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*A Municipal Advisory Council to the
 San Mateo County Board of Supervisors*



Linda Lopez, Chair
 Rafael Avendano, Vice-Chair
 Laura Caplan
 Beatriz Cerrillo
 Mary Martinez
 Dale Miller
 Everardo Rodriguez
 Esperanza Vázquez
 Diane Zermeno, Youth Member
 Emily Cordova, Alternate Youth Member

**North Fair Oaks Community Council
 Meeting Minutes**

**Thursday, August 27, 2015
 7:00 p.m.**

Fair Oaks Community Center Multi-Purpose Room, 2600 Middlefield Road, Redwood City

Issue	Discussion	Decision/ Next Step/Action
Roll Call	<p>Present: Rafael Avendano, Laura Caplan, Beatriz Cerrillo, Emily Cordova, Mary Martinez, Linda Lopez, Everardo Rodriguez, Esperanza Vasquez, and Diane Zermeno</p> <p>Absent: Dale Miller</p>	
Public Comment	<p>Oscar Sanchez, 855 Barron Ave, stated that a number of the units have code violations and is asking the County for support to help fix up some of the code violations. He asked if the Council could tell the Board of Supervisors to assist them as they are gathering resources to resolve their issues.</p> <p>Jeff Norris, District Coordinator Office of Emergency Services, stated that there is going to be an above average rainfall that is coming to North Fair Oaks. He is aware that there are great concerns about flooding. Jeff is hoping to come to a future council meeting to discuss the probability of the flooding in North Fair Oaks and emergency evacuation plans.</p> <p>Aurora Gallardo, Star Vista, stated that she is the new community worker for the North Fair Oaks region, working with families who have children under five.</p>	

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<p>Approval of Minutes</p>	<p>Minutes for the NFOCC meetings dated July 23, 2015.</p> <p>Councilmember Everardo Rodriguez made a motion to approve the July 23, 2015 minutes. Councilmember Rafael Avendano seconded the motion.</p> <p>Councilmembers Rafael Avendano, Laura Caplan, Beatriz Cerrillo, Linda Lopez Mary Martinez, Everardo Rodriguez, Esperanza Vasquez, and Diane Zermeno approved the minutes.</p>	
<p>Presentation by AECOM, regarding the North Fair Oaks Middlefield Road Re-design.</p>	<p>Krzystof Lisaj, Public Works, provided the following summary:</p> <p>The goals of the project include:</p> <ul style="list-style-type: none"> • improving pedestrian facilities and providing new facilities (sidewalks, trees, furniture, etc.) • Preserving local motorized vehicle access, while encouraging slower speeds • Creating a more walkable, bikeable community connection • Improving travel and transit connections that are safe, and • Designing features that fit the three-lane configuration approved by the community, Council and Board of Supervisors. • He noted that the project is funded by Measure A funds. <p>Millette Litzinger, AECOM, mentioned that they have been hired to finalize the design of the Middlefield Road project. The above-grade improvements, landscaping, greenery, street trees, and community gathering spaces. The at-grade improvements include paving treatments, crosswalks, bike lanes, and parallel parking. The community will be creating three alternatives for the Middlefield Road Re-Design and the Council will be recommending one of the design alternatives.</p> <p>Steve Cancian, Shared Spaces, is the outreach person for the Middlefield Road Redesign. Steve described the participatory design process which will include a couple of community meetings, steering committee meetings, and updates to the Council on the Middlefield Road Redesign. The purpose of the meetings is to formulate the three alternatives.</p> <p>Councilmember Laura Caplan asked who should be attending the upcoming meeting in two weeks. Steve mentioned that they are looking for a variety of people to represent the North Fair Oaks community.</p>	

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	<p>Chair Linda Lopez asked what the commitment time would be for those that want to be involved in the Steering Committee. Steve mentioned that there were going to be a total of six two-hour meetings over the next several months.</p>	
<p>Recommendation regarding proposed Neighborhood Mixed Use (NMU) Zoning Regulations that would apply to properties along Middlefield Rd., from 1st Ave. to 8th Ave., consistent with the North Fair Oaks Community Plan.</p>	<p>Will Gibson, Planner, Planning and Building, presented the following summary:</p> <p>The proposed NMU Zoning Regulations are included with this report as Attachment A. The regulations are divided into the following components:</p> <p>A. Purposes. This section states the primary purposes of the zoning regulations, which are to provide an area for the location of neighborhood-serving commercial uses, provide higher-density residential options, restrict incompatible land uses, ensure new development meets design standards, and implement the NFO Community Plan.</p> <p>B. Definitions and Permitted/Conditional Land Uses. These sections provide definitions for the land uses allowed in the district and a list of the land uses that are permitted “by right” with no planning permit required and the land uses that are “conditionally permitted” with a Use Permit. Conditionally permitted uses are those uses that require a higher level of review and more specific regulation or operating conditions imposed upon them to ensure that they are compatible with other uses in this district and the adjacent residential districts. Any uses not listed in this section are prohibited.</p> <p>C. Development and Performance Standards. These sections provide development standards governing the location and size of future buildings including maximum height, setbacks, and maximum floor area. Standards are also included for signs and the screening of mechanical equipment and refuse areas. In addition to the development standards, performance standards regulate how all future land uses must be conducted, including limitations on noise, lighting and hazardous materials.</p> <p>D. Parking. This section provides the minimum number of parking spaces required for future development according to the type of land use proposed. Criteria for the use of alternative parking approaches,</p>	

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	<p>such as shared parking and off-site parking, are also provided.</p> <p>E. Design Standards. This section provides standards and guidelines governing the external appearance and character of future buildings.</p> <p>Councilmember Laura Caplan made a motion to recommend adoption of the NMU Zoning Regulations to the Board of Supervisors. Youth member Diane Zermeno seconded the motion.</p> <p>Councilmembers Rafael Avendano, Laura Caplan, Beatriz Cerrillo, Linda Lopez Mary Martinez, Everardo Rodriguez, Esperanza Vasquez, and Diane Zermeno approved the recommendation.</p>	
<p>Recommendation regarding an Off-Street Parking Exception pursuant to the County Zoning Regulations (Parking) Section 6120 (Exceptions), to allow one tandem uncovered parking space to be located in existing driveway and within the front yard setback: Located at 628 8th Avenue</p>	<p>Bryan Albini, Planner, Planning and Building, presented the following summary:</p> <p>The property owner wishes to replace an attached 1-car garage constructed without permits within the front yard setback (where 2-car covered parking is required) in conjunction with a bedroom addition at the rear of the 1- story single-family residence. The residence currently does not have covered parking. The 1-car garage will be constructed at the left of the residence where an illegal addition was constructed (the illegal addition will be demolished and replaced with a conforming garage). The existing residence, built in 1941, has two bedrooms. The addition will add a third bedroom. A 3-bedroom house requires two covered off-street parking spaces as required by Section 6119 (Parking Requirements). The only available off-street parking space is an uncovered space located in the driveway that would encroach into the 20-ft. front yard setback.</p> <p>Councilmember Rafael Avendano made a motion to recommend that the establishment, maintenance and/or conducting of the off-street parking facilities as proposed are as nearly in compliance with the requirements set forth in the County Zoning Regulations, Section 6119 as are reasonably possible. Councilmember Everardo Rodriguez seconded the motion.</p> <p>Councilmembers Rafael Avendano, Laura Caplan, Beatriz Cerrillo, Linda Lopez Mary Martinez, Everardo Rodriguez, Esperanza Vasquez, and Diane Zermeno approved the recommendation.</p>	

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<p>Supervisor Slocum’s Report</p>	<p>Irving Torres, Legislative Aide to Supervisor Slocum, reported the following:</p> <ul style="list-style-type: none"> • Three alternatives redesigns of Flood Park will be presented from 7 p.m. – 9 p.m. on Tuesday, September 1st at the Fair Oaks Community Center. Those attending will get to vote on the three preferred alternatives. • On Tuesday September 1st, the Board of Supervisors will be considering Supervisor Slocum’s recommendation to allocate \$20,000 dollars to fund Familias Unidas which is a family engagement program that promotes the progress of the community by teaching parents how to help and support their children in school. • Supervisor Slocum and Supervisor Horsley will be convening the Closing the Jobs/Housing Gap Task Force Task Force work together to develop a menu of solutions and bring those solutions back to the community for further discussion and potential adoption. The committee will be comprised of mayors of the cities, community based organizations, housing developers, apartment owners, realtors, and leaders from education, transit, business, and labor. The first meeting will be held in late September. • Free Citizenship Workshop. This free workshop will help those who are legal alien residents who want to become U.S. Citizens to do so. The naturalization application fee of \$680 will be waived if the applicant documentation verifying that he/she is receiving public benefits. Volunteers are needed on September 19th from 6am to noon and from noon to 5pm to help out with this event, which will be held at Sequoia High School. 	
<p>Sheriff’s Report</p>	<p>Lieutenant Mark Kuykendall, Sheriff’s Office, provided the following report:</p> <ul style="list-style-type: none"> • Highlights from the Reporting Period: In reviewing the crime related activities for the Second Quarter of 2015 in North Fair Oaks area there was a decrease in reported activities (607 vs. last quarter 650). Burglaries, both residential and auto were significantly lower (7 vs. last quarter 28) While there was an overall decrease in reported crimes there was an increase in robberies (9 vs. last quarter 7). We continue to actively patrol the North Fair Oaks area and have made 158 arrests and issued 242 traffic citations. In regards to parking enforcement, there were 897 parking citations issued during the second 	

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	<p>quarter.</p> <ul style="list-style-type: none"> In recent months, we have seen an increase in personal robberies. We are asking people to be aware of their surroundings and for residents and business owners to call in any suspicious activity. We have prepared a community advisement that defines personal robbery and provides tips for personal safety what to do if you are the victim of a robbery. <p>Councilmember Laura Caplan mentioned that there has been a number of mailboxes being entered in her neighborhood. Laura asked if there is any advice on how to handle this problem.</p> <p>Lieutenant Kuykendall suggested having a secure mailbox and knowing what time the mail comes. County Manager Mike Callagy noted that forming a Neighborhood Watch program is another way for the neighborhood to mobilize.</p> <p>Chair Linda Lopez mentioned that there was a shooting that occurred near North Thumberland.</p> <p>Lieutenant Kuykendall mentioned that the matter is under investigation.</p> <p>Chair Linda Lopez mentioned that there has been a number of parking violations and wants to know what is the status. Lieutenant Kuykendall stated that he will report back to the Council at the next meeting.</p> <p>Youth Member Diane Zermeno asked that the number of juvenile arrests be reported at the next meeting.</p>	
<p>California Highway Patrol Report (CHP)</p>	<p>Captain Mike Maskarich, California Highway Patrol, provided the following report:</p> <ul style="list-style-type: none"> Highlights from the Reporting Period: An analysis of year-to-date 2015 collision statistics reflect a slight decrease over the previous two years for the North Fair Oaks community: 44 - 2015 46 - 2014 57 - 2013 In addition to on-going CHP patrol activity in the area, five (5) special enforcement deployments took place in the North Fair Oaks community during the quarter, which resulted in 75 traffic citations, one (1) parking citation, and 19 verbal warnings. 	

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	<ul style="list-style-type: none"> • Additionally, CHP was involved in a bicycle safety rodeo on June 8, 2015, a child-safety seat event on August 15, 2015, and the North Fair Oaks Festival on August 16, 2015. 	
NFO Forward Report	<p>Jenifer Logia, of the NFO Forward Outreach team provided the following summary:</p> <ul style="list-style-type: none"> • This summer, NFO Forward hosted a summer dialogue series with the purpose of bringing community members together to enjoy a casual dinner, learn about a featured topic and discuss with each other their hopes and ideas for the future of North Fair Oaks. <p>Our third dialogue took place on August 12 at the Fair Oaks Health Center and the discussion topic was Healthy Habits. The event resulted in great conversations and ideas that were shared among all 15 attendees.</p> <ul style="list-style-type: none"> • The NFO Public Art Workgroup has completed a variety of projects this summer, including three Utility Box Murals and the installation of four North Fair Oaks Entrance Signs. The workgroup is planning a community gathering in early October to celebrate the implementation of these recent projects. Moving forward, the workgroup is interested in exploring locations for murals and other art projects in North Fair Oaks. • The NFO Forward team has made numerous outreach efforts to local businesses along the Middlefield Road corridor to identify their concerns and needs regarding the upcoming Middlefield Road Redesign. Next steps include the development of a local business advisory workgroup that will continue to provide input as the Business Sustainability Plan is developed. We are currently in the research phase of this process and we will provide an update soon. • Join us at our next event - Park(ing) Day on Friday, September 18, 2015 from 10 a.m. to 4 p.m. Multiple parking spaces along Middlefield Road will temporarily become community places. 	

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Councilmember Reports	<p>Chair Linda Lopez announced that there is an opening for the Housing Leadership Development Committee. Chair Linda Lopez mentioned that she encourages interested council members to apply.</p> <p>Councilmember Beatriz Cerrillo stated that she attended a community meeting to discuss about the St. Leo’s Apartments. Councilmember Cerrillo mentioned that there were more than 50 people who showed up and the purpose of the meeting was to inform the community on a rezone of two parcels for the construction of a 15-unit, three story multi-family low-income housing development at 2626 and 2642 Marlborough Ave.</p> <p>Councilmember Rafael Avendano mentioned that Siena Youth Center is setting up its first Parent Action Team Committee meeting on September 8th.</p>	
Adjournment	Chair Linda Lopez adjourned the meeting at 9:00 p.m.	

Next Meeting
<p>North Fair Oaks Community Council Study Session Thursday, September 24, 2015 at 6:00 p.m. Location to be determined</p>