

Meeting Notes

Tuesday, February 3, 2015, 6:30-8:00 PM

Item	Outcome
<p>6:30 P – Welcome and Introductions</p>	<p><u>Attendees:</u> Jill Blaire, Linda Lopez, Dean Issacs, Mort Frank, Margy Kahn, A Eulate, Maeve Johnston, Laura Caplan, Juan M Rosas, Saul, Lionel de Maine, Sgt. Finato, and Peggy Jensen</p> <p><u>Facilitators:</u> Ashley Quintana & Ellie Dallman</p> <p><u>Planning Staff:</u> Lisa Aozasa, Will Gibson, and Bryan Albini</p> <p>The group agreed to have Ellie and Ashley facilitate the Zoning/Parking Workgroup meetings. The groups also reviewed and commented on the Group Agreement below before beginning the meeting:</p> <ul style="list-style-type: none"> - Participate and share your perspective - Stay on topic - Allow facilitator to guide the process
<p>Set the context for discussion of the draft neighborhood mixed use ordinance</p>	<ul style="list-style-type: none"> • Lisa distributed pg 37 from the North Fair Oaks Plan (NFO Plan) and reminded the group that the NFO Plan envisions a more walkable, pedestrian friendly street conducive to a healthy and vibrant community life that has “a mix of locally oriented uses”. • Zoning changes include a slight height increase and the ability to allow mixed use without a use permit.
<p>Review each definition within the draft ordinance with workgroup.</p> <p>Gather feedback on the following questions:</p> <ol style="list-style-type: none"> 1. Does the ordinance match the expectations described 	<p>The group began by reviewing the definitions of the allowed uses on Middlefield Road from 1st through 8th Avenue to review what is permissible in this area given the proximity to the residential neighborhood. All uses where there was a change or remaining questions are listed below. Also, comments that were submitted via email were reviewed by Planning Staff and taken into account.</p>

<p>in the NFO Plan?</p> <p>2. Is the language used in the ordinance user-friendly (understandable)?</p> <p>3. Are these the right uses for this section of Middlefield Road?</p> <p>Are the allowances appropriate (requirements for use permit or not)?</p>	<p><u>Changes:</u></p> <ul style="list-style-type: none"> • Day Care Centers – remove clause that does not allow day care to be “located in buildings that do not contain a dwelling unit” • Dwelling units – due to concern of interruption in commercial use on ground floor, a use permit is required for ground floor residential so it can be reviewed on a case by case basis • Food and Beverage Stores – requested that an explicit reference be made to fresh food • Food Establishments Specializing in Carry-Out or Delivery Service – requested removal of delivery only as an allowed use • Limited Keeping of Pets – need to clarify that doggie day care services are not allowed • Motor Vehicle Fuel Sales – removed from the list as an allowed use • Motor Vehicle Service Station – removed from the list as an allowed use; recommended adding allowed use to another area • Outdoor Retail Sales, Rental or Repair Establishments – need to clarify that this does not include motor vehicles • Parking Lots and Garages – requested to change title to “Parking Lots and Parking Garages” • Personal Convenience Service Establishments – requested that a use permit be required for this allowed use • Pet Sales and/or Grooming Establishments – requested that a use permit be required • Retail Cleaning Establishments – request for more distinctions; recommended that there should be 2 categories: dry cleaners and those with a commercial plant on site; use permit should be required for dry cleaner with plant on site to assess noise • Trade and Vocational Schools – agreed to require use permit to be able to look at each case individually; also agreed that there is no need to distinguish re type and scale <p><u>Remaining Questions:</u></p> <ul style="list-style-type: none"> • Bars – request for clearer definition of “primarily engaged in sale of alcoholic beverages”, and mentioned possibly using fixed seating as a clearer
--	--

	<p>definition</p> <ul style="list-style-type: none"> • Financial Institutions – currently, there is no use permit required; the group asked for more information regarding allowing businesses that send money abroad • Home occupations – request for more detailed definition, possibly not allowing home occupations that serve the public or limiting number of people who can work from each residence • Non Chartered Financial Institution – there were questions regarding lending vs check cashing. Asked for more information regarding wire transfers • Restaurants – request that restaurants that don't serve alcohol be allowed without a use permit. Also requested more research on how to further define establishments that "primarily serve prepared food" vs. alcohol • Small Collection Facilities for Recyclable Materials – asked to further define/review this definition, specifically definition of "small" • Small indoor Exercise and Leisure Facilities – is the square foot requirement small enough? Asked for more information on size of 2615 Middlefield
Next steps	Planning Staff will take comments and questions from this meeting and return to the next meeting with an updated draft and answers to questions that came up.
Proposed regular meeting schedule – 1 st Tuesday, 6:30-8:30 PM March 3, April 7, May 5, June 2	The group agreed to hold a monthly meeting on the first Tuesday of every month from 6:30pm- 8:30pm. The next meeting will be March 3 rd at 6:30pm.
Agenda items for March - Development and Performance Standards - Any suggestions from workgroup of items they would like to discuss in future meetings?	There was not enough time to discuss the Parking Study agenda item so it was moved to a future meeting after March. At the next meeting, the group will finalize the permitted uses, and review the Development and Performance Standards for this phase.
8:30 P	Adjourn