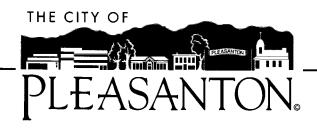
Exhibit A Planning Commission Work Session Discussion Points

PUD-109, H. James Knuppe 273 Spring Street August 26, 2015

- A. Is the proposed commercial/office building adequately sized and designed for either a retail or office tenant to allow the Planning Commission to make a finding of consistency with the intent of the Downtown Specific Plan land use designation of "Downtown Commercial?"
- B. If so, are residential uses appropriate for development on the remainder of the subject parcel?
- C. Does the Planning Commission support the proposed building setbacks and building positioning?
- D. Does the Planning Commission support the proposed grading and retaining wall plan?
- E. Does the Planning Commission believe the proposal is consistent with the Downtown Specific Plan Land Use policies related to height, design, massing, etc.?
- F. Are the proposed building designs, area, massing, number of stories, heights, and colors and materials acceptable and compatible with the surrounding area?
- G. Does the Planning Commission support granting a parking credit for the proposal?
- H. Does the Planning Commission support the in-lieu proposal for the commercial/office building?
- I. Does the Planning Commission support the use of the 20 feet deep driveway approaches as parking for the townhouses?
- J. Does the Planning Commission believe the proposed landscape plan, green screen, and tree removal and replacement plan is adequate or should they be modified?
- K. Does the Planning Commission believe the applicant should contribute to the City's Urban Forestry Fund to mitigate the removal/loss of the existing Heritage Trees?
- L. What other information would the Planning Commission wish to see to assist its decision on the proposals (i.e. color and material board, photo simulations, etc.)?



June 4, 2014

VIA E-MAIL charles@charleshuffarchitect.com

Charles Huff Architect 4441 Railroad Avenue, Suite B Pleasanton, CA 94566

Subject: Preliminary Application Comments – File No. P14-0803

Proposed Planned Unit Development for Mixed Use Project

273 Spring Street APN: 094-0110-023

Dear Mr. Huff:

Thank you for submitting a Preliminary Review application for the purpose of creating a new Planned Unit Development (PUD) to allow for the construction of a new two-story commercial building and five new townhomes at 273 Spring Street, dated received on May 5, 2014.

The Preliminary Review process provides the City and other pertinent agencies an opportunity to provide comments and direction early on in the development review process. These comments are intended to help applicants and property owners design projects in conformance with City plans and policies. Accordingly, based on the Preliminary Review of your project, the following comments should be addressed in any formal development application submittal to the City:

Planning Division Comments, Eric Luchini (925) 931-5612, eluchini@cityofpleasantonca.gov

At this time, staff has not made a determination if it would support the request as proposed as additional information and more detailed plans are necessary with a formal application submittal. Please note, the PUD process includes a 1,000 foot radius noticing requirement. The notice would also be sent to the Pleasanton Downtown Association, Pleasanton Heritage Association and the Downtown Improvement Association. Accordingly, staff recommends contacting those groups in advance.

1. Compatibility and Aesthetics. Generally speaking, staff is concerned that the proposed density coupled with the height and massing of the proposed residential units are incompatible with the neighborhood, which is comprised primarily of one-story commercial and single-family detached homes. While the PUD zoning provides flexibility in the typical site development standards and is encouraged to facilitate in-fill development projects, said projects must still provide a level compatibility with the surrounding area that is measured in

Charles Huff
Preliminary Application Comments – P14-0803
June 4, 2014
Page 2 of 5

a variety of ways, including visual aesthetics, architectural style and quality, massing, height, materials, etc. Based on the limited information provided with the preliminary application, the proposed project, which includes five, three-story tall townhomes on a relatively small lot and significantly reduced setbacks appears to be out of character and overly imposing on the neighborhood. The Downtown Specific Plan Land Use Policy No. 1 states, "A major attraction of the Downtown is the small and pedestrian scale of historic buildings. Existing buildings on Main Street generally do not exceed two stories. This height establishes a scale of development which should be generally followed throughout the Downtown Commercial area. In order to preserve the historic character of the Downtown, new or remodeled buildings within the Downtown Commercial area should be limited to two stories, except three-story buildings may be allowed on a case-by-case basis provided (1) the buildings are pedestrian in scale, and include features such as first-story storefront windows, recessed entries, building details, and awnings; (2) buildings are designed to minimize their threestory appearances through use of techniques such as dormer windows, stepping back upper floors, and using design features between building levels to assist in maintaining an overall horizontal design character to the buildings; and (3) buildings must conform with the City Municipal Code height limits." In more detail, the Downtown Specific Plan Land Use Policy No. 15 refers to Municipal Code Section 18.84 limiting building heights in residential areas and future PUD's in the Downtown to two stories and no more than 30 feet. Similarly, the Downtown Design Guidelines encourage two-story homes that use techniques such as hip roofs and dormers to minimize height and lessen the impact on the predominantly singlestory residences in the area. The Guidelines also require new homes to be the same or lower height than other existing homes in the neighborhood. Accordingly, staff recommends reducing the building heights and massing of the residential units, as well as incorporating the specified architectural elements described above.

- 2. Architectural Styling. On any formal application, identify the architectural styling that the new residential units are based on and that is complimentary to the surrounding area. The design features of that specific styling shall be required to be applied to all four sides of each unit, not just the front elevation as currently depicted with the preliminary application. Moreover, staff strongly encourages revisions and improvements to the design and detailing for the proposed commercial building. As proposed, the commercial building fails to meet the architectural standards of the existing commercial buildings within the Downtown and the standards prescribed by the Downtown Design Guidelines.
- 3. General Plan and Specific Plan Consistency. The General Plan and Downtown Specific Plan land use designations for the site are Retail, Highway, and Service Commercial/Business and Professional Office and Downtown Commercial, respectively. The proposed residential uses are permissible provided commercial space consistent with Downtown Specific Plan is also provided. As proposed, the size of the commercial building is not consistent with the Downtown Specific Plan and must be substantially enlarged for staff to support the proposal. To accomplish this, staff recommends the first residential unit be eliminated from the proposal, which would allow adequate on-site area to expand the commercial building to a more appropriate and functional size and achieve consistency with the Downtown Specific Plan.

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Preliminary Application Comments – P14-0803
June 4, 2014
Page 3 of 5

4. **Planned Unit Development.** The zoning designation for the site is C-C (Central Commercial, Downtown Revitalization, and Core Area Overlay Districts. The proposal would require submittal of a formal PUD rezoning and development plan application.

Please see the following links for more information on the submittal requirements for a PUD, as well as the development review application and impervious surface/stormwater forms:

http://www.cityofpleasantonca.gov/pdf/plan-plannedunit.pdf http://www.cityofpleasantonca.gov/pdf/devapp.pdf http://www.cityofpleasantonca.gov/business/planning/StormWater.html

Please note that in addition to the submittal requirement information provided in the link above, any formal application and plans should also provide at a minimum the following information:

- All existing tree locations, sizes, species, driplines and those to be saves/removed
- All property lines
- All drive aisles and back-up movement templates
- All architectural details including window types, window trim and sills, cornices, etc.
- · All AC unit locations for residential units and HVAC for commercial building
- A comprehensive master sign program for the commercial building
- 5. **Demolition.** The existing structure was built in 1966 and is not recognized as a historic structure by the City. However, per the Pleasanton Municipal Code, a certificate or appropriateness would need to be issued by the Planning Commission to demolish the existing building. The certificate of appropriateness could be processed concurrently with any formal application. Staff would support the demolition of the existing building.
- 6. Circulation. Staff has concerns related to "Unit D". As proposed, it does not appear to have adequate vehicle backup area. On any formal application, provide a drawing showing the necessary backup movements required for vehicles to exit the garage for this unit, turn around, and then proceed toward Spring Street. It must be demonstrated that a vehicle of average size can make safe and typical vehicular movements from the unit.
- 7. Parking/Parking In-lieu. Clarify if you intend to provide on-site parking for both the proposed commercial and residential uses or if you will be providing on-site parking for the proposed residential uses only and paying the in-lieu fee for the proposed commercial use. Additionally indicate how you intend to address guest parking on-site for the residential units.
- 8. **Floor Plans.** Provide accurate and consistent floor plans with any formal application. The floor plan for "Unit D" is inconsistent with the provided elevation.
- 9. Trash Service/Enclosure. Clarify how both the commercial and residential uses will receive trash service including the location and/or storage areas for any receptacles and designated pick-up areas. Also provide documentation from the trash service provider indicating their willingness to accept the proposed trash service plan.
- 10. Fencing. Include a fencing plan with any formal application.

Charles Huff
Preliminary Application Comments -- P14-0803
June 4, 2014
Page 4 of 5

- 11. Arborist Report. Submit an arborist report prepared by a certified arborist acceptable to the City (list enclosed). The report must specify the precise location, trunk with accurate dripline, size, and species of all existing trees on-site with a diameter of 6-inches or larger, plus any tree off-site with driplines that overhang onto the site. The report must determine the health of the existing trees, the value of the trees, the effects of the proposed development on the trees, and recommendations for any special precautions necessary for their preservation. Any trees proposed to be removed or pruned to accommodate the development must be clearly indicated in the report and on the site plans.
- 12. **Tentative Map.** Staff recommends separate submittal of a tentative map to be processed independently if the residential units are to be located on individual parcels for individual ownership. Pursuant to Pleasanton Municipal Code Section 18.68.130(D), to subdivision map may be processed concurrently with a Planned Unit Development application.
- 13. **CEQA.** Staff does not have enough information to determine the appropriate CEQA process for this proposal. That determination will be made upon submittal of any formal application when more detail is provided. Any formal application must include submittal of the required environmental assessment form and corresponding fee of \$25.00. The form may be accessed using the following link:

http://www.cityofpleasantonca.gov/pdf/envirapp.pdf

Traffic Div. Comments, Mike Tassano (925) 931-5670, MTassano@cityofpleasantonca.gov

14. **Driveways, Sidewalks, and Sight Distance.** To ensure traffic safety and adequate sight distance, the existing driveway should be widened to 25 feet. It is also recommended that the existing sidewalk be widened to a minimum of 5 feet.

Engineering Div. Comments, Kaushik Bhatt (925) 931-5664, KBhatt@cityofpleasantonca.gov

- 15. **Civil Drawings.** Provide full site civil and utility drawings with any formal application, including grading and utility plans. Please note:
 - a. All water services will be private up to Spring Street with all water meters being located on Spring Street.
 - b. All sewer services will be private up to Spring Street.
 - c. All on-site water, sewer, and storm drain(s) shall be maintained by a maintenance association or homeowners association.
 - d. All new water and sewer connection fees shall apply.

Utility Eng. Comments, Abbas Masjedi (925) 931-5644, AMasjedi@cityofpleasantonca.gov

16. **Form.** Complete and submit the required impervious surface/stormwater form as part of any formal application. The form may be accessed using the link below:

http://www.cityofpleasantonca.gov/business/planning/StormWater.html

Charles Huff Preliminary Application Comments – P14-0803 June 4, 2014 Page 5 of 5

Please note the proposal shall comply with the current NPDES requirements including, but not limited to Storm Water Treatment, Low Impact Development, Copper Control, etc. Plans shall be required to show down spout locations and landscape stormwater treatment locations.

Fire Department Comments, Ryan Rucker (925) 454-2330, RRucker@lpfire.org

- 17. **Service Access Issue.** The Fire Department is concerned with the inability to provide adequate rescue service due to a lack of access created by relatively small building separation distances and property line setbacks, as well as a lengthy and narrow access driveway. It is recommended that these concerns are taken into account and the site plan is revised to improve these issues to an acceptable level.
- 18. Sprinklers. Please note fire sprinklers will be required for all of the structures.
- 19. **Fire Protection Measures.** Please note all doorways and windows must meet all required fire protection rating requirements, especially given the close proximity of the residential units to one another. Additionally, built-up eaves and rescue windows shall be required.

Police Department Comments, Archie Chu (925) 931-5100, AChu@cityofpleasantonca.gov

20. Lighting and Fencing Plan. Any formal application should include a lighting and fencing plan.

Please note that upon submittal and review of a formal application for this proposal, additional information may be required. You will receive a list of the requested items as part of the development review process.

If you have any questions or would like to schedule a meeting to discuss the information detailed in this letter, please do not hesitate to contact me at (925) 931-5612.

Sincerely.

Eric Luchini

Associate Planner

Enclosure - City Arborist List

cc Jim Knuppe, JimKnuppe@gmail.com

File



August 1, 2014

VIA E-MAIL charles@charleshuffarchitect.com

Charles Huff Architect 4441 Railroad Avenue, Suite B Pleasanton, CA 94566

Subject: Preliminary Review Application Comments (Second Review) – File No. P14-0803

Proposed Planned Unit Development for Mixed Use Project

273 Spring Street

Dear Mr. Huff:

It was a pleasure to meet with you and your clients on July 15, 2014. Thank you for submitting a revised set of plans in response to our prior correspondence dated June 4, 2014, for the above-referenced Preliminary Review application at 273 Spring Street. The proposal includes the establishment of a new Planned Unit Development (PUD) to allow for the construction of two new two-story commercial buildings and five new townhomes on the subject site.

The Preliminary Review process provides the City and other pertinent agencies an opportunity to provide comments and direction early on in the development review process. These comments are intended to help applicants and property owners design projects in conformance with City plans and policies. Accordingly, based on the second Preliminary Review of your project, the following comments should be addressed in any formal development application submittal to the City:

Planning Division Comments, Eric Luchini (925) 931-5612, eluchini@cityofpleasantonca.gov

Staff supports the development of housing in and around downtown, particularly on underutilized lots such as the subject site. In addition, staff appreciates the time and effort you have spent revising the design of the project to-date to better conform to the requirements of the Downtown Specific Plan. However, staff remains concerned with two significant components of the proposed project, as summarized below:

1. Land Uses. As proposed, staff is concerned that there would be a lack of public support for the project because it does not conform to the land use designation for the site in the Downtown Specific Plan. The land use designation for the site is "Downtown Commercial," which requires ground floor commercial uses and allows upper-floor residential uses. Ground floor residential uses are not permitted. To bring the project into conformance with the Downtown Specific Plan, the project would need to have no ground floor residential uses. A small amount of ground floor residential uses in the back of the property may be palatable to the community, but in the case of the current proposal, the vast majority of ground floor uses (in terms of square footage) are residential. We recommend relocating at least one of the existing residential units to the second floor of one of the proposed commercial buildings, allowing for an expansion of the ground floor of

COMMUNITY DEVELOPMENT

P. O. BOX 520, Pleasanton, CA 94566-0802

Planning	Building & Safety	Engineering	Traffic	Inspection
200 Old Bernal Ave.	200 Old Bernal Ave.	200 Old Bernal Ave.	200 Old Bernal Ave.	157 Main Street
(925) 931-5600	(925) 931-5300	(925) 931-5650	(925) 931-5650	(925) 931-5680
Fax: 931-5483	Fax: 931-5478	Fax: 931-5479	Fax: 931-5479	Fax: 931-5484

Charles Huff – Preliminary Review Application Comments (P14-0803)
Page 2
August 1, 2014

that commercial building (or eliminating at least one of the residential units entirely to expand commercial space). If you decide to proceed with the project as currently proposed, General Plan and Specific Plan amendments would be required, and final approval of such a request would be uncertain.

2. Parking. Staff has concerns with the lack of on-site parking provided, specifically, the lack of guest parking for the residential units and the commercial uses. While paying the in-lieu fee for the proposed commercial use remains an option, the existing site currently provides significant on-site parking and elimination of all but two to three on-site spaces to accommodate a project inconsistent with the General Plan and Downtown Specific Plan is difficult for staff to support and defend against expected criticism from the public, Planning Commission, and City Council. Accordingly, staff recommends providing more on-site residential guest and commercial area parking, and reducing the reliance upon the in-lieu mechanism, which staff does not feel it could support at this time. Please note, pursuant to Pleasanton Municipal Code Sections 18.88.120, should you desire to pursue in-lieu parking, the City Council will need to make a determination as to whether: (1) surface or structure parking rates would apply; and (2) special circumstances exist to allow more than 50% of the required parking spaces to be in-lieu.

In addition to the concerns expressed above, the following items remain of concern to staff based on the revised plans and must be addressed.

3. Compatibility and Aesthetics. Generally speaking, staff is concerned that the proposed density coupled with the height and massing of the proposed residential units are incompatible with the neighborhood, which comprises primarily one-story commercial and single-family detached homes. While the proposed PUD zoning would provide flexibility in the typical site development standards and is encouraged to allow for the creative design of in-fill development projects, PUD projects must still provide compatibility with the surrounding area, taking into account a variety of factors, including: aesthetics, architectural style and quality, massing, height, materials, etc. Based on the limited information provided with the preliminary application, the proposed project, which includes five, three-story tall townhomes on a relatively small lot with significantly reduced setbacks appears to be out of character and overly imposing on the neighborhood. The Downtown Specific Plan states, "A major attraction of the Downtown is the small and pedestrian scale of historic buildings. Existing buildings on Main Street generally do not exceed two stories. This height establishes a scale of development which should be generally followed throughout the Downtown Commercial area." Downtown Specific Plan Land Use Policy No. 1 states: "In order to preserve the historic character of the Downtown, new or remodeled buildings within the Downtown Commercial area should be limited to two stories, except three-story buildings may be allowed on a case-by-case basis provided (1) the buildings are pedestrian in scale, and include features such as first-story storefront windows, recessed entries, building details, and awnings; (2) buildings are designed to minimize their three-story appearances through use of techniques such as dormer windows, stepping back upper floors, and using design features between building levels to assist in maintaining an overall horizontal design character to the building; and (3) buildings must conform with the City Municipal Code height limits." Downtown Specific Plan Land Use Policy No. 15 refers to Municipal Code Section 18.84 limiting building heights in residential areas and future PUDs in the Downtown to two stories and no more than 30 feet. Similarly, the Downtown Design. Guidelines encourage two-story homes that use techniques such as hip roofs and dormers to

minimize height and lessen the impact on the predominantly single-story residences in the area. The Guidelines also require new homes to be the same or lower height than other existing homes in the neighborhood. Accordingly, staff recommends reducing the building heights and massing of the residential units, as well as incorporating the specified architectural elements described above.

- 4. Architectural Styling. On any formal application, identify the architectural styling that would be employed on the new residential units and that would be complementary to the surrounding area. The design features of that specific styling shall be required to be applied to all four sides of each unit, not just the front elevation, as currently depicted with the preliminary application. Moreover, staff strongly encourages revisions and improvements to the design and detailing for the proposed commercial buildings. As proposed, the commercial buildings fail to meet the architectural standards of the existing commercial buildings within the Downtown and the standards prescribed by the Downtown Design Guidelines.
- 5. **Planned Unit Development.** The zoning designation for the site is C-C (Central Commercial, Downtown Revitalization, and Core Area Overlay Districts). The proposal would require submittal of a formal PUD rezoning and development plan application.

Please see the following links for more information on the submittal requirements for a PUD, as well as the development review application and impervious surface/stormwater forms:

http://www.cityofpleasantonca.gov/pdf/plan-plannedunit.pdf http://www.cityofpleasantonca.gov/pdf/devapp.pdf http://www.cityofpleasantonca.gov/business/planning/StormWater.html

Please note that in addition to the submittal requirement information provided in the links above, any formal application and plans should also provide at a minimum the following information:

- All existing tree locations, sizes, species, driplines and trees to be saved/removed (see "Arborist Report," below)
- All property lines
- All drive aisles and back-up movement templates
- All architectural details including window types, window trim and sills, cornices, etc.
- All AC unit locations for residential units and HVAC for commercial buildings
- A comprehensive master sign program for the commercial building
- 6. **Demolition.** The existing structure was built in 1966 and is not recognized as a historic structure by the City. However, per the Pleasanton Municipal Code, a certificate of appropriateness would need to be issued by the Planning Commission to demolish the existing building. The certificate of appropriateness could be processed concurrently with any formal application. Staff would support the demolition of the existing building.
- 7. **Circulation.** Staff has concerns related to "Unit D". As proposed, it does not appear to have adequate vehicle backup area. On any formal application, provide a drawing showing the necessary backup movements required for vehicles to exit the garage for this unit, turn around,

- and then proceed toward Spring Street. It must be demonstrated that a vehicle of average size can make safe and typical vehicular movements from the unit.
- 8. **Floor Plans.** Provide accurate and consistent floor plans with any formal application. The floor plan for "Unit D" is inconsistent with the provided elevation.
- 9. **Trash Service/Enclosure.** Clarify how both the commercial and residential uses will receive trash service, including the location and/or storage areas for any receptacles and designated pick-up areas. Also provide documentation from the trash service provider indicating their willingness to accept the proposed trash service plan.
- 10. Fencing. Include a fencing plan with any formal application.
- 11. **Arborist Report.** Submit an arborist report prepared by a certified arborist acceptable to the City (list enclosed). The report must specify the precise location, trunk with accurate dripline, size, and species of all existing trees on-site with a diameter of 6-inches or larger, plus any tree off-site with driplines that overhang onto the site. The report must determine the health of the existing trees, the value of the trees, the effects of the proposed development on the trees, and recommendations for any special precautions necessary for their preservation. Any trees proposed to be removed or pruned to accommodate the development must be clearly indicated in the report and on the site plans.
- 12. **Tentative Map.** Staff recommends separate submittal of a tentative map to be processed independently if the residential units are to be located on individual parcels for individual ownership. Pursuant to Pleasanton Municipal Code Section 18.68.130(D), a subdivision map may not be processed concurrently with a Planned Unit Development application.
- 13. **CEQA.** Staff does not have enough information to determine the appropriate CEQA process for this proposal (CEQA review, including public review of a draft CEQA document, may be required if General Plan and Specific Plan amendments and a rezoning are requested). That determination will be made upon submittal of any formal application when more detail is provided. Any formal application must include submittal of the required environmental assessment form and corresponding fee of \$25.00. The form may be accessed using the following link:

http://www.cityofpleasantonca.gov/pdf/envirapp.pdf

Traffic Div. Comments, Mike Tassano (925) 931-5670, MTassano@cityofpleasantonca.gov

14. **Driveways, Sidewalks, and Sight Distance.** To ensure traffic safety and adequate sight distance, the existing driveway should be widened to 25 feet. It is also recommended that the existing sidewalk be widened to a minimum of 5 feet.

Engineering Div. Comments, Kaushik Bhatt (925) 931-5664, KBhatt@cityofpleasantonca.gov

15. **Civil Drawings.** Provide full site civil and utility drawings with any formal application, including grading and utility plans. Please note:

- a. All water services will be private up to Spring Street with all water meters being located on Spring Street.
- b. All sewer services will be private up to Spring Street.
- c. All on-site water, sewer, and storm drain(s) shall be maintained by a maintenance association or homeowners association.
- d. All new water and sewer connection fees shall apply.

Utility Eng. Comments, Abbas Masjedi (925) 931-5644, AMasjedi@cityofpleasantonca.gov

16. **Form.** Complete and submit the required impervious surface/stormwater form as part of any formal application. The form may be accessed using the link below:

http://www.cityofpleasantonca.gov/business/planning/StormWater.html

Please note the proposal shall comply with the current National Pollutant Discharge Elimination System (NPDES) requirements including, but not limited to Storm Water Treatment, Low Impact Development, Copper Control, etc. Plans shall be required to show down spout locations and landscape stormwater treatment locations.

Fire Department Comments, Ryan Rucker (925) 454-2330, RRucker@lpfire.org

- 17. Service Access Issue. The Fire Department is concerned with the inability to provide adequate rescue service due to a lack of access created by relatively small building separation distances and property line setbacks, as well as a lengthy and narrow access driveway. It is recommended that these concerns are taken into account and the site plan is revised to improve these issues to an acceptable level.
- 18. Sprinklers. Please note that fire sprinklers will be required for all of the structures.
- 19. **Fire Protection Measures.** Please note that all doorways and windows must meet required fire protection rating requirements, especially given the close proximity of the residential units to one another. Additionally, built-up eaves and rescue windows shall be required.

Police Department Comments, Archie Chu (925) 931-5100, AChu@cityofpleasantonca.gov

20. Lighting and Fencing Plan. Any formal application should include a lighting and fencing plan.

Please note that upon submittal and review of a formal application for this proposal, additional information may be required. You will receive a list of the requested items as part of the development review process.

If you have any questions or would like to schedule a meeting to discuss the information detailed in this letter, please do not hesitate to contact me at (925) 931-5612.

Charles Huff – Preliminary Review Application Comments (P14-0803) Page 6 August 1, 2014

Sincerely

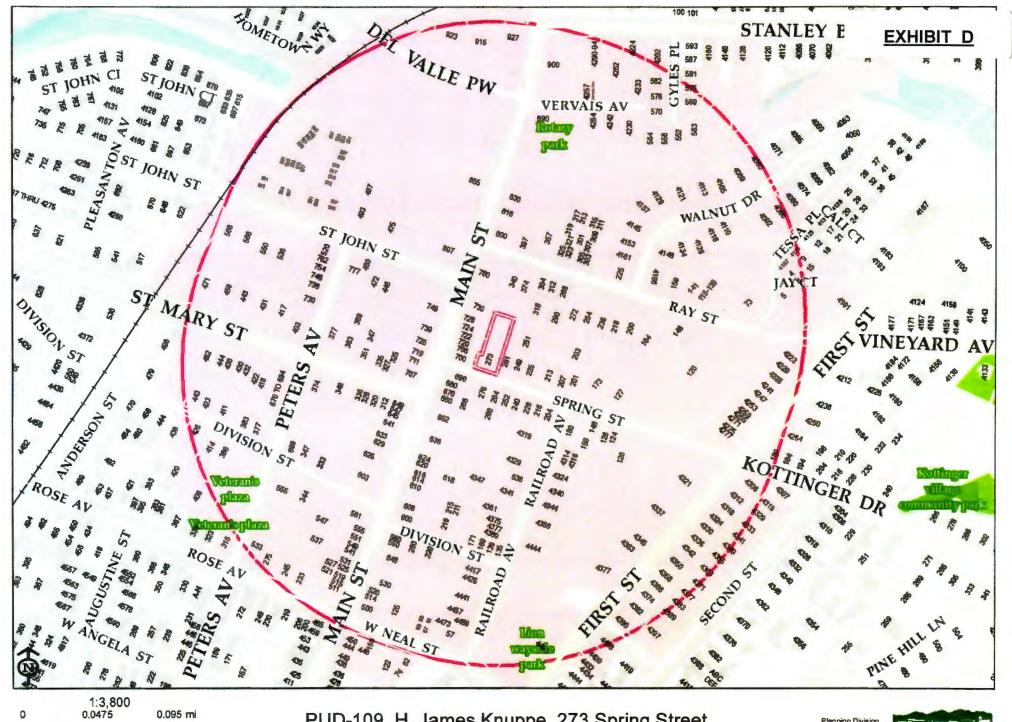
Eric/Luchini

Associate Planner

Enclosure - City Arborist List

/ cc

Jim Knuppe, <u>JimKnuppe@gmail.com</u> Mike Knuppe, <u>ras5a@aol.com</u> File



PUD-109, H. James Knuppe, 273 Spring Street

237.5

475 Feet

