



North Fair Oaks Community Council
San Mateo County Coordinated
Departmental Response



Date: April 16, 2015
NFOCC Meeting Date: April 23, 2015
Special Notice / Hearing: None
Vote Required: None

To: Members, North Fair Oaks Community Council

From: Rob Bartoli, Project Planner, San Mateo County Planning and Building Department

Lisa Costa Sanders, Project Planner, City of Redwood City Community Development Department

Subject: Study Session to convert an existing 23,200 sq. ft. industrial building to a public K-5 charter elementary school located on a parcel in the City of Redwood City and to utilize the associated parking lot for the school which is located on an adjacent parcel in the unincorporated North Fair Oaks area of the County of San Mateo. The City and County each will process Use Permits for this development with the City assuming the Lead Agency role for the environmental review.

County File Number: PLN 2014-00368

City File Number: UP 2014-20

RECOMMENDATION:

That the North Fair Oaks Community Council receive the staff report and presentation, provide feedback and direction to staff and the applicant on the proposed project.

BACKGROUND:

Owner/Applicant: Launchpad Development Fifteen, LLC

Location: 860 Charter Street, Redwood City/North Fair Oaks

APNs: 054-081-140 (City) and 054-081-010 (County)

Size: 0.69 acres (City parcel); 0.43 acres (County parcel); Total of 1.12 acres

Zoning: City zoning of IR (Industrial Restricted); County zoning of M-1 (Light Industrial)

General Plan: City designation of Industrial – Light (0.75 FAR maximum); County designation of Industrial Mixed Use

Existing Land Use: Auto sales company and parking lot

Flood Zone: FEMA Flood Zone X (area of minimal flood hazard). Community Panel 0681C0302E; effective October 16, 2012.

Setting: The project site is located within a built-out industrial neighborhood surrounded primarily by light industrial and commercial uses. Businesses in the area immediately to the east, south, and west of the site generally consist of small to medium-sized auto body and fabrication and repair facilities, air conditioning and heating repair, and construction management and storage facilities and other similar uses characteristic of light industrial areas. Larger light industrial business parks are located north of the site, across Bay Road. The site is currently developed with an approximately 23,200 sq. ft., one-story warehouse structure within the City of Redwood City (City) boundary and an associated surface parking lot and metal storage shed within the County of San Mateo (County) boundary. The site is currently occupied by a specialty auto sales company.

South of Spring Street and within Redwood City, uses primarily consist of low-density residential neighborhoods. Hoover Elementary School (K-8) and Hoover Park are located less than 0.25 miles southwest of the site.

DISCUSSION:

The proposed project involves conversion of a 23,200 sq. ft., one-story warehouse structure located in the City at 860 Charter Street into a public K-5 charter elementary school, which would be located within the Redwood City School District and operated by Rocketship Education. The proposed project would also utilize an existing surface parking lot adjacent to the warehouse property that is located within the boundaries of the County. The proposed school would have a maximum enrollment of 600 students when it is fully operational. The school would include grades K-5, and may include a transitional Kindergarten Program. There would be a total of 32 full-time staff and an additional 13 part-time staff that consists of faculty, administration, and support employees. School activities would occur between 7:15 a.m. and 6:00 p.m., with classes held between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Primary access to the main parking lot used for student drop-off and pick-up (located in the County's jurisdiction) would be provided via two driveways, one each on Charter Street and Bay Road. During the peak hours immediately before and after school, the driveway on Charter Street would be an inbound-only driveway, and the driveway on Bay Road would be an outbound-only driveway. School staff will be positioned at each driveway to restrict traffic entering and exiting these driveways to right turns only during these hours. Dismissal periods would be staggered to manage the flow of the drop-off activities and to minimize overcrowding on and near the school site.

During off-peak periods, the Charter Street driveway would be fenced and the Bay Road driveway would serve both inbound and outbound traffic. The school also would have a small staff parking lot accessible via a two-way driveway on Charter Street. There will be 45 on-site parking spaces, which meets the requirement for the City and the County. Thirty-eight of the 45 spaces are comprised of parking lifts in which two cars are stacked on top of one another, which are proposed to be managed and operated by school staff.

The project is expected to generate 578 trips during the AM peak hour (7:00 to 9:00 a.m.) and 311 trips during the PM peak hour (4:00 to 6:00 p.m.). Staff is currently reviewing this traffic study to determine if there will be any significant impacts.

Required Approvals and Process

The City and County are both processing Use Permits for the project and will bring the permits to their respective Planning Commission following the environmental review.

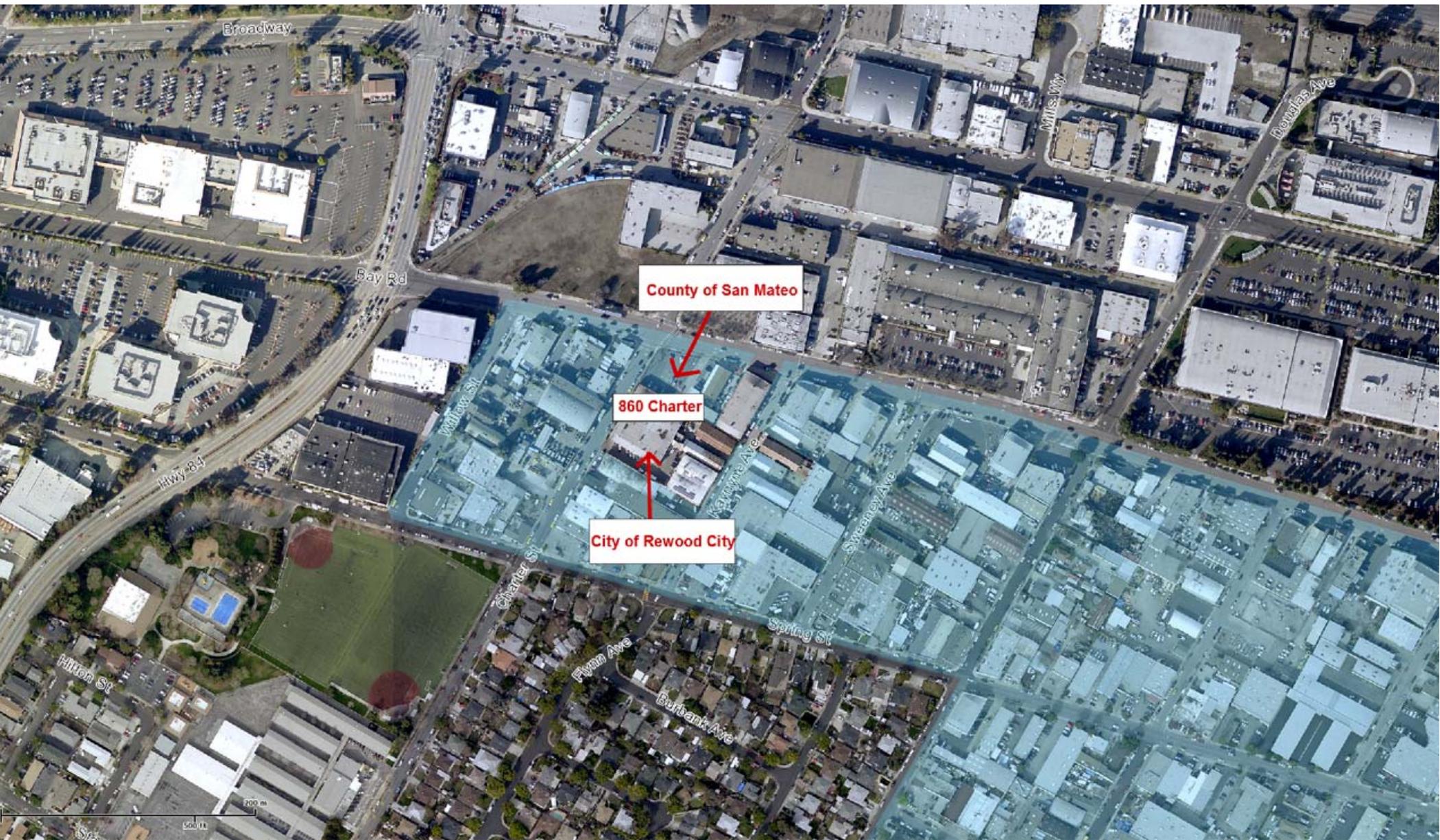
The City is the Lead Agency for the environmental review, which is currently being drafted. Once completed, the City will release the document for public comment. As a responsible agency, the County will review and may make comments on the document to the City for consideration. Following the close of the public comment period (dates to be determined), County staff will present the project to the North Fair Oaks Community Council public meeting for a recommendation specific to the Use Permit for the parking lot. After the NFOCC has made a recommendation, the City will then present their Use Permit and environmental document for the school to the City Planning Commission. If the school project is approved by the City, the County will then present the Use Permit for the parking lot to the County Planning Commission.

Staff from the County and City are currently reviewing a revised traffic study submitted by the applicant as part of the environmental review. Upon completion of the review of the traffic study, a determination will be made regarding the level of environmental review required.

As part of their application, Rocketship has provided a site plan for the project, showing the location of the school, parking, school facilities, and the drop-off area.

ATTACHMENTS:

- A. Vicinity Map
- B. Site Plan/Floor Plan



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Owner/Applicant: _____

Attachment: _____

File Numbers: _____

