



GENERAL PLAN ENVIRONMENTAL JUSTICE AND SAFETY ELEMENTS STUDY SESSION

Planning Commission - June 3, 2024



STAFF RECOMMENDATION AND STUDY SESSION PURPOSE

- **Review** the Environmental Justice (EJ) and Safety Elements and their regulatory context
- **Introduce** the Environmental Justice Element Implementation Guide
- **Revisit** community outreach completed including recent workshops
- **Receive** feedback from the Planning Commission regarding revised documents
- **Receive** community feedback



MAJOR MILESTONES

- Tonight! ■ **Community Meetings**
February 9, 2023 (English) and February 10, 2023 (Spanish)
- **Study Session with Planning Commission & City Council**
June 20, 2023
- **Housing Element certified by State of California**
March 20, 2024
- **Community Workshops**
May 2, 2024 (Spanish) and May 9, 2024 (English)
- **Planning Commission Study Session**
June 3, 2024
- **City Council Study Session**
June 18, 2024 (English, with Spanish translation/interpretation)
- **Adoption of Elements**
Fall 2024 (Tentative)



GENERAL PLAN BACKGROUND



GENERAL PLAN ELEMENTS



The General Plan guides planning decisions across the community

** Housing Element Update Project component*

IMPLEMENTING GENERAL PLAN ELEMENTS



Goals

Broad desired results

Policies

Principles or approaches to achieve goals

Programs

Precise steps to implement policies and goals



OVERVIEW: ENVIRONMENTAL JUSTICE ELEMENT

EJ ELEMENT OVERVIEW

- City is preparing **Menlo Park's first EJ Element**
- EJ means that **everyone** should have equal protection and advantages when it comes to the **environment** around them
- EJ also means that people should be **meaningfully involved in the decisions** that affect their community

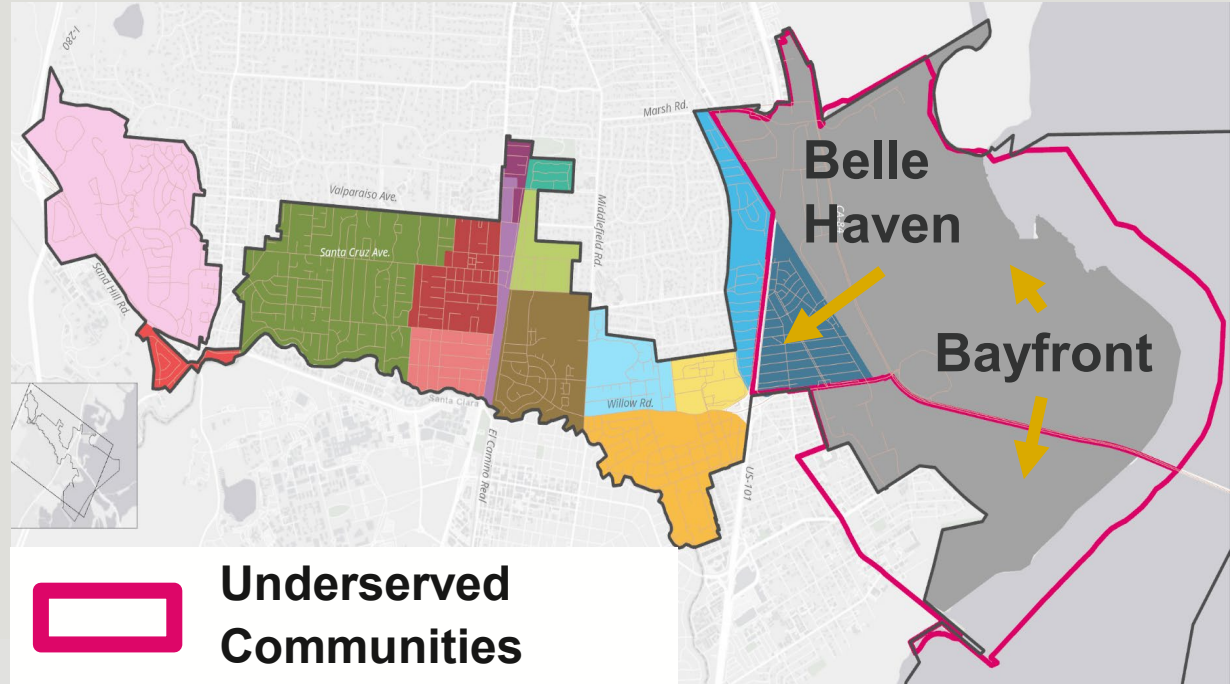
Menlo Park Neighborhoods

EJ ELEMENT OVERVIEW



- Allied Arts - Stanford Park
- Bayfront
- Belle Haven
- Central Menlo
- Downtown
- El Camino Real Corridor
- Felton Gables
- Linfield Oaks
- Park Forest - Spruce - San Antonio
- Sharon Heights
- South of Seminary - Vintage Oaks
- Stanford Hills
- Suburban Park - Lorelei Manor - Flood Triangle
- The Willows
- VA Medical District
- West Menlo
- City Boundary

Identify and focus on Underserved Communities



Projection: NAD83 StatePlane
California III FIPS0403 (USFeet)

ENVIRONMENTAL JUSTICE ELEMENT OVERVIEW



1. Address unique and compounded health risks.



2. Reduce pollution exposure and eliminate environmental inequities.



3. Equitably provide appropriate public facilities to individuals and communities.



4. Promote access to affordable healthy and high-quality foods.



5. Provide safe and sanitary homes for all residents.



6. Encourage physical activity and active transportation.



7. Create equitable civic and community engagement.



OVERVIEW: SAFETY ELEMENT



SAFETY ELEMENT UPDATE

- Purpose: Identify and appraise risks and provide high-level strategies for mitigating them and ensuring wellness of the community, city services, and infrastructure
- Last update: 2013
- Current update: Focused on addressing new State-required topics
 - Climate change adaptation and resiliency
 - Wildfire hazards and risks
 - Identify residential developments lacking 2 or more emergency evacuation routes
- Consistent with:
 - San Mateo County Multijurisdictional Local Hazard Mitigation Plan (2021)
 - City’s 2030 Climate Action Plan (CAP)
 - San Mateo County’s 2015 Emergency Operations Plan (EOP)

The background image shows a street scene with a building facade. A brown oval sign reads "harvest" and a red circular sign reads "TABAC". There are green plants with red flowers in the foreground. A teal patterned overlay is on the left side of the image.

JUNE 2023 STUDY SESSION TO TODAY'S STUDY SESSION

JUNE 20, 2023 STUDY SESSION

- Joint Planning Commission and City Council Study Session
- Provided an overview of elements and regulatory context
- Presented a refinement framework to make community feedback actionable

JUNE 3 AND JUNE 18, 2024 STUDY SESSIONS

- Present revised draft EJ and Safety Elements
- Describe community input received
- Seek feedback that revised elements are reflective of prior feedback
- *After study sessions, project team will make additional refinements, as needed, before returning to Planning Commission and City Council for adoption later in 2024 (tentative)*



REVISED DRAFT ENVIRONMENTAL JUSTICE ELEMENT

REVISED DRAFT EJ ELEMENT

- A** Modify certain statements about EJ context
- B** Make adjustments to the refinement framework matrix
- C** Continue performing and implementing robust outreach
- D** Think critically about funding needs and sources
- E** Consider actions with short-term results to demonstrate and communicate progress

A. Modify certain statements about EJ context

- “Underserved Communities” (Menlo Park preferred term) is intended to be the same as “Disadvantaged Communities” (State-defined term)

REVISED DRAFT EJ ELEMENT

B. Make adjustments to the refinement framework matrix

- The matrix is a tool to:
 - Inform decisions about where to prioritize time, money, and resources
 - Define realistic/achievable timelines for implementation
- The matrix is presented in Table EJ-8 of the EJ Element
 - Lists goals, policies, and programs for the Element
 - Note: Blue columns remain; grey columns to be removed

DESCRIPTION							IMPLEMENTATION			PRIORITIZATION					TIME FRAME		ADDITIONAL PROGRAM INFORMATION			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Policy / Prog. ID	Policy / Program Text	Classification	Primary Program Theme	Secondary Program Theme(s)	In Progress?	Prior Program ID	Lead Dept.	Supporting Department(s), Division(s), and/or Partner(s)	Funding Source(s)	Urgency	Impact	Effort	Cost	Combined Score	Initiation	Completion	Infrastructure Enhancement Focus	Site Specific Program	Community Amenities Fund Eligibility	Staff Recommendation
										1 = Low 2 = Medium 3 = High	1 = Low 2 = Medium 3 = High	1 = High 2 = Medium 3 = Low	1 = High 2 = Medium 3 = Low			Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years				

REVISED DRAFT EJ ELEMENT

- Matrix was updated to note where desired policies/programs already intersect with the City's work.
- CRC directly interacted with community members and enhanced draft policies and programs describing the community's EJ needs
- Focus of community-desired programs was refined so programs would align with each other
- Updated organization in EJ Element and separate Implementation Guide (Appendix EJ-E)

DESCRIPTION							IMPLEMENTATION			PRIORITIZATION					TIME FRAME		ADDITIONAL PROGRAM INFORMATION			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Policy / Prog. ID	Policy / Program Text	Classification	Primary Program Theme	Secondary Program Theme(s)	In Progress?	Prior Program ID	Lead Dept.	Supporting Department(s), Division(s), and/or Partner(s)	Funding Source(s)	Urgency	Impact	Effort	Cost	Combined Score	Initiation	Completion	Infrastructure Enhancement Focus	Site Specific Program	Community Amenities Fund Eligibility	Staff Recommendation
										1 = Low 2 = Medium 3 = High	1 = Low 2 = Medium 3 = High	1 = High 2 = Medium 3 = Low	1 = High 2 = Medium 3 = Low			Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years				

C. Continue performing and implementing robust outreach

- Project team continued community outreach & engagement
- “Meet people where they are” approach
 - April 13: Love Our Earth
 - April 18: CCCT meeting (20 attendees)
 - May 2: Spanish language community workshop (33 attendees)
 - May 9: English language community workshop (48 attendees)
 - May 11: Housing Resource Fair
- Emails, flyers, social media, etc.

C. Continue performing and implementing robust outreach

- Top priorities as identified in May 2 and May 9 Workshops

Providing safe, sanitary, and stable homes

Goal 5

Reducing pollution exposure and improving air quality

Goal 4

Promoting access to high quality and affordable food

Goal 2

C. Continue performing and implementing robust outreach

- CRC outreach summary report for Spring 2024 events (Attachment L)
- **Key Take-Aways:**
 1. *The top priorities of Belle Haven residents are safe, sanitary and stable housing and access to healthy and affordable food*
 2. *There are massive disparities between the Belle Haven neighborhood and communities south of US-101*
 3. *Accountability remains a top concern for residents*

REVISED DRAFT EJ ELEMENT

■ Recommendations:

1. *Increase opportunities for accountability through strict reporting requirements on EJ Element Programs and Policies*
2. *Ensure "Safe, Sanitary, and Stable Housing" is used in Goal 5 language and throughout the document, replacing "Safe and Sanitary Homes"*
3. *Strengthen program and policy language throughout the EJ Element, for example by changing encourage to ensure or could to should/shall*
4. *Elevate Anti-Displacement Actions into the Environmental Justice Element, accelerate timelines for creation and implement interim steps as soon as possible.*

REVISED DRAFT EJ ELEMENT

Recommendation 4, Part 1

Revise Action Item 7.J.3 and move into EJ Element as Goal 5 program:

As part of an anti- displacement program and to ensure stable housing, support increasing access to legal counsel for tenants facing eviction ~~by- C~~conducting community outreach, education, and d engagement to ensure renters are aware of this resource. Include progress reports on usage annually.

REVISED DRAFT EJ ELEMENT

Recommendation 4 Part 2 – *Modify Program 5.G:*

Ensure that City's Anti-Displacement Strategy (Housing Element Program H2.E) supports households and neighborhoods in Underserved Communities. This will include studying, at a minimum, the following:

- Rental inventory of all homes
 - Updated or expanded rent control laws
 - Rent increase mitigations, such as longer noticing requirements
 - Community and tenant opportunity to purchase*
 - Revised BMR guidelines allowing for deeper subsidies*
 - Relocation assistance for tenants*
 - Just Cause Eviction protections regardless of tenant duration*
 - Strengthened tenant harassment ordinances*
 - An examination of opportunities to limit additional fees passed to tenants like laundry, parking, and utility costs
- *Similar language included in Housing Element*

D. Think critically about funding needs and sources

- Both Table EJ-8 and the Implementation Guide (Appendix EJ-E) include list of potential funding sources
- Additional considerations regarding program/action focus is also listed:
 - Infrastructure Enhancements
 - Specific Sites
 - Potentially eligible for funding through Community Amenities Fund

E. Consider actions with short-term results to demonstrate and communicate progress

- Both Table EJ-8 and the Implementation Guide (Appendix EJ-E) include list of ongoing activities, especially:
 - **Anti-Displacement Strategy**
 - **Urban Forest Equity: Developing the Management Plan for Menlo Park**
 - **Civic and Community Engagement**
- Progress on these activities were detailed at May 2 and May 9 community workshops
- Accountability for City progress is a recurring theme of community feedback
 - Implementation Guide (Action Guide) is a tool to improve accountability



IMPLEMENTATION GUIDE (ACTION GUIDE)

IMPLEMENTATION GUIDE

The Implementation Guide (Action Guide) is a separate, complementary, document that adheres closely to EJ goals, policies, and programs and the General Plan Guiding Principles—lies outside of the General Plan itself

Includes action items to be pursued by the City to improve environmental justice

Dual-document approach allows for more frequent updating of Implementation Guide (Action Guide) to respond to changes in:

- *Community Needs*
- *Funding Opportunities*
- *Ongoing Community Outreach, particularly from Menlo Park's Underserved Communities*

IMPLEMENTATION GUIDE

- Following adoption, the Implementation Guide (Action Guide) will be maintained on the City's website to improve accountability by being more adaptable and responsive to community needs and opportunities
- Improves accountability by easing reporting and tracking of actions that will fulfill EJ Element programs, adapting to new information but grounded in community input

IMPLEMENTATION GUIDE

Table 2: Revised Environmental Justice Element Organization

Environmental Justice Element Document	Implementation Guide (Complementary Document)
<p>Goals: Broad actions Menlo Park will pursue to work toward environmental justice.</p>	-
<p>Policies: Focused principles to guide decision-making that Menlo Park is adopting in order to achieve goals.</p>	-
<p>Programs: Precise steps that Menlo Park will take in furtherance of policies and goals.</p>	<p>Action Items: Specific tasks related to the Environmental Justice programs that Menlo Park will pursue to improve environmental justice in response to changing community needs, funding opportunities, and ongoing community outreach.</p>

IMPLEMENTATION GUIDE

- Each action item is organized under an EJ Element program, intended to provide additional details and community-based feedback to City staff on desirable methods to fulfill the EJ programs
- The majority of action items were developed from outreach in Menlo Park's Underserved Communities
- Note: Green columns remain; grey columns to be removed

DESCRIPTION						IMPLEMENTATION			PRIORITIZATION					Time Frame		ADDITIONAL ACTION ITEMS INFORMATION			-
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Action Item ID	Action Item Text	Primary Action Item Theme	Secondary Action Item Theme(s)	In Progress?	Prior Action Item (Program) ID	Lead Department	Supporting Department(s), Division(s), and/or Partner(s)	Funding Source(s)	Urgency 1 = Low 2 = Medium 3 = High	Impact 1 = Low 2 = Medium 3 = High	Effort 1 = High 2 = Medium 3 = Low	Cost 1 = High 2 = Medium 3 = Low	Combined Score	Initiation Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years	Completion Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years	Infrastructure Enhancement Focus	Site Specific Program	Community Amenities Fund Eligibility	Staff Recommendation

IMPLEMENTATION GUIDE

- Example:** Program 7.A: Promote and evaluate capacity-building efforts to educate and involve traditionally underrepresented populations, including Underserved Communities, in the public decision-making process.

DESCRIPTION							IMPLEMENTATION			PRIORITIZATION				TIME FRAME		ADDITIONAL PROGRAM INFORMATION				
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Policy / Prog. ID	Policy / Program Text	Classification	Primary Program Theme	Secondary Program Theme(s)	In Progress?	Prior Program ID	Lead Dept.	Supporting Department(s), Division(s), and/or Partner(s)	Funding Source(s)	Urgency	Impact	Effort	Cost	Combined Score	Initiation	Completion	Infrastructure Enhancement Focus	Site Specific Program	Community Amenities Fund Eligibility	Staff Recommendation
										1 = Low 2 = Medium 3 = High	1 = Low 2 = Medium 3 = High	1 = High 2 = Medium 3 = Low	1 = High 2 = Medium 3 = Low		Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years	Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years				
7.A	Promote and evaluate capacity-building efforts to educate and involve traditionally underrepresented populations, including Underserved Communities, in the public decision-making process.	Program	Outreach	-	-	7.A	City Manager's Office	Belle Haven Action	General Fund	3	3	3	3	12	Short Term	Ongoing From Initiation	No	No	No	Keep in final plan.

IMPLEMENTATION GUIDE

DESCRIPTION					IMPLEMENTATION			PRIORITIZATION					Time Frame		ADDITIONAL ACTION ITEMS INFORMATION			-	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Action Item ID	Action Item Text	Primary Action Item Theme	Secondary Action Item Theme(s)	In Progress?	Prior Action Item (Program) ID	Lead Department	Supporting Department(s), Division(s), and/or Partner(s)	Funding Source(s)	Urgency	Impact	Effort	Cost	Combined Score	Initiation	Completion	Infrastructure Enhancement Focus	Site Specific Program	Community Amenities Fund Eligibility	Staff Recommendation
									1 = Low 2 = Medium 3 = High	1 = Low 2 = Medium 3 = High	1 = High 2 = Medium 3 = Low	1 = High 2 = Medium 3 = Low		Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years	Short: 0-3 Years Medium: 3-6 Years Long: 6+ Years				
<p><i>The following action items implement Program 7.A: Promote and evaluate capacity-building efforts to educate and involve traditionally underrepresented populations and those in Underserved Communities, in the public decision-making process.</i></p>																			
7.A.1	Partner with community-based organizations that have relationships, trust and cultural competency with target communities to outreach on local initiatives and issues and allow them the use of space in the Belle Haven Community Campus at no cost.	Outreach	-	-	7.B	City Manager's Office	Belle Haven Action	General Fund	3	3	3	3	12	Short Term	Ongoing From Initiation	No	No	No	Keep.
7.A.2	Use culturally appropriate approaches to public participation and involvement in a partnership with community based organization.	Outreach	-	-	7.L	City Manager's Office	Belle Haven Action	General Fund	3	3	2	3	11	Short Term	Ongoing From Initiation	No	No	No	Keep.
7.A.3	Deploy educational workshops for City staff to enhance understanding social injustice and housing needs pertaining to diversity, equity, and inclusion.	Outreach	-	-	7.T	City Manager's Office	Belle Haven Action	General Fund	3	3	2	3	11	Short Term	Ongoing From Initiation	No	No	No	Keep.
7.A.4	Provide training for decision makers, City staff, applicants, and public on social justice issues that affect community members.	Outreach	-	-	7.U	City Manager's Office	-	General Fund	3	3	2	3	11	Short Term	Ongoing From Initiation	No	No	No	Keep.

IMPLEMENTATION GUIDE

- *Example:* The following action items implement Program 7.A:
 - **7.A.1:** Partner with community-based organizations that have relationships, trust and cultural competency with target communities to outreach on local initiatives and issues and allow them the use of space in the Belle Haven Community Campus at no cost.
 - **7.A.2:** Use culturally appropriate approaches to public participation and involvement in a partnership with community based organization.
 - **7.A.3:** Deploy educational workshops for City staff to enhance understanding social injustice and housing needs pertaining to diversity, equity, and inclusion.
 - **7.A.4:** Provide training for decision makers, City staff, applicants, and public on social justice issues that affect community members.

IMPLEMENTATION GUIDE

The following action items implement Program 7.A: Promote and evaluate capacity-building efforts to educate and involve traditionally underrepresented populations and those in Underserved Communities, in the public decision-making process.

Action Item
7.A.1

Partner with community-based organizations that have relationships, trust, and cultural competency with target communities to outreach on local initiatives and issues and allow them the use of space in the Belle Haven Community Campus at no cost

Lead Department: City Manager's Office

Supporting: Belle Haven Action

Funding Sources: General Fund

Time Frame: Short-Term Initiation, Ongoing from Initiation



REVISED DRAFT SAFETY ELEMENT





REVISED DRAFT SAFETY ELEMENT



Policies/ programs revised to include community feedback

- **Revised Policy S1.35 – Disaster Preparedness Planning**
 - Multilingual and multimodal outreach in Underserved Communities
- **Revised Policy S1.36 – Community Preparedness**
 - Support countywide preparedness, response and protection services
- **New Program S1.M – Sea Level Rise Planning**
 - Collaborate with other agencies to develop a sea level rise plan as part of a subregional San Francisco Bay shoreline resiliency plan
- No changes to Open Space/Conservation and Noise Elements

STAFF RECOMMENDATION AND STUDY SESSION PURPOSE

- **Review** the Environmental Justice (EJ) and Safety Elements and their regulatory context
- **Introduce** the Environmental Justice Element Implementation Guide
- **Revisit** community outreach completed including recent workshops
- **Receive** feedback from the Planning Commission regarding revised documents
- **Receive** community feedback





EJ AND SAFETY ELEMENTS STUDY SESSION FEEDBACK PROMPTS

Did the project team adequately respond to the June 2023 Study Session with these Revised Draft documents?

Are the project team's "Staff Recommendation" columns appropriate?

EJ Element and Implementation Guide

Do Climate Resilient Communities' recommendations require further refinement?

Staff may make additional refinements to elements and documents

NEXT STEPS

- Feedback at tonight's Study Session will be provided at City Council Study Session on June 18
- Project Team will revise Environmental Justice and Safety Elements
- Adoption hearings (tentatively fall 2024)



THANK YOU