

**THIS AGENDA IS POSTED IN ACCORDANCE WITH  
GOVERNMENT CODE SECTION 54950 ET. SEQ.  
DATE POSTED: November 23, 2011 TIME POSTED: 3:00 P.M.**



**CITY OF EAST PALO ALTO  
PLANNING COMMISSION MEETING  
Monday, November 28, 2011**

**Regular Meeting: 7:00 P.M.**

**CITY HALL COUNCIL CHAMBERS  
2415 UNIVERSITY AVENUE, EAST PALO ALTO, CA 94303**

---

---

**Chairperson: Robert Sherrard**

**Vice Chairperson: Alex Quezada**

**Commissioners: Robert Allen, Renee Glover Chantler, Bernardo Huerta, Jorge Prado, Court Skinner**

**Staff: Brent A. Butler, AICP, CFM, Planning Manager  
Guido Persicone, AICP, Associate Planner  
Neelam Naidu, Deputy City Attorney**

---

---

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Consent Calendar**
  - (a) October 24, 2011 Minutes
  - (b) November 14, 2011 Minutes
- 4. Open Forum (Address Any Item Not on the Agenda)**
- 5. Communication Items**
  - (a) General Plan Update
  - (b) Healthy Community Plan Project Update
  - (c) Grant Application Update
  - (d) Pedestrian Overcrossing Update
  - (e) Letter from YUCA regarding Facebook Campus Project
- 6. Planning Commission Subcommittee Updates**
  - (a) Ad Hoc Bicycle Committee
  - (b) General Plan Subcommittee

7. **Presentation:** Healthy Community Plan  
**Location:** Citywide  
**Proposal:** To review Healthy Community Plan(s) (HCP) for the purpose of obtaining feedback on what elements to incorporate in the City of East Palo Alto's Draft HCP.  
**Owner/Applicant:** Planning Agency (Commission and Division)  
**Zoning/APN:** Not Applicable  
**Project Planner:** Brent A. Butler
  
8. **Presentation:** Fiscal Year (FY) July 1, 2011 to June 30, 2012 Work Plan and revised Annual Report for FY July 1, 2010 to June 30, 2011  
**Location:** Citywide  
**Proposal:** Review proposed changes to the annual report and report plan  
**Owner/Applicant:** Planning Agency (Commission and Division)  
**Zoning/APN:** Not Applicable  
**Project Planner:** Brent A. Butler
  
9. **Public Hearing:** Special Use Permit (SUP 08-46)  
**Location:** 2381-2387 University Avenue  
**Proposal:** Review of Special Use Permit (SUP 08-46) for the sale of alcohol at the La Estrellita Market.  
**Owner/Applicant:** Hector Cornelio,  
**Zoning/APN:** C2 (General Commercial)/063-203-340  
**Project Planner:** Guido F. Persicone
  
10. **Public Hearing:** Conditional Use Permit (CUP 11-06)  
**Location:** 994 Beech Street  
**Proposal:** Requesting approval of a conditional use permit to operate a non-profit organization in a single family residential zoning district within an existing church facility.  
**Owner/Applicant:** Central California Conference of Seventh Day Adventist  
**Zoning/APN:** R-1-5000 (Single Family Residential)/063-351-740  
**Project Planner:** Guido F. Persicone
  
11. **Adjournment**

<b>Upcoming Meetings</b>	
<b><i>December 12, 2011</i></b>	Discussion on Zoning Code Omnibus Public Hearing Infinity Auto Salvage Use Permit Renewal Public Hearing on Residential Design Guidelines Public Hearing on Subdivision Regulations Study Session on the Healthy Community Plan Public Hearing on Condominium Conversion Ordinance
<b><i>January 9, 2011</i></b>	Public Hearing on 432 Bell Street Use Permit Renewal Public Hearing on Residential Design Guidelines Public Hearing on Subdivision Regulations
<b><i>January 23, 2011</i></b>	<b><i>No Items Scheduled at this time.</i></b>
<b><i>February 13, 2012</i></b>	Public Hearing on Healthy Community Plan

**Notice:** A challenge to the above items in court may raise only those issues which were raised at the public hearing described in this notice or in written correspondence to the City of East Palo Alto at, or prior to, the public hearing. For your comments to be fully considered, you must (1) attend the meeting, or (2) submit written comments to the Planning Division or (3) submit written comments to the Planning Commission before the Planning Commission takes action on the above item. The Americans with Disabilities Act (ADA) requires reasonable accommodation and access for the physically challenged. Those requesting such accommodation should contact the Planning Division office at (650) 853-3185 three days before the hearing date. Additionally, those wishing to include an electronic media presentation must furnish/provide their own equipment. For further information regarding these items, you may contact the City of East Palo Alto Planning Division at 1960 Tate Street, or call (650) 853-3185.



**CITY OF EAST PALO ALTO  
PLANNING COMMISSION**

**REGULAR MEETING  
ACTION MINUTES**

**MONDAY, October 24, 2011**

---

---

**Commissioners Present:** Chair Robert Sherrard  
Vice Chair Alex Quezada  
Commissioner Robert Allen  
Commissioner Glover-Chantler  
Commissioner Bernardo Huerta  
Commissioner Jorge Prado  
Commissioner Court Skinner

**Staff Present:** Brent Butler, AICP, CFM, Planning Manager  
Neelam Naidu, Deputy City Attorney

---

---

**1. Roll Call-7:05PM**

**2. Approval of Agenda**

Chair Sherrard requested that Item #11 (Project We Hope) be moved to Item 12 prior to adjournment. He also stated he is on the board for Project We Hope and must recuse himself from this agenda item.

**Action:** Motion to approve the agenda - Huerta; second – Allen. Vote: 6-0. Motion approved.

**3. Consent Calendar**

**(a)** September 26, 2011 Minutes

**Action:** Motion to approve minutes - Quezada; second – Allen. Vote: 5-0-1 (Skinner, abstention). Motion approved.

**4. Open Forum (Address Any Item Not on the Agenda)**

No speakers under open forum

**5. Communication Items**

**(a) Menlo Park Fire Protection District Traffic Calming Measures Informational Item**

The Planning Manager entered the report into the record.

Commissioner Allen inquired if the traffic calming standards would conflict with bicycles.

The Planning Manager stated the standards would not conflict with bicycles.

**(b) City/County Association of Government for San Mateo County – Notice of three vacant seats for public members on the Bicycle and Pedestrian Advisory Committee**

The Planning Manager entered the report into the record and stated the City/County Association of Government for San Mateo County (CCAG) would welcome applications from East Palo Alto residents.

**(c) Notice of New Stormwater Regulations**

The Planning Manager entered the report into the record and stated new National Pollution Discharge and Elimination System (NPDES) requirements are being implemented by City staff and the Regional Water Quality Control Board.

**6. Planning Commission Subcommittee Updates**

**(a) Ad Hoc Bicycle Committee**

Commissioner Quezada stated he needed to provide comments to the Planning Manager about this committee.

**(b) Ad Hoc Rules Committee**

Commissioner Quezada requested input from the rest of the Planning Commission.

Chairperson Sherrard requested that this item be brought back to the November 14, 2011 meeting.

Commissioner Skinner stated that the term President and Vice President should be removed from the Planning Commission Rules

(c) General Plan Subcommittee

*Commissioner Glover-Chantler arrives at the meeting*

Chairperson Sherrard stated the subcommittee has not met but will be meeting shortly.

The Planning Manager stated and the Commission concurred, that this subcommittee should not start until the Rules Committee is disbanded because of limited staff resources.

Chairperson Sherrard stated Starbucks has closed for renovations for the week.

Commissioner Skinner stated the San Mateo Credit Union will be opening shortly.

**7. Presentation: Code Enforcement Update**

The Planning Manager entered the report into the record and stated the impetus for the report was a Public Records Act request from Commissioner Huerta.

The Planning Manager stated he understood that code enforcement was a priority from the Planning Commission retreat this summer.

Commissioner Huerta stated extreme reservation about the code enforcement process (lack of notice, lack of translation to residents).

Deputy City Attorney Naidu stated notice is provided to property owners and translation is provided at the code enforcement hearings and at 1960 Tate Street.

The Planning Manager stated City staff works very closely with property owners to ameliorate the most serious health and safety violations first and other less important code violations second so as to be sensitive to property rights issues.

Commissioner Glover-Chantler encouraged staff to pursue code violations against banks that seek to avoid compliance with City regulations. She stated that her law firm would be hosting a property owner seminar to understand the challenges involved with owning property.

Chairperson Sherrard inquired about the noticing being done by City staff to financial institutions that are out of state and encouraged staff to send notices to the agent of service for financial institutions.

Chairperson Sherrard inquired about amount of staff time being dedicated to this job function.

The Planning Manager stated 25% of a planner's time is dedicated to this job task.

Chairperson Sherrard inquired about enforcement of garage conversions.

The Planning Manager stated City staff is actively enforcing all code enforcement violations and that a follow up report about garage conversions could be brought back to the Commission and that life safety violations are of paramount concern to the City.

Commissioner Allen inquired about the location and details of the code enforcement hearings.

Deputy City Attorney Naidu stated the hearings were at City Hall.

Commissioner Huerta inquired if the property owners are informed of the code violations prior to the hearing.

Deputy City Attorney Naidu stated property owners were given warning of the code violations and no homes have been lost because of code enforcement proceedings.

The Planning Manager stated that several Housing Element action items specifically require City staff to help property owner's access resources to maintain their homes in accordance with City codes.

Commissioner Allen complimented staff for attempting to work with property owners to seek code compliance and not issue fines.

- 8. Study Session:** Recommendation to adopt California Environmental Quality Act (CEQA) thresholds of significance (Planning Division will provide a PowerPoint)

**Location:** Citywide

**Proposal:** The City of East Palo Alto shall adopt CEQA thresholds of significance as recommended by Section 15064.7 of the CEQA Guidelines (continued from 7/25/2011)

**Owner/Applicant:** City of East Palo Alto

**Project Planner:** Brent Butler

**No Formal Action Was Taken by the Planning Commission on This Item.**

The Planning Manager entered the record into the report.

The Chairperson Sherrard stated there is a sense of Commission fatigue and requested closure on this item.

The Planning Manager stated adoption of the standards will occur shortly and adoption of higher thresholds can be done at a later time.

Commissioner Huerta inquired about the air quality standards that would be adopted.

The Planning Manager stated City staff would recommend adoption of the Bay Area Air Quality Management District thresholds.

Chairperson Sherrard stated the direction of the Planning Commission is to bring a final document for review and adoption by the Commission.

The Planning Manager stated the thresholds should not come back until after the Specific Plan is adopted. The item will have to be re-noticed as a public hearing.

**9. Study Session: Community Rating System Higher Regulatory Standards**

**Location:** Citywide

**Proposal:** To consider activities to reduce flood risk, including higher regulatory standards pursuant to the National Flood Insurance Community Rating System Program.

**Owner/Applicant:** City of East Palo Alto

**Project Planner:** Brent A. Butler

Chairperson Sherrard stated he felt the direction of the Commission was to bring an item for adoption by the Commission and not to have another study session.

The Planning Manager stated agenda item #10 (Flood Damage Prevention Ordinance) is a final product that is ready for review by the Commission.

*No motion related to the Community Rating System Study Session was made and the Commission moved to Agenda Item #10.*

**10. Public Hearing: Revisions to Flood Damage Prevention Ordinance**

**Location:** Citywide

**Proposal:** To consider recommendations to the City of East Palo Alto Municipal Code Title 15, Section 52 entitled Flood Damage Prevention and Zoning Ordinance Chapter 35 entitled Flood Hazard Areas repealing Chapter 35 and amending Title 15, as identified in City Council Agenda Item No. 25, Tuesday, April 6, 2010

**Owner/Applicant:** City of East Palo Alto

**Project Planner:** Brent A. Butler

The Planning Manager entered the report into the record.

Chairperson Sherrard inquired about why the higher regulatory standard for sea rise elevation was warranted because the functional life of a building is anywhere from 25-30 years.

The Planning Manager stated that depending on the circumstances the functional life of a building can vary, especially in Germany, and the use of the building also depends on the cumulative repairs and modifications to a building, which if taken over a five year period could equate to 50% of the market value, which is a best management practice for when a building has incurred significant site modifications.

Commissioner Skinner inquired about what flood base elevation we are trying to achieve in mid century.

The Planning Manager stated the current standard is based on the United States Geological Survey North American Vertical Datum Map of 1988.

Commissioner Skinner inquired about how property owners would find out about the flood requirements and rising sea level information.

The Planning Manager stated FEMA would inform property owners of these higher regulatory standards and the City Council has also given City staff funding to send notices to affected properties.

Chairperson Sherrard stated he is having Commission fatigue on this issue.

**Action:** Motion to open the public hearing – Allen; Second - Glover-Chantler.  
Vote: 6-0. Motion approved.

No public speakers on this agenda item.

**Action:** Motion to close the public hearing – Allen; Second - Glover-Chantler.  
Vote: 6-0. Motion approved.

**Action:** Motion - Glover-Chantler; Second - Allen - adoption of Amendments 1-6, as identified in the staff report and recommendation B (or ensuring that structures are 18 inches above the base flood elevation). This project is exempt from CEQA per Statutory Exemption 15268 and Categorical

Exemptions 15301-15304 of the CEQA Guidelines. Vote: 5-0-1 (Sherrard abstained). Motion approved.

- 11. Presentation:** Preschool in Light Industrial Zone  
**Location:** 1836-1848 Bay Road  
**Owner/Application:** Action Associates/Project We Hope  
**Proposal:** To receive a written determination from the Planning Commission if a proposed preschool in the M1 (Light Industrial) Zoning District is consistent with the intent of the East Palo Alto General Plan and Zoning Ordinance.  
**General Plan:** General Industrial  
**Zoning/APN:** M1 (Light Industrial)/063-231-260  
**Project Planner:** Brent A. Butler

**No Formal Action Was Taken by the Planning Commission on This Item.**

The Planning Manager entered the report into the record.

Commissioner Allen inquired about length of the permit for Aspire Charter School.

The Planning Manager stated he would have to research this issue and get back to the Commission.

Commissioner Glover-Chantler inquired if this project would be considered a sub-lease of the Aspire Charter School area or a new application.

The Planning Manager stated his interpretation was this was a new application.

Pastor Paul Bains and Cheryl Bains, spoke about the administrative determination.

Commission Prado inquired about the grade levels for this school.

The applicant stated they eventually would like a school that goes from kindergarten to sixth grade.

Commissioner Allen inquired how the preschool differed from a day care.

The applicant stated it was different because the school has a regimented curriculum.

Commissioner Skinner stated the proposed use is not one of the permitted or conditional uses in the M1 (Light Industrial) zoning district.

Commissioner Glover-Chantler stated this proposed use doesn't coincide with the Ravenswood Business District visioning process in terms of how the area would be developed in five years.

The applicant stated they would like to be at their location for three to four years.

Commissioner Glover-Chantler stated even going above a one year use permit does not coincide with the Specific Plan.

Commissioner Allen stated the Planning Commission has, by approving Aspire Charter School, by default, allowed a school in the M1 (Light Industrial) zoning district.

The Planning Manager expressed reservation about the air quality impacts upon children for this land use. He stated the reason why this item was appearing before the Commission is because it is unclear if the intent of the M1 (Light Industrial) zoning district allows the proposed use.

The Planning Manager entered a letter from the Jeff Poetsch, President of the Ravenswood Business District LLC into the record.

Commissioner Glover-Chantler stated she did not think this project was consistent with the intent of the Zoning Ordinance.

The applicant stated that the sensitive receptor issues raised do not apply to the propose use since the preschool kids would not be affected by Bay Road.

Commissioner Huerta expressed concern that this use is near the Byrd/Brock DKB development which has contaminated soil.

Vice-Chair Quezada stated he is in support of more schools, but this location is a difficult one for the Planning Commission to potentially approve.

The Deputy Director of Community Development provided the history of allowing a daycare facility at 1960 Tate Street and the contaminated water plume at the DKB Development.

The applicant encouraged the Commission to allow a use that will invest in East Palo Alto residents.

Commissioner Allen asked for the next steps by the Planning Manager.

The Planning Manager stated there were several policy options for the applicant, one of which is a formal written determination from the Planning Division, which is appealable by the applicant to the Commission.

**12. Continued Public Hearing:** Parking Exception (PX 10-001)

**Location:** 2245 Ralmar Avenue

**Owner/Applicant:** Takis Kyriakopoulos/James Lindsey

**Proposal:** Consideration of a Parking Exception to permit the use of a driveway as the second of two required parking spaces

**General Plan Land Use Designation:** Low-Medium Density Residential (1-8 du/ac)

**Zoning/APN:** R-1-5000 (Single-Family Residential) / 063-162-370

**Project Planner:** Wayland Li

The Planning Manager stated the applicant is working with Associate Planner Li and request a continuance to the November 14, 2011 meeting.

Commissioner Glover Chantler requested that staff investigate the use of the property prior to November 14, 2011.

**Action:** Motion to continue the item – Allen; Second - Glover-Chantler. Vote: 6-0. Motion approved.

**13. Presentation:** Consideration of amendments to the Rules of the Planning Commission

**Project Planner:** Brent A. Butler

*No motion for this item. The item was tabled to the November 14, 2011 meeting.*

**14. Adjournment-10:05PM**



**CITY OF EAST PALO ALTO  
PLANNING COMMISSION**

**REGULAR MEETING  
ACTION MINUTES**

**MONDAY, November 14, 2011  
(draft)**

---

---

**Commissioners Present:** Vice-Chair Alex Quezada  
Commissioner Robert Allen  
Commissioner Renee Glover-Chantler  
Commissioner Bernardo Huerta  
Commissioner Jorge Prado  
Commissioner Court Skinner

**Commissioners Absent:** Chair Robert Sherrard

**Staff Present:** Carlos Martinez, Deputy Community Development Director  
Valerie Armento, Interim City Attorney  
Frank Rainone, Chief Building Official  
Karen Tiedemann, Redevelopment Agency Legal Counsel  
Neelam Naidu, Deputy City Attorney  
Wayland Li, AICP, Associate Planner  
Guido Persicone, AICP, Associate Planner

---

---

**Study Session**

**1. Roll Call – 6:41 PM**

**2. Consent Calendar**

Associate Planner Li reported that there were no items for the consent calendar.

**3. Study Session:** Discussion of Condominium Conversion pursuant to Housing Element Actions 8.1 and 6.6

**Location:** Citywide

**Proposal:** To discuss potential regulations for developers to replace housing when converting existing apartment dwellings into condominiums

**Owner/Applicant:** City of East Palo Alto

**Project Manager:** Interim City Attorney Valerie J. Armento

Interim City Attorney Armento delivered the staff report. She requested input regarding the vacancy rate factor.

Commissioner Allen asked if condominium conversions could be banned.

Interim City Attorney Armento responded that it could not be completely banned.

Commissioner Allen asked if a class of apartments could be excluded from conversion.

Interim City Attorney Armento asked for clarification on how the vacancy rate factor should be structured. She said that vacancy rate should not be the only standard in the ordinance.

Commissioner Glover-Chantler expressed support for keeping the vacancy rate threshold in the ordinance.

Commissioner Allen also expressed support for keeping the vacancy rate factor in the ordinance. He suggested using the vacancy rate factor from the State Department of Finance and setting the threshold higher.

Commissioner Skinner said that Page Mill Properties was a major reason why vacancy rates have been higher. He also agreed that a vacancy rate threshold should be a feature in the ordinance.

Interim City Attorney Armento asked if the Commission had an opinion about how frequently the vacancy rate figure should be updated.

Commissioner Glover-Chantler said that a 4%-5% vacancy rate is typical of a normal functioning economy. She said that she would be comfortable setting the threshold at the level.

Commissioner Allen said that the industry standard was 5% and therefore, the threshold should be at least 6%. He said that the vacancy rate should not be calculated based on utility meters because he believed it would be unreliable. He said that the Department of Finance numbers would be more reliable.

Interim City Attorney Armento said that rent stabilization units could not be specifically precluded from conversion.

Commissioner Allen asked that the ordinance include a feature that provides lifetime leases for disabled or elderly residents.

Commissioner Glover-Chantler asked that the ordinance look at issues related to tenants in common and relocation benefits. She said that a higher vacancy rate threshold should be looked at. She also said that she did not want a default provision.

*Commissioner Huerta arrived at 7:09 PM*

*Commissioner Prado arrived at 7:12 PM*

**Action:** Motion to adjourn study session – Skinner; Second – Allen. Vote: 6-0.  
Motion approved.

### **Regular Meeting**

The regular meeting commenced at 7:15 PM.

#### **4. Approval of Agenda**

**Action:** Motion to approve agenda – Skinner; Second – Glover-Chantler. Vote: 6-0. Motion approved.

#### **5. Consent Calendar**

- Community Rating System – Accept and file staff report on optional activities to achieve an additional 10% reduction in flood insurance premiums by October 12, 2012, and approve the Flood Warning Plan that would append the Hazard Plan

**Action:** Motion to approve consent calendar – Skinner; Second – Glover-Chantler. Vote: 6-0. Motion approved.

#### **6. Open Forum (Address Any Item Not on the Agenda)**

There were no speakers for open forum.

#### **7. Communication Items**

- (a)** General Plan Update
- (b)** Healthy Community Plan Project Update
- (c)** Palo Alto Housing Corporation's Letter to Wells Fargo
- (d)** Goal 12 of the Housing Element
- (e)** Equity Working Group's November 9, 2011 meeting material
- (f)** San Mateo County Transportation Agency Plan Public Workshop Presentation

Associate Planner Li announced that Planning Manger Butler was not in attendance because he was ill.

Associate Planner Li said that items 7(a) and 7(b) would be brought back at the next Planning Commission meeting. He entered items 7(c) – 7(f) into the record.

Commissioner Allen explained that the Palo Alto Housing Corporation letter indicated their opposition to the sale of the Wells Fargo units to one buyer.

Commissioner Allen asked if the Equity Working Group's work was related to the regional housing allocation.

Associate Planner Persicone answered in the affirmative. He said that Planning Manager Butler was representing the City in that group.

**8. Planning Commission Subcommittee Updates**

**(a) Ad Hoc Bicycle Committee**

Commissioner Huerta reported that a meeting date had not yet been set.

**(b) Ad Hoc Rules Committee**

Vice-Chair Quezada said that item 12 on the agenda would address the Planning Commission rules.

**(c) General Plan Subcommittee**

Vice-Chair Quezada said that the subcommittee would commence work once the rules subcommittee had been abolished.

**9. Public Hearing: Zoning Text Amendments to the definitions, planned unit development and commercial districts of the East Palo Alto Zoning Ordinance related to payday lending**

**Location:** Citywide

**Proposal:** Recommend adoption to the City Council of the proposed zoning text amendments to restrict the location of payday lending facilities

**Owner/Applicant:** City of East Palo

**Project Manager:** Interim City Attorney Valerie J. Armento

Interim City Attorney Armento presented the staff report. She explained that the City Council had expressed an interest in regulating this type of use. She said that staff is not aware of any payday lending facilities currently operating in the City, but there are two check cashing facilities.

Vice-Chair Quezada asked about distance limitations.

Interim City Attorney Armento said that it was common to have distance requirements for certain types of uses.

Commissioner Allen asked if there was a benefit to allowing payday lending facilities in the C-1 zone.

Interim City Attorney Armento said that the Planning Manager recommended limiting payday lending facilities to the C-2 zone.

Commissioner Allen said that it was appropriate to restrict payday lending to the C-2 zone exclusively.

**Action:** Motion to open the public hearing – Allen; Second – Glover-Chantler.  
Vote: 6-0. Motion approved.

Keith Ogden, 25446 Montana Street, Oakland, CA, representing Community Legal Services, submitted information to the Commission regarding the payday lending industry. He said that many other jurisdictions have adopted similar ordinances.

Fernanda Pena, 1121 L Street, Ste 610, Sacramento, representing Cash America and California Payday Lending Financial Service Providers, said that the payday lending industry was not involved in the development of the ordinance. He said that he was concerned about the whereas clauses in the resolution because he did not believe they were fact checked. He requested that the whereas clauses be deleted.

Commissioner Allen asked Mr. Pena if he cared which zoning districts the use was restricted to.

Mr. Pena said that he was opposed to the resolution in principal, but was only requesting the removal of whereas clauses.

Interim City Attorney Armento said that she would like people from the industry to provide their input at this time. She said that she did not have an issue with deleting the whereas clauses.

Commissioner Glover-Chantler asked Mr. Pena to clarify what information in the resolution he found inaccurate.

Mr. Pena said that he did not want to get into debate about this issue. He added that state law dictates how much payday lenders can charge.

Interim City Attorney Armento said that the ordinance does not utilize the term APR.

Bob Bradley, 2464 West El Camino Real, Mountain View, CA, representing California Budget Finance, said that payday lenders provide a valuable service. He said that customers walk out of his store happy.

Alex Espinoza, 1040 S White Rd, San Jose, representing Check into Cash, said that payday lenders offer other services as well. He said that payday lenders do not provide loans that people cannot handle. He said that they are not in the business of hurting people.

Julio Garcia, 1798 Bay Road, representing Nuestra Casa, said that he did not want payday lenders in the community. He said that people would lose more money if this was available locally.

Joel Valencia, 6 Newell Ct Apt 6304, representing the California Reinvestment Coalition, said that he supported the ordinance. He said that the industry has harmful impacts and that they target neighborhoods of color. He asked that the ordinance include a use permit requirement.

Oscar Dominguez, 1848 Bay Road, representing Renaissance Mid-Peninsula, said that payday lending fees make asset building difficult. He said that there are better alternatives than using payday lenders. He said that the effective APR that payday lenders charge is very high.

**Action:** Motion to close the public hearing – Allen; Second – Glover=Chantler.  
Vote: 6-0. Motion approved.

Commissioner Allen asked what a non-chartered financial institution was.

Interim City Attorney Armento said that the proposed ordinance proposed would add a definition to the Zoning Ordinance for non-chartered financial institutions. The definition would include financial institutions that deal with deferred deposit transactions, commonly referred to as payday lending.

Commissioner Skinner asked about the purpose of whereas clauses.

Interim City Attorney Armento said that resolutions normally include whereas clauses to provide supporting information.

Interim City Attorney Armento said that, on November 1, 2011, the City Council had a global conversation about whether or not to regulate payday lending. She said that the Council provided direction to regulate it and referred the matter to the Planning Commission for land use issues.

Commissioner Glover-Chantler said that the City Council would be controlling the policy issue. She asked Ms. Armento if she considered requiring a use permit.

Interim City Attorney Armento said that a use permit requirement could be overly restrictive if imposed along with the distance requirements.

**Action:** Motion to recommend to the City Council the proposed ordinance regulating payday lending in the City of East Palo Alto – Allen; Second – Huerta. Vote: 5-0-1 (Prado abstaining). Motion approved.

**10. Public Hearing: Hazard Mitigation Plan**

**Location:** Citywide

**Proposal:** Recommended adoption of a Hazard Mitigation Plan, in accordance with the Federal Disaster Mitigation Act of 2000, known as Public Law 106-390.

**Owner/Applicant:** City of East Palo Alto

**Project Managers:** Wayland Li, Associate Planner, Frank Rainone, Chief Building Official

Associate Planner Li presented the staff report.

Chief Building Official Rainone said that the Hazard Mitigation Plan would document the mitigation measures that the city is already doing and the mitigation strategies that the City has already prioritized. He said that the Hazard Mitigation Plan would put this information in a package that could be presented to FEMA. He said that approval of the Hazard Mitigation Plan would set the City up to obtain grant money to deal with hazards such as soft story buildings. He said that older soft story structures do not deal with earthquakes as well as buildings built up to the current building code.

Commissioner Allen asked if adoption of the plan would make the City eligible for grant funding.

Chief Building Official Rainone answered in the affirmative.

Vice-Chair Quezada asked if the prioritized mitigation strategies were in the local annex.

Associate Planner Li answered in the affirmative.

Vice-Chair Quezada asked if the document could be amended.

Chief Building Official Rainone said that the plan would likely come back to the Commission in five years.

Commissioner Huerta asked who would be responsible for paying for renovations to soft story buildings.

Chief Building Official Rainone said that that issue would need to be addressed when developing a local ordinance.

Commissioner Allen said that none of the Wells Fargo buildings suffered damage from the Loma Prieta earthquake. He said that if the cost of repairs was prohibitive, a soft story ordinance could be a threat to affordable housing stock.

Deputy Community Development Director Martinez said that the soft story issue was being addressed in a similar fashion to the unreinforced masonry building issue in the 1990's. He said that those types of buildings were found to be unsafe and were addressed.

Chief Building Official Rainone said that an ordinance regarding soft story buildings would likely not be proposed for some time.

Commissioner Skinner said that the financial aspect of the soft story issue needs to be a consideration in the future ordinance.

**Action:** Motion to open the public hearing – Skinner; Second – Allen. Vote: 6-0. Motion approved.

Associate Planner Li announced that there were no speakers for this item.

**Action:** Motion to close the public hearing – Skinner; Second – Allen. Vote: 6-0. Motion approved.

Commissioner Huerta asked how many buildings in the county had a soft story design. He said that he did not see other cities in San Mateo County addressing this issue. He said that it was a major issue.

Associate Planner Li clarified that the Hazard Mitigation Plan did not commit the City to a particular soft story ordinance. He said that the issue would be studied further before anything specifically was proposed.

**Action:** Motion to:

- 1) Affirm that the proposal is not a project pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines;
- 2) Recommend the City Council adopt the attached resolution thereby adopting the Multi-Jurisdiction Local Hazard Mitigation Plan and the Local Annex as the City of East Palo Alto's Local Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

- 3) Recommend the City Council adopt the Multi-Jurisdiction Local Hazard Mitigation Plan and the Local Annex as an Appendix to the Safety Element of the East Palo Alto General Plan.

Motion – Skinner; Second – Allen. Vote: 3-1-2 (Huerta dissenting. Glover-Chantler and Prado abstaining). Motion not approved.

Commissioner Glover-Chantler said that she abstained because the packet arrived while she was out of town and did not have enough time to read the lengthy documents.

Associate Planner Li asked if any amendments could be made to address concerns from the Commissioners who dissented or abstained.

Interim City Attorney asked Commissioner Prado if he could explain the rationale behind his abstention.

Commissioner Prado said that he was uncomfortable making property owners pay for repairs to soft story buildings.

Associate Planner Li clarified that staff was not proposing an ordinance to deal with soft story buildings at this time.

Chief Building Official Rainone said that the only thing before the Planning Commission was the hazard mitigation plan. He said that the stability of the older buildings in the city during an earthquake was a concern.

Interim City Attorney Armento said that the City is ineligible for hazard mitigation grants without an adopted hazard mitigation plan.

Jon Johnston, Fire Prevention Specialist for the Menlo Park Fire Protection District, said that having a multi-jurisdictional plan greatly improves the City's chances of acquiring grant funding. He said that the Northridge Earthquake brought attention to the dangers of soft story buildings. He said that, although the many of the City's soft story buildings survived the Loma Prieta earthquake, it is possible that they could have been weakened and could still fail in another earthquake. He said that it was beneficial to address concerns proactively.

Vice-Chair Quezada asked if Commissioner Prado would reconsider his vote if the motion was amended to communicate serious concerns regarding the financing of improvements to soft story buildings.

Commissioner Prado answered in the affirmative.

Associate Planner Persicone said that Commission's concerns could be forwarded to the City Council similar to when the Commission approved the Housing Element.

**Action:** Motion to:

1) Affirm that the proposal is not a project pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines;

2) Recommend the City Council adopt the attached resolution thereby adopting the Multi-Jurisdiction Local Hazard Mitigation Plan and the Local Annex as the City of East Palo Alto's Local Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000;

3) Recommend the City Council adopt the Multi-Jurisdiction Local Hazard Mitigation Plan and the Local Annex as an Appendix to the Safety Element of the East Palo Alto General Plan; and

4) Communicate to the City Council that the Planning Commission has a concern regarding who would pay for mitigations associated with seismic retrofits for soft story buildings.

Motion – Skinner; Second – Allen. Vote: 4-1-1 (Huerta dissenting. Glover-Chantler abstaining). Motion approved.

- 11. Public Hearing:** Repealing Chapter 8.5 (Below Market Rate Housing Requirements) and adding Chapter 8.5 (Below Market Rate Housing Requirements) to the City of East Palo Alto Comprehensive Zoning Ordinance  
**Location:** Citywide  
**Proposal:** Recommend to the City Council repealing Chapter 8.5 (Below Market Rate Housing Program) and adding Chapter 8.5 (Below Market Rate Housing Program) to the City of East Palo Alto Comprehensive Zoning Ordinance.  
**Owner/Applicant:** City of East Palo Alto.  
**Project Manager:** Carlos Martinez, Provisional Deputy Community Development Director

Deputy Community Development Director Martinez presented the staff report.

Commissioner Huerta asked where the fees would go.

Deputy Community Development Director Martinez said that the money would be added to the housing fund.

Commissioner Glover-Chanter asked how much money was in the housing fund.

Deputy Community Development Director Martinez responded that there was approximately four million dollars in the housing fund, not including land value.

Commissioner Glover-Chantler said that the City only built an average of five affordable housing units per year from the BMR ordinance.

Commissioner Allen asked who was responsible for tracking the BMR units.

Deputy Community Development Director Martinez said that the Housing Department used to track the BMR units, but now the responsibility has been transferred to the Redevelopment Division in the Community Development Department.

Redevelopment Counsel Tiedemann said that a resale restriction notice is mailed to BMR units annually. If a form is not sent back, staff will follow up.

Redevelopment Counsel Tiedemann said that a nexus study was being recommended because of the Palmer and Patterson cases.

Commissioner Allen asked about the amount of the fee.

Redevelopment Counsel Tiedemann said that the fees range significantly between jurisdictions.

Commissioner Huerta said that he was concerned about separating the affordable housing units from new developments.

Commissioner Glover-Chantler asked who was funding the nexus study.

Deputy Community Development Director Martinez said that the City would be commissioning the nexus study.

**Action:** Motion to open the public hearing – Allen; Second – Glover-Chantler.  
Vote: 6-0.

Carlos Romero, 2211 Ralmar Avenue, said that this issue has been discussed for over five years. He said that this was an interim ordinance that will allow the Council to amend development agreements. He said that a permanent ordinance would return in the future.

**Action:** Motion to close the public hearing – Skinner; Second – Allen. Vote: 6-0.

Commissioner Glover-Chantler said that she was concerned that a permanent ordinance could get stalled. She suggested a deadline for the permanent ordinance to come back .

Commissioner Huerta said that he was concerned about who owns the City's BMR units. He said that he looked into it before and was surprised. He said that better auditing was needed.

**Action:** Motion to:

1. Affirm that the proposed ordinance is exempt from environmental review pursuant to section 15301(b)(3) of the CEQA guidelines; and
2. Recommend that the city council adopt the proposed ordinance with a condition that the permanent ordinance be completed before January 1, 2013.

Motion – Skinner; Second – Glover-Chantler. Vote: 5-1 (Huerta dissenting). Motion approved.

*The Planning Commission took a five minute recess at this time.*

*Commissioner Skinner left the meeting at this time.*

- 12. Public Hearing:** Amendments to Municipal Code Chapter 2.48 to eliminate inconsistencies with the official Rules of the Planning Commission (Rules) and Planning Agency regulations, rules and/or practice, and to Adopt Rules by Resolution

**Location:** Not Applicable

**Proposal:** Consideration of amendments to the Municipal Code and Rules

**Owner/Applicant:** City of East Palo Alto and Planning Commission Ad Hoc Committee

**Project Planner:** Wayland Li, Brent A. Butler

Associate Planner Li presented the staff report.

Commissioner Glover-Chantler asked if the Commission needed to reaffirm the CEQA finding.

Deputy City Attorney Naidu requested that the Commission affirm the CEQA finding again. She said that the date on the resolution could be adjusted.

Commissioner Huerta asked if it was possible to prevent staff from asking the Commission to reconsider after the vote like they did after the first vote on the Hazard Mitigation Plan.

Commissioner Glover-Chantler said that she did not think staff did anything inappropriate. She said that it was not unreasonable to ask if there is a modification that addresses the Commission's concerns. She said that it would be different when dealing with an entitlement application

Vice-Chair Quezada agreed that staff did not do anything that was unprofessional.

**Action:** Motion to open the public hearing – Allen; Second – Huerta. Vote: 5-0. Motion approved.

**Action:** Motion to close the public hearing – Allen; Second – Huerta. Vote: 5-0. Motion approved.

**Action:** Motion to:

1. Affirm that the proposal is not a project pursuant to Section 15378(b)(5) of the California Environmental Quality Act (CEQA) Guidelines; and
2. Adopt the proposed resolution thereby amending the Rules of the Planning Commission;
3. Recommend the City Council adopt the proposed ordinance, thereby amending Chapter 2.48 of the Municipal Code, pertaining to the administration of the Planning Commission.
4. Abolish the Rules Subcommittee.

Motion – Allen; Second – Huerta. Vote: 5-0. Motion approved.

**13. Continued Public Hearing: Parking Exception (PX 10-001)**

**Location:** 2245 Ralmar Avenue

**Owner/Applicant:** Takis Kyriakopoulos/James Lindsey

**Proposal:** Consideration of a Parking Exception to permit the use of a driveway as the second of two required parking spaces

**General Plan Land Use Designation:** Low-Medium Density Residential (1-8 du/ac)

**Zoning/APN:** R-1-5000 (Single-Family Residential) / 063-162-370

**Project Planner:** Wayland Li

Associate Planner Li presented the staff report.

Commissioner Glover-Chantler asked if the applicant was made aware of the public's concerns.

Associate Planner Li answered in the affirmative.

Commissioner Glover-Chantler asked if staff provided warning before conducting the site inspection.

Associate Planner Li answered in the affirmative.

**Action:** Motion to open the public hearing – Glover-Chantler; Second – Allen. Vote: 5-0. Motion approved.

Takis Kyrikopoulos, property owner, said that he lived at the subject site with his fiancée and son. He said that six people live at the subject site and there are four cars associated with their household. He said that the previous property owner was responsible for the illegal construction. He said that he was aware of the code violations from the beginning and dealt with it right away. He said that he wished he was made aware of the neighborhood concerns earlier. He said that he has cleaned up his property and has moved cars off his lot. He said that he went to the Planning and Building Division before he purchased the property. He said that Mr. Romero's concerns are because he wants to repave Ralmar Avenue. He said that the person who wrote the letter does not live on Ralmar Avenue anymore. He said that the addition was well built and that he could not afford to demolish it.

Commissioner Glover-Chantler asked if he knew about the code violations before purchasing the property.

Mr. Kyrikopoulos answered in the affirmative.

Commissioner Glover-Chantler said that Mr. Kyrikopoulos only inferred that it was possible to legalize the addition.

Commissioner Allen asked about the size of the driveway.

Mr. Kyrikopoulos said that the driveway could squeeze three cars.

Mercedes Alvarez, 2228 Ralmar Avenue, said that she spends 3-4 nights per week at her mother's home on Ralmar Avenue. She said that she moved out less than a year and a half ago and her mother has lived there for more than 50 years. She said that she knows the neighbors and she knows that Mr. Kyrikopoulos does not live there. He said that he lived there briefly when he first purchased the property but moved out soon afterwards. He said that there were safety concerns with regards to the perpendicular street parking

on Ralmar Avenue. She said that up to nine cars are parked at the subject site at night.

Carlos Romero, 2211 Ralmar Avenue, said that he felt sympathy for the applicant, but felt that the application could not be approved. He said that the kitchen could be relocated and another parking stall added. He said that once Ralmar Avenue gets repaved, the parking situation would only get worse because people would no longer be able to park perpendicularly.

**Action:** Motion to close the public hearing – Glover-Chantler; Second – Allen. Vote: 5-0. Motion approved.

Commissioner Glover-Chantler asked if Ralmar Avenue was covered under the Safe Routes to Schools project.

Commissioner Huerta answered that it was.

Commissioner Glover-Chantler said that she was concerned about the number of vehicles. She said that a household full of adults requires many vehicles. She said that Ralmar Avenue was a very narrow street and there was no place to put all those cars. She pointed out that the property owner knew about the the code violations before purchasing the property.

Commissioner Allen asked if it was typical to see illegal additions. He asked what kind of financial hardship the applicant would have to endure if the parking exception application was denied.

Associate Planner Li said that staff would require demolition of the addition. He said that permitting costs would be minimal, but construction costs could be high.

Commissioner Huerta asked if there was a limit on impermeable paving in the front yard.

Associate Planner Li answered that the was not at this time.

Commissioner Huerta said that he did not like perpendicular parking. He said that people cannot safely travel down the street when people park this way. He expressed concern about establishing a precedent.

Mr. Kyrikopoulos argued that other people would park perpendicularly in front of his property if he did not.

Vice-Chair Quezada said that the denial would not necessarily change parking conditions on the street.

Commissioner Prado expressed concern that denial of the parking exception would result in a big financial loss to the property owner.

Commissioner Allen said that he was inclined to grant the parking exception because it would be a huge financial burden on the property owner. He said that parking would be a problem no matter what the Commission decided to do. He said that parking was a problem all over the City.

**Action:** Motion to approve the Parking Exception – Allen; Second – Prado.  
Vote: 3-2 (Glover Huerta Quezada and dissenting). Motion not approved.

Deputy City Attorney Naidu clarified that since the motion was not approved, the application was essentially denied.

**14. Adjournment – 10:24 PM**

## **Item 5 – Communication Items**

- (a)** General Plan Update
- (b)** Healthy Community Plan Project Update
- (c)** Grant Application Update
- (d)** Pedestrian Overcrossing Update
- (e)** Letter from YUCA regarding Facebook Campus Project

\*Items A-D will be presented at the Planning Commission meeting

November 18, 2011

Dear East Palo Alto City Council and Planning Commission Members,

Recently, Youth United for Community Action (YUCA) along with concerned community members initiated a campaign to improve the city's pedestrian and bicycle infrastructure. YUCA is currently working with East Palo Alto's Planning Department in order to update the General Plan. The Circulation Element in the General Plan is an element of high concern. In 2009 YUCA conducted a Pedestrian Environmental Quality Index (PEQI) and found that many areas of the city lack basic pedestrian safety amenities, such as sidewalks, crosswalks, and signs. The City's poor level of pedestrian and bicycle infrastructure makes walking and bicycling unsafe, especially for children and seniors, and discourages both residents and non-resident commuters from walking and bicycling, even for short trips. The direct result is increased levels of traffic congestion, air pollution, and low initiative from community members to take a walk or a ride within the City limits.

Facebook, Inc. has begun moving their workforce from Palo Alto to the former Sun Microsystems campus along Bayfront Expressway (State Highway 84) in Menlo Park, just 1/2 mile from East Palo Alto. Facebook plans to employ 9,400 workers at this site by 2018<sup>[1]</sup>. The community is concerned with the potential health and safety impacts on East Palo Alto residents due to the thousands of additional vehicles traveling through the city on Highway 101, University Ave, and Willow Rd to the Facebook campus. East Palo Alto residents already suffer from an asthma rate that is double that of San Mateo County overall<sup>[2]</sup>, and from higher rates of other respiratory diseases and cancers.<sup>[3]</sup> The relationship between vehicle emissions and respiratory diseases, especially childhood asthma, is well documented.<sup>[4]</sup>

Facebook should be expected to mitigate these impacts by funding improved pedestrian and bicycle infrastructure projects in East Palo Alto. Both Facebook and East Palo Alto will benefit from such improvements because commuters and residents alike will gain access to safer, healthier, and more affordable transportation options.

We are requesting that The City of East Palo Alto host a community meeting in early December 2011 to gather input from residents on their concerns regarding the Menlo Park Facebook Campus project. The City will then be able to prioritize these concerns and present them to both Menlo Park and Facebook. This way all parties will be familiar with mitigation measures. East Palo Alto community members expect the City to represent our concerns in the upcoming Development Agreement between Menlo Park and Facebook. The negotiation process for this agreement begins in February 2012 and we need to be prepared to present our concerns and advocate to address them.

We suggest that the City of East Palo Alto should also add a page on the City's Planning Department webpage about the Menlo Park Facebook Campus project so that community members have a way to be informed on the project's progress. A schedule of upcoming meetings should also be included. We have access to people who are available to assist staff with creating this webpage.

If you would like to discuss this issue further, please feel free to contact us. You can email [aturner@youthunited.net](mailto:aturner@youthunited.net) or call the YUCA office at 650.322.9165.

Sincerely,

**YUCA General Plan Campaign Team:**

Marco Aguilera  
Brian Alvarado  
Angel Naranjo  
Brenda Naranjo  
Marco Naranjo

Karen Nuñez  
Anna Turner

**Concerned Bicycle & Pedestrian Activists:**

Cristina Pulido  
Andrew Boone  
Adina Levin

References

1. Megan Fisher and Justin Murphy, *Menlo Park Planning Commission Staff Report, For the Planning Commission Meeting of May 16, 2011, Agenda Item D1 & E1, EIR Scoping Session and Study Session*, [http://service.govdelivery.com/docs/CAMENLO/CAMENLO\\_92/CAMENLO\\_92\\_20110516\\_010000\\_en.pdf](http://service.govdelivery.com/docs/CAMENLO/CAMENLO_92/CAMENLO_92_20110516_010000_en.pdf)
2. Youth United for Community Action (YUCA), "You Think You Know, But You Have No Idea: The Diary of Our Health.", *A Community Health Survey Report*, August 2005.
3. Ruben Abrica, Kristen Whitaker, Janine Bishop, Alberto Perez, and Greg Bodin, *EPA Health Profile: A Summary of the Current Understanding of Health in EPA*, June 2007, [http://www.collectiveroots.org/files/EPA%20Health%20Profile\\_6%207%2007.doc](http://www.collectiveroots.org/files/EPA%20Health%20Profile_6%207%2007.doc)
4. Rob McConnell, Talat Islam, Ketan Shankardass, Michael Jerrett, Fred Lurmann, Frank Gilliland, Jim Gauderman, Ed Avol, Nino Kunzli, Ling Yao, John Peters, and Kiros Berhane, *Childhood Incident Asthma and Traffic-Related Air Pollution at Home and School*, *Environmental Health Perspectives*, July 2010; v. 118(7): p. 1021 - 1026, <http://ehp03.niehs.nih.gov/article/info%3Adoi%2F10.1289%2Fehp.0901232>.

## **Item 7 – Presentation: Healthy Community Plan**

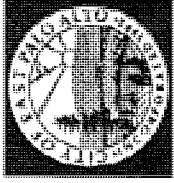
A PowerPoint presentation will be delivered for this item at the Planning Commission meeting.

**Item 8 - Presentation: Fiscal Year (FY) July 1, 2011 to June 30, 2012 Work Plan and revised Annual Report for FY July 1, 2010 to June 30, 2011**

**Attachments:**

1. Annual Report – Fiscal Year 2010/2011
2. Table comparing Planning Commission work plan tasks with adopted City Council Strategic Priorities
3. Tabulated results from task prioritization exercise at Planning Commission retreat
4. Task prioritization worksheet from Planning Commission retreat





# CITY OF EAST PALO ALTO

## Planning Division

### Annual Report - Fiscal Year 2010 to 2011

#### **STAFFING**

In June 2011, the City Manager implemented a restructuring plan, which modified the organizational structure and staffing resources of the Planning Division. The restructuring plan eliminated the Senior Planner position and transferred the Planning Division Secretary to the Community Development Department, where she (along with two other staff persons) provides administrative support for the five Divisions in the Community Development Department.

As of July 2011, the Planning Division was at full strength with three filled staff positions: two Associate Planners and a Manager. The Planning Manager is currently recruiting an intern to provide GIS support for the Planning Division.

#### **BUDGET**

The total allocated budgeted for the Planning Division during FY 2010-2011 was \$635,553 which includes a \$150,000 transfer from the Redevelopment Agency, and a net General Fund contribution of \$397,539.

The adopted budget for FY 2011-2012 is \$481,400. The reduced budget reflects the two person reduction in staffing resources as a result of the restructuring plan.

#### **CURRENT PLANNING**

The Planning Division processed approximately 125 current planning applications during FY 2010/2011, which represents a moderate increase over the approximate 90 planning applications processed during the previous fiscal year.

#### **REGIONAL PROJECTS**

During FY 2010-2011, the Planning Division actively participated and provided support for important regional planning issues, including:

- Amendments to the Bay Conservation and Development Commission (BCDC) Bay Plan
- The Metropolitan Transportation Commission (MTC) Regional Equity Forum
- Association of Bay Area Government's (ABAG) Hazard Mitigation Strategy
- ABAG Sustainable Communities Strategy
- San Francisco Creek Joint Power Authority (SFCJPA) Highway 101 – San Francisco Bay Flood Conveyance Project
- San Francisco Public Utilities Commission (SFPUC) Pipeline Upgrade Project
- Don Edwards San Francisco Bay National Wildlife Refuge Conservation Plan Update
- 2020 Peninsula Gateway Corridor Study

#### **ENVIRONMENTAL REVIEW**

The Planning Division was active in reviewing environmental documents outside of the City's boundaries for potential impacts to the City. Those projects included:

- Facebook Campus expansion
- Stanford Medical Center Expansion.
- Caltrans Highway 101 / San Francisco Creek Bridge Replacement Project
- San Francisco Creek Joint Power Authority (SFCJPA) Highway 101 – San Francisco Bay Flood Conveyance Project

#### **HOUSING ELEMENT IMPLEMENTATION**

The Planning Division implemented nineteen (19) of the required seventy-one (71) action items for the Housing Element during the previous fiscal year. These action items are scheduled for adoption by the City Council on July 19, 2011.

**GENERAL PLAN UPDATE**

The Planning Division expended resources during FY 2010/2011 laying the groundwork for a future update of the General Plan. The Planning Division partnered with the Senior Advisory Committee and Youth United for Community Action to develop a survey, which will be the basis for scoping of the document.

• Coolley Landing

Medical Marijuana Ordinance  
CEQA Thresholds of Significance  
Zoning Ordinance Update

**COMMUNITY RATING SYSTEM ENROLLMENT**

The Planning Division successfully enrolled the City in FEMA's Community Rating System (CRS) program. The Planning Division organized and documented flood prevention activities, which earned enough points under the program to reduce the flood insurance rates for City residents by 10%.

**PLANNING FOR HEALTHY COMMUNITIES**

The Planning Division worked on the City Council's strategic priority of improving the health of the community by:

- Assuming administration responsibilities for the Get Healthy San Mateo County grant from the eliminated Community Services Department.
- Working on grants to create a bicycle/pedestrian overpass over Highway 101
- Participating in Bike to Work Day 2011
- Participating in the Drive Less Challenge
- Supporting the development of a Climate Action Plan.
- Adopting documents related to complete streets, such as the Bicycle Transportation Plan and the Bicycle Technical Guidelines.

- Implementation of the vacant/foreclosed properties ordinance
- Implementation of the administrative citation ordinance

**OTHER MAJOR CITY PROJECTS**

During FY 2010/2011, the Planning Division also provided support on the following major city projects:

- Capital Improvement Program and Capital Budget
- Dumbarton Rail Specific Plan
- Runnymede Phase II Storm Drain Project
- Water Master Plan

**CODE ENFORCEMENT**

The East Palo Alto Zoning Ordinance designates the Planning Division with the responsibility of enforcing the provisions of the Zoning Ordinance. The Planning Division expended significant staff resources fulfilling this responsibility by monitoring, processing and providing support for the 577 active code enforcement cases on file. The Planning Division also provided support for code enforcement efforts in the City, such as:

**Attachment 2**

Table comparing Planning Commission work plan tasks with adopted City Council Strategic Priorities

Work Plan Tasks (Sorted by Planning Commission ranking at Planning Commission Retreat)	City Council Strategic Priority #1: Enhance public safety and emergency preparedness				
	Present a plan for re-implementation of the Public Safety Commission	Adopt and implement the Emergency Preparedness Plan	Adopt and implement an aggressive anti-graffiti ordinance	Implement motorcycle police patrol	Provide an alternative source of potable water for use in emergencies (i.e., a new well)
Code Enforcement					
Pedestrian Bridge Overpass					
General Plan Update					
Community Rating System - Program Activities					
General Plan Implementation					
Housing Element Implementation					
Tree Ordinance and Inventory					
Participation in Regional Planning Efforts					
Runnymede Phase II Storm Drain Project					
Zoning Ordinance Update					
Get Healthy San Mateo County Grant					
Community Rating System - Increase Discount					
RBD Specific Plan					
Capital Improvement Programming					
Review of Environmental Documents					
CEQA Thresholds of Significance					
Subdivision Ordinance Update					
Current Planning					

Work Plan Tasks (Sorted by Planning Commission ranking at Planning Commission Retreat)	City Council Strategic Priority #2: Enhance economic vitality			
	Complete the specific plan for the Ravenswood Business District	Commence the EIR for the Ravenswood District Specific Plan	Design Bay Road Phase II and stormwater infrastructure improvements	Identify strategies for promoting business
Code Enforcement				
Pedestrian Bridge Overpass				
General Plan Update				
Community Rating System - Program Activities				
General Plan Implementation				
Housing Element Implementation				
Tree Ordinance and Inventory				
Participation in Regional Planning Efforts				
Runnymede Phase II Storm Drain Project				
Zoning Ordinance Update				
Get Healthy San Mateo County Grant				
Community Rating System - Increase Discount				
RBD Specific Plan				
Capital Improvement Programming				
Review of Environmental Documents				
CEQA Thresholds of Significance				
Subdivision Ordinance Update				
Current Planning				

**City Council Strategic Priority #3: Increase organizational effectiveness and efficiency**

Work Plan Tasks (Sorted by Planning Commission ranking at Planning Commission Retreat)	Restructure the organization	Hire appropriate staff, reducing time to fill vacant positions	Increase the visibility of the Department heads and the word of their departments	Update the City's policies and procedures including hiring a consultant	Complete the online automation of the Rent Stabilization Program	Automate online licensing, permitting and form processing (e.g., job and commissioner applications)
Code Enforcement						
Pedestrian Bridge Overpass						
General Plan Update						
Community Rating System - Program Activities						
General Plan Implementation						
Housing Element Implementation						
Tree Ordinance and Inventory						
Participation in Regional Planning Efforts						
Runnymede Phase II Storm Drain Project						
Zoning Ordinance Update						
Get Healthy San Mateo County Grant						
Community Rating System - Increase Discount						
RBD Specific Plan						
Capital Improvement Programming						
Review of Environmental Documents						
CEQA Thresholds of Significance						
Subdivision Ordinance Update						
Current Planning						

**City Council Strategic Priority #4: Improve public facilities and infrastructure**

Work Plan Tasks (Sorted by Planning Commission ranking at Planning Commission Retreat)	Implement Phase 2 of the Runnymede Storm Drainage Project	Complete design and commence construction of the street resurfacing and sidewalk reconstruction project	Engage the community and determine a place for pedestrian/bicycle bridge over Highway 101 and determine funding for the design.	Report on the feasibility of consolidating office space and obtaining new space	Adopt a prioritized CIP budget for 2011-2012, that includes federal appropriation and the SF Creek Flood Prevention Project JPA	Determine East Palo Alto's potential monetary contribution to completing Phase 1/Tidal of the SF Creek Flood Prevention Project
Code Enforcement						
Pedestrian Bridge Overpass						
General Plan Update						
Community Rating System - Program Activities						
General Plan Implementation						
Housing Element Implementation						
Tree Ordinance and Inventory						
Participation in Regional Planning Efforts						
Runnymede Phase II Storm Drain Project						
Zoning Ordinance Update						
Get Healthy San Mateo County Grant						
Community Rating System - Increase Discount						
RBD Specific Plan						
Capital Improvement Programming						
Review of Environmental Documents						
CEQA Thresholds of Significance						
Subdivision Ordinance Update						
Current Planning						

Work Plan Tasks (Sorted by Planning Commission ranking at Planning Commission Retreat)	City Council Strategic Priority #5: Improve communication & enhance community engagement				
	Redo the website to be user friendly and easily accessible with appropriate staff to update and maintain the website	Continue chats with the Police Chief and beat meetings	Develop and implement a protocol to inform the public about city projects, including timelines and delays	Provide timely agendas and postings of meetings and access to materials online and hard copies at the library	Develop a community communication plan
Code Enforcement					
Pedestrian Bridge Overpass					
General Plan Update					
Community Rating System - Program Activities					
General Plan Implementation					
Housing Element Implementation					
Tree Ordinance and Inventory					
Participation in Regional Planning Efforts					
Runnymede Phase II Storm Drain Project					
Zoning Ordinance Update					
Get Healthy San Mateo County Grant					
Community Rating System - Increase Discount					
RBD Specific Plan					
Capital Improvement Programming					
Review of Environmental Documents					
CEQA Thresholds of Significance					
Subdivision Ordinance Update					
Current Planning					

Work Plan Tasks (Sorted by Planning Commission ranking at Planning Commission Retreat)	City Council Strategic Priority #6: Create a healthy and safe community				
	Develop a comprehensive Healthy Community Plan	Provide programs in the park	Develop and present to the City Council for action a Police Activities League Program	Complete a joint facilities agreement with the School District	Explore the building of a skate park and report the results to the City Council, including liability and maintenance issues
Code Enforcement					
Pedestrian Bridge Overpass					
General Plan Update					
Community Rating System - Program Activities					
General Plan Implementation					
Housing Element Implementation					
Tree Ordinance and Inventory					
Participation in Regional Planning Efforts					
Runnymede Phase II Storm Drain Project					
Zoning Ordinance Update					
Get Healthy San Mateo County Grant					
Community Rating System - Increase Discount					
RBD Specific Plan					
Capital Improvement Programming					
Review of Environmental Documents					
CEQA Thresholds of Significance					
Subdivision Ordinance Update					
Current Planning					

Tabulated Results from Task Prioritization Exercise at Planning Commission Retreat (sorted by number of stars)

Item	Glover-Chantler		Sherrard		Quezada		Huerta		Allen		Prado		Skinner		TOTAL	
	Stars	Big Star	Stars	Big Star	Stars	Big Star	Stars	Big Star	Stars	Big Star	Stars	Big Star	Stars	Big Star	Stars	Big Stars
Code Enforcement	1		5	Big Star	2				1						9	1
Pedestrian Bridge Overpass	1		3		2		2	Big Star							8	1
General Plan Update	1	Big Star	2		1		2		1						7	1
Community Rating System - Program Activities					1		1		3						5	
General Plan Implementation	1		3						1						5	
Housing Element Implementation	1				1	Big Star	1		1						4	1
Tree Ordinance and Inventory	1				1		2			Big Star					4	1
Participation in Regional Planning Efforts	1				1		1		1						4	
Runnymede Phase II Storm Drain Project					2		1		1						4	
Zoning Ordinance Update	1		2						1						4	
Get Healthy San Mateo County Grant					1		1		1						3	
Community Rating System - Increase Discount					1		1		1						3	
RBD Specific Plan	1								2						3	
Capital Improvement Programming	1						1		1						3	
Review of Environmental Documents	1								1						2	
CEQA Thresholds of Significance	1						1								2	
Subdivision Ordinance Update	1						1								2	
Current Planning	1														1	

Attachment 3  
 Tabulated results from task prioritization  
 exercise at Planning Commission retreat



### Attachment 4

Task prioritization worksheet from  
Planning Commission retreat

**Table 1 - Mandatory Tasks**

Task	Description
Housing Element Action Items Implementation	The City is required to implement the Action Items identified in the updated Housing Element.
(1) Stars →	
Current Planning	The Planning Division is bound by the Permit Streamlining Act to process entitlement applications in a timely manner.
(2) Stars →	
Code Enforcement	The Planning Division is responsible for enforcing the provisions of the Zoning Ordinance and providing support to the 577 active code enforcement cases in the City.
(3) Stars →	
Community Rating System (CRS) Program Activities	The City is obligated under the CRS program to conduct certain flood protection, maintenance and outreach projects in order to maintain the city's 10% discount on flood insurance rates.
(4) Stars →	
Get Healthy San Mateo County	The City received a grant to improve the health of school children through seven specific activities, including installing LED cross walks, a walking school bus program, bicycle rodeo, follow the leader program, providing bicycle helmets and safety gear, and conducting outreach regarding walking and bicycling
(5) Stars →	

**Table 2 - Optional Tasks**

<b>Task</b>	<b>Description</b>
Community Rating System – Increasing Discount Rate	The Planning Division believes that there is an opportunity to move from a Class 8 CRS community to a Class 6 community, which would increase the City's flood insurance discount from 10% to 20%.
(6) Stars →	
Tree Ordinance and Inventory	The City has an opportunity to apply for grant funding to update the City's tree protection ordinance and to conduct an inventory of the City's trees. If successful, the City will partner with other organizations to complete this work.
(7) Stars →	
Review of Environmental Documents	The Planning Division reviews environmental documents for major projects in surrounding jurisdictions to ensure that the City does not receive significant environmental impacts.
(8) Stars →	
General Plan Update	The City will need to update its 1999 General Plan in the near future.
(9) Stars →	
General Plan Implementation	Planning Division staff would identify the aspects of the current General Plan which have not yet been implemented yet, and create an action plan for implementing them.
(10) Stars →	

Participation in Regional Planning Efforts	The Planning Division currently participates in regional planning issues in order to ensure that the concerns of the City are taken into consideration for these regional projects.
(11) Stars →	
Dumbarton Rail Specific Plan.	The City and its consultant, DC&E, are actively working on the Dumbarton Rail Specific Plan. The Planning Division provides support for this effort.
(12) Stars →	
Capital Improvement Programming	The City is endeavoring to update the Five-Year Capital Improvement Program (CIP) and the Capital Budget on an annual basis. The City will be undertaking a larger public process in the development of the FY 2011/2012 document.
(13) Stars →	
Runnymede Phase II Storm Drain Project	The Engineering Division is currently working on a project to dredge and open channel at the end of Runnymede Street to improve the City's storm drain system. The Planning Division is providing support for the project.
(14) Stars →	
Zoning Ordinance Update	Planning Division staff has identified errors and inconsistencies in the Zoning Ordinance that need to be corrected. Additionally, there are other aspects of the Zoning Ordinance that could be amended so that it could be administered more effectively.
(15) Stars →	

CEQA Thresholds of Significance	The City does not have well defined thresholds of significance for evaluating projects under CEQA.
(16) Stars →	
Hazard Mitigation Plan	The City is developing a hazard mitigation plan as part of a larger regional effort by ABAG to minimize the threat of hazards in the region.
(17) Stars →	
Subdivision Ordinance Update	The Planning Division has been working for several years on updating the City's Subdivision Ordinance.
(18) Stars →	
HIGHWAY 101 BICYCLE / PEDESTRIAN BRIDGE	
(19) Stars →	
(20) Stars →	



## ***STAFF REPORT***

***City of East Palo Alto  
Community Development Dept.  
Planning Division***

**Project:** Reauthorization of Special Use Permit 08-46 for the sale of spirits at 2387 University Avenue

**File Number:** Special Use Permit 08-46

**Date:** November 28, 2011

**To:** Honorable Chair & Members of the East Palo Alto Planning Commission

**From:** Guido F. Persicone, AICP, Associate Planner

---

### **I. Introduction**

**Applicant/Owner:** Hector Cornelio

**Request:** Request to reauthorize Special Use Permit (SUP 08-46).

**Location:** 2381-2381 University Avenue /  
Assessor's Parcel Numbers (APN): 063-203-340

**General Plan:** General Commercial

**Zoning:** C1-S5 (Neighborhood Business)

**Surrounding Zoning:** North: C1-S5 (Neighborhood Business)  
South: C1-S5 (Neighborhood Business)  
East: C1-S5 (Neighborhood Business)  
West: C1-S5 (Neighborhood Business)

**Surrounding Uses:** North: Restaurant  
South: Restaurant  
East: Retail Stores  
West: Barber Shop/Herbal Life

- Environmental:** Categorically Exempt pursuant to Section 15378 of the California Environmental Quality Act (CEQA) Guidelines
- Flood Zone:** The project site is located in Flood Zone X, which is outside of the 500 year flood plain.
- Notice:** Notice of this public hearing was published in the Daily News on November 18, 2011 and mailed to property owners within 300 feet of the project site on the same day.
- Recommendation:** Planning Division staff recommends that the Planning Commission:
1. **Approve Special Use Permit 08-46 (SUP 08-46)** based on the findings located in this staff report; and
  2. **Affirm** that the proposal is categorically exempt pursuant to Section 15378 of the California Environmental Quality Act (CEQA) guidelines.

## II. Background

On October 21, 2003 the City Council approved Conditional Use Permit (CUP) 03-06 to allow the owner of La Estrellita Market, Hector Cornelio, to sell beer and wine.<sup>1</sup> Under the provisions of Condition of Approval #5 of CUP 03-06 this permit was only valid for five years and Mr. Cornelio was required to reauthorize the permit.

On November 24, 2008, the Planning Commission considered an application for reauthorization as well as a request for an upgrade to sell spirits.<sup>2</sup> CUP 03-06 for the beer and wine sales was authorized, and the Commission required the applicant to return to review performance under SUP 08-46 regarding the sale of spirits one year later.

On November 23, 2009, the Planning Commission reviewed Special Use Permit 08-46 and by a unanimous vote (7-0) approved Mr. Cornelio for two additional years and requested that the Commission review the item again in November of 2011.

## III. Analysis

### General Plan Conformance

The applicant's provision of a one-stop shopping center for his customers appears to conform to two General Plan policies:

---

<sup>1</sup> Type 20 (Off Sale Beer and Wine) is the classification given by the Department of Alcohol Beverage and Control (ABC)

<sup>2</sup> Type 21 (Off Sale General Liquor) is the classification given by (ABC).

- **Economic Development Program Policy #4**-The City shall support the retention and expansion of all viable business establishments.
- **Economic Development Program Policy #7**-The City shall encourage the development of a sector of the local economy that is neighborhood based, that provides jobs and services to residents within their neighborhood.

### **Special Use Permit**

The project is located in the Ravenswood Redevelopment Area. Under the provisions of Section 6507.2 of the Zoning Ordinance, any establishment of a new business or activity requires the approval of a Special Use Permit (SUP). The Redevelopment Agency had previously indicated their support for Mr. Cornelio's request in 2008 and 2009 and did not attach any conditions to the project.

### **Ordinance 131**

Ordinance 131 (commencing with Section 6506 of the Zoning Ordinance) requires that alcoholic beverage vendors comply with an operation and maintenance plan. The features of the applicant's adopted operation and maintenance plan includes:

- The store will be open seven days a week from 8AM-9PM with liquor sales allowed during this time.
- Trash disposal is located on site and Allied Waste is scheduled pick up twice a week.
- Employees of the store must clean the area around La Estrellita to keep the premises free of debris and litter.
- All employees of the market receive alcohol sales training and are required to sign an affidavit attesting to the fact that they will not sell alcohol to minors
- Security measures include the employment of a security guard, a security alarm and cameras that monitor the store (see Attachment C).

The applicant implemented these provisions upon approval of SUP 08-46 and staff believes he has demonstrated satisfactory compliance.

### **Police Department Input**

Due to the potential impacts caused by alcohol sales on the community, staff requested input from the Police Department on this permit. The Police Department has indicated they do not have issues with Mr. Cornelio's supermarket and only requested that the security guards for the market not wear uniforms similar to law enforcement personnel. This has been placed as Condition of Approval #3 on this permit.<sup>3</sup>

---

<sup>3</sup> Email Correspondence from Elizabeth Lam, Community Services Officer, dated July 11, 2011.

### **Community Outreach**

In order to solicit community input on this matter, the applicant attended a Beat I meeting on September 22, 2011. The comments received from the community varied, but in general several residents stated the store was very clean well kept and had not heard of any problems regarding the store.<sup>4</sup>

### **Length of Permit**

The only real issue of controversy is, if the Planning Commission approves Special Use Permit SUP 08-46, the length of the permit. The applicant is requesting a permanent special use permit, albeit understanding that the store is located in a redevelopment zone and the City can exercise its police powers to initiate a redevelopment plan. Staff is in agreement that the applicant has demonstrated, over a lengthy period of time, that his market has complied with the use permit requirements and conditions of approval placed on the permit by the City and as such an extended use permit is warranted. Recently, the Planning Commission has set a precedent of sorts by approving a Special Use Permit for five years, a reasonable period of time, for Community Legal Services, and a similar sunset provision could be added to Mr. Cornelio's permit.

### **Continued Planning Commission Oversight**

Additionally, if the potential negative impacts of selling alcohol are a concern, then section 6507.9 of the East Palo Alto Zoning Ordinance clearly states that the Planning Commission retains jurisdiction of this permit and may review the permit if such action is necessary to protect the public health, safety and welfare.

*The Planning Commission shall, in all cases, retain continuing jurisdiction over each use permit and may at any time, either on its own initiative or in response to an application or request to do so, modify or delete any conditions of the use permit or impose any new conditions if the Commission determines that such action is necessary in order to preserve the public health, safety or welfare, or to prevent the creation or continuance of a public nuisance. The use permit may be revoked upon a determination by the Commission, following the conduct of a noticed public hearing, that the holder of the permit has failed to comply with any condition thereof after being afforded a reasonable opportunity to do so.*

## **IV. Recommendation**

The applicant has exercised diligence in complying with Ordinance 131 requirements and appears to have retained security measures and training in place to provide for the safe distribution of alcohol at his existing supermarket.

Staff recommends approval of this extension for a period of five years, based on the findings in Attachment A and the conditions of approval in Attachment B. Alternatively if the Commission cannot make the findings then it may:

---

<sup>4</sup> September 22, 2011 Beat I Meeting Notes, email correspondence from Elizabeth Lam, Community Services Officer, dated September 22, 2011 at 2218 hours.

1. **DENY WITHOUT PREJUDICE**, directing the applicant to work with staff in a new application based upon supportable standards; or
2. **TABLE** the public hearing for this application and direct the applicant to work with staff to significantly revise the project.
3. **CONTINUE** the item to a date certain to give staff additional time to research issues raised by project opponents

**V. Attachments**

**Attachment A:** Findings of Fact

**Attachment B:** Conditions of Approval

**Attachment C:** Operational Letter/Police Department Correspondence

## **Attachment A- Findings of Fact**

If the Planning Commission supports the project as it currently has been proposed, the following findings must be made

### *Use Permit Findings*

1. That the proposed use is consistent with the City's General Plan.

**The property has a C-1/S-5 (Neighborhood Business) zoning designation and a General Commercial General Plan designation. Under the provisions of Economic Development Program Policy #7 Planning Division staff is encouraged to promote commercial development that is neighborhood based and that provides services to residents. The existing store provides produce and goods to local residents and as such the use is consistent with the East Palo Alto General Plan.**

2. That the proposed use will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity or the occupants thereof.

**A grocery store use is a principally permitted use in the C-1 (Neighborhood Business) zoning district and the proposed use supports the Ravenswood Business District Redevelopment Plan. Providing alcohol sales at the grocery store to local residents will provide neighborhood based services which support the East Palo Alto General Plan. Therefore, the proposed use will not be detrimental to the public health, safety, welfare or be materially injurious to properties or improvements in the vicinity or occupants thereof.**

3. That the proposed use, if intended to be permanent, is consistent with the Redevelopment Plan for the Project Area in which the site is located.

**The Redevelopment Agency has determined that a grocery store with alcohol sales use is consistent with the Ravenswood Business District Redevelopment Plan.**

### *Alcohol License Finding*

4. That the proposed location for the sale of alcoholic beverages and the conditions under which the activity will be operated will not be detrimental to the public health, safety or welfare, or materially injurious to properties or other uses in the vicinity.

**The existing store has training in place to ensure that the appropriate sale of alcohol to members of the community occurs; no existing Alcohol Beverage and Control (ABC) violations currently exist for the store; and the applicant has complied with all of the requirements for alcohol sales as identified in Section 6506 of the East Palo Alto Zoning Ordinance. Therefore, the continued sale of alcohol beverages to include spirits will not be detrimental to the public health, safety or welfare or be materially injurious to properties or other uses in the vicinity.**

## **Attachment B-Conditions of Approval**

### **PLANNING**

1. The project shall be maintained in substantial compliance with the drawings and Operational Plan submitted to the City of East Palo Alto, dated stamped October 24, 2008.
2. The project shall comply with all applicable codes and requirements of the C-1 / S-5 (Neighborhood Business / Combining) District, the 2007 California Building, Mechanical, Plumbing, and Electrical Codes, the County of San Mateo Health Code, and with all laws of the State of California and City of East Palo Alto related to the sale of alcoholic beverages.
3. The applicant and all future owners of the market shall provide a California-licensed, uniformed security guard on the premises during operation of the business to monitor and deter behavior incommensurate with the drawings and Operational Plan date stamped October 24, 2008. Said security guards are prohibited from wearing uniforms that resemble sworn officer attire. Within thirty (30) days of the renewal of Special Use Permit SUP 08-46 the applicant shall provide a picture of said uniform to the East Palo Alto Police Department for review and approval.
4. The applicant and all future owners shall be responsible for maintaining free of litter the areas adjacent to the premises, whether they are public or private property.
5. The applicant and all future owners of the business shall maintain business hours solely between 8AM-9PM seven days a week.
6. The applicant shall hold harmless the city, its officers, agents, and employees from any liability or claims for damages due to the injury of any person, loss of life, or damage to property caused by, or arising out of activities authorized by these approvals. The applicant shall employ legal counsel approved by the city and/or indemnify the City for the cost of legal counsel and legal services.
7. Minor modifications to the approved plans under this use permit approval shall be subject to the approval of the City Planning Manager. Major modifications shall be subject to review and approval of the Planning Commission.
8. The applicant and all future owners shall maintain a sign no smaller than twelve (12) inches by twenty-four (24) inches near the front and rear doorways to prohibit loitering. Precise wording of the sign shall be subject to the review and approval of the Police Department.
9. The applicant shall acknowledge that if the applicant's or future owner's ABC permit, whether in its present or amended form, is suspended for a period exceeding thirty (30) days, the applicant shall make a new application for a use permit for the sale of alcoholic beverages to the City.

**Attachment C: Operational Letter/Police Department Correspondence**

La Estrellita Market & Deli  
2381/2387 University Ave.  
East Palo Alto, CA

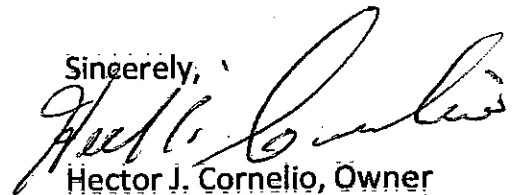
To whom it may concern,

RECEIVED

OCT 23 2009

This letter is to request the renewal of Liquor License 21, which we operate at 2381/2387 University Ave. in East Palo Alto, CA. Also known as La Estrellita Market & Deli. As always we have maintain an honest and clean store. We have high security with surveillance cameras both inside and out, 24 hours a day. We also have a security guard on the premises with plenty of lighting. We were given the 21 Liquor License a year ago in November and we ask to renew our Liquor License. We have not had any incident or problems since given. We ask if you could please continue allowing us to serve the community as a full service super market. We thank you for your time and consideration. Please do not hesitate to contact me if there is any questions. My phone number is (650) 346-4277. Thank You once again.

Sincerely,



Hector J. Cornelio, Owner

10-23-09



**CITY OF EAST PALO ALTO**  
**POLICE DEPARTMENT**  
141 Demeter Street  
East Palo Alto, CA 94303

**RONALD L. DAVIS**  
**CHIEF OF POLICE**  
(650) 853-3125 Phone  
(650)853-3124 Fax  
rdavis@cityofepa.org

---


To: Planning Department  
From: East Palo Alto Police Department  
Project Address: 2387 University Ave, East Palo Alto, CA 94303  
Reference: La Estrallita Market  
Date: November 17, 2011

---

The East Palo Alto Police Department has reviewed the Security Plan for La Estrallita Market. The market has no concerns regarding police response and the police in turn have no issues with the market.

The Police Department has requested that the onsite security guards not wear uniforms that resemble a sworn officer. Representatives of the police department have already spoken to Mr. Cornelio who stated that this issue had been addressed and their guards would not be in uniforms that resembled a sworn officer.

The Police Department has no objections to the market's application for their liquor license renewal.

  
Jeff Liu  
Police Sergeant  
East Palo Alto Police Department  
E-mail: [jliu@cityofepa.org](mailto:jliu@cityofepa.org)



**CITY OF EAST PALO ALTO  
POLICE DEPARTMENT**

141 Demeter Street  
East Palo Alto, CA 94303

**RONALD L. DAVIS**

CHIEF OF POLICE

(650) 853.3125 Phone

(650) 853.3124 Fax

rdavis@cityofepa.org

---

### Security Plan

The following questions were designed to assist a business owner and/or prospective business owner in drafting a security plan. Basically a security plan is any means both physical and procedural that has been enacted to prevent crime and ensure safety for both the business and its clientele. The following questions are merely guidelines and we encourage you to include additional information if applicable.

1. What security measures do you have in place regarding lighting, doors, locks, windows, the roof and any other physical attribute to the building your business is utilizing? Please include information regarding vandalism deterrence if applicable.

*La Estrellita has outside lighting during sundown covering the perimeter of the business area. Also, during the day there is private security staff on duty 7 days a week. All doors are secured with camera surveillance and protected alarm door sensors when armed. All windows are reinforced with accented steel grids to prevent forced entry. To add, the alarm system can detect motion when armed. There is no roof access in building.*

2. Do you have an alarm system?

*Yes, Protection One Alarm System which is reputable and effective.*

- a. What does the system protect?

*Fire, vandalism, theft, motion, plus panic buttons are also accessible to staff.*

- b. Where are the possible points of entry? - Doors, windows, roofs, etc.

*Although there have been no records for 11 years, we believe that due to the reinforced commercial structure including the strength of the steel doors, protected steel window grids, and no roof access, there should not be any possible points of entry.*

- c. What are the locations and types of sensors? - Motion detectors, glass break detectors, hold up switches, etc.

*All doors have sensors, 10 motion detectors including the main office. 5 panic buttons (hold-up switches)*

- d. How does the alarm notify the authorities? - Through a direct telephone dial, a local annunciation device, central monitoring station, etc.

*Central Monitoring station & direct phone call for each incident; local siren is also triggered.*

- e. What type of monitoring is needed? - Is it connected to a central monitoring station?

*Yes*

- f. Who will be operating the system? - The type and complexity of the user control board.

*Only the staffed manager or owner has access to the control board. Local keypad is based on numeric keys while also being accessible remotely via telephone.*

3. Do you have security cameras?

*Yes*

- g. Are they monitored? If so by whom?

*Monitored locally by the manager and includes remote & mobile surveillance by the owner.*

4. Do you have a security guard? If so, are they armed? During what hours are they employed?

*Yes we have private security service, occasionally armed. They are employed from 1pm until closing.*

5. What internal precautions do you employ regarding staff? Please include details for training, internal affairs regarding employee theft, etc.

*Money handling, identifying suspicious activities, calling the proper authorities, & procedures taken incase of any incident including robbery, assault, or neglect are included in staff training.*

6. What means do you employ to prevent theft, robbery, burglary and other crimes? For example do you keep the amount of money in your cash drawer to a minimum, have a drop safe, refuse to give change for more than \$20, etc.?

*All cash registers are kept at a minimum amount of currency due to regular cash pulls to a drop safe. Also staff maintains strong communication with each other to continue to protect the interests and safety of the business.*

Please feel free to provide additional information.

*Records are kept regarding any incident, including surveillance archives, to help with the identification and prosecution of criminal(s) & activity.*

This form was filled out and sent electronically by the business owner of La Estrellita, Hector Cornelio 650 346-4277 on Friday, November 21, 2008

## **STAFF REPORT**



*Community Development Department  
Planning Division*

**Project:** Lauren's House for Positive Change  
**File Number:** Conditional Use Permit (CUP 11-06)  
**Date:** November 28, 2011  
**To:** Honorable Chair & Members of the East Palo Alto Planning Commission  
**From:** Guido F. Persicone, AICP, Associate Planner

---

### **I. Introduction**

**Applicant/Owner:** Monique Graves/Central California Conference Association of Seventh Day Adventist

**Request:** To operate a non-profit organization within an existing church facility at 994 Beech Street.

**Location:** 994 Beech Street  
Assessor's Parcel Number (APN): 063-351-740

**General Plan:  
Designation** Low/Medium Density Residential

**Zoning:** R-1-5,000 (Single Family Residential)

**Surrounding  
Zoning:** North: R-1-5,000 (Single Family Residential)  
South: R-1-5,000 (Single Family Residential)  
East: R-1-5,000 (Single Family Residential)  
West: R-1-5,000 (Single Family Residential)

**Surrounding Uses:** North: Single Family Residential  
South: Single Family Residential  
East: Single Family Residential  
West: Single Family Residential

**Environmental:  
Review** Categorical Exemption. Exempt pursuant to Section 15301 of the California Environmental Quality Act (CEQA Guidelines)

## **Staff**

**Recommendation:** Staff recommends that the Planning Commission:

1. Affirm that the project is a Class 1 Categorical Exemption pursuant to Section 15301 (Existing Facility) of the CEQA guidelines; and
2. Approve Conditional Use Permit (CUP 11-06) based on the findings and conditions of approval listed in this staff report as may be amended by the Planning Commission.

## **II. Planning Commission Action**

### ***Proposal***

The applicant is proposing to operate a non-profit organization that focuses on empowerment of youth between the ages of 7-18 years of age. The hours of operation would be from Monday-Thursday from 12:30PM-7:30PM with the main program activities being science, math, English, language, leadership development meals and computer lessons to approximately 30 children with one full time staff and seven volunteers. Meals are offered to participants from 7-7:45AM.

The organization is currently renting a room at 994 Beech Street, owned and operated by the Central California Conference of the Seventh Day Adventist inside an existing building. Fire and Building staff inspected the room, and the Building Division has placed no conditions of approval on the project. Recent site inspections by the Planning Division did not identify any foreseeable impacts as the use is within an existing church facility with ample off street parking. Under the provisions of Section 6161 of the East Palo Alto Zoning Ordinance, charitable organizations and institutions require the issuance of a conditional use permit from the Planning Commission.

### ***Background***

In June of 2009, City staff became aware of Lauren's House for Positive Change operating from a single family home located at 108 Jasmine Way. The applicant was told that a conditional use permit was required and that the conditional use permit fee was \$3,862, which she indicated she could not afford because the non-profit organization was operating on a shoe string budget. As a result of this financial hardship, the Interim Planning Manager, Brad Tarr, directed staff to charge the applicant the Temporary Use Permit fee of \$665 as it was unclear if the organization was sustainable for more than one year. The applicant indicated this fee was also exorbitant and could not pay it. The applicant was advised of her right to apply for a fee waiver, but that a public benefit could not be granted to her by working on the application for free. The applicant began operating without a use permit.

In 2010, City staff made a few attempts via email to contact Ms. Graves and began to see a pink van being driven around East Palo Alto in support of her non-profit organization. It was also during this time that the Planning Division Manager, Brent Butler, expressed reservation with regards to allowing Temporary Use Permits (TUPs) when Special Use Permits (SUPs) or Conditional Use Permits (CUPs) were warranted.

Beginning in the early part of 2011, the applicant attempted to apply for a business license and to legalize her business via submittal of an inadequate site plan drawn in blue marker to operate out of the church building at 994 Beech Street.

Additionally, in June of 2011, the applicant received \$10,000 from the City Council for summer youth programs. Due to the lack of compliance by the applicant, and the fact that City funds were transmitted to

an organization without permits, City staff refocused its efforts on seeking code compliance by contacting the property owner, the Seventh Day Adventist Church at 994 Beech Street. After several attempts, a site plan was submitted that identified the location of where her non-profit organization was operating within the existing church facility.

Since August of 2011, an internal discussion began amongst staff about specific ways to assist small business owners and local non-profits during these difficult economic times. The Planning Manager and the Deputy Director decided in October of 2011 that without specific policy direction from the Council it would be inequitable to charge applicants different fees. Currently, the applicant is seeking relief from the City Council from the conditional use permit fee of \$3,862, less the temporary use permit fee of \$665 already transmitted to City staff.

Since the payment of fees is still an ongoing issue, as of the publication of this report, if the Planning Commission were to approve this project, there are two suggested policy options to resolve this issue:

*Option #1*--Approve the conditional use permit subject to either payment of the full permit fee or issuance of a fee waiver by the City Council. Condition of Approval #8 has been placed on the project if this is the option of the Commission; or

*Option #2*--Issue a conditional use permit or temporary use permit to expire sixty days from issuance so the applicant can remain operational until the City Council resolves the pending fee waiver.<sup>1</sup>

***Development Standards***

Staff has determined that the proposed use is in conformance with the development standards in the East Palo Alto Zoning Ordinance as summarized below in Table 2:

<b>TABLE 1: DEVELOPMENT &amp; PROJECT STANDARDS</b>				
<b>Standard</b>	<b>Required</b>	<b>Existing</b>	<b>Proposed</b>	<b>Complies</b>
General Plan Designation	Low Density Residential	Low Density Residential	No change	Yes
Zoning	R-1-5,000 (Single Family Residential)	R-1-5,000 (Single Family Residential)	No change	Yes
Lot Area	5,000sq. ft.	83,200 sq. ft	No change	Yes
Lot Coverage	50% max.	12.25% (10,200/83,200 sq. ft.)	No change	Yes
Parking	79.0	91.0	No change	Yes

***Flood Zone Determination***

The project site is located in Flood Zone X, which means that the site is located outside of the 500 year flood plain.

<sup>1</sup> In June of 2009 the Planning Commission granted Project We Hope a forty-five (45) day TUP in order to establish the warming shelter at 1836 Bay Road.

### ***Environmental Review***

Under the provisions of Class 1 Section 15301 (Existing Facilities) of the California Environmental Quality Act Guidelines, negligible repair or minor alternations to existing facilities is exempt from environmental review.

### ***Consistency with the General Plan***

Any decision of the city affecting land use and development is required to be consistent with the General Plan. An action is consistent with the General Plan if, considering all its aspects, it will further the objectives and policies of the General Plan and will not obstruct their attainment. Planning Division staff has determined that the proposed project furthers the following General Plan policies:

- Land Use Element Policy 1.4: Provide areas within the community where public service and non-profit organizations can operate.

*By approving the proposed project, the Planning Commission would be allowing an non-profit organization to operate, which implements the intent of Land Use Element Policy 1.4*

- Land Use Element Policy 4.1: Work closely with local public facilities and service providers to meet community needs.

*By providing a non-profit organization that services low income residents, this project would implement Land Use Element Policy 4.1*

## **II. Findings of Fact**

The Planning Commission may approve a Use Permit application if, on the basis of the application and the evidence submitted, the Commission finds that the purposes of the Use Permit chapter listed below have been satisfied by the plans as applied for or in a modified form:

- That the proposed use will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity or the occupants thereof.

*A charitable institution or non-profit organization is a conditional use in the R-1-5000 zoning district. The conditions of approval attached to this staff report will ensure that the organization does not create detrimental impacts to public health, safety or welfare. Furthermore, the proposed use will be inside an existing building, further reducing the potential impacts of said organization.*

- That the proposed use is consistent with the City's General Plan

*Approval of a use that legalizes an existing non-profit in East Palo Alto implements the intent of Policy 1.4 of the East Palo Alto General Plan.*

- That the proposed use will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity or the occupants thereof

*The conditions of approval attached to this staff report will ensure that the objectives of the Zoning Ordinance will be met by the applicant in relation to providing adequate light, air, access, and providing for the general welfare.*

### **III. Recommendation**

Staff recommends approval of this application via option #1 discussed above, based on the findings in this staff report and the conditions of approval in Attachment A. Alternatively if the Commission cannot make the findings then it may:

1. DENY WITHOUT PREJUDICE, directing the applicant to work with staff in a new application based upon supportable standards; or
2. TABLE the public hearing for this application and direct the applicant to work with staff to significantly revise the project; or
3. CONTINUE the item to a date certain to give staff additional time to research issues raised by project opponents; or

#### **Attachments**

- **Attachment A:** Recommended Conditions of Approval
- **Attachment B:** Project Plans and Application Materials

## **Attachment A: Recommended Conditions of Approval**

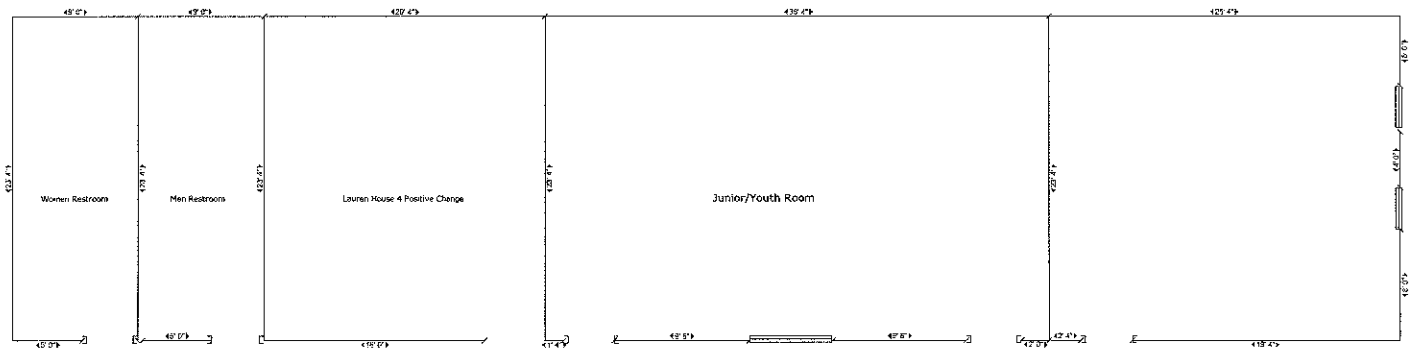
### **Planning Division**

1. The project shall be constructed in substantial compliance with the drawings submitted as part of East Palo Alto planning application (CUP 11-06) date stamped June 30, 2011.
2. These conditions of approval shall be reproduced on page one (1) of any plans submitted for building permit approval for this project.
3. Minor modifications to the approved plans under this use permit approval shall be subject to the approval of the City Planning Manager. Major modifications shall be subject to review and approval by the Planning Commission.
4. All appeals of administrative approvals required as part of these conditions of approval are required to be appealed to the Planning Commission unless otherwise stated herein or in the Zoning Regulations. Please consult with the Planning Division staff for information pertaining to the appeal procedure and fee.
5. The applicant shall hold harmless the city, its officers, agents, and employees from any liability or claims for damages due to the injury of any person, loss of life, or damage to property caused by, or arising out of activities authorized by these approvals. The applicant shall employ legal counsel approved by the city and/or indemnify the City for the cost of legal counsel and legal services.
6. Prior to the issuance of an approval letter from the Planning Division, the applicant shall either pay the remaining portion of the conditional use permit fee or the Deputy City Clerk will present written documentation to the Planning Division that said fees have been waived by order of the City Council.
7. The Planning Commission shall retain jurisdiction of this use permit in accordance with Section 6505 of the East Palo Alto Zoning Ordinance and hereby orders the applicant to appear before the legislative body six months from issuance of an approval letter from the Planning Division.

### **Menlo Park Fire Protection District**

8. The approved plans shall be on site at the time of inspection by the Menlo Park Fire Protection District.
9. Final acceptance of plans is subject to field inspection.

**Attachment B: Project Plans and Application Material**



**I am Fearless  
I am Awesome  
I am, Lauren's House 4 Positive Change Inc.  
650-630-0222  
Email: [laurensouthouse4positivechange@yahoo.com](mailto:laurensouthouse4positivechange@yahoo.com)  
Website: [www.lh4pc.org](http://www.lh4pc.org) (under construction)**

***Mission Statement:***

***Lauren's House 4 Positive Change Inc, provides a balance of love and guidance to at-risk youth between the ages of 8-18 within San Mateo County, who are either wards of the court and/or homeless. Faith based, Lauren's House 4 Positive Change is a non profit safe haven, with both non-residential and girls residential services (coming late 2009) dedicated to academically and emotionally uplifting at-risk youths through positive thinking and rewards despite traumatic experiences and/or learning disabilities that they may have.***

**LH4PC empowers youth to set academic and emotional goals and achieve them through positive encouraging, communication and positive rewards. Education is a magnificent thing that requires hard work and dedication. LH4PC is dedicated to helping at-risk youth work pass obstacles to be academically magnificent.**

**We offer:**

- Life Changing Adventures.**
- Life Skills Training.**
- Positive Academic Support Services**
- Positive Thinking.**
- Love and Limits.**
- Individual and Group Self-Esteem Empowerment Sessions.**
- Confidence Building of David Burns, M.D. Cognitive Behavioral Therapy and Life Coaching techniques.**
- J & J College Endowment Funds.**
- Girls Residential Services (coming late 2009)**

**I am Fearless  
I am Awesome  
I am, Lauren's House 4 Positive Change Inc.**

### **Life Change Adventures**

*Life Changing Adventures are positive rewards intended to inspire and motivate at-risk youth academically and educationally. Education is magnificent but challenging task. Life Adventures were created to inspire educations endless possibilities. How can at-risk youth dream, when they have never experienced anything that sparks their imagination or don't know how to dream? We can't! A 13- day tour of Europe, a Tour of Washington D.C., White House, Road trips, Amusement Parks, Zoos, Museums, Symphonies, Concerts and meet and greets with hip-hop artists. These are a few ways I intend to motivate at-risk youths to find their academic and emotional bliss. Life Changing Adventures are examples of priceless opportunities that are of the epitome of dreams coming true.*

### **Life Changing Skills**

*Life Changing Skills are skills intended to build grounded but magnificent young adults. Life Skills are skills that are essential and are often taken for. These skills are things such as: cooking, personal hygiene, financial intelligence, self-esteem and positive communication. Our programs are designed to teach positive self-reliance. LH4Pc wants to give at-risk youths positive tools to enable them to "ACT" in participants various relationships and education in a positive way instead of "REACTING" out of emotions and sense of failure. LH4PC Life Changing Skills shows at-risk youths how to take interest in themselves. The joy of seeing their confidence skyrockets when they take interest in themselves is Awesome!*

**Classes include:**

- Photography
- Cooking Classes
- Sewing Classes
- Dance
- Finance 101/Managing Money
- Art
- Poetry/Writing

## ■ Book Clubs

### **Positive Academic Support Services**

*LH4PC is currently teaming up with Kaplan Learning, on-line to identify participants weakness. Assessment testing is what is needed to know and help the participants in creating an anabolic curriculum. Retired Teachers and Volunteers are essential in LH4PC positive encouragement learning curriculum. The passion and understanding that retired volunteers' posses is immeasurable to at-risk youth being academically and emotionally confident. Their patience is priceless to at-risk participants learning process and building their self-esteem. College is not an option at LH4PC it's a MUST! Therefore positive encouraging is a must!*

### **Self-Esteem Empowerment Individual and Groups Sessions**

*This service is designed to help at-risk youth achieve academic and emotional goals in a safe haven, and in a positive encouraging environment. Communication is a positive tool that we must work on. LH4PC teaches emotional self-control and self reliance. You are in control of whether you act negative or positive to a situation. Identifying anabolic (positive energy) and catabolic (negative energy) and finding ways to change catabolic opportunities into anabolic magnificence, will be a challenge, however, to act in a positive manner is an awesome and essential tool to posses. LH4PC emphasizes non-judgmental positive problem solving.*

### **J and J Endowment Funds**

*These funds were established as a way to help at-risk youth to reach their academic ambition and as a way to receive positive encouragement. Scholarships are granted, based on a written essay and financial need. Scholarships will be announced annually at LH4PC's J and J day of Fun family event. Scholarship applications can be found on our website: [www.lh4pc.org](http://www.lh4pc.org) (under construction) and posted in public locations such as, public libraries in San Mateo, County, local school and colleges.*



Lauren's House 4 Positive Change is committed to improving the education and well-being of our community's children and youth. Lauren's House works with at-risk, disadvantaged youth from East Palo Alto through programs on after-school education, summer education/enrichment, athletic activities, and youth development.

The mission of Lauren's House 4 Positive Change is to prepare low-income and/or homeless youths, ages 7 -18, in San Mateo County for success in life. We expose our clients to educational opportunities, the arts, culture and community service to demonstrate the beauty and possibility of their lives despite hardships. Lauren's House maintains a constant, positive alternative to the negativity and danger that our clients witness on the streets by introducing them to people, places and ideas that they would not otherwise encounter. Lauren's House is a safe haven open to our young clients from Monday to Thursday and on weekends.

The program will start on June 20 and end on August 5 for a total of seven weeks. Services will be offered Monday through Thursday, 12:30 p.m. to 7:30 p.m., with outings on Fridays. Our school year schedule is Monday through Thursday from 3-7pm. Lauren's House schedule is often extended to Friday-Sunday with sleepovers depending on the needs of the youths that we serve.

Thirty underprivileged youths from East Palo Alto, ages 7 to 18, will benefit from the program. Our clients represent a diverse set of cultures, including African American, Hispanic, and Pacific Islander.

#### Main Program Activities

- 1) Science Education Program
- 2) Math Education Program
- 3) English/ Language/Creative Arts Program
- 4) Computer Lessons
- 5) Arts and Crafts/Community Service Activities
- 6) Physical Activities: Dance and Swimming
- 7) Recreational and Enrichment Outings
- 8) National Night Out

**Lauren's House 4 Positive Change Inc.**  
994 Beech Street, East Palo Alto, CA 94303



### 1) Science Education Program

Lauren's House will work with Schmahl Science Workshop (SSW). Schmahl Science Workshop is a non-profit organization formed in 1996 to provide hands-on science activities for kids in a free-form environment. SSW networks with professors, scientists, and educators throughout the

United States. SSW is unique in its breadth of curriculum (physical, earth and life sciences), and for its tiered program which meets the needs of all age groups (pre-K through 12). The workshops are filled with stories, colorful characters, miscues, triumphs, and unlikely sources of inspiration. Using this vibrant history is a way to engage students in both the content and the broader issue of the nature of science. Science will be introduced in a fun, exciting way and will involve lab and practical academic lessons that are applicable to students' sciences needs in the academic school year. Schmahl Science Workshop will work with Lauren House clients on a weekly basis throughout the seven-week program, providing a total of eight lessons.

### 2) Math Education Program

Lauren's House will tailor math education to the specific needs of our 30 clients. We test each student and use appropriate Singapore Math Workbooks, based on student's testing levels. The books start at Primary Mathematics Workbooks 1a-1b and go up to Primary Mathematics Workbook 6a-6b. Lauren's House uses Adventure Knowledge educational computer programs as well as Math Pop and Math Balance to provide youth a variety of ways to absorb information about Math. Lauren's House has a qualified, certified math teacher who will oversee the math program work with clients.

### 3) English/Language/Creative Arts

Our writing instructor will use Singapore Grammar books 1-6 in small group settings. Youths will be evaluated so that a tailored program is developed for each student at the outset. Students will be helped with writing and grammar to improve their writing and reading comprehension skills. Students also will be engaged in creative writing workshops. At the end of the program, staff will work with students to put their writing to music. Students will be engaged to produce creative work that has personal meaning, while improving their technical writing skills.

**Lauren's House 4 Positive Change Inc.**  
994 Beech Street, East Palo Alto, CA 94303

650-630-0222 ★ [ceo@lh4pc.org](mailto:ceo@lh4pc.org) ★ <http://www.lh4pc.org>



#### 4) Computer Lessons

Students will receive bi-weekly computer lessons from a trained professional. Students will learn how to use the full Microsoft Office suite, including Word, PowerPoint, and basics in Excel in addition to other essential computer skills. Students also will use computer software for math enrichment to make learning math fun. At the end of the summer program, students will use computer software to turn their writings into music which will be performed at an end-of-program party.

#### 5) Arts and Crafts / Community Service Activities

Arts and Crafts Activities will be conducted at least twice weekly and will provide youth with a creative, artistic outlet to channel their emotions. Lauren's House partners with senior citizens in these areas so that youths can bring to give back to a community. Lauren's House works with local retirement homes to provide our youth with community service opportunities. By bringing senior citizens crafts that are made by the youths in the Arts and Crafts Program, Lauren's House youth will embrace the concept of giving and not always receiving. Lauren's House clients will visit with senior citizens at least once a week.

#### 6) Physical Activities: Dance and Swimming

Dance provides a physical activity that is enjoyable and therapeutic for youth. Lauren's House organizes small groups and teaches bi-weekly dance classes for our clients to have a way to express themselves. Dance provides a creative outlet that allows our youth to cultivate leadership skills and gives youths another positive way to channel their emotions. Swimming promotes fitness, and the lessons will educate youth on safety in the water, improve their swimming skills, and increase their physical activity. Everyone enjoys going swimming and playing in the water on hot summer days, and our swimming lessons will

provide Lauren's House youth access to this beneficial activity on a regular basis, which is otherwise unavailable to them.

#### 7) Recreational and Enrichment Events Outings

Lauren's House Summer Program will organize outings, including a San Francisco trip, which will involve going to a San Francisco Giants game, taking the Cable Car down to Pier 39, and a walking tour of San Francisco. Participants also will visit the Academy of Arts in

**Lauren's House 4 Positive Change Inc.**

994 Beech Street, East Palo Alto, CA 94303

I am Fearless  
I am Awesome  
I am ...

# Lauren's House

San Francisco. Since 1929, Academy of Art University has guided students to professional creative futures. There are some up-and-coming fashion designers amidst our participants, and Lauren's House wants to encourage our students to explore their dreams by providing them with more information and guidance on the opportunities that are available locally. Trips are enjoyable and exciting ways to experience the world that is around us. For example, for most of our students, a sporting event is only something seen on television.

Students will visit University of California, Santa Cruz (UCSC). UCSC is a world-class research and teaching university featuring interdisciplinary learning and a distinctive residential college system. From building more efficient solar cells to developing an artificial retina to restore sight, UC Santa Cruz's focus is on improving our planet and the lives of all its inhabitants. Lauren's House students will be able to engage with the extraordinary educational community, students, faculty, and staff at UCSC to learn about new technologies and new ways of expressing and understanding cultures.

**Lauren's House 4 Positive Change Inc.**

994 Beech Street, East Palo Alto, CA 94303

650-630-0222 ★ [ceo@lh4pc.org](mailto:ceo@lh4pc.org) ★ <http://www.lh4pc.org>