lighting, streetscaping, and accessible sidewalks adjacent to the site.*

Policy C-P3.4

Utility Undergrounding. Require new private development to underground utilities adjacent to the site.

~~***Utility Undergrounding.** Require new private development to underground utilities adjacent to the site.*~~ **<Addressed in the Safety Element>**

ACTIONS

Action C-A3.1

Implement Pedestrian Improvements. Implement goals, programs, and projects in the City's adopted plans that improve the comfort, safety, and connectivity of the pedestrian network.

~~***Implement Pedestrian Improvements.** Implement Prioritize implementation of goals, programs, and projects in the City's adopted plans that improve the comfort, safety, and connectivity of the pedestrian network.*~~

Action C-A3.2

Utility Undergrounding Requirements. Amend the San Mateo Municipal Code to require new private development to underground utilities on and adjacent to the site and to install and maintain signs, streetlights, and street landscaping adjacent to sidewalks.

Action C-A3.3

Pedestrian Trails and Routes Awareness. Increase awareness of existing trails and routes by working with outside agencies and developers to promote these amenities to residents. Continue collaborating with the County on development of the trail network.

Action C-A3.4

Access for Users of All Ages and Abilities. Implement the ADA Transition Plan and maintain accessible streets and sidewalks. Use industry standards for guidance when implementing design standards.

~~***Access for Users of All Ages and Abilities.** Implement the ADA Transition Plan and maintain accessible streets and sidewalks. Use ADA requirements industry standards for guidance when implementing design standards.*~~

Action C-A3.5

Pedestrian Connectivity. Incorporate design for pedestrian connectivity across intersections in transportation projects to provide safe interaction with other modes.

Pedestrian Connectivity. Incorporate design for pedestrian connectivity across intersections in transportation projects to improve visibility at cross walks for pedestrians and provide safe interaction with other modes. Design improvements should focus on increasing sight lines and removing conflicts at the cross walks.

Action C-A3.6

Safe Routes to School. Fund and implement continuous Safe Routes to School engagement with San Mateo elementary, middle, and high schools, and provide support to increase number of students walking to school.

Safe Routes to School. Fund and implement continuous Safe Routes to School engagement and improvements with San Mateo elementary, middle, and high schools, and provide support to increase number of students walking and bicycling to school. Consider implementing safety speed zones near schools.

Action C-A3.7

Downtown Pedestrian Mall. Complete design and fund improvements to fully transition B Street between 1st Street and 3rd Street into a pedestrian mall.

BICYCLES AND MICROMOBILITY

GOAL C-4

Build and maintain a safe, connected, and equitable bicycle and micromobility network that provides access to community destinations such as employment centers, transit, schools, shopping, and recreation.

POLICIES

Policy C-P4.1

Bicycle Network. Create and maintain a bike-friendly environment in San Mateo and increase the number of people who choose to bike.

Policy C-P4.2

Bicycle Master Plan. Maintain an updated recommended bicycle network for implementation in the adopted Bicycle Master Plan and related City plans.

Policy C-P4.3

First- and Last-Mile Connections. Encourage and facilitate provision of bicycle parking and shared mobility options at transit centers to provide first- and last-mile connections.

First- and Last-Mile Connections. Encourage and facilitate provision of bicycle parking and shared mobility options at transit centers and other community destinations to provide first- and last-mile connections.

Policy C-P4.4

Bicycle Related Technology. Explore ways to use technology to improve bicycle safety and connectivity.

Bicycle and Shared Mobility Related Technology. Explore ways to use technology to improve bicycle and shared mobility safety and connectivity.

- Policy C-P4.5** **Bicycle Improvements.** Require new developments to construct or contribute to improvements that enhance the cyclist experience, including bike lanes.
- Policy C-P4.6** **Coordination with other City Projects.** Maximize opportunities to implement bicycle facilities through other City of San Mateo projects.
- Policy C-P4.7** **Interjurisdiction Coordination.** Continue to coordinate with adjacent jurisdictions and regional partners in the development of connected bicycle and pedestrian facilities and regional trails as identified in adopted City plans.

ACTIONS

- Action C-A4.1** **Bicycle Master Plan Implementation.** Implement the Bicycle Master Plan's recommended programs and projects to create and maintain a fully connected, safe, and logical bikeway network and coordinate with the countywide system. Update the Bicycle Master Plan and related adopted City plans to reflect future bicycle and micromobility facility needs to support the City's circulation network. Provide an adequate supply of short- and long-term bicycle parking to support increased ridership.
- Action C-A4.2** **Paving Coordination.** Coordinate and fund the implementation of bicycle facilities identified in the Bicycle Master Plan with the City's paving program.
- Paving Coordination. Coordinate and fund the implementation of bicycle facilities and pedestrian improvements identified in the Bicycle and Pedestrian Master Plans with the City's paving program.*
- Action C-A4.3** **Connectivity Across Freeway Barriers.** Conduct feasibility studies and design alternatives for overcrossings at US 101 and SR 92 to facilitate connectivity across major barriers.
- Connectivity Across Freeway Barriers. Conduct feasibility studies and design alternatives for overcrossings and undercrossings at US 101 and SR 92 to facilitate connectivity across major barriers.*
- Action C-A4.4** **Bay Trail.** Identify State and County programs to continue pursuing safe pedestrian and bicycle access to and extension of the San Francisco Bay Trail through coordination with neighboring jurisdictions.
- Bay Trail. Identify State and County programs to ~~continue pursuing~~ maintain safe pedestrian and bicycle access to and extension of the San Francisco Bay Trail through coordination with neighboring jurisdictions.*
- Action C-A4.5** **Crystal Springs.** Pursue safe pedestrian and bicycle access to San Francisco Water District lands via Crystal Springs Road through coordination with the Town of Hillsborough and with State and County assistance.

- Action C-A4.6** **Bicycle Detection Devices.** Install innovative signal modifications on existing and planned bikeways to detect bicyclists and micromobility users' presence at intersections and facilitate their safe movement through the intersection.
- Action C-A4.7** **Increased Bicycle Capacity on Caltrain and SamTrans.** Coordinate with Caltrain and SamTrans to support\increase bicycle capacity on transit vehicles and to provide an adequate supply of secure covered bicycle and micromobility parking at Caltrain stations, transit centers, and major bus stops.

TRANSIT AND MOBILITY SERVICES

GOAL C-5 Make transit a viable transportation option for the community by supporting frequent, reliable, cost-efficient, and connected service.

POLICIES

- Policy C-P5.1** **Increase Transit Ridership.** Work with SamTrans and Caltrain to increase transit ridership.
- Policy C-P5.2** **Caltrain.** Support Caltrain as a critical transit service in the City and Peninsula.
- Policy C-P5.3** **California High Speed Rail.** Support and facilitate local and regional efforts to implement High Speed Rail. Work to provide multimodal connections between San Mateo and planned High Speed Rail stations.
- Policy C-P5.4** **Safety at At-Grade Rail Crossings.** Eliminate existing at-grade rail crossings to improve safety and local multimodal circulation.
- Policy C-P5.5** **Transit Safety.** Prioritize improvements to increase safety, access, comfort, and educate the public about the benefits of transit use at transit centers and bus stops in disadvantaged communities, along commercial corridors, and in dense, mixed-use neighborhoods.
- Transit Safety.** Prioritize improvements to increase safety, access, and comfort, ~~and educate the public about the benefits of transit use~~ at transit centers and bus stops in disadvantaged communities, along commercial corridors, and in dense, mixed-use neighborhoods.*
- Policy C-P5.6** **Transit Access in New Developments.** Require new development projects to incorporate design elements that facilitate or improve access to public transit.

Recommended New Policy:

***Transit Education.** Educate the public about the benefits of transit use.*

ACTIONS

- Action C-A5.1** **Grade Separation Study.** Conduct a grade separation feasibility study for all at-grade rail crossings in San Mateo. Identify funding to complete these grade crossing improvements.
- Action C-A5.2** **Transit Experience Improvements.** Prioritize installing new transit shelters and benches or other seating and an energy-efficient street lighting program at transit stops in disadvantaged communities and areas that improve transit access, safety and experience.
- Action C-A5.3** **Transit Ridership.** Coordinate with SamTrans, Caltrain, and Joint Powers Board (JPB) to support implementation of transit improvements, including the following:
- Transit priority treatments, such as signal priority, on high frequency transit corridors.
 - Extended hours to provide service for shift workers.
 - Bus rapid transit (BRT) in San Mateo.
 - Caltrain modernization, electrification, transit experience improvements, and increased service frequency.
 - Support implementation of Caltrain's business plan, including increased service to San Mateo's three stations.
 - Improve Caltrain station access by ensuring sidewalks and bikeways near each station are designed to provide safe and convenient access to and from transit.
 - Support regional transit integration and expansion efforts to improve seamless access to BART, High Speed Rail, and other regional transit systems.
- Action C-A5.4** **Shuttle Programs.** Continue to support public shuttle programs connecting to Caltrain stations. Work to expand public awareness and access to shuttles and expand shuttle service. Support the implementation of publicly accessible private shuttles.

ROADWAY IMPROVEMENTS

GOAL C-6	Achieve a transportation system that <u>prioritizes user safety</u> , accommodates future growth, reduces <u>vehicle miles traveled (VMT)</u> per capita, and maintains efficient <u>and safe</u> operations for all modes <u>and all residents</u> .
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POLICIES

- Policy C-P6.1** **Roadway Operations.** Maintain acceptable roadway operations for all intersections and all modes within the City.

- Policy C-P6.2** **Circulation Improvement Plan.** Maintain a transportation network that will accommodate future growth, reduce VMT per capita, and equitably implement complete streets.
- Policy C-P6.3** **Local Transportation Analysis.** Require site-specific transportation impact analysis following the City’s adopted Transportation Impact Analysis (TIA) Policy for development projects where there may be an adverse condition or effect on the roadway system.
- Policy C-P6.4** **Neighborhood Traffic.** Implement traffic calming measures on residential streets to reduce the volume of passthrough traffic and vehicular speeds.
- Policy C-P6.5** **Truck Routes.** Maintain and update the truck route network to utilize roadways that are adequately designed for truck usage and minimize potential conflicts with other transportation modes.
- Policy C-P6.6** **Capital Improvement Program.** Prioritize improvements that increase person throughput in project prioritization in order to reduce VMT.
- Policy C-P6.7** **Traffic Signal Installation.** A warrant analysis may be used to determine the need for signalization and shall include consideration of both existing and projected traffic and pedestrian volumes, traffic delays and interruptions, collision history, and proximity of sensitive land uses, such as schools. A development project may be required to fund signalization and maintenance of off-site unsignalized intersections if warranted as determined by the appropriate transportation analysis.
- Policy C-P6.8** **Emergency Signal Preemption.** Require new and upgraded signals to include pre-emption for emergency vehicles to maintain and enhance emergency response times.

ACTIONS:

- Action C-A6.1** **Multimodal Level of Service Standard.** Evaluate and adopt an operational metric for all roadway users that accounts for the safe, equitable, and efficient roadway access.
- Action C-A6.2** **Prioritization and Timing of Roadway Improvements.** Revise the Capital Improvement Program (CIP) prioritization system to include additional criteria such as: potential to reduce vehicle miles traveled (VMT) per capita; proximity to high-injury locations identified in the Local Roads Safety Plan; eligibility and availability of grant or other funding source; benefit or harm to disadvantaged communities; and correlation with the distribution and pace of development, reflecting the degree of need for mitigation.

Action C-A6.3

Congestion Management. Work with neighboring agencies and regional partners, such as the City/County Association of Governments of San Mateo County (C/CAG), to implement traffic management strategies and technologies, such as signal coordination, to manage local traffic congestion.

PARKING MANAGEMENT

GOAL C-7

Use parking, enforcement, and curb management strategies to effectively administer parking supply and maximize utilization of public assets.

POLICIES

Policy C-P7.1

Parking Management. Manage parking through appropriate pricing, enforcement, and other strategies to support economic growth and vitality, transportation equity, and environmental sustainability. Ensure that the available parking supply is utilized at levels that meet ongoing needs without inducing additional demand or hindering future development.

Policy C-P7.2

Shared Parking. Encourage new and existing developments, especially those in mixed-use districts, to share parking between uses to maximize the existing parking supply, minimize the amount of new parking construction, and encourage "park once" behavior in commercial areas.

Policy C-P7.3

Public Parking. Maximize opportunities to expand the availability of existing parking by supporting the use of public/shared parking at private developments, discouraging reserved parking at new developments, providing incentives for developments to include shared/public parking, and allowing developers to fund public parking in-lieu of meeting parking demand/requirements on site.

Policy C-P7.4

Bicycle Parking. Require the provision of bicycle parking as part of new private developments.

Policy C-P7.5

Curbside Management. Manage the supply and utilization of the curb to maintain an optimal balance between mobility, storage, placemaking, and loading uses allowing for flexibility for adaptive re-use, safety improvements, and activation of curb space whenever possible.

Policy C-P7.6

Loading Areas in New Developments. Require adequate off-street loading in new development. Consider shared loading where feasible.

Loading Areas in New Developments. Require adequate ~~off-street loading in-to~~ meet the needs of new development. ~~Consider shared loading where feasible.~~

ACTIONS

- Action C-A7.1** **Parking Maximums.** Amend the zoning ordinance to replace parking minimums with parking maximums to allow developers and the City the flexibility to provide parking at levels that encourage desired development and are appropriate to the conditions of the development and its context.
- Action C-A7.2** **Parking Management Strategies.** Deploy enhanced parking management strategies, parking enforcement, and evaluate dynamic parking pricing strategies that fluctuate based on peak parking and/or district level parking demands.
- Action C-A7.3** **Curbside Management Strategies.** Evaluate and implement curb management strategies such as incentivizing or discouraging certain types of trips, mode choices, and behaviors in favor of broader mobility goals.
- Action C-A7.4** **Emerging Technology for Curbside Management.** Evaluate and implement performance monitoring and evaluation systems, such as digitization of curbside assets, to dynamically manage evolving curbside demands.
- Action C-A7.5** **Truck Loading.** Evaluate and implement ways to reduce conflicts between truck loading and pedestrian, bicycle, and transit networks.
- Action C-A7.6** **Public Bicycle Parking.** Install safe, useful, and convenient short and long-term bicycle parking facilities in the public right-of-way or near key destinations, City facilities, and transit facilities.
- Action C-A7.7** **Mechanical Parking Lift.** Adopt and maintain an updated mechanical parking lift code or policy.

FUTURE MOBILITY AND TECHNOLOGY

GOAL C-8	Build a values-driven regulatory, management, and partnership framework that flexibly encourages emerging transportation technologies in service of City and community goals.
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POLICIES

- Policy C-P8.1** **Emerging Technologies.** Monitor, evaluate, test, and implement new technologies that expand options for safe and efficient trip making.
- Policy C-P8.2** **Equitable Mobility Options.** Prioritize the needs and perspectives of residents of disadvantaged communities, those who speak limited English, and low-income, senior, and disabled travelers in the design, deployment, and management of new mobility services and technologies. (*Environmental Justice*)

Policy C-P8.3

Mobility Data. Leverage mobility data to support new policies, investments, and programmatic actions in service of City goals.

ACTIONS

Action C-A8.1

Umbrella Regulations for Modern Mobility. Develop comprehensive regulations and infrastructure standards that are not exclusive to specific service providers and that support a spectrum of digital information, micromobility services, and connected and autonomous vehicles.

***Umbrella Regulations for Modern Mobility.** Develop comprehensive regulations and infrastructure standards that are not exclusive to specific service providers and that support a spectrum of digital information, micromobility services, and ~~connected and emerging technologies, such as~~ autonomous vehicles.*

Action C-A8.2

Strategic Partnerships and Pilots. Create strategic partnerships and pilots with the mobility industry and community organizations that increase mobility options for San Mateans.

Action C-A8.3

Future-Ready Infrastructure. Establish public realm policies and tools that reflect San Mateo's goals and priorities in the design and management of streets, curbs, sidewalks, and parking facilities to account for emerging mobility trends and changes in demand over time.

Action C-A8.4

Equitable Mobility Technology. Develop an equitable mobility policy and data sharing requirements for vendors to ensure equitable deployment of emerging mobility options with consideration of residents who may be digitally challenged.

***Equitable Mobility Technology.** Develop an equitable mobility policy, including a ~~and~~ data sharing ~~requirements policy,~~ for vendors to ensure equitable deployment of emerging mobility options with consideration of residents who may be digitally challenged.*

Action C-A8.5

Intelligent Transportation Systems. Evaluate and deploy Intelligent Transportation Systems (ITS) measures to efficiently manage traffic operations and incident response, enhance transit service efficiency, and better detect and prioritize the travel and safety of people walking and biking.



6. CONSERVATION, OPEN SPACE, ~~PARKS & AND~~ RECREATION ELEMENT

These suggested revisions to the draft goals, policies and actions are based on input provided by staff, community members, the General Plan Subcommittee and the Planning Commission, and are shown in italics and track changes. For policies and actions with suggested revisions, they are listed below the original draft language that was published in July for comparison purposes.

GOALS AND POLICIES

ENVIRONMENTAL STEWARDSHIP

GOAL COS-1	Protect and enhance the City's natural resource areas that provide plant and animal habitat and benefit human and ecological health and resilience.
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POLICIES

Policy COS-P1.1	<p>Sensitive Natural Communities. Protect riparian habitat and other sensitive natural communities.</p> <p><i>Sensitive Natural Communities. Protect riparian habitat and other sensitive natural communities. <u>When an opportunity arises, restore natural resources including wetlands.</u></i></p>
Policy COS-P1.2	<p>Interjurisdiction Coordination. Coordinate with adjacent jurisdictions and regional, State, and federal agencies to protect critical wildlife habitat, including by participating in comprehensive habitat management programs.</p>
Policy COS-P1.3	<p>Site Evaluations. Require independent professional evaluation of sites for any public or private development located within known or potential habitat of species designated by State and federal agencies as rare, threatened, or endangered.</p> <p>The site evaluation shall determine the presence/absence of these special-status plant and animal species on the site. The surveys associated with the evaluation shall be conducted for proper identification of the species. The evaluation shall consider the potential for significant impacts on special-status plant and animal species and shall include feasible mitigation measures to mitigate such impacts to the satisfaction of the City and appropriate governmental agencies (e.g., U.S. Fish and Wildlife Service and California Department of Fish and Game). The City shall require adequate mitigation measures for ensuring the protection of sensitive resources and achieving “no net loss” of sensitive habitat acreage, values, and functions.</p>

In lieu of the site evaluation, presence of special status plant and animal species may be assumed and the City may require mitigation requiring “no net loss” mitigation of sensitive habitat acreage ~~may~~ be applied to the satisfaction of the City and appropriate governmental agencies.

Policy COS-P1.4

Development Near Wetlands or Water. Restrict or modify proposed development in areas that contain wetlands or waters to ensure the continued health and survival of special-status species and sensitive habitat areas. Development projects shall be designed to avoid impacts on sensitive resources, or to adequately mitigate impacts by providing on-site or off-site replacement at a higher ratio. Project design modification shall include adequate avoidance measures such as the use of setbacks, buffers, and water quality, drainage control features, or other measures to ensure that no net loss of wetland acreage, function, water quality protection, and habitat value occurs. This may include the use of setbacks, buffers, and water quality, drainage control features, or other measures to maintain existing habitat and hydrologic functions of retained wetlands and waters of the US.

Policy COS-P1.5

Wetland Development Mitigation. Avoid wetlands development where feasible (as defined under State CEQA Guidelines Section 15364). When an applicant has demonstrated that no net loss of wetlands would occur and that on-site restoration is not feasible, provide replacement habitat on-site through restoration and/or habitat creation that would ensure no net loss of wetland acreage, function, water quality protection, and habitat value. Off-site wetland mitigation preferably will consist of the same habitat type as the wetland area that would be lost.

1. Restricting or modifying proposed development in areas that contain wetlands or waters of the U.S., as defined by U.S. Army Corps of Engineers delineations, as necessary to ensure the continued health and survival of special-status species and sensitive habitat areas. Development projects shall be designed to avoid impacts on sensitive resources, or to adequately mitigate impacts by providing on-site replacement or (as a lowest priority) off-site replacement at a higher ratio. Modification in project design shall include adequate avoidance measures to ensure that no net loss of wetland acreage, function, water quality protection, and habitat value occurs. This may include the use of setbacks, buffers, and water quality, drainage control features, or other measures to maintain existing habitat and hydrologic functions of retained wetlands and waters of the U.S.
2. Designing public access to avoid or minimize disturbance to sensitive resources, including necessary setback/buffer areas, while facilitating public use, enjoyment, and appreciation of wetlands.

3. Avoiding wetlands development where feasible (as defined under State CEQA Guidelines Section 15364). Where complete avoidance of jurisdictional wetlands is not feasible (as defined under State CEQA Guidelines Section 15364), require provision of replacement habitat on-site through restoration and/or habitat creation that would ensure no net loss of wetland acreage, function, water quality protection, and habitat value. Allow restoration of wetlands off-site only when an applicant has demonstrated that no net loss of wetlands would occur and that on-site restoration is not feasible. Off-site wetland mitigation preferably will consist of the same habitat type as the wetland area that would be lost.

Policy COS-P1.6

Bird Island. Manage Bird Island as a bird nesting and breeding site.

***Bird Island.** ~~Manage~~ Maintain Bird Island as a bird nesting and breeding site. <Located in the Lagoon adjacent to Bayside/Joinville Park. A location map will be included in the Draft General Plan.>*

ACTION

Action COS-A1.2

Environmental Review. Review the environmental documents for projects located adjacent to City boundaries regarding impacts and mitigations to species and habitat.

ACCESS TO NATURE

GOAL COS-2

Ensure that current and future generations will enjoy the environmental, social, health, and economic benefits derived from access to our urban forest, parks, and open spaces.

POLICIES

Policy COS-P2.1

Sustainable Access. Continue to design and manage public access to the City's natural resources in a way that promotes public health and connection to nature while avoiding or minimizing disturbance and sustaining these resources into the future.

Policy COS-P2.2

Equitable Conservation. Prioritize preservation, restoration, and enhancement of natural landscapes in or near underserved communities for their role in improving air quality and community health.

Policy COS-P2.3

Shoreline Interpretive Opportunities. Promote public awareness of the value and care of the Shoreline for habitat values, water quality, and safety through on-site interpretive programs or outdoor displays which are in character with the adjacent open spaces.

- Policy COS-P2.4** **Lagoon and Shoreline Public Access.** Require public access from new developments adjacent to the [Marina](#) Lagoon and Shoreline as a condition of approval.
- Policy COS-P2.5** **Sugarloaf Mountain Management.** Improve, maintain, and manage the natural qualities and habitat of Sugarloaf Mountain and Laurelwood Park, including management of public access, study, recreation, and wildland fire hazards.
- Policy COS-P2.6** **Sugarloaf Mountain Interpretive Opportunities.** Promote public awareness of the value and care of Sugarloaf Mountain through on-site interpretive programs or displays which are in character with the open space, consistent with the adopted management plan.

ACTION

- Action COS-A2.1** **Improvements to Bayfront Nature Area.** Review plans for the remaining uncompleted portions of Shoreline Park, including the Bayfront Nature Area, Tidelands Park, San Mateo Creek improvements east of Highway 101, Bay Marshes and J. Hart Clinton Drive to ensure they reflect current environmental and programmatic needs.

Recommended New Action:

Volunteer Program. *Focus volunteer resources on restoring native habitat around the City, especially in the creeks, where feasible.*

WATER QUALITY, CREEKS, AND RIPARIAN AREAS

GOAL COS-3 Protect and improve San Mateo's creeks as valuable habitat, [green infrastructure](#), and components of human and environmental health.

POLICIES

- Policy COS-P3.1** **Low Impact Development.** Minimize stormwater runoff and pollution by encouraging low-impact design (LID) features, such as pervious parking surfaces, bioswales, and filter strips in new development.
- Policy COS-P3.2** **Water Quality Standards.** Manage City creeks, channels, and the Marina Lagoon, to meet applicable state and federal water quality standards and sustain aquatic/wildlife habitat appropriate to the water flow.
- Water Quality Standards.*** *Manage City creeks, channels, and the Marina Lagoon, to meet applicable state and federal water quality standards ~~and sustain aquatic/wildlife habitat appropriate to the water flow.~~ Protect and restore creeks to a level acceptable for healthy marine and bird habitat.*

- Policy COS-P3.3** **Aesthetic and Habitat Values - Public Creeks.** Preserve and enhance the aesthetic and habitat values of creeks, such as San Mateo, Laurel, and Beresford creeks, and other City-owned channels in all activities affecting these creeks, including revegetation, erosion control, and adequate setbacks for structures.
- Policy COS-P3.4** **Aesthetic and Habitat Values – Private Creeks.** Encourage preservation and enhance the aesthetic and habitat values of privately owned sections of all other creeks and channels, shown in Figure C/OS-1.
- Policy COS-P3.5** **Hydrologic Impacts.** Ensure that improvements to creeks and other waterways do not cause adverse hydrologic impacts or significantly increase the volume or velocity of flow of the subject creek.
- Policy COS-P3.6** **New Creekside Development Requirements.** Require that new creekside development protect and improve setbacks, banks, and waterways adjacent to the development projects in order to increase flood protection and enhance riparian vegetation and water quality.
- Policy COS-P3.7** **Groundwater Recharge in Open Spaces.** Protect existing open spaces, natural habitat, floodplains, and wetland areas that serve as groundwater recharge areas.
- Policy COS-P3.8** **Groundwater Recharge in Urban Areas.** Protect groundwater recharge and groundwater quality when considering new development projects.
- Policy COS-P3.9** **Preservation of Beneficial Uses.** Manage Marina Lagoon to balance and enhance its beneficial uses. Manage other water bodies to allow for limited nearby recreation, such as picnicking, hiking, boating, sightseeing, and interpretive study.

ACTIONS

- Action COS-A3.1** **Stormwater Treatment.** Continue to participate in the San Mateo Countywide Stormwater Pollution Prevention Program to ensure compliance with the National Pollutant Discharge Elimination System (NPDES) permit to prevent water pollution from point and non-point sources.
- Action COS-A3.2** **Groundwater Recharge Area Mapping.** Identify, map, and disseminate information on groundwater recharge areas, to the extent feasible, and provide educational materials and resource information on ways of reducing and limiting the development of non-pervious surfaces in those areas.
- Action COS-A3.3** **Incentives for Low Impact Development.** Develop and implement incentives to encourage applicants to include low-impact design features in new development.

AIR QUALITY

GOAL COS-4 All San Mateo residents should have the ability to breathe safe, clean air.

POLICIES

- Policy COS-P4.1** **Air Quality Thresholds.** Use thresholds of significance that match or are more stringent than the air quality thresholds of significance identified in the current Bay Area Air Quality Management District (BAAQMD) Air Quality Guidelines when evaluating air quality impacts of projects.
- Policy COS-P4.2** **Health Risk Assessment.** Require a cumulative health risk assessment, including consideration of truck traffic impacts, when a project potentially affects sensitive receptors in disadvantaged communities, and require appropriate mitigation based on the findings of the assessment.
- Health Risk Assessment.** Require new sources of air pollution that will generate significant new and unmitigable air quality impacts or expose sensitive receptors to substantial increases in harmful emissions of toxic air pollutants to prepare a Health Risk Assessment that identifies appropriate mitigation consistent with BAAQMD California Environmental Quality Act (CEQA) Air Quality Guidelines, based on the findings of the Health Risk Assessment. ~~Require a cumulative health risk assessment, including consideration of truck traffic impacts, when a project potentially affects sensitive receptors in disadvantaged communities, and require appropriate mitigation based on the findings of the assessment.~~*
- Policy COS-P4.3** **Activity Near Sensitive Receptors.** Comply with State regulations that prohibit nonessential idling of vehicles near sensitive receptors such as the requirements outlined in Title 13 CCR 9 Sections 2449, article 4.8, and Title 13 CCR 10 Sections 2480 and 2485 of the California Code of Regulations.
- Policy COS-P4.4** **Odors.** When proposed development generating odors is proposed near residences or sensitive receptors, either adequate buffer distances shall be provided (based on recommendations and requirements of the California Air Resources Control Board and BAAQMD), or filters or other equipment/solutions shall be provided to reduce the potential exposure to acceptable levels. Potential mitigation associated with this policy requirement will be coordinated with any required permit conditions from BAAQMD.
- When new residential or other sensitive receptors are proposed near existing sources of odors, either adequate buffer distances shall be provided (based on recommendations and requirements of the California Air Resources Control Board and BAAQMD), or filters or other equipment/solutions shall be provided to reduce the potential exposure to acceptable levels.
- Policy COS-P4.5** **Toxic Air Contaminants.** Require that when new development that would be a source of toxic air contaminants (TACs) is proposed near residences or sensitive

receptors, either adequate buffer distances shall be provided (based on recommendations and requirements of the California Air Resources Control Board and BAAQMD), or filters or other equipment/solutions shall be provided to reduce the potential exposure to acceptable levels.

When new residential or other sensitive receptors are proposed near existing sources of TACs, either adequate buffer distances shall be provided (based on recommendations and requirements of the California Air Resources Control Board and BAAQMD), or filters or other equipment/solutions shall be provided to the source to reduce the potential exposure to acceptable levels.

Policy COS-P4.6

Air Quality Construction Impacts. Require new construction activities to mitigate air quality impacts generated during construction activities in compliance with BAAQMD's regulations and guidelines on construction activity impacts.

Air Quality Construction Impacts. *Require new construction and grading activities to mitigate air quality impacts generated during construction activities in compliance with BAAQMD's regulations and guidelines on construction activity impacts.*

Policy COS-P4.7

Truck Facilities. Require new development to provide adequate truck parking, loading space, and generators for refrigerated trucks to prevent idling.

Recommended New Policy:

BAAQMD Planning for Healthy Places. *Require new development to adhere to BAAQMD's Planning Healthy Places guidance when local conditions warrant.*

ACTIONS

Action COS-A4.1

Air Quality Improvement. Support and partner with Bay Area Air Quality Management District (BAAQMD) in monitoring, education, permitting, enforcement, grants programs, or other efforts to improve air quality issues and health outcomes for all.

Action COS-A4.2

Clean Air Refuges. Develop and implement a plan to provide clean air refuges during times when outdoor air quality is unhealthy. Explore the feasibility of participating in State grant programs to fund retrofits of ventilation systems at public buildings to provide refuge for residents during periods of unhealthy air quality caused by excessive smoke from wildfires.

HILLSIDES

GOAL COS-5

Minimize the impact of hillside development on the natural environment and public safety.

POLICIES

- Policy COS-P5.1** **Hillside Development Principles.** Require hillside development to minimize impacts by preserving the existing topography, limiting cuts and fills, and clustering development. Limit development on steep hillsides with a 30 percent or higher slope.
- Policy COS-P5.2** **Minimal Impacts.** Require new development to preserve natural topographic forms and to minimize adverse impacts on vegetation, water, soil stability, and wildlife resources.

ARCHAEOLOGICAL RESOURCES AND TRIBAL CULTURAL RESOURCES

GOAL COS-6 Protect archaeological resources and resources that are culturally significant to Native American tribes and acknowledge San Mateo's past as indigenous land. [Encourage development projects to recognize historical tribal lands.](#)

POLICIES

- Policy COS-P6.1** **Archaeological Resource Protection.** Preserve, to the maximum extent feasible, archaeological sites with significant cultural, historical, or sociological merit for present-day residents or Native American tribes.
- Policy COS-P6.2** **Tribal Cultural Resources.** Preserve areas which have identifiable and important tribal cultural resources and comply with appropriate State and federal standards to evaluate and mitigate impacts to cultural resources, including tribal, historic, archaeological, and paleontological resources.
- Policy COS-P6.3** **Tribal Consultation.** Consult with Native American representatives, including through early coordination, to identify locations of importance to Native Americans, including archaeological sites, sacred sites, traditional cultural properties, and other types of tribal cultural resources. Respect tribal concerns if a tribe has a religious prohibition against revealing information about specific practices or locations.
- Policy COS-P6.4** **Potential Archaeological Impacts.** Consistent with CEQA, prior to construction, consult the California Archaeological Inventory Northwest Information Center for project-specific reviews to evaluate the potential for impact on archaeological resources and determine whether or not further study is warranted.

Policy COS-P6.5

On-Site Mitigation. If development could affect a tribal cultural resource or archaeological resource, require the developer to contact an appropriate tribal representative to train construction workers on appropriate avoidance and minimization measures, requirements for confidentiality and culturally appropriate treatment, other applicable regulations, and consequences of violating State laws and regulations.

ACTION

Action COS-A6.1

Pre-Construction Investigations. Consistent with CEQA, establish specific procedures for pre-construction investigation of high and medium sensitivity sites identified in the 1983 Chavez investigation, unless superseded by more recent investigations, in order to assist property owners, developers, and the City in making decisions when archaeological resources may be affected.

Recommended New Action:

Archeological Sensitivity Data. Update and maintain the City's data on areas with high archaeological sensitivity.

PARKS AND RECREATION

GOAL COS-7

Provide a comprehensive system of park and recreation programs and facilities based on the needs of the City's residents to encourage healthy lifestyles and ensure access for all.

POLICIES

Policy COS-P7.1

Active and Healthy Lifestyles. Maintain and expand programs that promote active and healthy lifestyles and incorporate health and wellness practices into everyday life, such as healthy eating and nutrition education programs, water safety and swim programs, and youth fitness activities.

Active and Healthy Lifestyles. *Maintain and expand programs that promote active and healthy lifestyles and incorporate health and wellness practices into everyday life, such as healthy eating and nutrition education programs, water safety and swim programs, walking and bicycling as a mode of healthy transportation, and youth fitness activities.*

Policy COS-P7.2

Creating Community. Cultivate opportunities to come together as a community, celebrate our heritage, cultures and milestones, and have social supports available, which are key to creating a sense of community and building community resilience.

Policy COS-P7.3

Creative Outlets. Provide skill development and performance opportunities within each of the major art forms with an emphasis on promoting lifelong enjoyment to nurture creative discovery.

- Policy COS-P7.4** **Enrichment and Lifelong Learning.** Provide a wide array of enriching and lifelong learning opportunities that provide mental stimulation, self-improvement, exploration, educational opportunities, and skills that can be applied at home or business.
- Policy COS-P7.5** **Parks as Learning Environments.** Enhance the role of parks as learning environments by providing interpretive opportunities to community organizations and at City-operated facilities to increase public awareness of their unique cultural, historical, and environmental characteristics.
- Policy COS-P7.6** **Child and Youth Development.** Provide pre-school through teenage youth with a variety of experiences that nurture individuality, spark imagination, encourage active recreation, and build the skills needed to ensure success in the next stage of development.
- Policy COS-P7.7** **Aging Adults.** Promote policies, programs, services and public infrastructure improvements through either direct City provision or through collaborative partnerships with other agencies to ensure that older adults can age in place while feeling valued and supported.
- Policy COS-P7.8** **Community-Led Activity Initiatives.** Work with local community groups and San Mateo County Health to initiate walking, hiking, cycling, and other recreation clubs and activities to increase participation, safety, and social cohesion.
- Policy COS-P7.9** **Conservation and Nature Awareness.** Increase public awareness of the importance of and appreciation for conservation opportunities and the value of connecting children to nature with enhanced programs and public outreach.
- Policy COS-P7.10** **Central Park.** Promote Central Park’s character as the City’s signature park and community gathering place.

ACTION

- Action COS-A7.1** **Coordination with Education Providers.** Coordinate with other education providers, such as the College of San Mateo and the Public Library, to identify appropriate service targets and provide activities within those identified targets.
- Coordination with Education Providers. Coordinate with ~~other~~ education providers, ~~such as including~~ local school districts, the College of San Mateo, and the Public Library, to identify appropriate service targets and provide activities within those identified targets.*

GOAL COS-8 Provide equitable and convenient access to parks, recreational programs, and facilities so that all residents experience the benefits of parks and open space on their physical and mental health.

POLICIES

Policy COS-P8.1

Accessible Facilities. Continue to provide general park facilities that are free and open to the public, except for reservations of specific facilities by groups or individuals, or for facilities that traditionally charge fees (e.g., Golf Course, Marina Lagoon).

Accessible Facilities. *Continue to provide general park facilities that are free and open to the public, except for reservations of specific facilities by groups or individuals, or for facilities that traditionally charge fees (e.g., Golf Course, Marina Lagoon). Address the lack of access to recreational facilities for neighborhoods east of El Camino Real, especially east of 101.*

Policy COS-P8.2

Recreation Fee Assistance. Continue to provide program fee assistance to qualifying families and older adults consistent with the Park and Recreation Commission-endorsed administrative policy for fee assistance.

Recommended New Policies:

Privately-Owned Public Spaces. *Require privately-owned publicly accessible open spaces to include signage that encourages public access and makes clear that the space is intended for all to enjoy.*

Equitable Access Analysis. *When developing park master plans, include an equitable access analysis to identify deficiencies and potential solutions to address deficiencies found in the analysis.*

ACTIONS

Action COS-A8.1

Customer Service. Adopt policies and practices that create satisfied customers and develop life-long relationships with our users.

Action COS-A8.2

Inclusion and Accessibility. Create policies, programs and facility designs that are inclusive, respectful, and supportive for all members of the community. Expand cultural awareness and appreciation through culturally relevant programs and special events.

Action COS-A8.3

Inclusion and Accessibility. Create policies, programs and facility designs that are inclusive, respectful, and supportive for all members of the community. Expand cultural awareness and appreciation through culturally relevant programs and special events.

Inclusion and Accessibility. *Create policies, programs and facility designs that are age-integrated, inclusive, respectful, and supportive for all members of the community. Expand cultural awareness and appreciation through culturally relevant programs and special events.*

- Action COS-A8.4** **Resident Input.** Solicit a broad spectrum of resident input for major park improvements or park master plans. Conduct multi-lingual and culturally sensitive outreach to ensure all voices are included in park planning efforts and that San Mateo's parks reflect the diversity of the community.
- Action COS-A8.5** **Public Information.** Communicate through diverse channels and in multiple languages the benefits and value park and recreation services bring in making San Mateo a more livable, economically viable, and socially responsible community.
- Action COS-A8.6** **Technology Innovation.** Identify and incorporate technology innovations as an ongoing strategy to better serve the public, e.g. virtual trail maps, digitalized park signage, virtual programming, etc.

Provide the appropriate mix of parks and facilities that balances the needs of active and passive facilities, allows formal and informal uses, is accessible for all residents, and meets existing and future recreation needs.

POLICIES

- Policy COS-P8.3** **Facility Standards.** Use the Park and Recreation Facility Standards to assess the adequacy of existing facilities; to design, develop, and redevelop sites, and to acquire or accept new sites.
- Policy COS-P8.4** **Acreage Standards.** Acquire or accept for dedication two acres of neighborhood and community parks per 1,000 residents.
- Policy COS-P8.5** **Walkable Parks and Amenities.** Provide accessible public park or other recreational opportunities that are within approximately 1/3 of a mile of residents without travel over significant barriers. Ideally, one or more of the following amenities should be available: multi-purpose turf area, children's play area with pre-school and youth apparatus, seating areas, picnic areas, a multi-use court, and an opportunity for passive enjoyment of an aesthetic landscaped space.
- Policy COS-P8.6** **Active Use Facilities.** Provide sufficient active use facilities to support current needs and future trends including but not limited to multi-use athletic turf areas; court games; action sports, e.g. biking; and a system of pedestrian and bike trails that will provide interconnectivity between parks.
- Policy COS-P8.7** **Master Planning.** Continue to prepare and maintain master plans for all undeveloped parks and for those parks over two acres in size prior to development or major redevelopment. Allow interim uses if such uses will not adversely impact or limit potential permanent uses.

Policy COS-P8.8 **Rehabilitation or Purchase of School Sites.** Consider contributions towards rehabilitation or the purchase of recreational facilities on surplus school sites based upon an evaluation of their value as community recreation resources.

Recommended New Policy:

Passive Recreation. *Support efforts to create a passive recreation system that connects parks and nodes in the city to increase connectivity on select public right-of-ways for pedestrians.*

ACTIONS

Action COS-A8.7 **Regional Facilities.** Explore the feasibility of developing regional recreational and sports complexes with neighboring cities.

Action COS-A8.8 **Bay Meadows Community Park.** Complete the master planning for Bay Meadows Community Park to reflect its value as a city-wide asset that can address one or more identified facility deficiencies.

GOAL COS-9 Plan and develop well-designed parks and recreation facilities compatible with surrounding uses that promote accessibility, efficient use, and practical maintenance.

POLICIES

Policy COS-P9.1 **Rehabilitation Priorities.** Prioritize parks and recreation facilities projects that rehabilitate facilities that have become or will become costly to maintain, only marginally usable, meet the highest community needs, provide significant benefits in relation to costs or are located in equity priority communities.

Policy COS-P9.2 **Park Preservation.** Preserve existing parklands, open spaces, and the golf course for open space and recreational use.

Park Preservation. *Preserve existing parklands, open spaces, and the golf course for open space, habitat, and recreational use.*

Policy COS-P9.3 **Shared Use.** Encourage schools to make their facilities available for City and community-sponsored activities to the greatest extent possible, and encourage school agencies to adopt reasonable user fees and operating practices that allow improved community access.

Policy COS-P9.4 **Optimum Cost-Effectiveness.** Maintain and upgrade park infrastructure to optimize its cost effectiveness and value in meeting community recreation needs.

Optimum Cost-Effectiveness. *Proactively maintain and upgrade park infrastructure to optimize its cost effectiveness and value in meeting community recreation needs.*

- Policy COS-P9.5** **Sustainability Practices.** Operate park and recreation facilities using environmentally, socially, and economically sustainable management and operating practices that proactively reverse the impacts of climate change or better prepare for its effects.
- Policy COS-P9.6** **Maintenance Standards.** Maintain the park system by a set of maintenance standards that reflects community values; maintains, promotes, and optimizes positive use; reduces wildfire risk; and ensures that equipment and facilities are maintained in a safe condition.
- Policy COS-P9.7** **Environmentally-Sound Park Operations.** Utilize native and drought tolerant plant species, efficient irrigation systems, reclaimed water, and sustainable management practices. Expand efforts to improve recycling opportunities in all parks and implement trash reduction measures, especially during large community events.
- Policy COS-P9.8** **San Mateo City Parks and Recreation Foundation.** Continue to support the San Mateo City Parks and Recreation Foundation efforts to expand non-city resource opportunities, such as funding and volunteers, in support of park development, improvements, and maintenance.

ACTIONS

- Action COS-A9.1** **Recreation Facility Infrastructure.** Implement the highest priority improvements identified from the Recreation Facilities Master Plan with special focus on improvements that address safety and accessibility, geographic equity, child care, aquatics and multi-generational programming.
- Action COS-A9.2** **Design Principles and Park Image.** Establish design principles for all new or renovated parks to maximize productivity, efficiency and community value, including adding the potential for flexible use for emergency shelters and disaster response. Develop an image plan which includes the effective use of signage, color, lighting and plant material which meets both aesthetic and maintenance needs.
- Action COS-A9.3** **Maximized Park Assets.** Review and update the Asset Management Plan to identify the highest and best use of undeveloped parcels or underutilized areas within existing parks to ensure they are best positioned to meet current and future needs.
- Action COS-A9.4** **Strategic Community Partnerships.** Develop and maintain positive partnership relations with schools, businesses, community groups, and civic organizations for park access, maintenance, and enhancement to maximize resources, eliminate duplication of effort, and reach common goals.

Action COS-A9.5 **Neighborhood-Supported Projects.** Increase efforts to seek neighborhood support for enhancement and beautification projects as the City's fiscal resources become constrained.

Neighborhood-Supported Projects. Increase efforts to seek neighborhood support for enhancement and beautification projects as the City's fiscal resources become constrained. Prioritize enhancement and beautification efforts in equity priority communities.

Recommended New Action:

School Gym Access. Partner with local school districts to explore ways to expand public access to school gymnasiums.

GOAL COS-10	Provide stable and adequate operational and capital funding for the parks and recreation system.
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POLICIES

Policy COS-P10.1 **Program Fees and Cost Recovery.** Maintain and periodically update program fees to recover costs.

Policy COS-P10.2 **Maintenance and Operating Costs.** Consider long-term maintenance and operating costs in acquisition, development, and redevelopment decisions.

Policy COS-P10.3 **Parks and Facilities in Major Projects.** Factor park and facility maintenance and operating costs into park master plans or major facility upgrades.

Policy COS-P10.4 **Development Fees.** Assess appropriate fees and taxes to ensure that new development contributes proportional funding to compensate for its impacts on recreation facilities and services.

Policy COS-P10.5 **Cooperative Service Delivery.** Utilize opportunities for cooperative acquisition, development, operation, and programming with private organizations or other public agencies that will provide more effective or efficient service delivery.

Recommended New Policy:

Park Equipment and Maintenance. Phase out the use of gas-powered equipment and increase the utilization of more environmentally friendly fertilization options in City parks and facilities over time.



7. PUBLIC SERVICES AND ~~INFRASTRUCTURE~~ FACILITIES ELEMENT

These suggested revisions to the draft goals, policies and actions are based on input provided by staff, community members, the General Plan Subcommittee and the Planning Commission, and are shown in italics and track changes. For policies and actions with suggested revisions, they are listed below the original draft language that was published in July for comparison purposes.

GOALS AND POLICIES

COMMUNITY SAFETY

GOAL PS-1	Protect the community's health, safety, and welfare by maintaining adequate police, fire, and life safety protection.
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POLICIES

- | | |
|-----------------------|---|
| Policy PS-P1.1 | Effective Police and Fire Services. Maintain facilities, equipment, and personnel to provide an effective police force and fire protection to serve existing and future population and employment as identified in the Land Use Element. |
| Policy PS-P1.2 | Police Station. Provide Police Station facilities to meet the facility requirements through 2040. Distribute, locate, and design police support facilities (i.e. substations) as needed, to maximize effectiveness, use, accessibility for police personnel, and community interaction. |
| Policy PS-P1.3 | <p>Fire Stations. Coordinate with and support San Mateo Consolidated Fire Department (SMCFD) to maintain a high level of service by modernizing Fire Stations. Provide new stations and improvements to existing stations and training facilities to meet equipment, staffing, and training requirements, as well as Essential Services Building Requirements.</p> <p><i>Fire Stations. Coordinate with and support San Mateo Consolidated Fire Department (SMC <u>FireD</u>) to maintain a high level of service by modernizing Fire Stations, <u>as needed</u>. Provide new stations and improvements to existing stations and training facilities to meet equipment, staffing, and training requirements, as well as Essential Services Building Requirements.</i></p> |
| Policy PS-P1.4 | Fire Inspections. Coordinate with and support SMC <u>FireD</u> to maintain fire inspection staffing levels to meet existing needs and the projected 2040 population, employment and development, and inspections mandated by other governmental agencies, consistent with the City's Building Security Code. |

Policy PS-P1.5 **Maintenance and Replacement.** Coordinate with and support SMC [FireD](#) to provide fire apparatus replacement and maintenance programs to achieve a high state of readiness.

Policy PS-P1.6 **Emergency Medical Service (EMS) Readiness.** Maintain the highest level of Emergency Medical Service (EMS) readiness and response capabilities possible by encouraging inter-agency medical drills and exercises where hospital personnel work with emergency responders in the field and with Emergency Operation Centers and by encouraging citizens to become trained in basic medical triage and first aid through the Community Emergency Response Team (CERT).

Policy PS-P1.7 **Equitable Code Enforcement.** Use code enforcement to advance equity, meaningfully engage with citizens, and mitigate negative impacts on the health and safety of residents and businesses. (*Environmental Justice*)

WATER SUPPLY

GOAL PS-2 Support maintaining access to a safe, sustainable, and resilient supply of water for San Mateo.

POLICIES

Policy PS-P2.1 **Supplemental Water Sources.** Support efforts by California Water Service, Estero Municipal Improvement District, and adjacent jurisdictions to develop supplemental and resilient water sources.

Policy PS-P2.2 **Water Conservation.** Support local, regional, and statewide water conservation efforts.

Water Conservation. Work with California Water Service, Estero Municipal Improvement District, Bay Area Water Supply Conservation Agency and other mid-peninsula cities to Support local, regional, and statewide water conservation efforts. Encourage all properties to convert to water efficient landscaping.

Policy PS-P2.3 **Water Efficiency.** Support increased water efficiency in all new development and existing building stock.

ACTIONS

Action PS-A2.1 **Recycled Water.** Explore the feasibility of working with California Water Service and/or Estero Municipal Improvement District to distribute recycled water to diversify the local water supply and support long-term water resilience.

Action PS-A2.2 **Water Reduction Strategies.** Work with California Water Service, Estero Municipal Improvement District, Bay Area Water Supply Conservation Agency and other mid-peninsula cities to promote the water reduction strategies that are offered and to

create an outreach program that will help inform residents and businesses of increased costs and the need for conservation efforts.

Water Reduction Strategies. *Work with California Water Service, Estero Municipal Improvement District, Bay Area Water Supply Conservation Agency and other mid-peninsula cities to promote the water reduction strategies that are offered and to create an outreach program that will help inform residents and businesses of increased costs, ~~and~~ the need for conservation efforts, and available incentives and rebates.*

SEWER/WASTEWATER AND STORM/FLOOD CONTROL DRAINAGE/INFRASTRUCTURE

GOAL PS-3 *Maintain sewer, storm drainage, sewer, and flood control facilities adequate to serve existing needs, projected population, and employment growth and that provide protection from climate change risk.*

POLICIES

Policy PS-P3.1 **Sewer System.** Provide a sewer system which safely and efficiently conveys sewage to the wastewater treatment plant. Implement the Sewer System Management Plan to ensure proper maintenance, operations, and management of all parts of the wastewater collection system.

Policy PS-P3.2 **Sewer Requirements for New Development.** Require new multi-family and commercial developments to evaluate the main sewer lines in the project vicinity which will be utilized by the new development and make any improvements necessary to convey the additional sewage flows.

Policy PS-P3.3 **Sewer Overflow Reduction.** Encourage efforts to help reduce sanitary sewer overflows which create a public health hazard for residents and compromises the water quality of the City's creeks and lagoons.

***Sewer Overflow Reduction.** ~~Encourage efforts to help reduce~~ Eliminate sanitary sewer overflows, which create a public health hazard for residents and compromises the water quality of the City's creeks, ~~and~~ lagoons, and bays.*

Policy PS-P3.4 **Wastewater Treatment Plant.** Provide adequate wastewater treatment for the projected service area population, employment, and development.

***Wastewater Treatment Plant.** ~~Provide adequate wastewater treatment for the projected service area population, employment, and development. Operate, upgrade, and maintain the Wastewater Treatment Plant to ensure ongoing wastewater treatment in compliance with regulatory requirements.~~*

Policy PS-P3.5 **Inter-Agency Coordination for Wastewater Planning.** Coordinate future planning of the sewer collection and wastewater treatment plant with the other users of the systems, including the Estero Municipal Improvement District (City of Foster City),

the Crystal Springs County Sanitation District, Town of Hillsborough, and City of Belmont.

Policy PS-P3.6 **Coordinate Infrastructure Improvements.** Combine, to the extent possible, upgrades and repairs to roadways with utility needs, infrastructure and broadband upgrades, and bicycle and pedestrian improvements.

***Coordinate Infrastructure Improvements.** Combine, to the extent possible, upgrades and repairs to public infrastructure, such as roadways with utility needs, broadband upgrades, bicycle and pedestrian improvements, and levees. ~~roadways with utility needs, infrastructure and broadband upgrades, and bicycle and pedestrian improvements.~~*

Policy PS-P3.7 **Creek Alteration.** Prohibit any reduction of creek channel capacity, impoundment, or diversion of creek channel flows which would adversely affect adjacent properties or the degree of flooding. Prevent erosion of creek banks.

Policy PS-P3.8 **Stormwater Drainage System.** Implement the improvements identified in the City of San Mateo's seven watershed areas shown in [Figure PSF-1](#) to improve and maintain drainage capacity adequate to convey water during a design storm event. Include consideration of creek maintenance and an education and/or enforcement program to minimize illegal dumping of debris and chemicals.

***Stormwater Drainage System.** ~~Implement the improvements identified in the City of San Mateo's seven watershed areas shown in Figure PSF-1 to improve and maintain drainage capacity adequate to convey water during a design storm event. Include consideration of creek maintenance and an education and/or enforcement program to minimize illegal dumping of debris and chemicals.~~ Operate, upgrade, and maintain a stormwater drainage and flood control system that safely and efficiently conveys runoff to prevent flooding and protect life and property; minimizes pollutants discharging to creeks and San Francisco Bay; manages stormwater as a resource and not a waste; and protects against the impacts of climate change.*

Recommended New Policies:

***Levee System.** Continue to assess, maintain, and upgrade the City's levee system. Collaborate with FEMA, OneShoreline, and neighboring agencies to ensure adequate flood and sea level rise protection.*

***Stormwater Pollution Prevention.** In accordance with requirements in the Municipal Regional Stormwater Permit, implement programs, plans, and policies to ensure pollutants are minimized in stormwater runoff.*

***Sewer Lateral Upgrades.** Continue to support efforts to maintain and replace sewer laterals, such as the City's private sewer lateral cost sharing program.*

ACTIONS

- Action PS-A3.1** **City Infrastructure Studies and Master Plans.** Develop and update studies and master plans to assess infrastructure and to develop a Capital Improvement Program to make any necessary improvements.
- City Infrastructure Studies and Master Plans.* Develop and ~~update~~ coordinate studies and master plans to assess infrastructure and to develop a Capital Improvement Program to make any necessary improvements. Incorporate climate change risks, such as the impacts of droughts, increasing storm events, sea level rise, and groundwater changes in the planning process.
- Action PS-A3.2** **Stormwater Pollution Prevention Education.** Partner with other agencies and organizations, such as Flows to Bay, to help inform residents and businesses of ways to protect water quality and prevent stormwater pollution.
- Action PS-A3.3** **Dig Once.** Establish a “dig once” policy, coordinating utility and roadway construction to avoid digging up the right-of-way multiple times, to reduce costs and impacts on the public right of way. The policy shall apply to infrastructure, utilities, and broadband whenever possible.

Recommended New Actions:

Stormwater Requirements for Development. In accordance with State regulatory mandates, require applicable new and redevelopment projects to incorporate site design, source control, treatment, and hydromodification management measures to minimize stormwater runoff volumes and associated pollutants. Stormwater management via green infrastructure systems shall be prioritized.

Green Infrastructure. Implement the City’s Green Infrastructure Plan to gradually shift from a traditional stormwater conveyance system (“gray”) to a more natural system that incorporates plants and soils to mimic watershed processes, capture and clean stormwater, reduce runoff and increase infiltration, and create healthier environments (“green”).

PUBLIC SERVICES AND FACILITIES

GOAL PS-4 Maintain and develop public facilities, and ensure they are equitably available to all current and future members of the community.

POLICIES

- Policy PS-P4.1** **Equitable Facilities.** Ensure that all San Mateo residents and employees have access to well-maintained facilities that meet community service needs. Encourage the development of reasonably priced facilities and services for vulnerable

communities, such as children, low-income households, and seniors, in a variety of settings.

Equitable Facilities. *Ensure that all San Mateo residents and employees have access to well-maintained facilities that meet community service needs. Encourage the development of ~~reasonably priced~~ facilities and services for vulnerable communities, such as children, low-income households, and seniors, in a variety of settings.*

Policy PS-P4.2 **Joint Use.** Encourage joint use and public-private partnerships where feasible.

Policy PS-P4.3 **City Hall.** Upgrade or expand City Hall to increase office space and consider establishment of a Downtown facility or Civic Campus to meet City staffing needs through the year 2040.

City Hall. *~~Consider upgrading or expanding~~ City Hall to ~~increase~~ensure sufficient office space is available and consider establishment of a Downtown facility or Civic Campus to ~~meet~~support City staffing and service needs through the year 2040 and beyond.*

Policy PS-P4.4 **Library Resources and Services.** Continue to maintain a comprehensive collection of resources and services to help the community discover, enjoy, connect, and learn in an ever-changing world while offering quality library services and programs to a diverse community promoting literacy and lifelong learning.

Library Resources and Services. *Continue to maintain a comprehensive collection of resources and services to help the community discover, enjoy, connect, and learn in an ever-changing world while offering quality library services and programs to a diverse community promoting literacy and lifelong learning. Maintain a materials budget, staffing, and service hours for the City's library system that are adequate to meet the community needs and meet the continuing changes in information technology.*

Policy PS-P4.5 **Library Service.** Maintain a materials budget, staffing, and service hours for the City's library system that are adequate to meet the community needs, provide current and adequate materials, and meet the continuing changes in information technology.

Library Service Facilities. *Maintain capital investment for essential repairs and space-enhancements to meet current and future usage needs of library patrons and community organizations. ~~Maintain a materials budget, staffing, and service hours for the City's library system that are adequate to meet the community needs, provide current and adequate materials, and meet the continuing changes in information technology.~~*

Policy PS-P4.6 **Cultural and Entertainment Facilities.** Encourage the establishment of cultural and entertainment facilities in the downtown core and allow these types of uses to fulfill retail frontage requirements.

- Policy PS-P4.7** **Incentives for Public Facilities.** Provide incentives such as density bonuses to residential and non-residential developers to encourage space for public facilities in new development.
- Incentives for Public Facilities.** Provide incentives ~~such as density bonuses to residential and non-residential~~ developers to encourage space for public facilities in new development.*
- Policy PS-P4.8** **Corporation Yard.** Maintain corporation yard facilities with functions such as vehicle repair facilities, equipment and material storage, and administrative office space to support City operational needs.
- Policy PS-P4.9** **San Mateo County Events Center.** Promote the physical and aesthetic improvement of the San Mateo County Events Center.
- Policy PS-P4.10** **Inclusive Outreach.** Notify the community of potential public services and facilities improvements in their neighborhood. Use outreach and engagement methods that encourage broad representation and are culturally sensitive, particularly for historically underserved communities.

CHILDREN, YOUTH, AND SCHOOLS

GOAL PS-5 Foster the healthy development and education of children of all abilities, incomes, and backgrounds.

POLICIES

- Policy PS-P5.1** **School Assistance.** Support quality public education.
- School Assistance.** Support ~~quality public education, efforts by the school district to maintain facilities, equipment, and personnel to provide quality public education to students in San Mateo.~~*
- Policy PS-P5.2** **School Site Reuse or Redevelopment.** Ensure that reuse or redevelopment of surplus public school sites is compatible with surrounding land uses. At the time any school sites are declared surplus, establish appropriate residential densities to support community housing needs. Give first priority and consideration to affordable housing and community recreation needs for reuse of school sites in accordance with the priorities in the Housing Element and Conservation and Open Space Element. Where it is in the community's interests to retain public recreation facilities, consider allowing density transfers from the portion of the site retained in public recreation use, as a means of reducing the cost of retaining the recreation facilities and achieving the maximum amount of housing.
- School Site Reuse or Redevelopment.** Ensure that reuse or redevelopment of surplus public school sites is compatible with surrounding land uses. At the time any school sites are declared surplus, establish appropriate residential densities to support community housing needs. Give first priority and consideration to*

~~affordable housing and community recreation needs for reuse of school sites in accordance with the priorities in the Housing Element and Conservation and Open Space Element. Where it is in the community's interests to retain public recreation facilities, consider allowing density transfers from the portion of the site retained in public recreation use, as a means of reducing the cost of retaining the recreation facilities and achieving the maximum amount of housing.~~ **<This policy is redundant with LU-P3.14, and is more appropriately placed in the Land Use Element>**

Policy PS-P5.3 **Child Care Needs.** Support the provision of child care programs and facilities to meet the needs through 2040.

***Child Care Needs.** Support the provision of child care programs and facilities to meet the needs of children of all abilities, incomes, and backgrounds through 2040.*

Policy PS-P5.4 **Provision of Child Care.** Encourage public and private agencies and employers to provide child care services and facilities.

Policy PS-P5.5 **Child Care Centers at Public and Quasi Public Facilities.** Retain existing centers and support programs at school sites and other quasi-institutional facilities, because of their suitability for such uses and convenient locations in residential neighborhoods.

***Child Care Centers at Public and Quasi Public Facilities.** Encourage retention of ~~Retain~~ existing centers and support programs at school sites and other quasi-institutional facilities; because of their suitability for such uses and ~~convenient locations in proximity to adjacent~~ residential neighborhoods.*

Policy PS-P5.6 **Child Care Centers in Residential Neighborhoods.** Continue to allow child care centers in residential neighborhoods where they meet City standards and encourage them at employment centers.

***Child Care Centers in Residential Neighborhoods.** ~~Continue to allow~~ Encourage child care centers in residential neighborhoods where they meet City standards and encourage them at employment centers.*

ACTIONS

Action PS-A5.1 **School District Coordination.** Maintain effective, collaborative relationships with all local school districts.

Action PS-A5.2 **Child Care and New Construction.** Encourage new residential and non-residential development to include space for child care by taking the following actions:

- Provide incentives for inclusion of space for a child care center in a new development.
- Promote child care to developers as an amenity favored by the City.
- Continue to implement the developer impact fee for funding child care facilities.

HEALTHCARE AND SOCIAL SERVICES

GOAL PS-6 Support access for all residents to health care facilities, social services, and other important community health amenities.

POLICIES

- Policy PS-P6.1** **San Mateo County Hospital.** Encourage the County to maintain County Hospital services in the City to provide access to medical care for all residents.
- Policy PS-P6.2** **Mills Health Center.** Support the Mills Health Center remaining in San Mateo, and encourage the continued provision and expansion of high-quality medical care services.
- Policy PS-P6.3** **Social Services.** Support the provision of the City's fair share of social services. Avoid the concentration of social services in any one neighborhood, and seek dispersal throughout the City. Encourage other cities to provide their fair share of social service facilities.
- Social Services.** Support the provision of ~~the City's fair share of~~ social services. Balance the need for social services in each neighborhood while ensuring that services are dispersed throughout the city and not concentrated in ~~Avoid the concentration of social services in any one neighborhood, and seek dispersal throughout the City. Encourage other cities to provide their fair share of social service facilities.~~*
- Policy PS-P6.4** **Vulnerable Populations.** Support local religious institutions in providing services and facilities for vulnerable populations.
- Vulnerable Populations.** Support local religious institutions, nonprofit organizations, and community-based organizations in providing services and facilities for vulnerable populations.*

Recommended New Policy:

***Health Centers.** Support the development of health care centers and the County's efforts to provide mobile clinics that are convenient. Avoid the concentration of health centers in any one neighborhood.*

ACTION

- Action PS-A6.1** **Community Health Care Facilities.** Evaluate options to support existing and potential community health care facilities in equity priority communities through a variety of mechanisms such as reduced permit fees, reduced impact fees, and tax incentives. *(Environmental Justice)*

SOLID WASTE

GOAL PS-7 Reduce the generation of solid waste and increase the diversion of waste from landfills.

POLICIES

- Policy PS-P7.1** **Solid Waste Disposal.** Continue to support waste reduction and diversion programs to reduce solid waste materials in landfill areas in accordance with State requirements.
- Policy PS-P7.2** **Recycling.** Support programs to recycle solid waste in compliance with State requirements and require provisions for onsite recycling in new development.
- Policy PS-P7.3** **Composting.** Maintain the curbside composting program and expand composting of organics in accordance with state requirements and as directed by the City's Climate Action Plan.

ACTIONS

- Action PS-A7.1** **Waste Reduction.** Reduce waste sent to landfills by San Mateo's residents, businesses, and visitors as required by state law and San Mateo Municipal Code Chapters 7.32-7.35 by mandating recycling and compost programs, setting aggressive waste reduction goals for all development, and implementing appropriate solid waste rates to recover cost of services provided. Supportive actions for waste reduction are detailed in the Climate Action Plan.
- Action PS-A7.2** **Waste Collection Safety.** Encourage waste, recycling, and other collection trucks to avoid blocking intersections and causing traffic delays.



9. NOISE ELEMENT

These suggested revisions to the draft goals, policies and actions are based on input provided by staff, community members, the General Plan Subcommittee and the Planning Commission, and are shown in track changes. For policies and actions with suggested revisions, they are listed below the original draft language that was published in July for comparison purposes.

GOALS AND POLICIES

GOAL N-1	Protect “noise sensitive” land uses from excessive noise levels.
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POLICIES

- Policy N-P1.1** **Interior Noise Level Standard.** Require submittal of an acoustical analysis and interior noise insulation for all “noise sensitive” land uses listed in Table N-1 that have an exterior noise level of 60 dBA (L_{dn}) or above, as shown on Figure N-1 [NOTE: Figure N-1 will be updated at a later phase of the project.]. The maximum interior noise level shall not exceed 45 dBA (L_{dn}) in any habitable rooms, as established by the California Building Code.
- Policy N-P1.2** **Exterior Noise Level Standard.** Require an acoustical analysis for new parks, play areas, and multi-family common open space (intended for the use and the enjoyment of residents) that have an exterior noise level of 60 dBA (L_{dn}) or above, as shown on Figure N-1 [NOTE: Figure N-1 will be updated at a later phase of the project.]. Require an acoustical analysis that uses peak hour L_{eq} for new parks and play areas. Require a feasibility analysis of noise reduction measures for public parks and play areas. Incorporate necessary mitigation measures into residential project design to minimize common open space noise levels. Maximum exterior noise should not exceed 65 dBA (L_{dn}) for residential uses and should not exceed 65 dBA (L_{eq}) during the noisiest hour for public park uses.
- Policy N-P1.3** **Inclusive Outreach.** Notify the community when new land uses that would result in excessive noise levels are being considered and inform community members about how they can engage in the process. Use outreach and engagement methods that encourage broad representation and are culturally sensitive, particularly for historically underserved communities.

GOAL N-2	Minimize unnecessary, annoying, or unhealthful noise.
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POLICIES

Policy N-P2.1

Noise Regulation. Regulate noise in San Mateo to prohibit noise that is annoying or injurious to neighbors of normal sensitivity.

Policy N-P2.2

Minimize Noise Impacts. Protect all “noise-sensitive” land uses listed in Tables N-1 and N-2 from adverse impacts caused by the noise generated by new developments. Incorporate necessary mitigation measures into development design to minimize short-term noise impacts. Prohibit long-term operational noise increases at the sensitive receptor property line, or new uses which generate noise levels at the sensitive receptor property line, as follows:

- Greater than 1.5 dBA Ldn increase for ambient noise environments of 65 dBA Ldn and higher;
- Greater than 3 dBA Ldn increase for ambient noise environments of 60 - 64 Ldn; and
- Greater than 5 dBA Ldn increase for ambient noise environments of less than 60 dBA Ldn.

Policy N-P2.3

Minimize Commercial Noise. Protect land uses other than those listed as “noise sensitive” in Table N-1 from adverse impacts caused by the on-site noise generated by new developments. Incorporate necessary mitigation measures into development design to minimize short-term and long-term noise impacts. Prohibit new uses that generate noise levels of 65 dBA (L_{dn}) or above at the property line, excluding existing ambient noise levels.

Policy N-P2.4

Traffic Noise. Recognize projected increases in ambient noise levels resulting from traffic increases, as shown on Figure N-2 [NOTE: Figure N-2 will be updated at a later phase of the project]. Promote the installation of noise barriers or other methods to reduce traffic noise along highways and high volume roadways where “noise-sensitive” land uses listed in Table N-1 are adversely impacted by excessive noise levels [60 dBA (L_{dn}) or above]. Require adequate noise mitigation to be incorporated into the widening of SR 92 and US 101.

Traffic Noise. Recognize projected increases in ambient noise levels resulting from traffic increases, as shown on Figure N-2 [NOTE: Figure N-2 will be updated at a later phase of the project]. Promote the reduction of traffic speeds and the installation of noise barriers or other methods to reduce traffic noise along highways and high volume roadways where “noise-sensitive” land uses listed in Table N-1 are adversely impacted by excessive noise levels [60 dBA (L_{dn}) or above]. Require adequate noise mitigation to be incorporated into the widening of SR 92 and US 101.

Policy N-P2.5

Railroad Noise. Support the installation of noise barriers and other mitigations along the railroad corridor where “noise-sensitive” land uses are adversely impacted by excessive noise levels [60 dBA (L_{dn}) or greater].

Policy N-P2.6

Railroad Vibration. Require that new residential projects (or other sensitive uses) located within 200 feet of existing railroad lines conduct a groundborne vibration and noise evaluation consistent with Federal Transit Administration-approved methodologies.

Policy N-P2.7

Construction Noise and Vibration. Continue to prioritize construction noise limits and vibration monitoring around sensitive receptors, including through limiting construction hours and individual and cumulative noise from construction equipment.

Construction Noise and Vibration. ~~Continue to prioritize~~ Require construction noise limits and vibration monitoring around sensitive receptors, including through limiting construction hours and individual and cumulative noise from construction equipment.

Policy N-P2.8

Construction Noise and Vibration Monitoring. For larger development projects that demand intensive construction periods and/or use equipment that could create vibration impacts, require a vibration impact analysis, as well as monitoring and reporting of noise levels throughout construction, consistent with industry standards. The monitoring plan should include information on the monitoring locations, durations and regularity, the instrumentation to be used and appropriate noise control measures to ensure compliance with the noise ordinance.

ACTIONS

Action N-A2.2

Railroad Noise Study. Implement projects necessary to achieve Quiet Zones in the City such as elimination of at-grade rail crossings or other mitigation measures to decrease horn and other operational noise levels prior to substantial expansion of the rail service.

Action N-A2.3

Railroad Noise Barriers. Work with the Peninsula Corridor Joint Powers Board to promote and encourage adequate noise mitigations and barriers to be incorporated into any rail service expansion or track realignment.

Table N-1: Noise Sensitive Land Use Compatibility Guidelines

Land Use Category	Day-Night Average Noise Level, L_{dn} (dBA)				
	0-59	60-65	65-70	71-80	over 81
Residential – Low Density *					
Residential – Medium and High Density *					
Hotels, Motels, and other Lodging					
Schools, Libraries, Hospitals, Long-Term Care Facilities					
Multifamily Common Open Space for the Use and Enjoyment of Residents					
	<p>Normally Acceptable. Specified land use is satisfactory based on the assumption that any buildings involved are of normal, conventional construction, without any special noise insulation requirements.</p>				
	<p>Conditionally Acceptable. New construction or development should be undertaken only after a detailed analysis of the noise reduction requirements is made and needed insulation features have been included in the design.</p>				
	<p>Normally Unacceptable. New construction or development should not be undertaken.</p>				

* See residential land use designations in the Land Use Element of this General Plan.

Table N-2: Noise Guidelines for Outdoor Activities

Land Use Category	Average Noise Level, L_{eq} (dBA)				
	0-59	60-65	65-70	71-80	over 81
Parks, Playgrounds, Privately Owned Publicly Accessible Open Space					
	<p>Normally Acceptable. Specified land use is satisfactory based on the assumption that any buildings involved are of normal, conventional construction, without any special noise insulation requirements.</p>				
	<p>Normally Unacceptable. New construction or development should not be undertaken.</p>				



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
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Agenda Report

Agenda Number: 14

Section Name: NEW BUSINESS

Account Number: 10-3134

File ID: 22-6698

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Community Development Department
MEETING DATE: October 3, 2022

SUBJECT:

Public Employee Pension Reform Act 180 Day Waiting Period Waiver Request – Community Development Department

RECOMMENDATION:

Adopt a Resolution finding the nature of employment for retired annuitant Kelli Casale is necessary to fill a critically needed position before 180 days have passed pursuant to California Government Code section 7522.56

BACKGROUND:

Assembly Bill 340, the Public Employee Pension Reform Act of 2013, also known as PEPR, was signed into law on September 12, 2012 and went into effect on January 1, 2013. PEPR created Government Code Section 7522.56, which requires public agency retirees to wait 180 days after retirement before returning to work for a public agency. This waiting period may be waived if the City Council determines the nature of employment is necessary to fill a critically needed position before 180 days have passed. Therefore, this request is before Council for approval now.

Ms. Casale retired as Senior Code Enforcement Officer with the City of Mountain View on July 20, 2022, capping off a 24-year career in municipal code enforcement. Ms. Casale is a Certified Code Enforcement Officer. Her experience includes many years of leading the Code Enforcement Division, and all other administrative tasks and responsibilities associated with operating a successful Code Enforcement program. Her work entailed the management and resolution of a variety of code cases, including uninhabitable buildings and other life-safety cases, and also included evaluating and assigning cases based on their level of priority.

In March 2020, the Code Enforcement Division began to channel its resources toward COVID-19 response efforts, critical life-safety cases, and tenant relocations. During the same period, the Division lost three experienced Code Enforcement Officers. The shift in priorities resulting from the COVID-19 response and operational adjustments associated with being understaffed resulted in a backlog of about 200 non-life-safety or COVID-related cases. Moreover, the Code Enforcement Manager retired at the end of September, creating an additional critical vacancy with only a few weeks of notice.

While the Department recently onboarded a new Code Enforcement Officer, are in the process of onboarding a second Officer, and have enlisted Planning and Building Inspection staff to assist the Division in keeping up with high-priority cases, there remains a backlog of unopened cases and slowed response time for new cases. The new Officers are the most qualified candidates in the applicant pool and meet all job specifications. However, neither of the new Officers has directly related Code Enforcement experience, which points to the dearth of experienced Code Enforcement professionals looking for work in the area.

To ensure the continued successful and timely response to the community's critical life-safety and public nuisance complaints and to allow Planning and Inspection staff to return to their regular work, management level support is needed

for the Division to operate effectively and respond to the high-volume of complaints it receives.

The services needed from Ms. Casale could be accomplished in about 20 hours per week, as she would provide in-office services while our Officers are in the field or assisting phone-in and in-person customers. Based on the foregoing, staff recommends a finding that the nature of Ms. Casale's appointment is necessary to fill a critically needed position before 180 days have passed. This position would be terminated when the vacancy created by the retiring Code Enforcement Manager is filled, which is expected to occur in about 3-4 months.

BUDGET IMPACT:

Similar to the other staff backfill services, the funding source for the cost of Kelli Casale's services will be from staff vacancy savings, so no additional budget appropriations are needed.

ENVIRONMENTAL DETERMINATION:

This City Council Action is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Proposed Resolution

STAFF CONTACT

Christina Horrisberger, Director Community Development

chorrisberger@cityofsanmateo.org

(650) 522-7210

CITY OF SAN MATEO
RESOLUTION NO. ____ 2022

**FINDING THE NATURE OF EMPLOYMENT FOR RETIRED ANNUITANT KELLI CASALE IS NECESSARY TO FILL A
CRITICALLY NEEDED POSITION BEFORE 180 DAYS HAVE PASSED PURSUANT TO
GOVERNMENT CODE SECTION 7522.56**

WHEREAS, the State Legislature adopted AB 340 in order to implement comprehensive pension reform through the enactment of the California Employees' Pension Reform Act of 2013 (PEPRA); and

WHEREAS, PEPRA applies to all public employers that participate in the California Public Employees Retirement System (PERS) on or after January 1, 2013; and

WHEREAS, California Government Code section 7522.56, as enacted in PEPRA, requires newly retired persons to wait for at least 180 days before returning to work for an employer in the same retirement system in which they receive a retirement allowance; and

WHEREAS, an exception to the 180-day waiting period may be made if the City Council certifies that the nature of the employment and the appointment is necessary to fill a critically needed position and the 180 days has not yet passed; and

WHEREAS, Kelli Casale (Ms. Casale) retired after 24-year career in Municipal Code Enforcement from the City of Mountain View, effective July 20, 2022; and

WHEREAS, Government Code section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the City Council of the City of San Mateo and Ms. Casale certify that Ms. Casale has not and will not receive a "golden handshake" or any other retirement-related incentive; and

WHEREAS, Ms. Casale is a certified Code Enforcement Officer and has many years of experience in Code Enforcement case management for municipal governments; and

WHEREAS, the Community Development Department has a substantial staffing deficiency and case backlog, and it is essential for the continued successful and timely response to critical life-safety complaints for Ms. Casale to provide her Code case expertise to support the operation of the Code Enforcement Division.

WHEREAS, the maximum hourly rate for the Code Enforcement Manager per diem position is \$81.33 per hour, and the minimum hourly rate is \$68.19; and

WHEREAS the hourly rate paid to Ms. Casale will be \$81.33; and

WHEREAS, Ms. Casale has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES
that:

1. This City Council action is not subject to CEQA because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)
2. The City Council certifies that the nature of Ms. Casale's employment is necessary to provide critically needed duties, and the 180-day waiting period, pursuant to Government Code section 7522.56 has not yet passed.
3. Ms. Casale shall be employed as a per diem Code Enforcement Manager at \$81.33 per hour, the current hourly step 5 rate for that position, and no other compensation or benefits shall be provided.
4. Ms. Casale shall work on a temporary basis, supporting the Community Development Department as it fills vacancies and onboards new staff while maintaining response times, and shall not work more than 960 hours in total.
5. Ms. Casale is authorized to be hired as a retired annuitant pursuant to this Resolution from October 17, 2022 through April 17, 2023.
6. This Resolution was adopted at a properly noticed public meeting and was not placed on the consent calendar, in compliance with Government Code section 7522.56(f)(1).
7. This Resolution shall be effective immediately upon its adoption.

**CITY OF SAN MATEO
RESOLUTION NO. __ (2022)**

SETTING COMPENSATION FOR CITY ATTORNEY

WHEREAS, on July 7, 2022, the City Council considered the performance of the City Attorney; and

WHEREAS, the performance of the City Attorney meets or exceeds all expectations; and

WHEREAS, San Mateo City Charter section 4.02 provides that salaries shall be fixed by resolution;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES
that:

1. The monthly salary for the City Attorney is established to be \$_____ which reflects a _____% increase.
2. The effective date for the monthly salary of the City Attorney, established in item 1 above, shall be upon the beginning of the next pay period following the adoption of this Resolution.