



SPECIAL AND REGULAR MEETING MINUTES

Date: 3/11/2025
Time: 5:30 p.m.
Locations: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Special Session

A. Call To Order

Mayor Combs called the meeting to order at 5:32 p.m.

B. Roll Call

Present: Combs, Nash, Schmidt, Taylor (remote – Brown Act, exited at 9:45 p.m.), Wise (arrived at 5:43 p.m.)

Absent: None

Staff: City Manager Justin Murphy, City Attorney Nira Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

C. Closed Session

- C1. Closed session conference with labor negotiator pursuant to Government Code §54957.6 regarding labor negotiations with the Menlo Park Police Sergeants' Association

Agency Designated Representatives: City Manager Justin I.C. Murphy, Assistant City Manager Stephen Stolte, City Attorney Nira Doherty, Legal Counsel Charles Sakai, Legal Counsel Genevieve Ng, Administrative Services Director Brittany Mello, Human Resources Manager Charla Freckmann

- C2. Conference with legal counsel – anticipated litigation
(Paragraph (2) of subdivision (d) of Government Code §54956.9)
Significant exposure to litigation: One case

Regular Session

D. Call To Order

Mayor Combs re-called the meeting to order at 6:54 p.m.

E. Roll Call

Present: Combs, Nash, Schmidt, Taylor (remote – Brown Act, exited at 9:45 p.m.), Wise (arrived at 5:43 p.m.)

Absent: None

Staff: City Manager Justin Murphy, City Attorney Nira Doherty, Assistant City Manager Stephen Stolte, Assistant to the City Manager/City Clerk Judi A. Herren

F. Report from Closed Session

No reportable actions.

G. Agenda Review

None.

H. Public Comment

- Farnad Fakoor spoke in support of protecting District 5 neighborhood from crime.
- Shirley Chiu spoke in support of protecting District 5 neighborhoods from brazen crimes.
- Bill Kirsch spoke in support of safety measures on Partridge Avenue (Attachment).
- Ben Eiref spoke on the Downtown Specific Plan and needs for revitalizing Downtown (Attachment).
- Adina Levin spoke in support of utilizing a parking management study while considering options for Downtown parking plazas.

I. Presentations and Proclamations

I1. Proclamation: Women's History Month (Attachment)

Mayor Combs introduced the proclamation (Attachment).

Menlo College Dean of Arts and Sciences Melissa Michelson and South San Mateo League of Women Voters representative Susannah Hill accepted the proclamation.

J. Consent Calendar

J1. Adopt purpose statement for the Belle Haven Community Campus ad hoc subcommittee (Staff Report #25-037-CC)

J2. Waive the second reading and adopt an ordinance amending Title 11 of the municipal code to revise sections related to stopping, parking and standing for vehicles, and establish parking restrictions for oversized vehicles (Staff Report #25-038-CC)

- Katherine Dumont requested further discussion and delayed implementation.
- Adina Levin requested further discussion and a detailed implementation timeline.
- Katie Behroozi requested further discussion and a detailed implementation timeline.

The City Council received clarification on the upcoming administrative regulations.

ACTION: Motion and second (Taylor/ Nash), to approve the consent calendar, passed unanimously.

K. Public Hearing

K1. Receive the aquatics program annual report and independent financial analysis; consider and adopt a resolution to increase aquatics fees; and provide direction on amending the aquatics operator agreement (Staff Report #25-042-CC)

Library and Community Services Director Sean Reinhart, Library and Community Services Supervisor Tricia Mullan and CEO of Menlo Swim and Sport Tim Sheeper made the presentation (Attachment).

Mayor Combs opened the public hearing.

- Tobias Kunze spoke in opposition of increased rental fees for SOLO Aquatics.
- Matthew Pistorino spoke in support of SOLO Aquatics services and in opposition of lane rental fee increases.
- Robbie Kunnen spoke in support of SOLO Aquatics services.
- Olga requested clarification on the cost/revenue and in opposition of increased rental fees.
- Jignya Patel spoke in opposition of increased rental fees.
- Pam Jones spoke in support of the Belle Haven Community Campus (BHCC) and Belle Haven pool and ADA ramp and requested an earlier aqua fit time to allow seniors to attend the senior lunch service.

Mayor Combs closed the public hearing.

The City Council received clarification on contract term length, service disruptions, pool heater repairs, City and operator costs and revenues, BHCC pool usage, increased user fees and deferment of resident fee increases.

The City Council discussed reducing service hours, subsidies for pool operations, increasing non-resident fees, input from the aquatics working group, limiting fee increases for resident and non-profits, revenue-sharing options and resident preferences for camps.

The City Council directed staff to return the resolution and agreement amendment to the March 25 City Council meeting.

- K2. Consider and adopt a resolution denying an appeal and upholding the Planning Commission's approval of a use permit, architectural control permit, and below market rate housing agreement to construct a 100% affordable, 88 dwelling unit development in the R-3 zoning district, at 320 Sheridan Dr. (Staff Report #25-040-CC)

Senior Planner Chris Turner made a presentation (Attachment).

Applicant Steven Spielberg and Linda Kline made a presentation (Attachment).

Appellant Skip Hilton made a presentation (Attachment).

The City Council took a recess at 10:18 p.m.

The City Council reconvened at 10:25 p.m.

Mayor Combs opened the public hearing.

- John Pytlak spoke in support of the developer hiring contractors who offer prevailing wage.
- Maria Siatus spoke in opposition of a second public access point on Van Buren Road.
- Christie Goodin spoke in opposition of a second public access point on Van Buren Road.
- Nicole Sullivan and Melissa Brown spoke in support of the project.

- Will Oursler spoke in support of the project.
- Sarah Staley Shenk spoke in support of safety for all residents.
- Katie Ferrick spoke in support of improved access and circulation that can be safe, convenient and connected.
- KJ Yoo spoke on concerns related to bus routes, bike and pedestrian access and need for vehicular access to Van Buren Road.
- Rich Ferrick spoke on concerns for fire safety, access, overhead utility lines and looking at Caltrans right-of-way for access.
- Maureen Clark spoke in support of the City pursuing an encroachment permit through Caltrans to obtain a second public access point on Van Buren Road.
- Andrew Cope provided history on the original Flood School site access point and spoke in support of second public access point on Van Buren Road.
- Rob Silano spoke regarding an email about property owners around the project site in support of additional ingress/egress.
- Devra Moahler spoke in support of a second public access point on Van Buren Road.
- Leslie Fong spoke in support of the project and on concerns about access and safety.
- Louis Mirante spoke in support of the project.

ACTION: By acclamation, the City Council extended the meeting past 11 p.m.

- Maryann Wazwaz spoke in support of the project.
- Kathrine Dumont spoke in support of upholding the Planning Commission's approval of the project.
- Margarita Mendez spoke in support of the project.
- Jordan Grimes spoke in support of the project.
- Zachary A spoke in support of the project with modifications to the ingress/egress and fire safety issues.
- JP spoke in support of the project and in opposition of a second public access point on Van Buren Road.
- Carolyn spoke in opposition of a second public access point on Van Buren Road.
- Karen Grove spoke in support of the project.
- Jenny Bloom spoke in support of the project.
- Lauren Gegan spoke in opposition of a second public access point on Van Buren Road.
- Adina Levin spoke in support of upholding the Planning Commission's approval of the project.
- Nia Louis spoke in support of the project.
- Martin Sanders spoke in support of the project.
- Barbara Nguyen spoke in support of denying the appeal.
- Jennifer Schindler spoke in support of the project.
- Nels Delander spoke in support of upholding the appeal and on concerns of contractors not offering a prevailing wage.

Mayor Combs closed the public hearing.

The City Council received clarification on approval status for Menlo Park Fire Protect District (MPFPD), requested waivers, undergrounding utility cost responsibility and requirements, safety vehicle access, labor and union workforce requirements/preference, bicycle and pedestrian access through Flood Park and discussions with San Mateo County.

The City Council discussed affordable housing opportunities, access points related to utility lines

and exploring additional access points.

The City Council directed staff to continue exploring a second public access.

ACTION: Motion and second (Wise/ Combs), to adopt a resolution denying the appeal, and upholding the Planning Commission's approval of a use permit, architectural control and below market rate (BMR) housing agreement for the proposed 88-unit housing development project, consisting of 87 BMR units and one manager's unit, at 320 Sheridan Dr. in the R-3 zoning district, passed 4-0-1 (Taylor absent).

L. Regular Business

- L1. Provide direction on the Planning Commission stipend pilot program (Staff Report #25-039-CC)

Assistance to the City Manager/City Clerk Judi Herren introduced the item.

The City Council received clarification on incentives for Planning Commissioners.

ACTION: Motion and second (Combs/ Wise), to adopt a resolution rescinding and replacing Resolution No. 6890 to authorize a stipend for the planning commission in an amount not to exceed \$200 per month per planning commissioner, passed 4-0-1 (Taylor absent).

M. Informational Items

- M1. City Council agenda topics: March – April 2025 (Staff Report #25-041-CC)

N. City Manager Report

None.

O. City Councilmember Reports

Vice Mayor Nash reported out on Peninsula Clean Energy meeting and e-bike program and participating in a Meals-on-Wheels ride-along.

City Councilmember Schmidt reported out on a Rethink Waste Board meeting.

P. Adjournment

Mayor Combs adjourned the meeting at 12:36 a.m.

Assistant to the City Manager/ City Clerk Judi Herren

These minutes were approved at the City Council meeting April 15, 2025.













Downtown Area Photos, March 2025



MENLO PARK EL CAMINO REAL/ DOWNTOWN SPECIFIC PLAN









Menlo Park movie palace gets rock star treatment in \$35M renovation

Former art house The Guild Theatre reopens this weekend as the Peninsula's newest live music venue

The
Guild
Theatre
MENLO PARK, CA





















Proclamation

WOMEN'S HISTORY MONTH MARCH 2025

WHEREAS, every March, Women's History Month provides an opportunity to honor the generations of trailblazing women and girls who have built our Nation, shaped our progress, and strengthened our character as a people; and

WHEREAS, throughout history, despite hardship, exclusion, and discrimination, women have strived and sacrificed for equal access and inclusion in communities across the country, fighting for and securing equal rights and opportunity throughout history as advocates for voting rights, reproductive freedom, abolitionists, civil rights leaders, suffragists, and labor activists; and

WHEREAS, these women have opened the doors of opportunity for subsequent generations of dreamers and doers, community leaders, elected leaders, educators, first responders, service members, doctors, scientists, child care providers, innovators, entrepreneurs, and essential workers in every industry, representing the very best of America; and

WHEREAS, despite significant progress, women and girls continue to face systemic barriers to full and equal participation in our economy and society, including disparities in economic security, health care, and caregiving responsibilities, especially for those who perform critical work, including those who care for our children and our families, who are too often overlooked, underpaid, and undervalued; and

WHEREAS, the full participation of women is a foundational tenet of democracy and the strength of our community rests on whether we make it possible for every person to contribute to our growth and prosperity; and

WHEREAS, as a community, we must join our voices with the chorus of history and push forward with unyielding faith to forge a more equal society for all our daughters, granddaughters, and great granddaughters – one where a woman's power is limited only by the size of her dreams and the boldness of her imagination, and where she does not need permission to pursue her fullest potential; and

NOW, THEREFORE, BE IT PROCLAIMED, that I, Drew Combs, Mayor of the City of Menlo Park, on behalf of the City Council and City, do hereby proclaim and celebrate March 2025 as Women's History Month in Menlo Park.

Drew Combs, Mayor
March 11, 2025



Aquatics annual report and financial review, fees and amended agreement

City Council, March 11, 2025

Recommendations

Staff recommends that the City Council:

- A. Receive the aquatics program annual report
- B. Receive an independent analysis of the aquatics operator financial report
- C. Consider and adopt a resolution to increase aquatics fees
- D. Provide direction on amending the aquatics operator agreement





Aquatics annual report (Att. A)

- Total program hours with schedules of individual programs
- Participation statistics by program area including Menlo Park resident and non-resident use
- City-administered aquatics survey results
- User fees collected by program area, including fees paid by Menlo Park residents and non-residents
- Pool schedules and allocations by program for the previous year and projections to the upcoming year.





Independent financial review (Att. B)

- The City contracted with a government finance consultant to conduct an independent financial review of Operator's profit and loss statements related to City-owned swim centers
- The independent financial review verified that the Operator's financial statements are true and accurate
- The review also found that the Operator's internal controls and financial accounting practices are sound and consistent with generally accepted accounting principles.





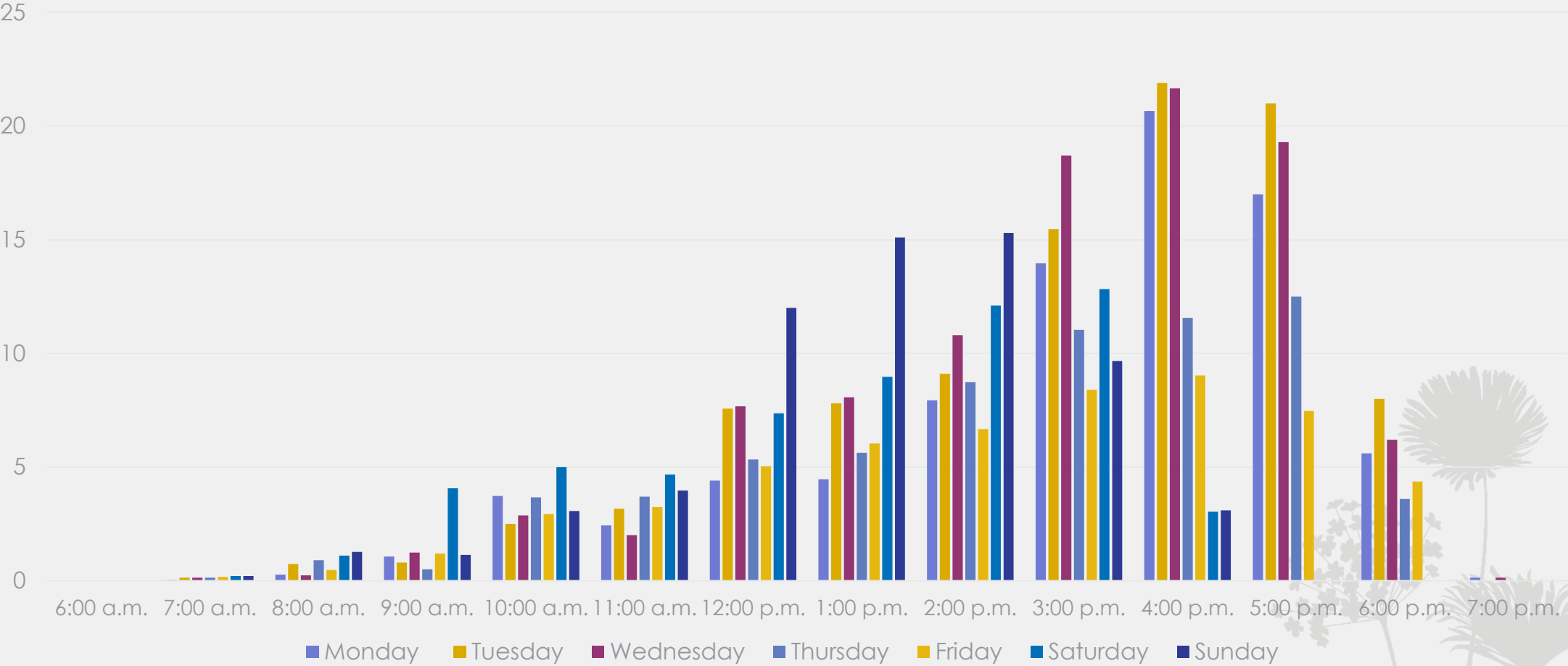
Financial overview at Belle Haven Pool

- Usage at the new Belle Haven Pool has been significantly and persistently lower than hoped despite concerted efforts to increase attendance
- The extremely low attendance at Belle Haven Pool combined with minimum hours requirements in the aquatics Agreement that keep labor costs high have resulted in significant, unsustainable financial losses for the pool Operator
- If no action is taken to immediately stem the financial losses at Belle Haven Pool, the City risks the possibility of a major service interruption in the aquatics program.



Average visitors by day of week and time of day

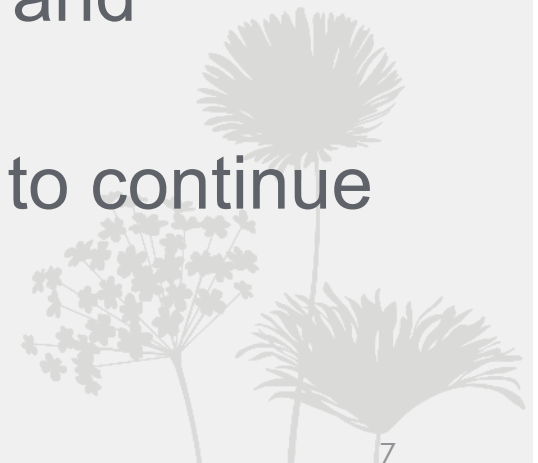
Belle Haven Pool – May 20 to Dec. 31, 2024





Financial overview at Belle Haven Pool

- The City owns two pools: Belle Haven Pool and Burgess Pool
- In 2024, both pools combined generated total revenue \$2.72 million and total expenses \$2.79 million (net loss \$67,000)
- Burgess Pool accounted for \$2.55 million revenue and \$2.44 million expenses
- Belle Haven Pool accounted for \$174,000 revenue and \$346,000 expenses from May 20 to Dec. 31
- Financial losses at Belle Haven Pool are projected to continue in 2025 on average \$37,000 per month.





Financial overview at Belle Haven Pool

On Jan. 22, the Parks and Recreation Commission (PRC) recommended that City Council strongly consider several remedies to sustain operations at Belle Haven Pool:

1. Temporarily suspend the requirement for a minimum 63 hours of operation per week in the Agreement
2. Increase user fees 5%-7% but defer the escalation of non-resident fees to 35% above the resident fees to a later time
3. Increase the fees for lane rentals to be more consistent with the higher rates charged in other jurisdictions
4. Waive the operator's revenue share payment to the City.



Financial overview at Belle Haven Pool

- On Feb. 11, City Council received an informational report concerning the PRC's recommendations for Belle Haven Pool
- Enforcement of the minimum 63 hours requirement at Belle Haven Pool had been temporarily suspended through April 14, pending additional review and action by City Council
- Belle Haven Pool is currently operating 32 hours per week, while retaining a seven-day per week schedule, with two weekdays per week open by 10 a.m.





Aquatics user fees (Attachment C)

- Staff recommends that City Council adopt the resolution in Attachment C adjusting aquatics fees in the master fee schedule effective April 1
- The recommended fees keep hyperlocal resident, senior resident, children and family swim fees the same with no increases
- The recommended fees continue the current strategy of phasing-in the escalation of non-resident fees by increasing some, though not all, non-resident fees by a greater degree than the corresponding resident fees
- Analysis of the proposed fee changes is provided in Attachment J.



Aquatics user fees (Attachment C)

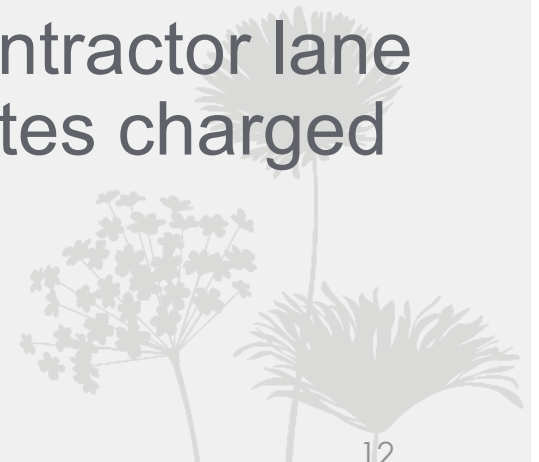
- Based on noticing requirements for fee modifications, the City Council may adopt fees at or below the levels as shown in Attachment C
- If fees higher than shown in Attachment C are desired, City Council can direct staff to return at a future meeting, once noticing requirements are met, to consider higher fees than currently proposed.





Subcontractor lane rental fees (Attachment K)

- As shown in Attachment K, the lane rental fee has not meaningfully increased in the past several years
- Meanwhile the cost of operating the aquatics program and facilities has continually escalated over that same time period, and other aquatic fees have incrementally increased over the same time period
- The PRC Jan. 22 recommended to increase subcontractor lane rental fees to be more consistent with the higher rates charged in other jurisdictions.





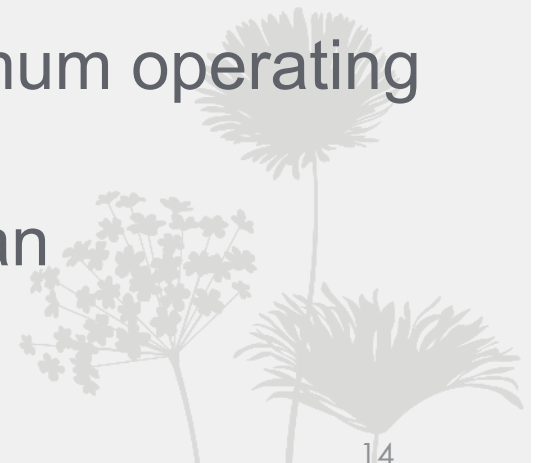
Subcontractor lane rental fees (Attachment K)

- Menlo Park currently charges the second lowest lane rental rate amongst the comparison agencies, with only the City of San Ramon offering a range that spans \$13-16.25 per hour.
- The proposed fees in Attachment C increase the lane rental fee to \$20 per lane per hour for nonprofit renters and introduce a new fee for commercial renters at \$24 per lane per hour.
- A \$20 per lane per hour rental fee is equal to the rate charged by the cities of Oakland, Walnut Creek and San Francisco, and is below the median of the rates by all the comparison agencies.



Amendment to the Agreement (Attachment D)

- The Agreement established a public-private partnership
- Relieved the City of the significant cost, liability, and operational burdens of operating an aquatics program
- In light of the significant losses for the Operator, staff has identified that an Amendment to the Agreement is necessary
- Goal is to build a sustainable aquatics program at Belle Haven Pool.
- Recommend extending temporary suspension of minimum operating hours through April 14
- Staff anticipates returning to City Council to authorize an Amendment at its March 25 meeting.





Amendment to the Agreement (Attachment D)

Recommended scenario: Modify the minimum hours requirement at Belle Haven Pool

- Continue the temporary reduction in operating hours until attendance can support operations
- Phase-in approach to increasing hours based on quarterly financial reports, from minimum 28 hours per week to 42 hours per week and eventually back to 63 hours per week
- Without further action or direction by City Council, the minimum 63 hours would resume April 15, risking a major service interruption in the aquatics program.



Amendment to the Agreement (Attachment D)

Alternate scenario:

- Amend the Agreement to define seasonal changes in minimum hours, for example with fewer hours during the Winter/ Spring off season.

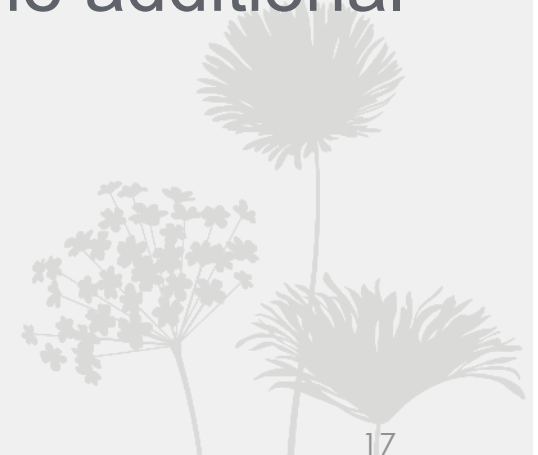




Amendment to the Agreement (Attachment D)

Recommended scenario:

- Waive the Operator's annual revenue share payment.
- The Agreement currently waives the Operator's revenue share payment in the first year (October 2023 to October 2024).
- In light of the losses experienced to date, it is recommended to waive the Operator's revenue share payment for one additional year (October 2024 to October 2025).





Amendment to the Agreement (Attachment D)

Alternate scenario:

- Waive the Operator's revenue share payment for an additional six months (total 18 months from the Agreement's effective date, from October 2023 through April 2024).
- Revisit the attendance data at Belle Haven Pool after the summer 2025 "peak season" is completed (October 2025) and evaluate the possibility of another revenue share waiver if financial shortfalls persist.





Recommendations

Staff recommends that the City Council:

- A. Receive the aquatics program annual report
- B. Receive an independent analysis of the aquatics operator financial report
- C. Consider and adopt a resolution to increase aquatics fees
- D. Provide direction on amending the aquatics operator agreement March 25.





Thank you



Appeal of Planning Commission's approval of 320 Sheridan Dr.

Chris Turner, Senior Planner



Purpose

- Consider an appeal of the Planning Commission's approval of a 100% affordable, 88 dwelling unit development in the R-3 zoning district
- City Council may affirm, reverse, or modify the decision of the Planning Commission
- City Council must act within 75 days of the appeal or the Planning Commission's decision is deemed affirmed



Recommended Item Format

- Introduction by staff
- Presentation by applicant
- Presentation and rebuttal by appellant
- Rebuttal by applicant
- Clarifying questions from City Council
- Public comment
- Deliberation and vote by City Council

320 Sheridan Dr. Project

- 88-unit development
- 100% affordable
- Onsite amenities
- Intended to serve Ravenswood City School District
- State Density Bonus Law (SDBL)
- Exempt from California Environmental Quality Act (CEQA)



Project location

- Located in R-3 district
 - Up to 20 du/ac
- Former Flood School site
- Housing Element opportunity site





Project review history

- Staff and Fire District review for compliance
 - MPFPD reviewed and issued preliminary conditions for the project
 - MPFPD has not provided final approval at this time
- Housing Commission Recommendation – Nov. 6, 2024
 - Recommend approval of the BMR agreement
- Planning Commission Approval – Jan. 13, 2025
 - Use permit
 - Architectural Control
 - BMR Housing Agreement
 - Determined the project is exempt from CEQA (Class 32)
- Appeal of Commission's actions received Jan. 28



Project appeal

- Full appeal letter is included in the staff report as Attachment A, Exhibit R
- Applicant response included as Attachment A, Exhibit S
- Staff's full responses included in staff report
- Summary of Appellant's claims and staff's responses in following slides



Claim 1 – Bay/Ringwood intersection

- Lack of impact assessment of Bay Road and Ringwood Avenue intersection
 - Transportation Impact Analysis (TIA) should have studied Bay/Ringwood intersection for LOS impacts
 - Atherton rezoned parcels for multifamily housing
 - Project is in a high Vehicle Miles Traveled (VMT) corridor
- Staff response
 - Intersection was below the threshold to be studied
 - Recent studies determined that the recommended improvement is infeasible
 - Project's VMT impacts were determined to be less-than-significant



Claim 2 – Public transit service

- Misleading and inaccurate public transit analysis
 - No direct access to public transit stops
 - Routes 81, 82, 83, and 88 are school-oriented
 - Limited access to public transit will increase VMT
- Staff response
 - Transportation Demand Management (TDM) plan does not rely on access to transit for compliance
 - Routes 81, 82, 83, and 88 are open to the public
 - VMT analysis in TIA did not rely on access to public transit
 - Project determined to have less-than-significant VMT impacts



Claim 3 – Bicycle and pedestrian access

- Misleading and inadequate assessment of bike and pedestrian access
 - TDM plan incorrectly shows use of Van Buren Road as bike route to CalTrain station
 - Gated access into Flood Park would not be open to residents of Suburban Park
- Staff response
 - Only one TDM measure relies on a bike and pedestrian access through Flood Park
 - Project would be compliant without this measure
 - VMT analysis does not rely on the bike and pedestrian access through Flood Park



Claim 4 – Mitigation measures

- Lack of environmental and traffic mitigation measures
 - Project has not been required to mitigate VMT and air quality impacts

- Staff response
 - Project is exempt from the California Environmental Quality Act (CEQA)
 - Project required to comply with Mitigation Monitoring and Reporting Program from Connect Menlo EIR and the 2023-2031 Housing Element SEIR
 - Air Quality analysis concluded less-than-significant impacts
 - TIA showed less-than-significant VMT impacts



Claim 5 – Project alternatives

- Lack of creative options to address traffic and environmental impacts
 - TIA fails to consider a project alternative with a second entrance
- Staff response
 - City is required to review the project “as designed”
 - Since project is exempt from CEQA, no study of alternatives is required
 - Second means of ingress/egress is not required to meet City Standards



Claim 6 – General Plan inconsistency

- The project is inconsistent with General Plan Elements and other City policies
 - Project is inconsistent with the Environmental Justice and Circulation elements
 - Project is inconsistent with Transportation Master Plan (TMP)
- Staff response
 - Project would further many of the goals and policies of the Environmental Justice Element
 - The Circulation Element does not identify extension of Van Buren Road
 - Project does not hinder implementation of the TMP



Additional correspondence

- City Council received additional correspondence after staff report publication
 - Express concerns with safety
 - Urge the City Council require a second entrance from Van Buren Road
 - Other letters in support of the project as designed



Recommendation

- Deny appeal and adopt a resolution upholding the Planning Commission's action (Attachment A)



Thank you

Sheridan Apartments

320 Sheridan Drive, Menlo Park

City Council



March 11, 2025

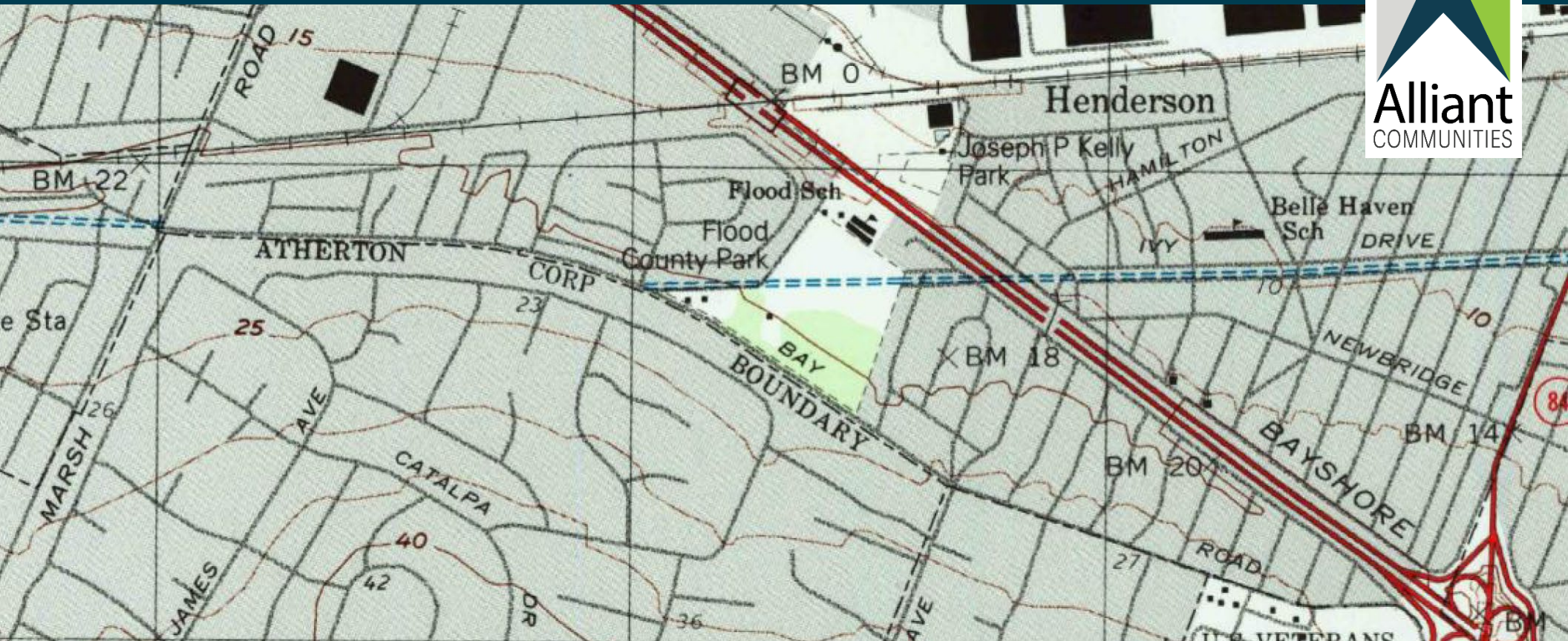


CITY OF
MENLO PARK

Project Location



Site History



Historic Topo Map - 1999

Flood Magnet School

- Students - 300 Students
- Staff - 40 Persons
- Access - Single Sheridan Dr entry for students (cars and busses), staff, and deliveries

District By-Right Development Options:

- A Bus Yard
- District Offices
- Leasing to a Private School, and more

Project Timeline



2011	Flood Magnet School Closes
2014	School Demolished
Fall 2021	Ravenswood RFP
May 2022	Ravenswood Survey
November 2022	Measure V Ballot Measure (Failed 62% to 38%)
March 2023	Alliant/Ravenswood Agreement
Summer 2023	Preliminary Application
December 2023	Community Outreach Meeting
December 2023	City Council - Rezoned Site R-3
February 2024	Website Launch
March 2024	Formal Entitlement Submittal
May 2024	Community Open House
August 2024	Housing Commission - Preliminary Review
November 2024	Housing Commission - Funding Review & Recommendation
November 2024	City Council – BMR & Funding Approval
December 2024	Menlo Park Fire District Meeting - Project Review
January 2025	Planning Commission - Project & CEQA Approval
March 2025	City Council - Appeal Hearing

State Housing Law



Project is on a **Housing Element Inventory Site** and supports the City's **RHNA** progress.

Project is entitled to **State Density Bonus Law** Benefits, including:

- Density Bonus (allows up to 80% density bonus; we are requesting 72% density bonus)
- 5 Incentives/Concessions
- Unlimited Waivers

The **Housing Accountability Act** protects the Project from denial or being conditioned in a “manner that renders the housing development project . . . infeasible.” A requirement to obtain a second access would render the Project infeasible.

A decision **today** is crucial to allow the Project to apply for necessary funding.

The Project

3 Buildings - 88 Affordable Housing Units

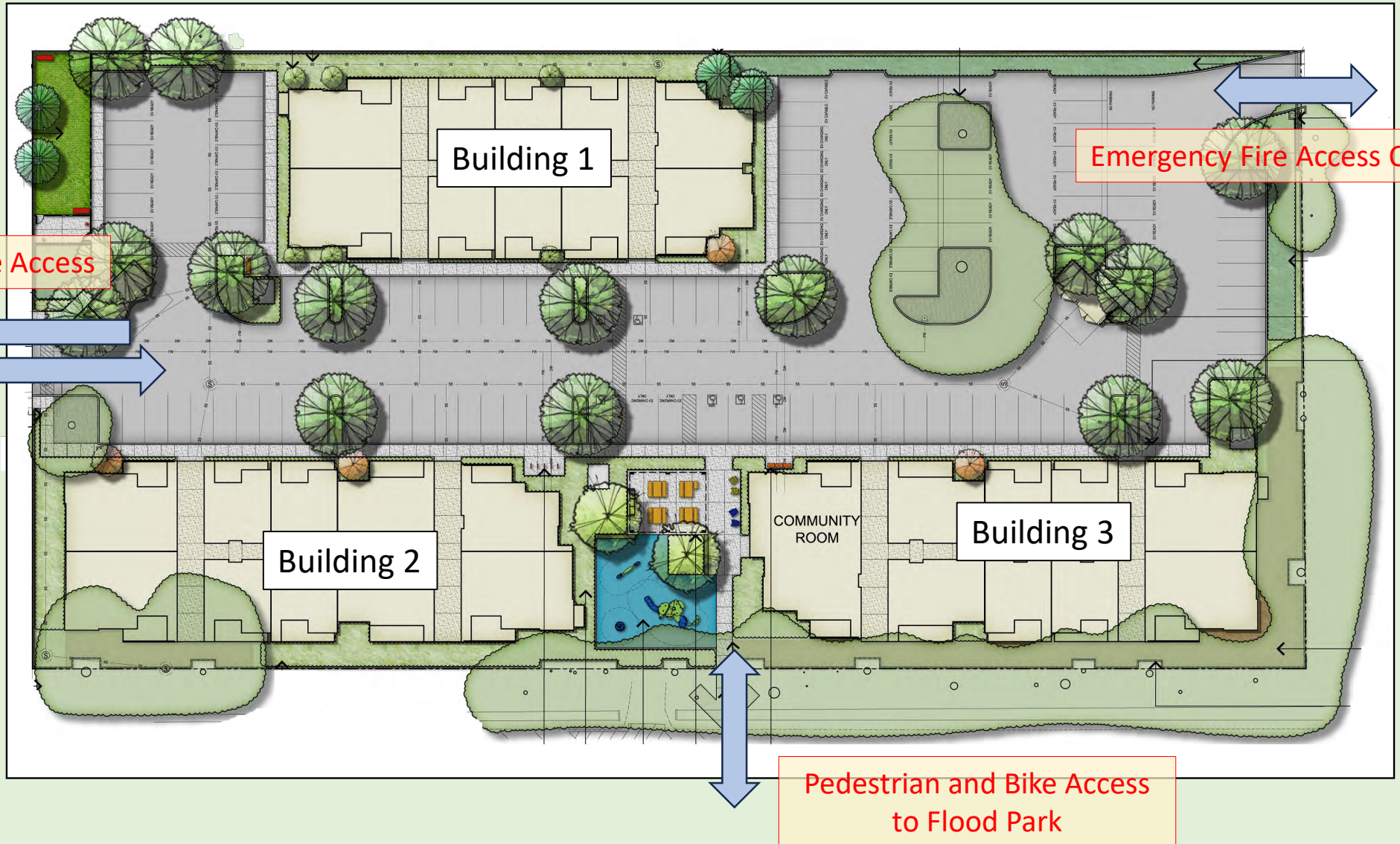
Preferences for Live/Work in Menlo Park

Ravenswood City School District

and San Mateo County Employees



Site Plan & Access



Project Appeal



TDM Plan

The TDM Plan provides an accurate portrayal of non-vehicle commute options and substantial evidence that the Project will meet C/CAG's trip reduction requirements.

VMT Impacts

The Project has no project-specific mitigation for VMT because the Project has no significant impact on VMT (i.e., VMT is less than the City's threshold). The low VMT is typical of affordable housing projects, and specifically applicable because the Project will reduce commute times and encourage carpooling.

General Plan Consistency

As the Planning Commission staff report indicates, the Project is consistent with the General Plan, furthering many of its goals and policies, including providing affordable housing on a site the Housing Element identifies for such housing.

- Environmental Justice Element does not apply, and if it did, the project site is consistent.
- Circulation Element is supported by the projects provision of housing closer to employees' places of employment.
- City Transportation Engineer found the project would not create safety issues
- Menlo Park Fire Protection District (in both March and December 2024) approved the project with one point of access, confirming the project as proposed exceeds the California Fire Code and Menlo Park Fire Code requirements.

Project Appeal



Housing Law Protections

Neither City staff nor the CEQA professionals who analyzed the Project identified any significant impacts, let alone a specific, adverse impact upon the public health or safety.

A “specific, adverse impact” means “a significant, quantifiable, direct, and unavoidable impact, based on **objective, identified written** public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete. Inconsistency with the zoning ordinance or general plan land use designation shall not constitute a specific, adverse impact upon the public health or safety.”

Both the time and cost impact to the Project of requiring a second egress would render the project financially infeasible.

Suburban Park Concerns



We understand many Suburban Park neighbors share similar concerns:

1. *"The TDM Exhibit is flawed."*

The TDM had an incorrect figure **but was not "flawed."** **An updated TDM was provided and the resulting impacts and mitigations were unchanged.** The Council approval tonight will incorporate the fix within the record.

2. *"Developer is willing to create a second entrance."*

This is misleading. We remain open to adding one should it be feasible in the future. **Today, neither Caltrans nor Haven House are willing to allow one. Requiring a second entrance as a condition of approval would violate State housing law** and jeopardize the Project.

3. *"A second entrance will improve safety and daily commute distances, improve quality of life for all."*

This is speculative. The Project as designed is safe and would improve its residents quality of life. The City had determined that the Project complies with applicable objective standards. All expert studies say no significant impact on traffic or safety - without that second general exit. Accordingly, a second general exit cannot lawfully be required.

Our Request



We ask City Council to
uphold the Planning Commission Approval
and allow this Project, providing much needed affordable
housing in an area of the City where it is needed to affirmatively
further fair housing, to move forward without delay.



Slides for Item K-2: Appeal Hearing on 320 Sheridan Drive Use Permit

March 11, 2025

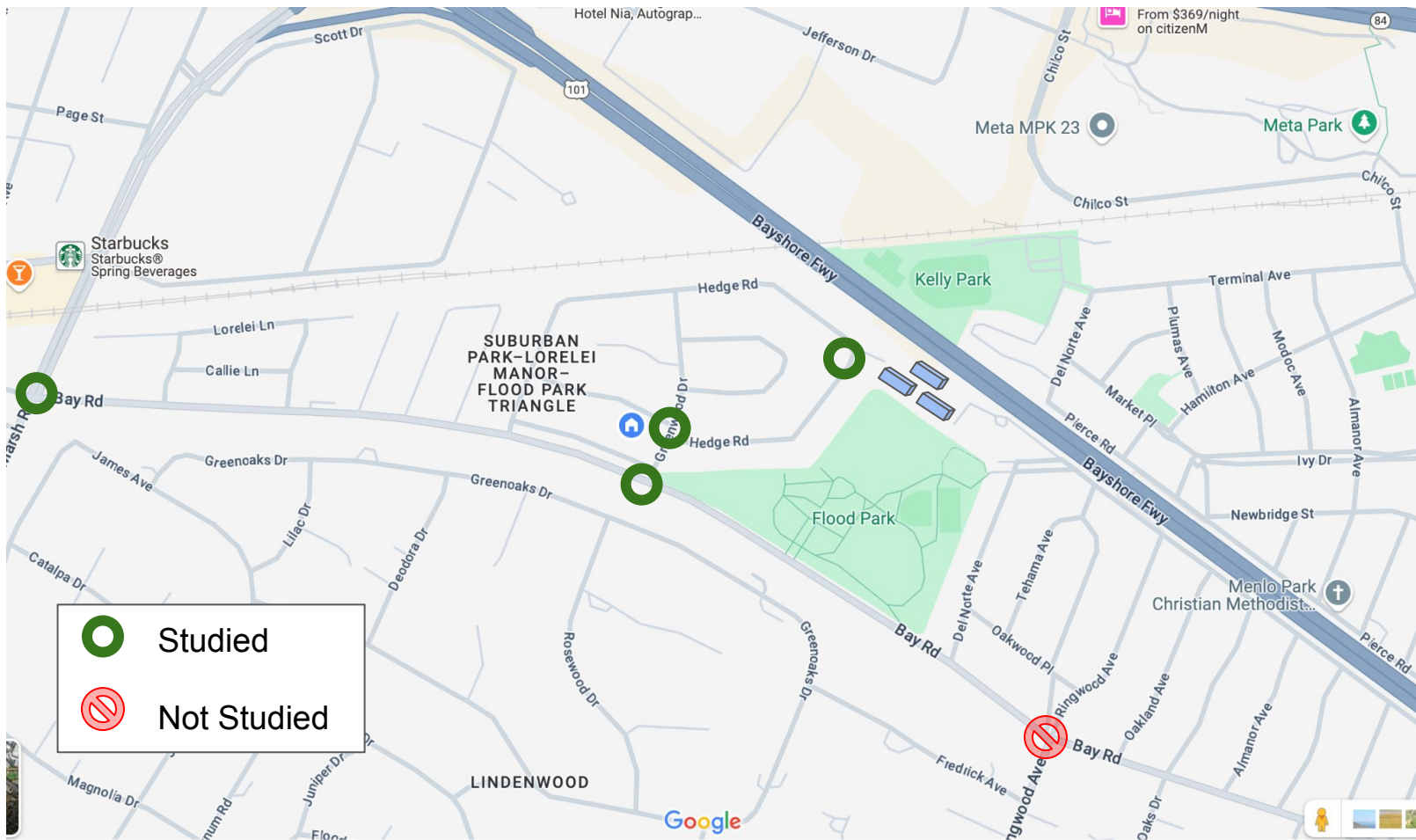
Table of Contents

- Current Traffic patterns in 320 Sheridan Project Area
- Intersections studied by Hexagon Transportation Consultants for the project
- Bay/Ringwood TDM and LOS at intersection from multiple Hexagon Studies
- Developer TDM depicts commute routes based on Flood Park access
- Developer TDM plan depicted Van Buren bicycle entrance
- Photo of power lines across 320 Sheridan Drive (Main Entrance)
- Overhead map view of power lines crossing 320 Sheridan Drive
- Drone photo of 311 Sheridan Drive during fire response
- Developer TDM plan depicts 2nd entrance with fire gate
- Caltrans ROW is sufficient for extension of Van Buren to the project
- Land Ownership Map

7

- No
Left
Turn

Intersections studied by Hexagon for Menlo Park TIA



City staff claims the Bay Road / Ringwood intersection did not meet the criteria for study under CEQA exemption.

However, both Atherton and Parkline TIA studies (also from Hexagon) identified this intersection as high impact for LOS and also VMTs exceeding threshold.

Hexagon's own TIA studies indicate Bay/Ringwood impacted

Atherton HEU Transportation Impact Analysis, by Hexagon Transportation Consultants

“The project proposed at 999 Ringwood Avenue, 352, 318, and 296 Bay Road is located in an area where the existing VMT is 13.0 daily VMT per resident, which is above the established threshold of 12.4 daily VMT per resident and is referred to as being in a ‘high-VMT area’...Under cumulative and cumulative plus project conditions, the intersection would operate with high delays equivalent to LOS E during the AM peak hour.”

Trip Generation: The 36 units will generate **32 total additional peak hour trips daily**.

320 Sheridan Road Transportation Impact Analysis, (Nov. 26, 2024) by Hexagon Transportation Consultants

“The TIA was conducted in accordance with the City’s adopted TIA guidelines, which exempt intersections from level of service (LOS) analyses if the project would add fewer than 10 peak hour trips to the travel lanes. The TIA determined that the project would add fewer than 10 peak hour trips to the travel lanes at the intersection of Bay Road and Ringwood Avenue, and therefore the intersection was not studied...The project TIA determined that the project would have a VMT of 10.0, which is below the City’s threshold for VMT impacts for residential projects (11.2).”

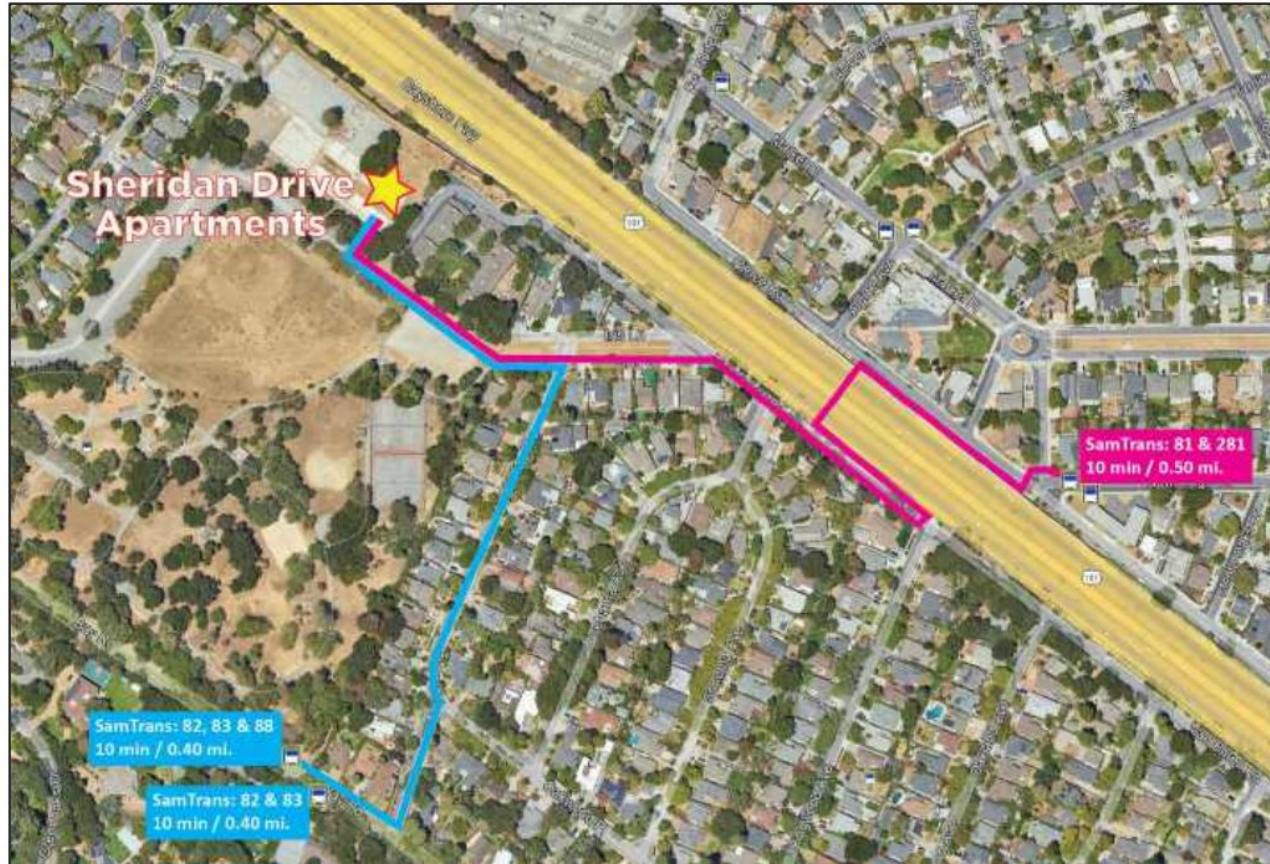
Trip Generation: The 88 Units will generate fewer than **10 peak hours trips**: less than 12% of total trips created (84), or 18% with BMR housing reduction (55), despite Bay Rd. as direct commute route to residents’ workplaces in Ravenswood school district.

Parkline Transportation Impact Analysis, as quoted in Staff Report

“Although the 320 Sheridan Dr. TIA did not study the Bay Road/Ringwood Avenue intersection, the Parkline TIA identified existing deficiencies in the intersection during the AM peak hour and that the intersection would be further impacted by planned and approved projects in the near term.”

Developer TDM depicts commute routes based on Flood Park access

Walking to Transit Access Map

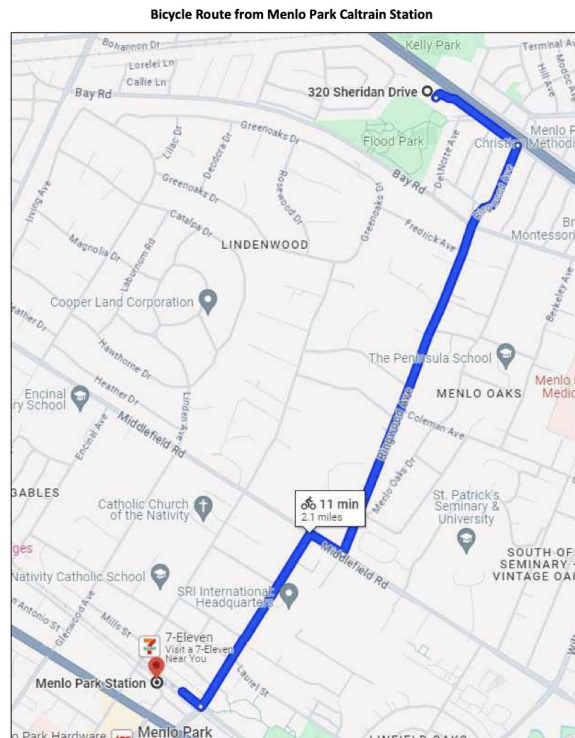


Access via Flood Park is possible during park hours only (e.g. 8am to 5pm in winter). As such this does NOT provide a reliable commute route or early morning school route for bikes or pedestrians.

Developer TDM states (M23) they would work with County to create access through Park and to Van Buren Road, but County officials say deny the project will have access to park, and have not been contacted regarding access.

Developer TDM plan depicted Van Buren bicycle entrance

320 Sheridan Dr. Apartments —TDM Plan
September 12, 2024



Planning Commissioners presented with this TDM plan assumed there would be bicycle (and pedestrian) access to project via Van Buren Road.

Not only is the east exit to Van Buren closer to the downtown transit hub, it is significantly closer to the ped/bike bridge over Hwy 101 which will provide a core commute route for Ravenswood teachers and staff who choose to commute by bike or foot, and to the nearest public transit that runs throughout the day (Samtrans #281).

Sheridan Drive Entrance / Hedge Road:

- 1.1 miles to bike/ped bridge (23 minute walk)

Van Buren Road Entrance (direct):

- 0.3 miles to bike/ped bridge (7 min walk)

Power lines above 320 Sheridan Drive (Main Entrance)



Overhead view of powerlines
crossing 320 Sheridan entrance

High Voltage
Distribution
Powerline

Project Site

Potential Main
Entrance
(no powerlines)



Drone photo of fire trucks and overhead lines at 311 Sheridan



Sally Williams experienced a small fire at her home last year. Real world experience shows us that Sheridan Drive does not accommodate the multiple large vehicles needed and also provide good escape routes for residents.

Developer TDM plan depicts 2nd entrance with gate

320 Sheridan Dr. – TDM Site Plan



**Caltrans ROW is sufficient
for extension of Van Buren
to the project**

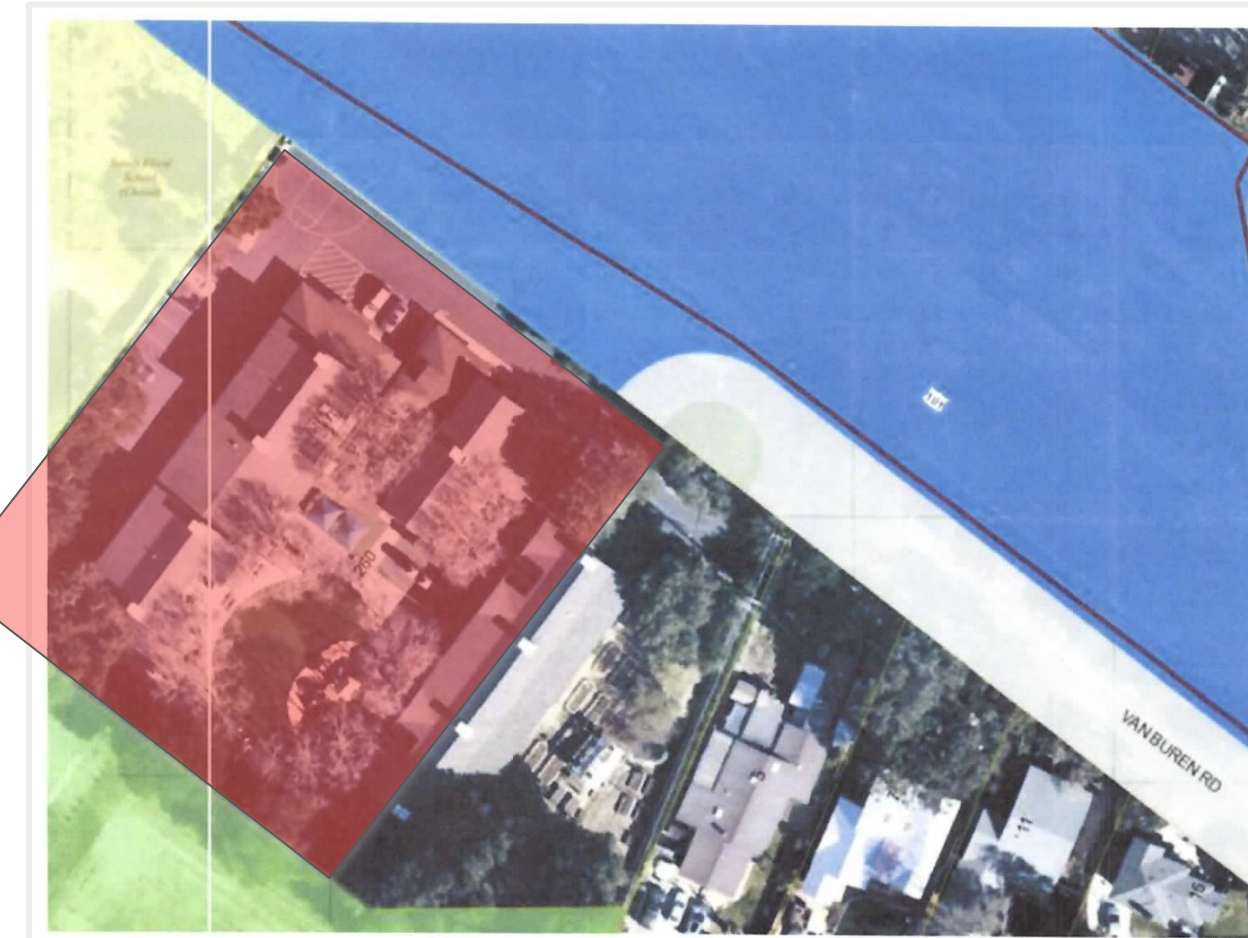


Caltrans owns a strip of land between Haven House property line and the Hwy 101 Freeway wall (shaded yellow). This parcel is currently undeveloped and wide enough to build a 2-lane extension from Van Buren Road to the new development.

Caltrans is waiting for Menlo Park or the developer or both to contact them about this project, without response

We ask the City Council to work with State Sen. Becker and Alliant on an Encroachment Permit to use the Caltrans ROW

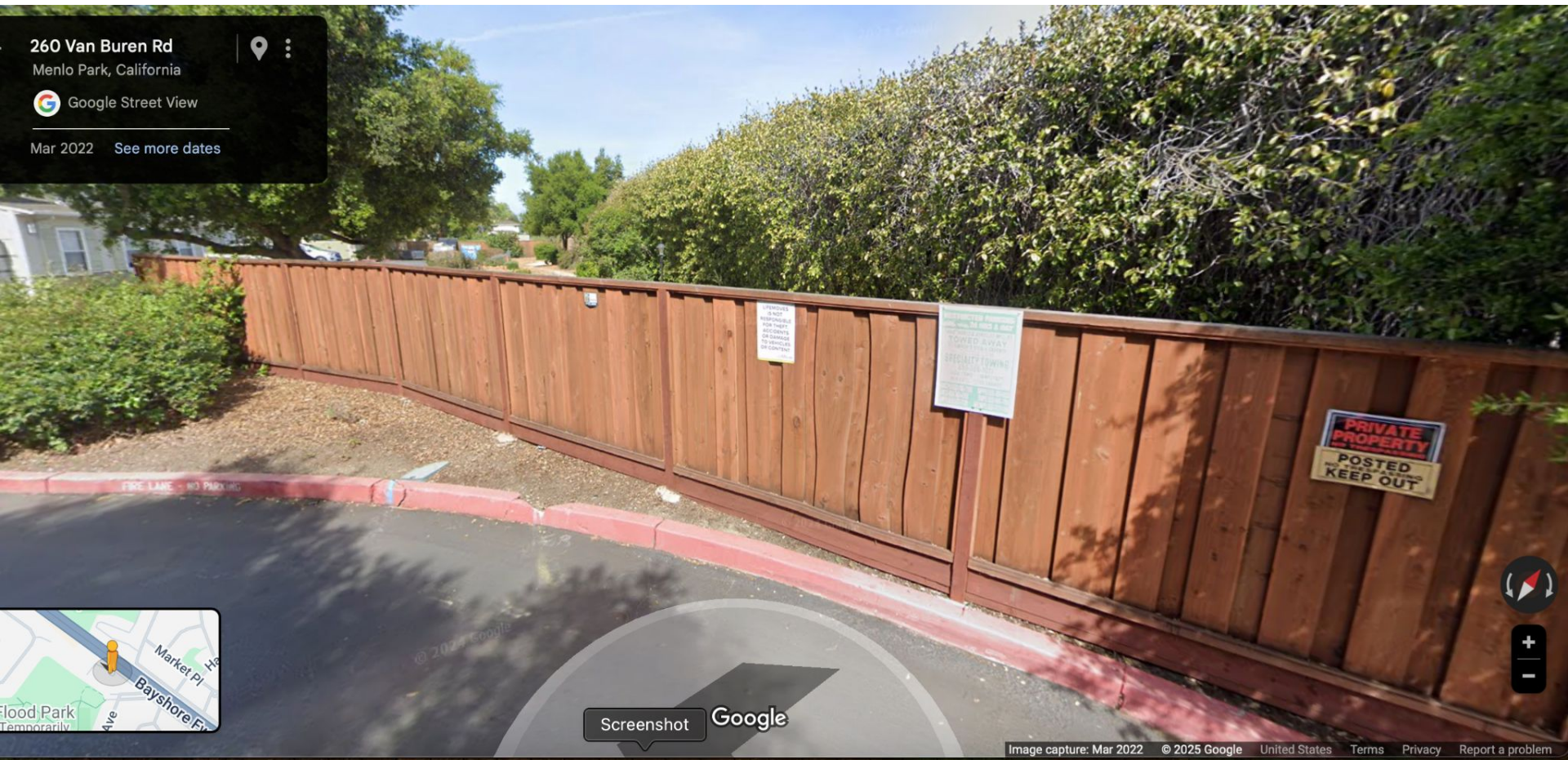
Land Ownership Map



- Blue = Caltrans ROW property
- Yellow = 320 Sheridan Drive property
- Green = County Property (Flood Park)
- Red = County Property (Haven House)
- White = Menlo Park Property (Van Buren)

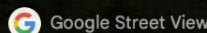
Backup Slides

End of Van Buren Road at Haven House with fenced off Caltrans property.

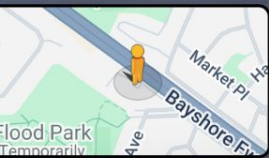


260 Van Buren Rd

Menlo Park, California



Mar 2022 See more dates



Screenshot Google

Google Street View of Van Buren looking toward second entrance location.



Developer TDM and TIA did not study Ringwood/Bay intersection

320 Sheridan Drive TIA

November 26, 2024

Table ES-2
Intersection Level of Service Summary

#	Intersection	Peak Hour	Traffic Control	Existing Conditions		Near-Term (2027) Conditions ²							
				Avg. Delay (sec) ¹	LOS	No Project				Project Conditions ²			
						Avg. Delay (sec) ¹	LOS	Avg. Critical Delay	Avg. Delay (sec) ¹	LOS	Avg. Critical Delay	Incr. In Avg. Delay	Incr. In Avg. Critical Delay
1	Sheridan Drive & Hedge Road	AM	TWSC	8.6	A	8.6	A	-	8.9	A	-	<4	-
		PM		8.6	A	8.6	A	-	8.8	A	-	<4	-
2	Hedge Road/Dunsmuir Way & Greenwood Drive	AM	TWSC	9.3	A	9.3	A	-	9.6	A	-	<4	-
		PM		9.8	A	9.8	A	-	10.0	B	-	<4	-
3	Bay Road & Greenwood Drive	AM	TWSC	14.8	B	15.4	C	-	16.5	C	-	<4	-
		PM		14.2	B	14.2	B	-	15.1	C	-	<4	-
4	Bay Road & Marsh Road	AM	Signal	17.8	B	21.4	C	31.0	22.0	C	31.5	<4	<0.8
		PM		24.0	C	27.8	C	47.0	28.5	C	48.2	<4	1.3

Notes:
 TWSC - Two Way Stop Control.
¹ Average delay is reported for signalized intersections. For TWSC intersections, the delay for the worst stop-controlled movement is reported.

8.0 MONITORING AND REPORTING

The TDM Plan expects to reduce SOV trips and lessen parking demand, traffic congestion, and mobile source-related air pollution.

This TDM Plan shows how the project will comply with the minimum TDM measures. Regular monitoring will ensure that the implemented TDM measures the requirements. The project applicant and TDM Coordinator will ensure the implementation of the TDM Plan and prepare an annual monitoring report for the City of Menlo Park.

Trip Generation

Submittal requirements for the TDM Plan include presenting an estimated daily trip generation based on the ITE trip generation rates for the proposed use. The project is a multi-family mid-rise housing project with land use code 223, Affordable Housing. Morning AM trips are 44, and PM trips are 40. A 35 percent reduction in AM peak hour trips totals 29 and PM trips of 26. Below are the estimated trips for an 88-unit site.

⁶ Bay Area Air Quality Management District, Aaron Richardson, Public Information Officer

A197 Page 30

320 Sheridan Dr. Apartments —TDM Plan
September 12, 2024

Land Use	ITE			AM Peak Hour			PM Peak Hour		
				Trips			Trips		
				Pk-Hr Rate	In	Out Total	Pk-Hr Rate	In	Out Total
Multifamily Housing-Mid-Rise (affordable housing)	223	88	DU	0.5	13	31 44	0.47	24	16 40
City Trip Reduction Requirement				-35%	-4	-11 -15		-8	-6 -14
Net new trips less 35%				8	20	29	15	11	26

Notes:

All rates are from: Institute of Transportation Engineers, *Trip Generation, 11th Edition* (average rates, expressed in trips per dwelling unit (DU)

Calculations not verified by a traffic engineer.