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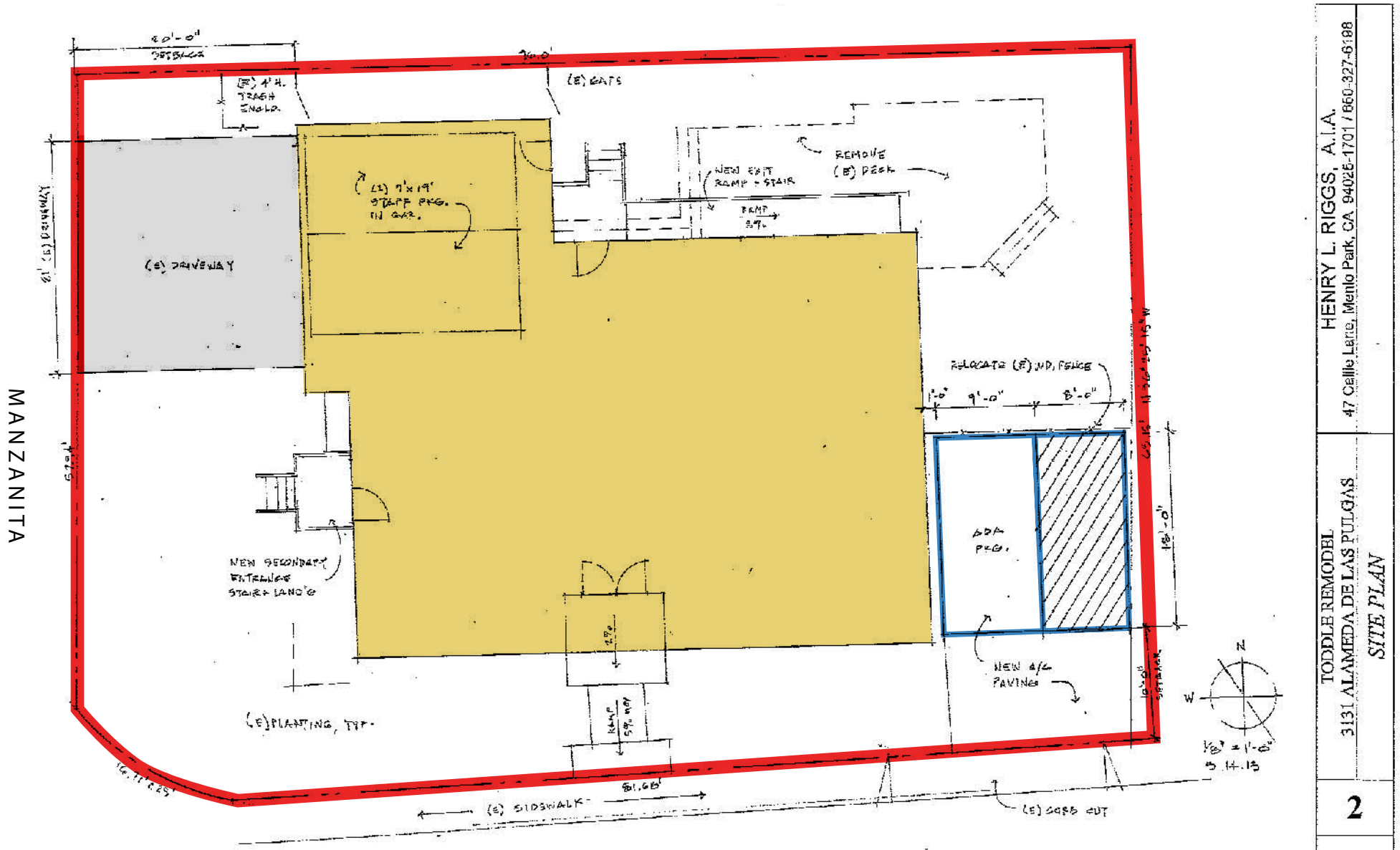
Attachment C



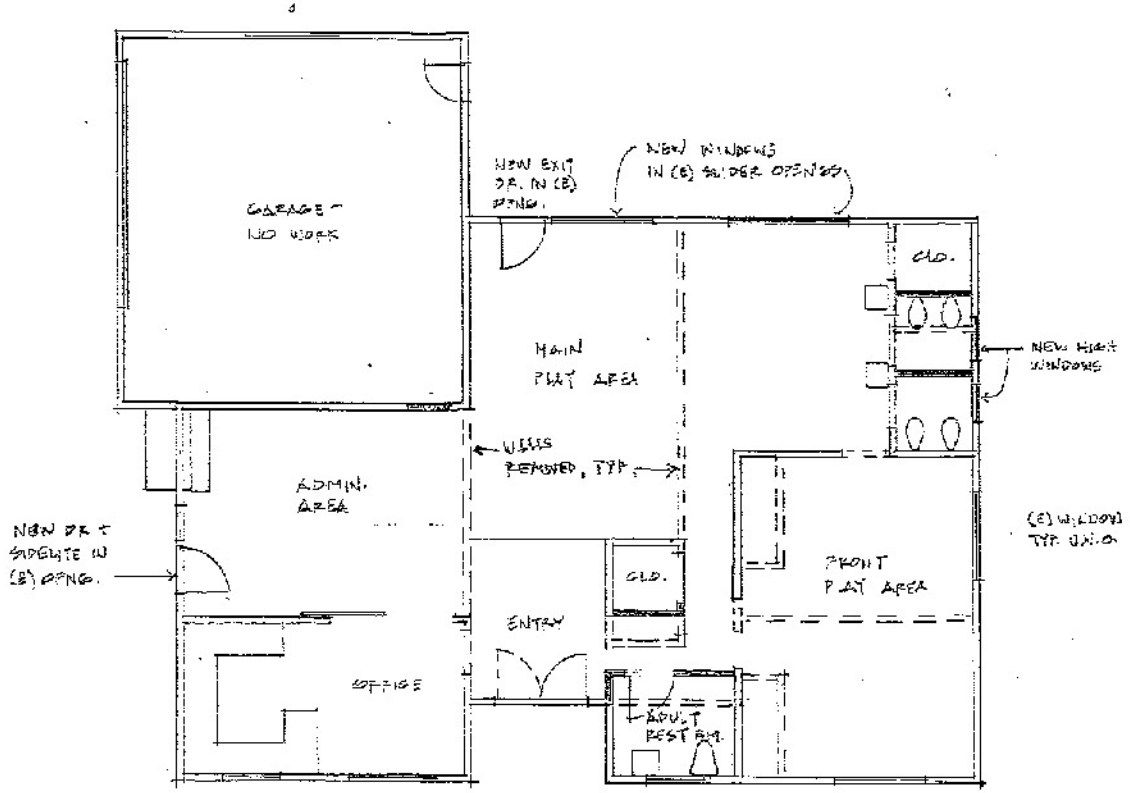
SITE PLAN

ALAMEDA DE LAS PULGAS

San Mateo County Planning Commission Meeting

Owner/Applicant: **3131 Alameda LLC/Toddle LLC** Attachment: **D**

File Numbers: **PLN2013-00191**



FLOOR PLAN
1/8" = 1'-0"

HENRY L. RIGGS, A.I.A.
17 Callie Lane, Menlo Park, CA 94025-1701 / 650-327-6168

TODDLE REMODEL
3131 ALAMEDA DE LAS PULGAS

FLOOR PLAN

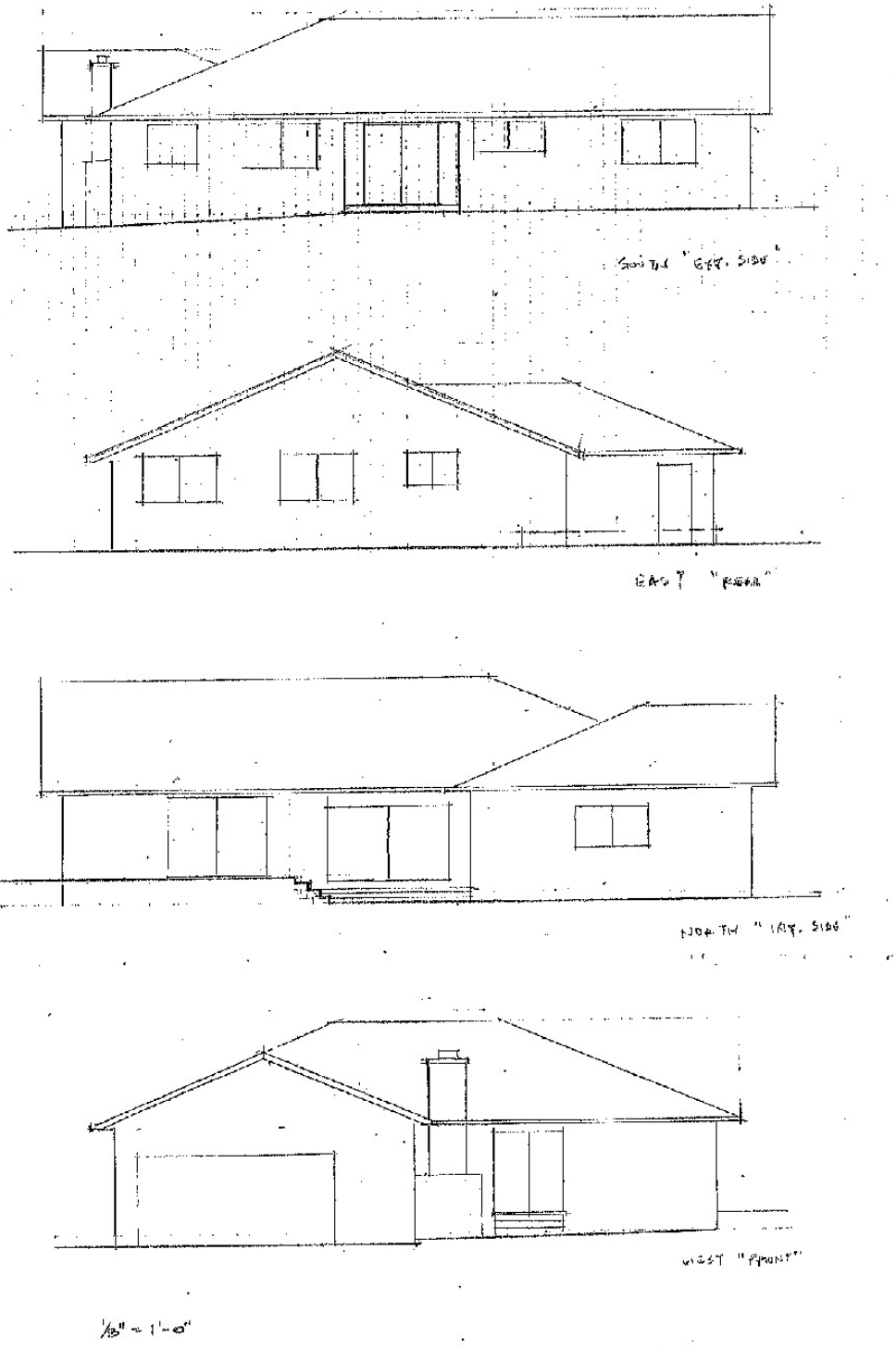
3

FLOOR PLAN

San Mateo County Planning Commission Meeting

Owner/Applicant: **3131 Alameda LLC/Toddle LLC** Attachment: **D**

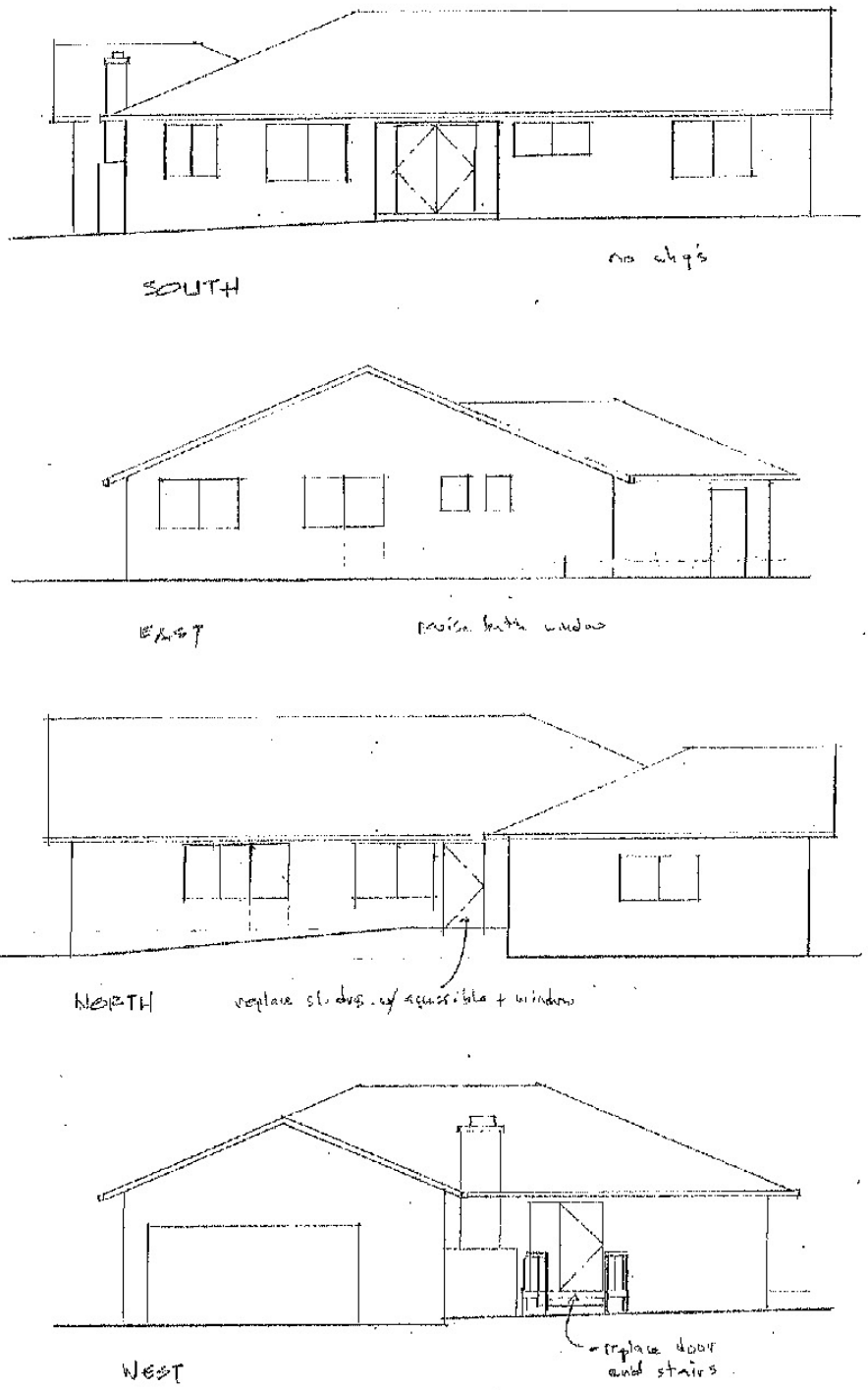
File Numbers: **PLN2013-00191**



1/8" = 1'-0"

(E) EXTERIOR ELEVATIONS

	TODDLE REMODEL 3131 ALAMEDA DE LAS PULGAS	HENRY L. RIGGS, A.I.A. 47 Callie Lane, Menlo Park, CA 94025-1701 / 650-327-8198
	EXISTING BLDG ELEVATIONS	



(P) EXTERIOR ELEVATIONS

	E1	TODDLE REMODEL 3131 ALAMEDA DE LAS PULGAS	HENRY L. RIGGS, A.I.A. 47 Callle Lane, Menlo Park, CA 94025-1701 / 650-327-6198
		NEW BLDG ELEVATIONS	

Attachment E

County of San Mateo
Planning & Building Department
455 County Center, 2nd Floor
Redwood City, California 94063
650/363-4161 Fax: 650/363-4849

Mail Drop PLN122
plngbldg@smcgov.org
www.co.sanmateo.ca.us/planning

February 19, 2014

Toddle LLC
Attn: Heather Hopkins
361 Camino Al Lago
Menlo Park, CA 94027

Dear Ms. Hopkins:

Subject: **LETTER OF DECISION**
File Number: PLN2013-00191
Location: 3131 Alameda in unincorporated West Menlo Park
APN: 074-025-270

On February 12, 2014, the San Mateo County Planning Commission considered your application for a Use Permit to allow operation of a 24-child day care center in an existing single-family residence in the unincorporated West Menlo Park area of San Mateo County.

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the project by adopting the required findings and conditions of approval as identified in Attachment A.

Any interested party aggrieved by the determination of the Planning Commission has the right of appeal to the Board of Supervisors within ten (10) business days from such date of determination. The appeal period for this matter will end at **5:00 p.m.** on February 27, 2014.

Please direct any questions regarding this matter to Dennis Aguirre, Project Planner, at (650)363-1867 or Email: daguirre@smcgov.org.

Sincerely,

Heather Hardy
Planning Commission Secretary

cc: Department of Public Works
Building Inspection Section
Environmental Health Division
CALFIRE
County Assessor
Suzanne Bailey
Hans Johnsens
Alice Brock
Robert Most
S. Roxanne El-Hage
Mary Jo McCarthy
Joann Jester
Eric Jester
Danielle Chritchley
Kathy Schoendorf
Barbara Hefferon
Janet Davis
Julia Rumann
Kathleen McCleary
Elaine MacDonald
Howard Mackey
Micah Saste
Jeffrey Patmon
Cuiyan Dai
Kelly Morehead
Jillian K. Shenk
Andrzej Skoskiewicz
Kristine Tveten
Emily Walling
Kristen Anderson
Catherine Boley
Laurence Akin
Ashley Riley
Sara Maas
Jason Maas
Melissa Baumwald
Allyson Penner
Genni Lawrence
Laura Krane
Courtney Charney
Jocelynn Staley
Blythe Nilsson
Krista Merlino
Krista Potvin
Heather Pietsch
Julia Anderson
Malvika Behl
Laura Hale
Michele Kavanaugh
Lisa Reid
Tori Pickett
Tamara Russel
Michael Kubiak
Lennie Roberts
Michael Mojica
Beth Bishop
Sylvia Westenbroek
Carol Roland
Jenny Brokaw
Peter MacDonald
Priti Morey
Rebecca Garcia

Attachment A

County of San Mateo
Planning and Building Department

FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2013-00191 Hearing Date: February 12, 2014

Prepared By: Dennis P. Aguirre, Project Planner Adopted By: Planning Commission

FINDINGS

Regarding the Environmental Review, Found:

1. That the Mitigated Negative Declaration is complete, correct and adequate, and prepared in accordance with the California Environmental Quality Act and applicable State and County Guidelines.

2. That, on the basis of the Initial Study and comments hereto, there is no evidence that the project, subject to the mitigation measures contained in the Mitigated Negative Declaration, will have a significant effect on the environment.

3. That the Mitigated Negative Declaration reflects the independent judgment of San Mateo County.

4. That the mitigation measures identified in the Mitigated Negative Declaration, agreed to by the applicant, placed as conditions on the project, and identified as part of this public hearing, have been incorporated into the Mitigation and Reporting Plan in conformance with California Public Resources Code Section 21081.6.

Regarding the Use Permit, Found:

5. That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood based on the following:

    a. The potential impacts to traffic and parking have been determined to be less than significant subject the implementation of the following mitigation measures:

        1) The two parking spaces required for the two classrooms associated with the operation of the Center complies with the parking requirements pursuant to Section 6119 of the San Mateo County Zoning Regulations (Parking Spaces

Required: Schools). In addition, the driveway will be widened to accommodate a third designated parking space for drop-offs and pick-ups. In all, the three designated on-site parking spaces and the three non-designated parking areas along Alameda de las Pulgas, plus the ADA space, provide the parking spaces required for drop-offs/pick-ups, during the course of the Center's daily operation to maintain a less than significant parking impact in the neighborhood.

2) By allowing only a maximum of ten (10) drop-offs/pick-ups per hour, up to a maximum of forty (40) drop-offs daily, parking will be available at most times, even if all scheduled drop-offs within a scheduled 30-minute time period arrived at the same time (5 drop-offs), 7 parking spaces would be available to accommodate these activities.

3) The staggered system of drop-offs/pick-ups will also maintain a minimal level of potential cut-through traffic scenarios, since parking will be available most of the time to clients, thereby removing the need to circle around the neighborhood streets for a secondary attempt at drop-offs or pick-ups.

4) The corner location of the Center provides for three off-site (non-designated) drop-off/pick-up areas directly in front of the facility, along Alameda de las Pulgas, such that street crossings to reach the Center do not occur.

b. With regard to noise, the outdoor play activities have been scheduled to coincide when most residents are at work. No noise from outdoor activities will occur during the weekends, since the Center will only offer weekday child care services. Also, temporary noise from construction would also occur only during work on the minor upgrades to the residence. Condition No. 20 has been added to address the issue of construction noise.

c. With regard to visual impacts, only minor exterior modifications are proposed for the facility such that the residential appearance of the structure is not compromised and will not deviate from the residential character of the neighborhood.

d. With regard to essential neighborhood services, the availability of a day care center that offers a flexible program addresses the needs of families that only require short-term child care services without the mandatory long-term enrollment commitment.

CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on February 12, 2014. Minor adjustments to the project may be approved by the Community Development Director if they are consistent with the intent of and are in substantial conformance with this approval.

2. The use permit shall be valid for five (5) years from the date of final approval.

3. The applicant shall apply for a use permit renewal with the applicable fees six (6) months prior to the expiration of the use permit. On each anniversary date of the approval, an administrative review shall be conducted to evaluate traffic and other conditions associated with the operation of the Center.

4. The applicant shall obtain and submit proof of a license from the State of California for the operation of the Center.

5. The hours of operation of the Center shall be from 8:30 a.m. to 6:00 p.m., Monday through Friday.

6. The outdoor daily play times shall be scheduled at the discretion of the operator, to allow two optional and one regular, thirty (30) minute morning sessions, and one regular, forty-five (45) minute afternoon session.

7. No more than forty (40) drop-offs shall be allowed daily.

8. No more than twenty-four (24) children shall be in the Center at any one time.

9. Drop-off and pick-up activities shall occur only in the four designated on-site parking spaces, and three non-designated parking spaces along Alameda de las Pulgas.

10. The operator of the Center shall closely monitor all drop-offs and pick-ups to ensure that vehicles do not block neighbors' driveways or double park during these activities.

11. The operator of the Center shall submit for review to the Planning and Building Department, a client contract agreement to include language requiring that the child care center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the Center; that users park in the designated areas, or on-street parking spaces, to avoid blocking or turning around in neighbor driveways; and that access to the Center shall be via Alameda de las Pulgas and Manzanita Avenue. (See also Condition No. 18 – Mitigation Measure 2).

12. During project construction, the applicant shall, pursuant to Chapter 4.100 of the San Mateo County Ordinance Code, minimize the transport and discharge of stormwater runoff from the construction site into storm drain systems and water bodies by:

    a. Using filtration materials on storm drain covers to remove sediment from dewatering effluent.

    b. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.

c. Removing spoils promptly, and avoiding stockpiling of fill materials, when rain is forecast. If rain threatens, stockpiled soils and other materials shall be covered with a tarp or other waterproof material.

d. Storing, handling, and disposing of construction materials and wastes so as to avoid their entry to the storm drain system or water body.

e. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.

f. Limiting and timing applications of pesticides and fertilizers to avoid polluting runoff.

13. The applicant shall include an erosion and sediment control plan on the plans submitted for the building permit. This plan shall identify the type and location of erosion control devices to be installed upon the commencement of construction in order to maintain the stability of the site and prevent erosion and sedimentation off-site.

14. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works and the respective Fire Authority.

15. No site disturbance shall occur, including any grading or tree removal, until a building permit has been issued, and then only those trees approved for removal shall be removed.

16. To reduce the impact of construction activities on neighboring properties, comply with the following:

a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on-site during construction to prevent debris from blowing onto adjacent properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.

b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.

c. The applicant shall ensure that no construction-related vehicles shall impede through traffic along the rights-of-way on Alameda de las Pulgas and Manzanita Avenue. All construction vehicles shall be parked on-site outside the public rights-of-way or in locations which do not impede safe access on Alameda de las Pulgas and Manzanita Avenue. There shall be no storage of construction vehicles in the public rights-of-way.

17. **Mitigation Measure 1:** Ensure that the third on-site parking space is provided by implementing the planned driveway improvements to widen the existing pad from 26.5 feet

to 27 feet in width. This would provide sufficient width to accommodate three (3) standard 9-foot by 20-foot parking stalls. The driveway modifications could be implemented through minor improvements, including removal of the existing temporary fenced trash receptacle enclosure, and widening of the existing driveway pad by 0.5 feet with additional concrete paving, or installation of grasscrete (or other permeable pavers).

18. **Mitigation Measure 2 (as modified from the Negative Declaration):** The owners/managers of the child care facility shall follow the County's request to allow no more than two drop-offs/pick-ups per 12 minutes, not to exceed ten (10) drop-offs/pick-ups per hour. In addition, client contracts will include language requiring that the child care center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the Center; that users park in the designated areas, or on-street parking spaces, to avoid blocking or turning around in neighbor driveways; and that access to the Center shall be via Alameda de las Pulgas and Manzanita Avenue. (See also Condition No. 11)

19. **Mitigation Measure 3:** The owners/managers of the child care facility shall ensure that sight lines are maintained at the northeast corner of the Alameda de las Pulgas/Manzanita Avenue intersection by keeping tree branches trimmed and shrubs/foliage trimmed to a maximum height of 30 inches (2.5 feet).

20. Noise levels produced by the proposed construction activity shall not exceed the 80-dBA level at any one moment. Construction activities shall be limited to the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction operations shall be prohibited on Sunday and any national holiday.

21. The applicant shall submit a landscape plan, subject to prior consultation with the adjacent neighbors, in order to address potential noise impacts from the operation of the Center, prior to issuance of a building permit. The landscaping shall be installed prior to the Final Inspection for the building permit.

Building Inspection Section

22. Prior to pouring any concrete for foundations, written verification from a licensed surveyor will be required confirming that the setbacks, as shown on the approved plans, have been maintained.

23. An automatic fire sprinkler system will be required. This permit must be issued prior to or in conjunction with the building permit.

24. If a water main extension, upgrade or hydrant is required, this work must be completed prior to the issuance of the building permit or the applicant must submit a copy of an agreement and contract with the water purveyor that will ensure the work will be completed prior to finalizing the permit.

25. A site drainage plan will be required that will demonstrate how roof drainage and site runoff will be directed to an approved disposal area.

26. Sediment and erosion control measures must be installed prior to beginning any site work and maintained throughout the term of the permit. Failure to install or maintain these measures will result in stoppage of construction until the corrections have been made and fees paid for staff enforcement time.

27. All drawings must be drawn to scale and clearly define the whole project and its scope.

28. Please call out the right codes on the code summary: The design and/or drawings shall be done according to the 2013 Edition of the California Building Standards Code, Title 24; the 2013 California Plumbing Code (Part 5); the 2013 California Mechanical Code (Part 4); and the 2013 California Electrical Code (Part 3).

29. Provide cross-sections of an accessible restroom. If you have playground equipment, please provide drawings showing this equipment is accessible (ADA compliant) as well.

30. This is an I-4 Use Day Care Center.

Menlo Park Fire Protection District

31. The new facility will require automatic fire sprinkler protection and an automatic fire alarm system, including manual fire alarm system.

32. After Planning approval, building plans shall be submitted to the Menlo Park Fire Protection District for California Fire Code review.

COUNTY OF SAN MATEO
PLANNING AND BUILDING DEPARTMENT

DATE: February 12, 2014

TO: Planning Commission

FROM: Planning Staff

SUBJECT: EXECUTIVE SUMMARY: Consideration of a Use Permit pursuant to Section 6500 of the San Mateo County Zoning Regulations, to allow operation of a 24-child day care center in an existing single-family residence in the unincorporated West Menlo Park area of San Mateo County.

County File Number: PLN 2013-00191 (Toddle)

PROPOSAL

The applicant is requesting approval of a Use Permit to allow operation of a day care center (Center) in an existing single-family residence in the unincorporated West Menlo Park area of San Mateo County. The proposed maximum allocation will be for 24 preschool children. The child care center will be atypical of the standard facility in that the operations will be based on a business model that targets clientele needing short-term child care services, typically on short notice. Examples include, but are not limited to, stay-at-home parents who do not adhere to a standard nine to five work schedule, home business owners and part-time working professionals. A reservations system will control operations, scheduling drop-offs and pick-ups during the course of the day, starting from 8:30 a.m. until 6:00 p.m., and limited to a maximum of forty (40) drop-offs allowed daily. The use of this system also enables the operators to stagger drop-off and pick-up schedules, thereby alleviating potential issues associated with traffic and parking. Four existing on-site parking spaces are available (two in the garage and two on the driveway), with a fifth space to be added with the widening of the driveway by 0.5 ft., while three on-street spaces (non-designated) are located along Alameda de las Pulgas to facilitate drop-offs and pick-ups. Also, one ADA parking space and loading zone will be provided east of the site accessed via Alameda de las Pulgas. The interior of the residence will be reconfigured to include play areas, administration and office areas, bathrooms, and entryway. Only minor exterior upgrades are proposed for the project: (1) new stair and landing area at the front elevation, (2) removal of an existing deck at the left side elevation to accommodate new exit stairs and ramp, and (3) new exit door and exterior windows also at the left side elevation.

RECOMMENDATION

That the Planning Commission approve the Use Permit, County File Number PLN 2013-00191, based on and subject to the required findings and conditions of approval listed in Attachment A.

SUMMARY

Pursuant to Zoning Regulations Section 6161(k)1, schools are allowed in the R-1(One-Family Residential) Zone subject to the approval of a Use Permit. Although a day care center is not specifically included in this section, the Center is considered a school since it includes an educational component as part of its business model that offers learning activities designed for preschoolers.

In addition, the County's long standing policy is to treat day care centers as schools with regard to zoning, as reflected in the approval of another day care center located at 2060 Avy Avenue in West Menlo Park.

The parking requirement for a school is one per classroom (Section 6119). The Center's interior modifications include two such classroom/play areas. Two existing parking spaces are available in the garage for employees, two in the driveway, while a third will be added with the widening of the driveway by 0.5 ft. The total number of spaces available for drop-offs/pick-ups will be seven (three designated on the driveway, three non-designated on-street, plus one on-site ADA parking space/loading zone).

The establishment of a day care center in this residential area may result in the increase of traffic to a significant level that would negatively impact the neighborhood. A Traffic Study (Study), prepared by the applicant's consultant, provides findings that the traffic impact generated by the Center will only increase to a less than significant level, subject to the implementation of the recommended mitigation measures, including a maximum of forty (40) drop-offs per day and a maximum of ten (10) drop-offs/pick-ups per hour, to ensure that parking will always be available, taken even at the most conservative scenario.

The source of child-related noise generated by the day care facility will be from the outdoor monitored playtime activities scheduled thrice daily. Since the ages of the children range from two to six years old, the anticipated noise from these activities would be considered minimal. The operators have opted to schedule the outdoor activities to coincide when most residents are at work.

Staff is recommending approval of the use permit, finding that the potential impacts to traffic and parking have been determined to be less than significant subject to the recommended conditions of approval.

With regard to noise, the outdoor play activities have been scheduled to coincide when most residents are at work, minimizing noise impacts.

With regard to visual impacts, only minor exterior modifications are proposed for the facility such that the residential appearance of the structure is not compromised and will not deviate from the residential character of the neighborhood.

Finally, with regard to essential neighborhood services, the day care center offers a flexible program that addresses the needs of families that require short-term child care services without the mandatory long-term enrollment commitment.

DPA:jlh/fc – DPAY0055_WJU.DOCX

COUNTY OF SAN MATEO
PLANNING AND BUILDING DEPARTMENT

DATE: February 12, 2014

TO: Planning Commission

FROM: Planning Staff

SUBJECT: Consideration of a Use Permit pursuant to Section 6500 of the San Mateo County Zoning Regulations, to allow operation of a 24-child day care center in an existing single-family residence in the unincorporated West Menlo Park area of San Mateo County.

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RECOMMENDATION

That the Planning Commission approve the Use Permit, County File Number PLN 2013-00191, based on and subject to the required findings and conditions of approval listed in Attachment A.

BACKGROUND

Report Prepared By: Dennis P. Aguirre, Project Planner, Telephone 650/363-1867

Report Reviewed By: Lisa Aozasa, Planning Manager, Telephone 650/363-4852

Applicant/Owner: Toddle LLC/3131 Alameda LLC

Location: 3131 Alameda de las Pulgas, Menlo Park (unincorporated San Mateo County)

APN: 074-025-270

Parcel Size: 6,175 sq. ft.

Parcel Legality: Developed Parcel

Existing Zoning: R-1/S-72 ((Single-Family Residential District/S-72 Combining District with 5,000 sq. ft. minimum parcel size)

General Plan Designation: Single-Family Residential

Sphere-of-Influence: City of Menlo Park

Existing Land Use: Medium Density Residential

Water Supply: California Water Service Company

Sewage Disposal: West Bay Sanitary District

Flood Zone: Zone X, Areas of Minimal Flooding

Environmental Evaluation: Negative Declaration published with a review period of January 22, 2014 to February 10, 2014.

Setting: The site is located in a residential neighborhood in the unincorporated West Menlo Park area, on the corner of Alameda de las Pulgas, which is designated as an Arterial Collector Street, and Manzanita Avenue. The site is fairly flat in topography. Trees line the streets throughout this neighborhood area.

DISCUSSION

A. KEY ISSUES

1. Conformance with the County General Plan

Upon review of the applicable provisions of the General Plan, staff has determined that the project complies with all applicable General Plan Policies, including the following:

Visual Quality Policy 4.14(a) requires development to promote and enhance good design, site relationships, and other aesthetic considerations. The proposed day care center will be operated in an existing single-family residence. Only minor exterior upgrades are proposed for the project, such as a new stair and landing area at the front elevation, the removal of an existing deck at the left side elevation to accommodate new exit stairs and ramp, and a new exit door and exterior windows also at the left side elevation. The interior will be reconfigured to include play areas, administration and office areas, bathrooms and entryway. Also, the existing driveway will be widened to accommodate an additional parking space. The existing views from the neighboring residences will not be adversely impacted by this project.

Urban Land Use Policy 8.3a (*Land Use Objectives for Urban Neighborhoods*) calls for planning Urban Neighborhoods to be primarily, though not exclusively, single-family residential areas which appear and function as residential neighborhoods of contiguous cities.

The project site is located in West Menlo Park, which is designated as an Urban Neighborhood (*Land Use* Policy 8.9). Although this neighborhood area is predominantly a residential community, other institutional uses, such as day care centers and schools, are located in the area to serve the needs of the community.

Urban Land Use Policy 8.34 (*Uses*) allows uses in zoning districts that are consistent with the overall land use designation. The approval of a Use Permit will allow the operation of the day care center in this residential zone, consistent with the allowed institutional uses in residential areas.

Urban Land Use Policy 8.39 (*Parking Requirements*) regulates minimum on-site parking requirements and parking development standards in order to: (1) accommodate the parking needs of development, (2) provide convenient and safe access, (3) prevent congestion of public streets, and (4) establish orderly development patterns. The parking regulations require one parking space per classroom in a school. There are two designated parking spaces on the driveway to accommodate the two interior classroom/play areas in the Center.

2. Conformance with Zoning Regulations

Permitted/Conditional Uses

Pursuant to Zoning Regulations Section 6161(k)1, schools are allowed in the R-1(One-Family Residential) Zone subject to the approval of a Use Permit. Although a day care center is not specifically included in this section, the Center is considered a school since it includes an educational component as part of its business model that offers learning activities designed for preschoolers. Under the care and tutelage of two Early Childhood educators, both holding degrees in Early Childhood Education, and certified in pediatric CPR and First Aid, the children will explore music,

art, movement, words and numbers with the aid of creative materials. According to the California Community Care Licensing Division (Division), child care facilities should provide activities to help preschool children grow mentally, physically, socially, and emotionally. The Division's Manual of Policies and Procedures defines a Child Care Center to mean any child care facility of any capacity, other than a family child care home, in which less than 24-hour per day nonmedical care and supervision are provided to children in a group setting. The County's long standing policy that treats day care centers as schools with regard to zoning is reflected in the approval of another day care center located in close proximity to this project. The University Heights Montessori, located at 2060 Avy Avenue in West Menlo Park, was approved on November 7, 1991 for a Use Permit (PLN 1999-0088) to operate a 30-child preschool/day care facility located in the same R-1/S-72 Residential Zoning District as the Center, with subsequent Use Permit renewals also having been approved.

Development Standards

The following table summarizes the existing single-family dwelling's conformity with the development standards of the R-1/S-72 Zoning District. As previously mentioned, the proposed upgrades are minor in scope that do not alter the existing conditions of the residence relative to compliance with zoning standards.

Development Regulations	Required	Existing	Proposed
Building Site Area	5,000 sq. ft.	6,175 sq. ft.	No Change
Minimum Front Yard Setback	20 ft.	20 ft.	No Change
Minimum Rear Yard Setback	20 ft.	18 ft.	No Change
Minimum Right Side Setback	10 ft.	10 ft.	No Change
Minimum Left Side Setback	5 ft.	5 ft.	No Change
Maximum Height	28 ft.	18 ft.	No Change
Maximum Lot Coverage	50%	34%	35%
Maximum Floor Area Ratio	3,105 sq. ft.	2,118 sq. ft.	No Change

3. Conformance with Parking Regulations

As previously discussed in Section 1, the required parking space is one per classroom. The Center's interior modifications include two such classroom/play areas. Two existing parking spaces are available in the driveway, while a third will be added with the widening of the driveway by 0.5 ft. The total number of spaces available for drop-offs/pick-ups will be 7 (3 designated on the driveway, 3 non-designated on-street, plus one on-site ADA parking space/loading zone).

4. Performance Issues

a. Traffic

The choice of a corner location is optimal since parking is available on two streets and access is immediate from a main thoroughfare, which in this case is Alameda de las Pulgas, thereby eliminating the need to drive further down Manzanita Avenue. As previously mentioned, the child care center will be atypical of the standard facility in that the operations will be based on a business model that targets clientele needing short-term child care services, typically on short notice. A reservations system will be used to schedule drop-offs and pick-ups starting from 8:30 a.m. until 6:00 p.m. The daily operation will allow only a maximum of forty (40) drop-offs daily, with no more than 24 children being cared for at any one time. The use of the reservations system will be used to stagger drop-off and pick-up schedules, in order to alleviate potential traffic and parking issues. Two options, the Penguin Playgroup and the Open Play schedules, govern the daily operation of the Center. Drop-off is from 8:30 a.m. to 10:00 a.m., while pick-up is from 12:30 p.m. to 2:00 p.m. for the Penguin Playgroup program. The Open Play program provides for the more flexible option wherein drop-offs and pick-ups may be scheduled at any time within any maximum four-hour day care service. Pre-prepared food is offered during meal times (snack/lunch). Outdoor activities are scheduled thrice daily. The morning sessions are from 9:30 a.m. to 10:00 a.m. (optional), and 11:00 a.m. to 11:30 a.m., while the afternoon session is from 2:00 p.m. to 2:45 p.m., coinciding when neighbors are least likely to be home.

The establishment of a day care center in this residential area may result in the increase of traffic to a significant level that would negatively impact the neighborhood. A Traffic Study (Study) (see Attachment D, as part of the Negative Declaration) prepared by the applicant's consultant, Kimley-Horn and Associates, Inc., provides findings that the traffic impact generated by the Center will only increase to a less than significant level, subject to the implementation of the recommended mitigation measures. Although the Study was conducted when schools were not in session, the data was adjusted upward to reflect traffic patterns when school would be in session. The Study was referred to the Department of Public Works for review and comment. The Department of Public Works concurs with the analysis and recommended mitigation measures.

Based on the Study, the operations will generate an anticipated total number of 164 daily trips, operationally adjusted to 160 (less 4 off-peak trips attributed to staff). Compared to the 106 daily trips generated by a standard day care center allocating the same number of 24 preschool children, as referenced in the International Transportation Engineers (ITE) Manual, the project will generate a higher number of daily trips. Despite this difference, the project has

lowered the number of peak hour trips based on its ability to regulate and stagger drop-offs and pick-ups using the reservations system. Critical to the maintaining the less than significant level of traffic impact associated with the daily operation of the Center is the daily allowance of only a maximum of ten (10) drop-offs/pick-ups per hour, to ensure that parking will always be available, taken even at the most conservative scenario. To illustrate this scenario, if all scheduled drop-offs within a scheduled 30-minute time period arrived at the same time (5 drop-offs), 7 parking spaces would be available to accommodate these activities (three on the driveway, three on-street non-designated spaces and one on-site ADA parking space/loading zone), thereby alleviating potential traffic issues. Controlling the drop-off/pick-up activities also translates to a minimal level of potential cut-through scenarios, since parking will be available to clients, thereby removing the need to circle around the neighborhood streets for a secondary attempt at drop-offs or pick-ups. Also, clients will be accepted subject to the execution of a client contract agreement with the Center (See Condition No. 11).

The current Level of Service (LOS) for the intersection at Manzanita Avenue and Alameda de las Pulgas is at level D or better, except for the northbound approach, which operates at an unacceptable LOS E level during peak a.m. hours. According to the San Mateo County significance criteria for intersections, a project impact occurs if the volume-to-capacity (V/C) ratio at this LOS E intersection increases by 0.02 or more with the addition of the project. The Study has determined that the V/C ratio increases by only 0.01 with the addition of the project, thereby concluding that no significant impact occurs with the added traffic volume at this intersection.

b. Noise

The source of child-related noise generated by the day care facility will be from the outdoor monitored playtime activities scheduled thrice daily. Since the ages of the children range from 2 to 6 years old, the anticipated noise from these activities would be considered minimal. The operators have opted to schedule the outdoor activities to coincide when most residents are at work. Since the day care center will only operate during weekdays, no noise impacts will occur during evenings and weekends. Also, temporary noise from construction would also occur only during work on the minor upgrades to the residence. Condition No. 20 has been added to address the issue of construction noise.

5. Conformance with Use Permit Findings

As previously mentioned in Section 2, schools are allowed in the R-1 (One-Family Residential) Zone subject to the approval of a Use Permit, pursuant to Zoning Regulations Section 6161(k)1. Day care

centers/preschools are considered to be the equivalent to schools within the context of the County's Zoning Regulations.

Section 6503 of the San Mateo County Zoning Regulations requires that the following finding be made in order to approve a use permit: "That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood."

In order to support this finding, staff has determined the following:

a. The potential impacts to traffic and parking have been determined to be less than significant subject to the implementation of the following mitigation measures:

    1) The two parking spaces required for the two classrooms associated with the operation of the Center comply with the parking requirements pursuant to Section 6119 of the San Mateo County Zoning Regulations (Parking Spaces Required). In addition, the driveway will be widened to accommodate a third designated parking space for drop-offs and pick-ups. In all, the three designated on-site parking spaces and the three non-designated parking areas along Alameda de las Pulgas, plus the ADA space, provide the parking spaces required for drop-offs/pick-ups, during the course of the Center's daily operation to maintain a less than significant parking impact in the neighborhood.

    2) By allowing only a maximum of ten (10) drop-offs/pick-ups per hour, up to a maximum of forty (40) drop-offs daily, parking will always be available at most times, even if all scheduled drop-offs within a scheduled 30-minute time period arrived at the same time (5 drop-offs), 7 parking spaces would be available to accommodate these activities.

    3) The staggered system of drop-offs/pick-ups will also maintain a minimal level of potential cut-through scenarios, since parking will be available most of the time to clients, thereby removing the need to circle around the neighborhood streets for a secondary attempt at drop-offs or pick-ups.

    4) The corner location of the Center provides for three off-site (non-designated) drop-off/pick-up areas directly in front of the facility, along Alameda de las Pulgas, such that street crossings to reach the Center do not occur.

b. With regard to noise, the outdoor play activities have been scheduled to coincide when most residents are at work. No noise from outdoor activities will occur during the weekends, since the Center will only offer weekday child care services. Also, temporary noise from

construction would also occur only during work on the minor upgrades to the residence. Condition No. 20 has been added to address this issue of construction noise.

c. With regard to visual impacts, only minor exterior modifications are proposed for the facility such that the residential appearance of the structure is not compromised and will not deviate from the residential character of the neighborhood.

d. With regard to essential neighborhood services, the availability of a day care center that offers a flexible program addresses the needs of families that only require short-term child care services without the mandatory long-term enrollment commitment.

B. ENVIRONMENTAL REVIEW

Due to potential traffic impacts associated with the project, a negative declaration has been prepared for the project, pursuant to the California Environmental Quality Act (CEQA). The negative declaration (Attachment D) was published on January 22, 2014, with a review period ending on February 10, 2014. As of the writing of this report, no comments have been received. Any comments received will be addressed at the public hearing. In order to reduce traffic impacts to a less than significant level, mitigation measures have been included as part of the conditions for approval (see Attachment A), to include the widening of the driveway by 0.5 ft. in order to accommodate a third parking space to be used for drop-offs/pick-ups; keeping the height of shrubs/foliage to a maximum of 30 inches, and keeping tree branches trimmed, in order that sight lines are maintained at the northeast corner of the Alameda de las Pulgas/Manzanita Avenue intersection; and the allowance of a maximum of ten (10) drop-offs/pick-ups per hour. In addition, client contracts will include language requiring that the child care center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the Center; that users park in the designated areas, or on-street parking spaces, to avoid blocking or turning around in neighbor driveways.

C. OTHER REVIEWING AGENCIES

Building Inspection Section
Department of Public Works
Menlo Fire Protection District
West Bay Sanitary District

ATTACHMENTS

A. Recommended Findings and Conditions of Approval
B. Vicinity Map
C. Project Plans
D. Negative Declaration
E. Site Photos

Note: Negative Declaration included as Att. F staff report.

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Attachment A

County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2013-00191 Hearing Date: February 12, 2014

Prepared By: Dennis P. Aguirre
Project Planner

For Adoption By: Planning Commission

RECOMMENDED FINDINGS

Regarding the Environmental Review, Find:

1. That the Mitigated Negative Declaration is complete, correct and adequate, and prepared in accordance with the California Environmental Quality Act and applicable State and County Guidelines.

2. That, on the basis of the Initial Study and comments hereto, there is no evidence that the project, subject to the mitigation measures contained in the Mitigated Negative Declaration, will have a significant effect on the environment.

3. That the Mitigated Negative Declaration reflects the independent judgment of San Mateo County.

4. That the mitigation measures identified in the Mitigated Negative Declaration, agreed to by the applicant, placed as conditions on the project, and identified as part of this public hearing, have been incorporated into the Mitigation and Reporting Plan in conformance with California Public Resources Code Section 21081.6.

Regarding the Use Permit, Find:

5. That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood based on the following:

    a. The potential impacts to traffic and parking have been determined to be less than significant subject the implementation of the following mitigation measures:

        1) The two parking spaces required for the two classrooms associated with the operation of the Center complies with the parking requirements pursuant to Section 6119 of the San Mateo County

Zoning Regulations (Parking Spaces Required). In addition, the driveway will be widened to accommodate a third designated parking space for drop-offs and pick-ups. In all, the three designated on-site parking spaces and the three non-designated parking areas along Alameda de las Pulgas, plus the ADA space, provide the parking spaces required for drop-offs/pick-ups, during the course of the Center's daily operation to maintain a less than significant parking impact in the neighborhood.

2) By allowing only a maximum of ten (10) drop-offs/pick-ups per hour, up to a maximum of forty (40) drop-offs daily, parking will always be available at most times, even if all scheduled drop-offs within a scheduled 30-minute time period arrived at the same time (5 drop-offs), 7 parking spaces would be available to accommodate these activities.

3) The staggered system of drop-offs/pick-ups will also maintain a minimal level of potential cut-through scenarios, since parking will be available most of the time to clients, thereby removing the need to circle around the neighborhood streets for a secondary attempt at drop-offs or pick-ups.

4) The corner location of the Center provides for three off-site (non-designated) drop-off/pick-up areas directly in front of the facility, along Alameda de las Pulgas, such that street crossings to reach the Center do not occur.

b. With regard to noise, the outdoor play activities have been scheduled to coincide when most residents are at work. No noise from outdoor activities will occur during the weekends, since the Center will only offer weekday child care services. Also, temporary noise from construction would also occur only during work on the minor upgrades to the residence. Condition No. 20 has been added to address this issue of construction noise.

c. With regard to visual impacts, only minor exterior modifications are proposed for the facility such that the residential appearance of the structure is not compromised and will not deviate from the residential character of the neighborhood.

d. With regard to essential neighborhood services, the availability of a day care center that offers a flexible program, addresses the needs of families that only require short-term child care services without the mandatory long-term enrollment commitment.

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on February 12, 2014. Minor adjustments to the project

may be approved by the Community Development Director if they are consistent with the intent of and are in substantial conformance with this approval.

2. The use permit shall be valid for five (5) years from the date of final approval.

3. The applicant shall apply for a use permit renewal with the applicable fees six (6) months prior to the expiration of the use permit. On each anniversary date of the approval, an administrative review shall be conducted to evaluate traffic and other conditions associated with the operation of the Center.

4. The applicant shall obtain and submit proof of a license from the State of California for the operation of the Center.

5. The hours of operation of the Center shall be from 8:30 a.m. to 6:00 p.m., Monday through Friday.

6. Children shall remain indoors, except during outdoor play in the morning scheduled from 9:30 a.m. to 10:00 a.m. (optional), and 11:00 a.m. to 11:30 a.m., and in the afternoon from 2:00 p.m. until 2:45 p.m.

7. No more than forty (40) drop-offs shall be allowed daily.

8. No more than twenty-four (24) children shall be in the Center at any one time.

9. Drop-off and pick-up activities shall occur only in the four designated on-site parking spaces, and three non-designated parking spaces along Alameda de las Pulgas.

10. The operator of the Center shall closely monitor all drop-offs and pick-ups to ensure that vehicles do not block neighbors' driveways or double park during these activities.

11. The operator of the Center shall submit for review to the Planning and Building Department, a client contract agreement to include language requiring that the child care center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the Center; that users park in the designated areas, or on-street parking spaces, to avoid blocking or turning around in neighbor driveways; and that access to the Center shall be via Alameda de las Pulgas and Manzanita Avenue.

12. During project construction, the applicant shall, pursuant to Chapter 4.100 of the San Mateo County Ordinance Code, minimize the transport and discharge of stormwater runoff from the construction site into storm drain systems and water bodies by:

    a. Using filtration materials on storm drain covers to remove sediment from dewatering effluent.

    b. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.

c. Removing spoils promptly, and avoiding stockpiling of fill materials, when rain is forecast. If rain threatens, stockpiled soils and other materials shall be covered with a tarp or other waterproof material.

d. Storing, handling, and disposing of construction materials and wastes so as to avoid their entry to the storm drain system or water body.

e. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.

f. Limiting and timing applications of pesticides and fertilizers to avoid polluting runoff.

13. The applicant shall include an erosion and sediment control plan on the plans submitted for the building permit. This plan shall identify the type and location of erosion control devices to be installed upon the commencement of construction in order to maintain the stability of the site and prevent erosion and sedimentation off-site.

14. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works and the respective Fire Authority.

15. No site disturbance shall occur, including any grading or tree removal, until a building permit has been issued, and then only those trees approved for removal shall be removed.

16. To reduce the impact of construction activities on neighboring properties, comply with the following:

    a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on-site during construction to prevent debris from blowing onto adjacent properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.

    b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.

    c. The applicant shall ensure that no construction-related vehicles shall impede through traffic along the rights-of-way on Alameda de las Pulgas and Manzanita Avenue. All construction vehicles shall be parked on-site outside the public rights-of-way or in locations which do not impede safe access on Alameda de las Pulgas and Manzanita Avenue. There shall be no storage of construction vehicles in the public rights-of-way.

17. **Mitigation Measure 1:** Ensure that the third on-site parking space is provided by implementing the planned driveway improvements to widen the existing pad from 26.5 feet to 27 feet in width. This would provide sufficient width to accommodate three (3) standard 9-foot by 20-foot parking stalls. The driveway modifications

could be implemented through minor improvements, including removal of the existing temporary fenced trash receptacle enclosure, and widening of the existing driveway pad by 0.5 feet with additional concrete paving, or installation of grasscrete (or other permeable pavers).

18. **Mitigation Measure 2 (as modified from the Negative Declaration):** The owners/managers of the child care facility shall follow the County's request to allow no more than ten (10) drop-offs/pick-ups per hour. In addition, client contracts will include language requiring that the child care center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the Center; that users park in the designated areas, or on-street parking spaces, to avoid blocking or turning around in neighbor driveways; and that access to the Center shall be via Alameda de las Pulgas and Manzanita Avenue.

19. **Mitigation Measure 3:** The owners/managers of the child care facility shall ensure that sight lines are maintained at the northeast corner of the Alameda de las Pulgas/Manzanita Avenue intersection by keeping tree branches trimmed and shrubs/foliage trimmed to a maximum height of 30 inches (2.5 feet).

20. Noise levels produced by the proposed construction activity shall not exceed the 80-dBA level at any one moment. Construction activities shall be limited to the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction operations shall be prohibited on Sunday and any national holiday.

Building Inspection Section

21. Prior to pouring any concrete for foundations, written verification from a licensed surveyor will be required confirming that the setbacks, as shown on the approved plans, have been maintained.

22. An automatic fire sprinkler system will be required. This permit must be issued prior to or in conjunction with the building permit.

23. If a water main extension, upgrade or hydrant is required, this work must be completed prior to the issuance of the building permit or the applicant must submit a copy of an agreement and contract with the water purveyor that will ensure the work will be completed prior to finalizing the permit.

24. A site drainage plan will be required that will demonstrate how roof drainage and site runoff will be directed to an approved disposal area.

25. Sediment and erosion control measures must be installed prior to beginning any site work and maintained throughout the term of the permit. Failure to install or maintain these measures will result in stoppage of construction until the corrections have been made and fees paid for staff enforcement time.

26. All drawings must be drawn to scale and clearly define the whole project and its scope.

27. Please call out the right codes on the code summary: The design and/or drawings shall be done according to the 2013 Edition of the California Building Standards Code, Title 24; the 2013 California Plumbing Code (Part 5); the 2013 California Mechanical Code (Part 4); and the 2013 California Electrical Code (Part 3).

28. Provide cross-sections of an accessible restroom. If you have playground equipment, please provide drawings showing this equipment is accessible (ADA compliant) as well.

29. This is an I-4 Use Day Care Center.

Menlo Park Fire Protection District

30. The new facility will require automatic fire sprinkler protection and an automatic fire alarm system, including manual fire alarm system.

31. After Planning approval, building plans shall be submitted to the Menlo Park Fire Protection District for California Fire Code review.

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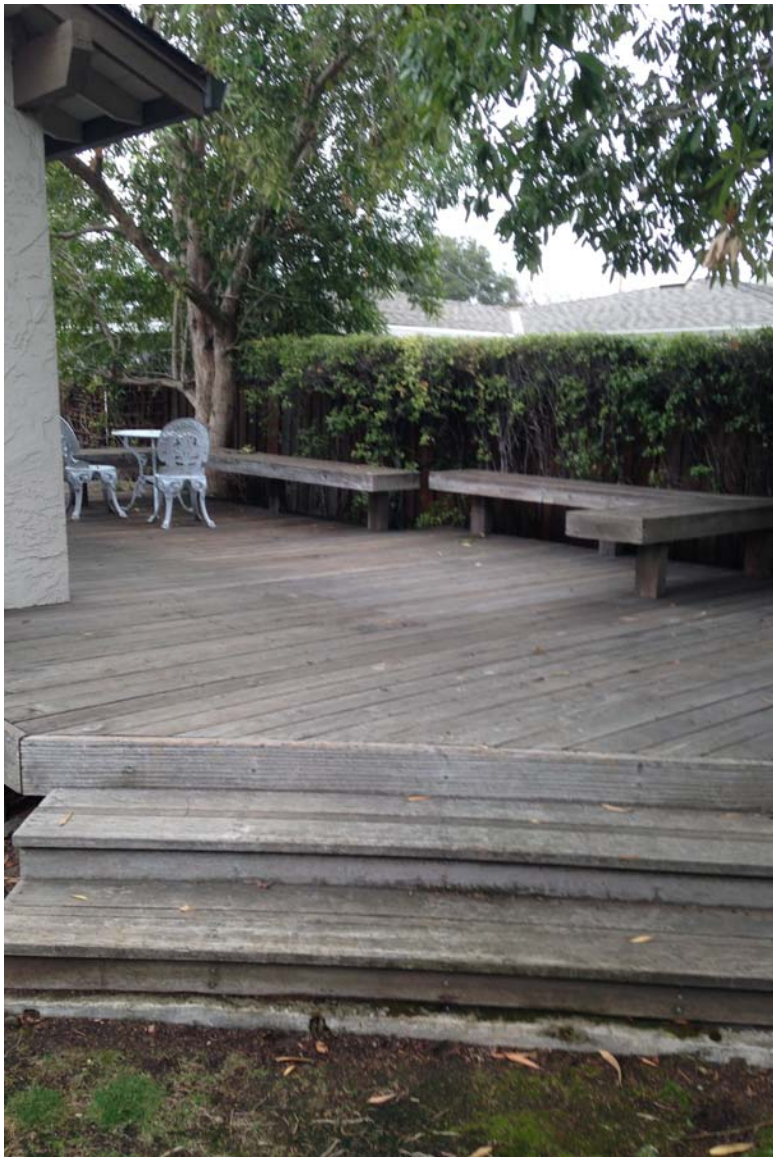
San Mateo County Planning Commission Meeting

Owner/Applicant: **3131 Alameda LLC/Toddle LLC** Attachment: **E**

File Numbers: **PLN2013-00191**



San Mateo County Planning Commission Meeting

Owner/Applicant: **3131 Alameda LLC/Toddle LLC** Attachment: **E**

File Numbers: **PLN2013-00191**

San Mateo County Planning Commission Meeting

Owner/Applicant: **3131 Alameda LLC/Toddle LLC** Attachment: **E**

File Numbers: **PLN2013-00191**

San Mateo County Planning Commission Meeting

Owner/Applicant: **3131 Alameda LLC/Toddle LLC** Attachment: **E**

File Numbers: **PLN2013-00191**

County of San Mateo
Planning and Building Department

INITIAL STUDY
ENVIRONMENTAL EVALUATION CHECKLIST
(To Be Completed by Planning Department)

1. **Project Title:** Toddle LLC Day Care Center

2. **County File Number:** PLN 2013-00191

3. **Lead Agency Name and Address:** County of San Mateo Planning and Building Department, 455 County Center, Second Floor, Redwood City, CA 94063

4. **Contact Person and Phone Number:** Dennis P. Aguirre, Project Planner, 650/363-1867

5. **Project Location:** 3131 Alameda de las Pulgas, Menlo Park

6. **Assessor's Parcel Number and Size of Parcel:** 074-025-270; 6,175 sq. ft.

7. **Project Sponsor's Name and Address:** Toddle LLC, 361 Camino Al Lago, Menlo Park, CA 94027

8. **General Plan Designation:** Residential

9. **Zoning:** R-1/S-72 (Single-Family Residential/S-72 Combining District)

10. **Description of the Project:** The applicant is requesting approval of a Use Permit to allow operation of a day care center in an existing single-family residence in the unincorporated West Menlo Park area of San Mateo County. The proposed maximum allocation will be for 24 pre-school children. The child care center will be atypical of the standard facility in that the operations will be based on a business model that targets clientele needing short-term child care services, typically on short notice. Examples include, but are not limited to, stay-at-home parents who do not adhere to a standard nine to five work schedule, home business owners and part-time working professionals. A reservations system will be the control center of operations, scheduling drop-offs and pick-ups during the course of the day, starting from 8:30 a.m. until 6:00 p.m., and limited to a maximum of forty (40) drop-offs allowed daily. The use of this system also enables the operators to stagger drop-off and pick-up schedules, thereby alleviating potential issues associated with traffic and parking. Four existing on-site parking spaces are available (two in the garage and two on the driveway), while three on-street spaces (non-designated) are located along Alameda de las Pulgas to facilitate drop-offs and pick-ups. Also, one ADA parking space and loading zone will be provided east of the site accessed via Alameda de las Pulgas. The interior of the residence will be reconfigured to include play areas, administration and office areas, bathrooms, and entryway. Only minor exterior upgrades are proposed for the project: (1) new stair and landing area at the front elevation, (2) removal of an existing deck at the left side elevation to accommodate new exit stairs and ramp, and (3) new exit door and exterior windows also at the left side elevation.

11. **Surrounding Land Uses and Setting:** The site is located in a residential neighborhood in the unincorporated West Menlo Park area, on the corner of Alameda de las Pulgas, which is

designated as an Arterial Collector Street, and Manzanita Avenue. The site is fairly flat in topography. Trees line the streets throughout this neighborhood area.

12. **Other Public Agencies Whose Approval is Required:** None

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" or "Significant Unless Mitigated" as indicated by the checklist on the following pages.

X	Aesthetics	X	Climate Change		Population/Housing
	Agricultural and Forest Resources	X	Hazards and Hazardous Materials		Public Services
X	Air Quality	X	Hydrology/Water Quality		Recreation
X	Biological Resources	X	Land Use/Planning	X	Transportation/Traffic
	Cultural Resources		Mineral Resources	X	Utilities/Service Systems
X	Geology/Soils	X	Noise	X	Mandatory Findings of Significance

EVALUATION OF ENVIRONMENTAL IMPACTS

1. A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).

2. All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.

3. Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.

4. "Negative Declaration: Less Than Significant with Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from "Earlier Analyses," as described in 5. below, may be cross-referenced).

5. Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration (Section 15063(c)(3)(D)). In this case, a brief discussion should identify the following:

   a. Earlier Analysis Used. Identify and state where they are available for review.

   b. Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.

   c. Mitigation Measures. For effects that are "Less Than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.

6. Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.

7. Supporting Information Sources. Sources used or individuals contacted should be cited in the discussion.

1. AESTHETICS. Would the project:				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
1.a. Have a significant adverse effect on a scenic vista, views from existing residential areas, public lands, water bodies, or roads?			X	
Discussion: The proposed day care center will be operated in an existing single-family residence. Only minor exterior upgrades are proposed for the project, such as a new stair and landing area at the front elevation, the removal of an existing deck at the left side elevation to accommodate new exit stairs and ramp, and a new exit door and exterior windows also at the left side elevation. The interior will be reconfigured to include play areas, administration and office areas, bathrooms and entryway. Also, the existing driveway will be widened to accommodate an additional parking space. The existing views from the neighboring residences will not be adversely impacted by this project. **Source:** Project Plans; Field Observation and County GIS Resource Maps.				
1.b. Significantly damage or destroy scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?				X

Discussion: The project is not located within a State Scenic Highway. Reference response to Section 1.a. above. **Source:** Project Plans; Field Observation and County GIS Resource Maps.					
1.c.	Significantly degrade the existing visual character or quality of the site and its surroundings, including significant change in topography or ground surface relief features, and/or development on a ridgeline?			X	
Discussion: Reference response to Section 1.a. above. **Source:** Project Plans and Field Observation.					
1.d.	Create a new source of significant light or glare that would adversely affect day or nighttime views in the area?			X	
Discussion: No new sources of light are proposed for this project. Reference response to Section 1.a. above. **Source:** Project Plans and Field Observation.					
1.e.	Be adjacent to a designated Scenic Highway or within a State or County Scenic Corridor?				X
Discussion: N/A; the site is not located adjacent to a Scenic Highway or within a State or County Scenic Corridor. Reference response to Section 1.a. above. **Source:** Project Plans and Field Observation.					
1.f.	If within a Design Review District, conflict with applicable General Plan or Zoning Ordinance provisions?				X
Discussion: N/A; the project site is not located within any Design Review District. Reference response to Section 1.a. above. **Source:** Project Plans and Field Observation.					
1.g.	Visually intrude into an area having natural scenic qualities?			X	
Discussion: No areas that have natural scenic qualities are located within this developed urban residential area. Reference response to Section 1.a. above. **Source:** Project Plans and Field Observation.					

2.	**AGRICULTURAL AND FOREST RESOURCES.** In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the State's inventory of forestland, including the Forest and Range Assessment Project and the Forest Legacy Assessment Project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:				
		Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
2.a.	For lands outside the Coastal Zone, convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland) as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				X
Discussion: N/A; the project site is not located in an Agricultural Zoning District. The parcel is located in an urban residential zone and is not intended for agricultural use or production. **Source:** Project Plans and Field Observation.					
2.b.	Conflict with existing zoning for agricultural use, an existing Open Space Easement, or a Williamson Act contract?				X
Discussion: Reference response to Section 2.a. above. **Source:** Project Plans and Field Observation.					
2.c.	Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forestland to non-forest use?				X
Discussion: Reference response to Section 2.a. above. **Source:** Project Plans and Field Observation.					
2.d.	For lands within the Coastal Zone, convert or divide lands identified as Class I or Class II Agriculture Soils and Class III Soils rated good or very good for artichokes or Brussels sprouts?				X

Discussion: The project site is not located in the Coastal Zone. Reference response to Section 2.a. above. **Source:** Project Plans and Field Observation.					
2.e.	Result in damage to soil capability or loss of agricultural land?				X
Discussion: Reference response to Section 2.a. above. **Source:** Project Plans and Field Observation.					
2.f.	Conflict with existing zoning for, or cause rezoning of, forestland (as defined in Public Resources Code Section 12220(g)), timberland (as defined by Public Resources Code Section 4526), or timberland zoned Timberland Production (as defined by Government Code Section 51104(g))? *Note to reader: This question seeks to address the economic impact of converting forestland to a non-timber harvesting use.*				X
Discussion: N/A; the project site is not located in a forestland/timberland area. **Source:** Project Plans and Field Observation.					

3.	**AIR QUALITY**. Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:				
		Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
3.a.	Conflict with or obstruct implementation of the applicable air quality plan?			X	
Discussion: The operations of the day care center may result in temporary generation of pollutants related to the slight increase in motor vehicle emissions resulting from the drop-off and pick-up activities related to the day care center's operations. However, the project would not result in the generation of a significant level of pollutants. Section 2-1-113.1.3 (*Exemption, Sources and Operations, Any Vehicle*) of the General Requirements of the Bay Area Air Quality Management District exempts sources of air pollution associated with the operation of vehicles. No additional mitigation measures are necessary. **Source:** Bay Area Air Quality Management District (BAAQMD) Regulation 2, Rule1: General Requirements.					

3.b.	Violate any air quality standard or contribute significantly to an existing or projected air quality violation?			X	
Discussion: Reference response to Section 3.a. above. **Source:** BAAQMD Regulation 2, Rule1: General Requirements.					
3.c.	Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable Federal or State ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?			X	
Discussion: Reference response to Section 3.a., above. **Source:** BAAQMD Regulation 2, Rule 1: General Requirements.					
3.d.	Expose sensitive receptors to significant pollutant concentrations, as defined by BAAQMD?			X	
Discussion: Reference response to Section 3.a., above. **Source:** BAAQMD Regulation 2, Rule1: General Requirements.					
3.e.	Create objectionable odors affecting a significant number of people?			X	
Discussion: While project construction for the minor residential upgrade to accommodate the day care center may create temporary construction-related odors, the project would not result in any permanent odors, nor would temporary odors affect a significant number of people as the project is located on private property within a single-family residential neighborhood. **Source:** Project Application/Plans.					
3.f.	Generate pollutants (hydrocarbon, thermal odor, dust or smoke particulates, radiation, etc.) that will violate existing standards of air quality on-site or in the surrounding area?			X	
Discussion: Reference response to Section 3.a. above. **Source:** BAAQMD Regulation 2, Rule1: General Requirements.					

4.	**BIOLOGICAL RESOURCES**. Would the project:	*Potentially Significant Impacts*	*Significant Unless Mitigated*	*Less Than Significant Impact*	*No Impact*
4.a.	Have a significant adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?				X
Discussion: N/A; the project site is not located within any riparian/sensitive habitat areas and will not modify the habitat of any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service. **Source:** San Mateo County, General Plan Sensitive Habitats and GIS Resource Maps.					
4.b.	Have a significant adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?				X
Discussion: Reference response to Section 4.a. above. **Source:** San Mateo County, General Plan Sensitive Habitats and GIS Resource Maps.					
4.c.	Have a significant adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				X
Discussion: Reference response to Section 4.a. above. **Source:** San Mateo County, General Plan Sensitive Habitats and GIS Resource Maps.					
4.d.	Interfere significantly with the movement of any native resident or migratory fish or wildlife species or with established native resident migratory wildlife corridors, or impede the use of native wildlife nursery sites?				X

Discussion: Reference response to Section 4.a. above. **Source:** San Mateo County, General Plan Sensitive Habitats and GIS Resource Maps.					
4.e.	Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance (including the County Heritage and Significant Tree Ordinances)?			X	
Discussion: Although not a part of this project, a tree removal permit was approved on May 20, 2013 to remove a Mexican ash tree that was causing damage to the subject property as evidenced by the partial root protrusion and cracks on the driveway and sidewalk areas of the site. Replacement planting of one tree using at least one 15-gallon size stock is required, as conditioned by this approved tree permit. **Source:** Tree Permit Application/Decision Letter (PLN 2013-00168).					
4.f.	Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Conservation Community Plan, other approved local, regional, or State habitat conservation plan?				X
Discussion: Reference response to Section 4.a. above. **Source:** San Mateo County, General Plan Sensitive Habitats and GIS Resource Maps.					
4.g.	Be located inside or within 200 feet of a marine or wildlife reserve?				X
Discussion: Reference response to Section 4.a. above. **Source:** San Mateo County, General Plan Sensitive Habitats and GIS Resource Maps.					
4.h.	Result in loss of oak woodlands or other non-timber woodlands?				X
Discussion: Reference response to Section 4.a. above. **Source:** San Mateo County, General Plan Sensitive Habitats and GIS Resource Maps.					

5.	**CULTURAL RESOURCES**. Would the project:	***Potentially Significant Impacts***	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
5.a.	Cause a significant adverse change in the significance of a historical resource as defined in CEQA Section 15064.5?				X

Discussion: N/A; the project site is not located within any historical resource area. The residence was constructed in 1973 and is not considered historic. Only minor exterior modifications are proposed. **Source:** Project Application/Plans, San Mateo County General Plan.					
5.b.	Cause a significant adverse change in the significance of an archaeological resource pursuant to CEQA Section 15064.5?				X
Discussion: N/A; the project site is not located within an archeological resource area. No excavation is proposed as part of the project. **Source:** Project Application/Plans, San Mateo County General Plan.					
5.c.	Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				X
Discussion: Reference response to Section 5.b. above. **Source:** Project Application/Plans, San Mateo County General Plan.					
5.d.	Disturb any human remains, including those interred outside of formal cemeteries?				X
Discussion: Reference response to Section 5.b. above. **Source:** Project Application/Plans, San Mateo County General Plan.					

6. **GEOLOGY AND SOILS**. Would the project:				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
6.a. Expose people or structures to potential significant adverse effects, including the risk of loss, injury, or death involving the following, or create a situation that results in:				
i. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other significant evidence of a known fault? *Note: Refer to Division of Mines and Geology Special Publication 42 and the County Geotechnical Hazards Synthesis Map.*			X	
Discussion: The project site is not located on or adjacent to a known earthquake fault. The Geotechnical Section will review the proposal when an application for the required building permit is submitted to verify that there are no geotechnical issues. **Source:** San Mateo County Geotechnical Hazards Synthesis Map; California Geological Survey - Alquist-Priolo Earthquake Fault Zones.				
ii. Strong seismic ground shaking?			X	
Discussion: Reference response to Section 6.a. above. **Source:** San Mateo County Geotechnical Hazards Synthesis Map; California Geological Survey - Alquist-Priolo Earthquake Fault Zones.				
iii. Seismic-related ground failure, including liquefaction and differential settling?			X	
Discussion: Reference response to Section 6.a. above. **Source:** San Mateo County Geotechnical Hazards Synthesis Map; California Geological Survey - Alquist-Priolo Earthquake Fault Zones.				
iv. Landslides?			X	
Discussion: The project is not located in an area susceptible to landslides. The topography of the site is flat; no excavation is proposed. **Source:** State of California Seismic Hazard Zone Map/San Mateo County Landslide Susceptibility Map.				

v. Coastal cliff/bluff instability or erosion? *Note to reader: This question is looking at instability under current conditions. Future, potential instability is looked at in Section 7 (Climate Change).*				X
Discussion: N/A; the site is not located in the Coastal Zone. **Source:** County GIS Resource Map.				
6.b. Result in significant soil erosion or the loss of topsoil?			X	
Discussion: The project will not result in soil erosion or loss of topsoil. Reference response to Section 6.a.iv, above. **Source:** Project Application/Plans.				
6.c. Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, severe erosion, liquefaction or collapse?			X	
Discussion: Reference response to Section 6.a.i, above. **Source:** San Mateo County Geotechnical Hazards Synthesis Map; California Geological Survey - Alquist-Priolo Earthquake Fault Zones; State of California Seismic Hazard Zone Map/San Mateo County Landslide Susceptibility Map.				
6.d. Be located on expansive soil, as noted in the 2010 California Building Code, creating significant risks to life or property?			X	
Discussion: Reference response to Section 6.a.i, above. **Source:** Project Application/Plans.				
6.e. Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?				X
Discussion: The project site is not reliant on a septic tank system for wastewater disposal since the project area is already serviced by a sewer provider. **Source:** Project Application /Plans, San Mateo County GIS Resource Maps.				

7. **CLIMATE CHANGE**. Would the project:				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
7.a. Generate greenhouse gas (GHG) emissions (including methane), either directly or indirectly, that may have a significant impact on the environment?			X	
Discussion: To ensure new development projects are compliant with the County's Energy Efficiency Climate Action Plan (EECAP), the County provides the EECAP Development Checklist. Planning staff has reviewed the proposal with the criteria of the checklist and found that there are no criteria that are applicable for the project. No mitigation measures required. Also, reference response to Section 3.a., above. **Source:** San Mateo County Energy Efficiency Climate Action Plan (EECAP); BAAQMD Regulation 2, Rule1: General Requirements.				
7.b. Conflict with an applicable plan (including a local climate action plan), policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?			X	
Discussion: Reference response to Section 3.a. above. **Source:** BAAQMD Regulation 2, Rule 1: General Requirements.				
7.c. Result in the loss of forestland or conversion of forestland to non-forest use, such that it would release significant amounts of GHG emissions, or significantly reduce GHG sequestering?				X
Discussion: No loss or conversion of forestland. **Source:** Project Application/Plans.				
7.d. Expose new or existing structures and/or infrastructure (e.g., leach fields) to accelerated coastal cliff/bluff erosion due to rising sea levels?				X
Discussion: The project site is not located in the Coastal Zone. **Source:** San Mateo County GIS Resource Maps.				
7.e. Expose people or structures to a significant risk of loss, injury or death involving sea level rise?				X

Discussion: N/A; the project site is not located in a Coastal Zone. **Source:** San Mateo County GIS Resource Maps.					
7.f.	Place structures within an anticipated 100-year flood hazard area as mapped on a Federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?			X	
Discussion: The project site is located in Flood Zone X designated as minimal risk areas outside the 1-percent and .2-percent-annual-chance floodplains. **Source:** FEMA Flood Insurance Rate Map.					
7.g.	Place within an anticipated 100-year flood hazard area structures that would impede or redirect flood flows?			X	
Discussion: Reference response to Section 7.f. above. **Source:** Flood Insurance Rate Map.					

8.	**HAZARDS AND HAZARDOUS MATERIALS.** Would the project:	***Potentially Significant Impacts***	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
8.a.	Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials (e.g., pesticides, herbicides, other toxic substances, or radioactive material)?				X
Discussion: N/A; the project does not involve the transport, use or disposal of hazardous materials. **Source:** Project Application/Plans.					
8.b.	Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?				X
Discussion: Reference response to Section 8.a. above. **Source:** Project Application/Plans.					
8.c.	Emit hazardous emissions or handle hazardous or acutely hazardous				X

	materials, substances, or waste within one-quarter mile of an existing or proposed school?				
Discussion: Reference response to Section 8.a. above. **Source:** Project Application/Plans.					
8.d.	Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				X
Discussion: The project parcel is not considered hazardous material sites, according to the latest Hazardous Waste and Substances Site List posted by the California Department of Toxic Substances Control (mandated by Government Code Section 65962.5). **Source:** California Department of Toxic Substances Control, Hazardous Waste and Substances Site List.					
8.e.	For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, result in a safety hazard for people residing or working in the project area?				X
Discussion: The project site is not located within close proximity to any airport. **Source:** Project Application/Plans; San Mateo County GIS Resource Maps.					
8.f.	For a project within the vicinity of a private airstrip, result in a safety hazard for people residing or working in the project area?				X
Discussion: Reference response to Section 8.e. above. **Source:** Project Application/Plans; San Mateo County GIS Resource Maps.					
8.g.	Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?				X
Discussion: The project will not physically interfere with an adopted emergency plan. The project site is located in a developed residential area with available access to emergency response agencies such as the Menlo Park Fire District and the Menlo Park Police. **Source:** Project Application/Plans; San Mateo County GIS Resource Maps.					
8.h.	Expose people or structures to a signifi-cant risk of loss, injury or death involving				X

	wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?				
Discussion: The project site is not located within any wildland area. **Source:** Project Application/Plans; San Mateo County GIS Resource Maps.					
8.i.	Place housing within an existing 100-year flood hazard area as mapped on a Federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?			X	
Discussion: Reference response to Section 7.f. above. **Source:** FEMA Flood Insurance Rate Map.					
8.j.	Place within an existing 100-year flood hazard area structures that would impede or redirect flood flows?			X	
Discussion: Reference response to Section 7.f. above. **Source:** FEMA Flood Insurance Rate Map.					
8.k.	Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?			X	
Discussion: Reference response to Section 7.f. above. **Source:** FEMA Flood Insurance Rate Map.					
8.l.	Inundation by seiche, tsunami, or mudflow?				X
Discussion: The project site is not located in the Coastal Zone. **Source:** San Mateo County GIS Resource Maps.					

9. HYDROLOGY AND WATER QUALITY. Would the project:					
		Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
9.a.	Violate any water quality standards or waste discharge requirements (consider water quality parameters such as temperature, dissolved oxygen,				X

	turbidity and other typical stormwater pollutants (e.g., heavy metals, pathogens, petroleum derivatives, synthetic organics, sediment, nutrients, oxygen-demanding substances, and trash))?				
Discussion: The project site is located in a developed residential zone already serviced by water and sewer providers. **Source:** Project Application/Plans.					
9.b.	Significantly deplete groundwater supplies or interfere significantly with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?				X
Discussion: The day care center is not reliant on groundwater access for its domestic water source since the project site is located in a developed residential zone already serviced by a water provider. **Source:** Project Application/Plans.					
9.c.	Significantly alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner that would result in significant erosion or siltation on- or off-site?				X
Discussion: The project site is located in a developed residential zone already serviced by water and sewer providers. **Source:** Project Application/Plans.					
9.d.	Significantly alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or significantly increase the rate or amount of surface runoff in a manner that would result in flooding on- or off-site?			X	
Discussion: The project involves only minor construction that would not impact the drainage pattern of the area. Also, see response to Section 9.e., below. **Source:** Project Application/Plans.					
9.e.	Create or contribute runoff water that would exceed the capacity of existing or			X	

	planned stormwater drainage systems or provide significant additional sources of polluted runoff?				
Discussion: At the time of submittal for a Building Permit, the project will be subject to review for compliance with all County drainage policies and the County's Municipal Stormwater Regional Permit. **Source:** Project Application/Plans, San Mateo County Drainage Policy.					
9.f.	Significantly degrade surface or ground-water water quality?				X
Discussion: Reference response to Section 9.e., above. **Source:** Project Application/Plans.					
9.g.	Result in increased impervious surfaces and associated increased runoff?				X
Discussion: The project includes a proposal to widen the existing driveway by 0.5 feet, as part of the mitigation measures recommended that would add a third parking space on-site, subject to review for compliance with all County drainage policies and the County's Municipal Stormwater Regional Permit, at the time of submittal for a Building Permit. **Source:** Project Application/Plans.					

10.	**LAND USE AND PLANNING**. Would the project:				
		Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
10.a.	Physically divide an established community?				X
Discussion: N/A; the project will not divide an established community. **Source:** Project Application/Plans.					
10.b.	Conflict with any applicable land use plan, policy or regulation of an agency with jurisdiction over the project (including, but not limited to, the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?			X	

Discussion: The project is subject to the approval of a Use Permit pursuant to Section 6161(k)1 of the San Mateo County Zoning Regulations. **Source:** San Mateo County General Plan; San Mateo Zoning Regulations.				
10.c. Conflict with any applicable habitat conservation plan or natural community conservation plan?				X
Discussion: N/A; the project site is not located within any habitat/conservation areas. **Source:** California Department of Fish and Wildlife, Habitat Conservation Planning.				
10.d. Result in the congregating of more than 50 people on a regular basis?				X
Discussion: The project does not involve the congregation of more than 50 people since the day care center will only accommodate a maximum of twenty-four (24) children. Two teachers will be on-site during the course of all daily operations. Also, drop off/pick-up activities will add to the occupancy level of the day care center, fluctuating at various times of the day as determined by the reservations schedule. **Source:** Project Application/Plans.				
10.e. Result in the introduction of activities not currently found within the community?			X	
Discussion: Five similar facilities are located within a one-mile radius of the project site as identified in Attachment C below. **Source:** Project Application; Map of Other Day Care Centers within the Community.				
10.f. Serve to encourage off-site development of presently undeveloped areas or increase development intensity of already developed areas (examples include the introduction of new or expanded public utilities, new industry, commercial facilities or recreation activities)?				X
Discussion: No increase in development intensity will occur since the area is already a fully developed community. **Source:** Project Plans; San Mateo County GIS Resource Maps.				
10.g. Create a significant new demand for housing?				X
Discussion: No new demand for housing will be created since the site is already in a developed residential area. **Source:** Project Plans; San Mateo County GIS Resource Maps.				

11. **MINERAL RESOURCES**. Would the project:				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
11.a. Result in the loss of availability of a known mineral resource that would be of value to the region or the residents of the State?				X
Discussion: The project site is not located in an area known for mineral resources. **Source:** Project Plans; San Mateo County GIS Resource Maps.				
11.b. Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?				X
Discussion: Reference response to Section 11.a. above. **Source:** Project Plans; San Mateo County GIS Resource Maps.				

12. **NOISE**. Would the project result in:				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
12.a. Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?			X	
Discussion: The source of child-related noise generated by the day care facility will be from the outdoor monitored playtime activities scheduled twice daily. Since the ages of the children range from 2 - 6 years old, the anticipated noise from these activities would be considered minimal. The operators have opted to schedule the outdoor activities to coincide when most residents are at work. Also, since the day care center will only operate during the weekdays, no noise impacts will occur during the weekends. **Source:** Project Application/Plans; Field Observation.				
12.b. Exposure of persons to or generation of excessive ground-borne vibration or ground-borne noise levels?			X	
Discussion: While this project will not generate noise levels in excess of appropriate levels once implemented, during construction activities, increased noise levels may occur. However, noise				

sources associated with demolition and construction of any real property are exempt from the County Noise Ordinance provided these activities occur during designated timeframes. **Source:** Project Application/Plans; San Mateo County Noise Ordinance.				
12.c. A significant permanent increase in ambient noise levels in the project vicinity above levels existing without the project?			X	
Discussion: Reference response to Section 12.b. above. **Source:** Project Application/Plans; San Mateo County Noise Ordinance.				
12.d. A significant temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?		X		
Discussion: Reference response to Section 12.a., above. **Source:** Project Application/Plans; San Mateo County Noise Ordinance.				
12.e. For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, exposure to people residing or working in the project area to excessive noise levels?				X
Discussion: The project site is not located within any airport area. **Source:** Project Application/Plans; San Mateo County Noise Ordinance.				
12.f. For a project within the vicinity of a private airstrip, exposure to people residing or working in the project area to excessive noise levels?				X
Discussion: Reference response to Section 12.e., above. **Source:** Project Application/Plans; San Mateo County Noise Ordinance.				

13. POPULATION AND HOUSING. Would the project:				
	Potentially Significant Impacts	*Significant Unless Mitigated*	*Less Than Significant Impact*	*No Impact*
13.a. Induce significant population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?				X
Discussion: The project is not associated with new development that would trigger new population growth in the area. **Source:** Project Application/Plans.				
13.b. Displace existing housing **(including low- or moderate-income housing)**, in an area that is substantially deficient in housing, necessitating the construction of replacement housing elsewhere?				X
Discussion: The subject site is located in a developed residential area. One single-family residence will be converted to use as a day care center. This is not a significant displacement or loss of housing in this developed urban area. If or when the day care center ceases operation, the structure can easily revert back to residential use with only minor alterations. **Source:** Project Application/Plans.				

14. PUBLIC SERVICES. Would the project result in significant adverse physical impacts associated with the provision of new or physically altered government facilities, the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
	Potentially Significant Impacts	*Significant Unless Mitigated*	*Less Than Significant Impact*	*No Impact*
14.a. Fire protection?				X
14.b. Police protection?				X
14.c. Schools?				X
14.d. Parks?				X
14.e. Other public facilities or utilities (e.g., hospitals, or electrical/natural gas supply systems)?				X

Discussion: The level of public services will not be affected by this new activity in the neighborhood.

Source: Project Application/Plans.

15. RECREATION. Would the project:				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
15.a. Increase the use of existing neighborhood or regional parks or other recreational facilities such that significant physical deterioration of the facility would occur or be accelerated?				X
Discussion: The day care center will not generate an increase in the use of existing neighborhood parks. **Source:** Project Application/Plans.				
15.b. Include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				X
Discussion: New recreational facilities will not be required by this facility. **Source:** Project Application/Plans.				

16. TRANSPORTATION/TRAFFIC. Would the project:				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
16.a. Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including, but not limited to, intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?		X		

Discussion: The day care center is allowed to operate in a residential zone subject to the issuance of a Use Permit. Based on the Traffic and Parking Study (Study) prepared by Kimley-Horn and Associates, Inc., the operations will generate an anticipated total number of 164 daily trips, operationally adjusted to 160 (less 4 off-peak trips attributed to staff). Compared to the 106 daily trips generated by a standard day care center allocating the same number of 24 pre-school children, as referenced in the International Transportation Engineers (ITE) Manual, the project will generate a higher number of daily trips. Despite this difference, the project has lowered the number of peak hour trips based on its ability to regulate and stagger drop-offs and pick-ups using the reservations system. Controlling the drop-off/pick-up activities also translates to a minimal level of potential cut-through scenarios, since parking will be available most of the time to clients, thereby removing the need to circle around the neighborhood streets for a secondary attempt at drop-offs or pick-ups (See Table 2 of Study). The following mitigation measures are recommended to ensure that potential adverse traffic impacts to the neighborhood are avoided during peak hours of operation:

Mitigation Measure 1: Ensure that the third on-site parking space is provided by implementing the planned driveway improvements to widen the existing pad from 26.5 feet to 27 feet in width. This would provide sufficient width to accommodate three (3) standard 9-foot by 20-foot parking stalls. The driveway modifications could be implemented through minor improvements, including removal of the existing temporary fenced trash receptacle enclosure, and widening of the existing driveway pad by 0.5 feet with additional concrete paving, or installation of grasscrete (or other permeable pavers).

Mitigation Measure 2: The owners/managers of the childcare facility shall follow the County's request to allow no more than two (2) drop-offs/pickups during any 12-minute period and should endeavor to ensure that the childcare center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the center. Owners/managers should also continue to communicate the request that users park in designated areas, such as the driveway and ADA parking zone, to avoid blocking or turning around in neighbor driveways.

Mitigation Measure 3: The owners/managers of the childcare facility should ensure that sight lines are maintained at the northeast corner of the Alameda de las Pulgas/Manzanita Avenue intersection by keeping tree branches trimmed and shrubs/foliage trimmed to a maximum height of 30 inches (2.5 feet).

Source: Traffic Study prepared by Kimley-Horn and Associates, Inc.; Department of Public Works Project Review Comments; ITE Trip Generation Manual; Project Plans and Field Observation.

16.b.	Conflict with an applicable congestion management program, including, but not limited to, level of service standards and travel demand measures, or other standards established by the County congestion management agency for designated roads or highways?			X	

Discussion: Based on the Study, the current Level of Service (LOS) for the intersection at Manzanita Avenue and Alameda de las Pulgas is at level D or better, except for the northbound approach, which operates at an unacceptable LOS E level during peak a.m. hours. According to the San Mateo County significance criteria for intersections, a project impact occurs if the volume-to-capacity (V/C) ratio at this LOS E intersection increases by 0.02 or more with the addition of the project. The Study has determined that the V/C ratio increases by only 0.01 with the addition of the traffic, thereby concluding that no significant impact occurs with the added traffic volume at this intersection. No mitigation measures are recommended.

Source: Traffic Study prepared by Kimley-Horn and Associates, Inc.

16.c.	Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in significant safety risks?				X

Discussion: The project site is not located within the vicinity of an airport.

Source: Project Application/Plans; San Mateo County GIS Resource Maps.

16.d.	Significantly increase hazards to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?			X	

Discussion: Reference response to Section 16.a., above.

Source: Traffic Study prepared by Kimley-Horn and Associates, Inc.; Project Plans and Field Observation.

16.e.	Result in inadequate emergency access?			X	

Discussion: The project will not impact existing emergency access to the site.

Source: Project Plans and Field Observation.

16.f.	Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?			X	

Discussion: Reference response to Section 16.g., below.

Source: Traffic Study prepared by Kimley-Horn and Associates, Inc.; Department of Public Works Project Review Comments; ITE Trip Generation Manual; Project Plans and Field Observation.

16.g.	Cause noticeable increase in pedestrian traffic or a change in pedestrian patterns?			X	

Discussion: Pedestrian traffic is expected to increase only minimally since the majority of drop-offs/pick-ups will involve vehicles. **Source:** Traffic Study prepared by Kimley-Horn and Associates, Inc.; Project Plans and Field Observation.				
16.h. Result in inadequate parking capacity?		X		
Discussion: Reference response to Section 16.a. above. **Source:** Traffic Study prepared by Kimley-Horn and Associates, Inc.; Department of Public Works Project Review Comments; ITE Trip Generation Manual; Project Plans and Field Observation.				

17. UTILITIES AND SERVICE SYSTEMS. Would the project:	***Potentially Significant Impacts***	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
17.a. Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?			X	
Discussion: The project site is already serviced by a sewer/water provider. The demand from the day care center is considered similar to that of a single-family residence since the use is domestic in nature. Also, the water consumption for the day care center will only occur during the weekday hours of operation. **Source:** Project Application/Plans.				
17.b. Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			X	
Discussion: Reference response to Section 17.a. above. **Source:** Project Application/Plans.				
17.c. Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?				X
Discussion: Drainage impacts, which will be minor since only very limited exterior construction is proposed, will be evaluated in connection with required building permits and compliance with the San Mateo County Drainage policy. **Source:** Project Application/Plans.				

17.d.	Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?				X
Discussion: Reference response to Section 17.a., above. **Source:** Project Application/Plans.					
17.e.	Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?				X
Discussion: Reference response to Section 17.a., above. **Source:** Project Application/Plans.					
17.f.	Be served by a landfill with insufficient permitted capacity to accommodate the project's needs?				X
Discussion: The project site is located in a developed residential area already adequately serviced by a solid waste disposal provider. **Source:** Project Application/Plans.					
17.g.	Comply with Federal, State, and local statutes and regulations related to solid waste?				X
Discussion: Reference response to Section 17.f., above. **Source:** Project Application/Plans.					
17.h.	Be sited, oriented, and/or designed to minimize energy consumption, including transportation energy; incorporate water conservation and solid waste reduction measures; and incorporate solar or other alternative energy sources?			X	
Discussion: Only minor interior and exterior alterations are proposed for this existing single-family residence to which standard energy savings, practices and measures can be applied. **Source:** Project Application/Plans.					

17.i. Generate any demands that will cause a public facility or utility to reach or exceed its capacity?			X	
Discussion: Reference response to Section 17.a., above. **Source:** Project Application/Plans.				

18. MANDATORY FINDINGS OF SIGNIFICANCE.				
	Potentially Significant Impacts	***Significant Unless Mitigated***	***Less Than Significant Impact***	***No Impact***
18.a. Does the project have the potential to degrade the quality of the environment, significantly reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?				X
Discussion: Reference response to Section 4.a. above. **Source:** San Mateo County, General Plan Sensitive Habitats Map.				
18.b. Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)				X
Discussion: No cumulative effects are associated with this project. **Source:** Project Application/Plans.				

18.c. Does the project have environmental effects which will cause significant adverse effects on human beings, either directly or indirectly?		X		

Discussion: Reference response to Section 16.a. above.

Source: Traffic Study prepared by Kimley-Horn and Associates, Inc.; Department of Public Works Project Review Comments; ITE Trip Generation Manual; Project Plans and Field Observation.

RESPONSIBLE AGENCIES. Check what agency has permit authority or other approval for the project.

AGENCY	YES	NO	TYPE OF APPROVAL
U.S. Army Corps of Engineers (CE)		X	
State Water Resources Control Board		X	
Regional Water Quality Control Board		X	
State Department of Public Health		X	
San Francisco Bay Conservation and Development Commission (BCDC)		X	
U.S. Environmental Protection Agency (EPA)		X	
County Airport Land Use Commission (ALUC)		X	
CalTrans		X	
Bay Area Air Quality Management District		X	
U.S. Fish and Wildlife Service		X	
Coastal Commission		X	
City		X	
Sewer/Water District:		X	
Other:			

MITIGATION MEASURES		
	Yes	No
Mitigation measures have been proposed in project application.	X	
Other mitigation measures are needed.		X

The following measures are included in the project plans or proposals pursuant to Section 15070(b)(1) of the State CEQA Guidelines:

Mitigation Measure 1: Ensure that the third on-site parking space is provided by implementing the planned driveway improvements to widen the existing pad from 26.5 feet to 27 feet in width. This would provide sufficient width to accommodate three (3) standard 9-foot by 20-foot parking stalls. The driveway modifications could be implemented through minor improvements, including removal of the existing temporary fenced trash receptacle enclosure, and widening of the existing driveway pad by 0.5 feet with additional concrete paving, or installation of grasscrete (or other permeable pavers).

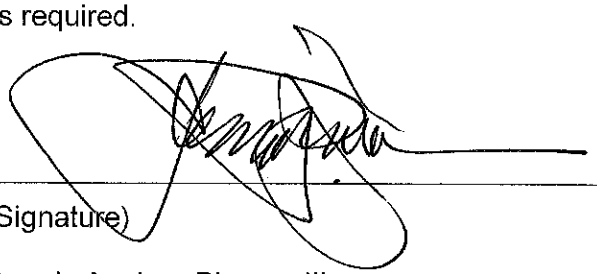
Mitigation Measure 2: The owners/managers of the childcare facility shall follow the County's request to allow no more than two (2) drop-offs/pickups during any 12-minute period and should endeavor to ensure that the childcare center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the center. Owners/managers should also continue to communicate the request that users park in designated areas, such as the driveway and ADA parking zone, to avoid blocking or turning around in neighbor driveways.

Mitigation Measure 3: The owners/managers of the childcare facility should ensure that sight lines are maintained at the northeast corner of the Alameda de las Pulgas/Manzanita Avenue intersection by keeping tree branches trimmed and shrubs/foliage trimmed to a maximum height of 30 inches (2.5 feet).

DETERMINATION (to be completed by the Lead Agency).

On the basis of this initial evaluation:

	I find the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared by the Planning Department.
X	I find that although the proposed project could have a significant effect on the environment, there WILL NOT be a significant effect in this case because of the mitigation measures in the discussion have been included as part of the proposed project. A NEGATIVE DECLARATION will be prepared.
	I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.



(Signature)

January 22, 2014 — Date

Dennis Aguirre, Planner III — Name, Title

ATTACHMENTS:

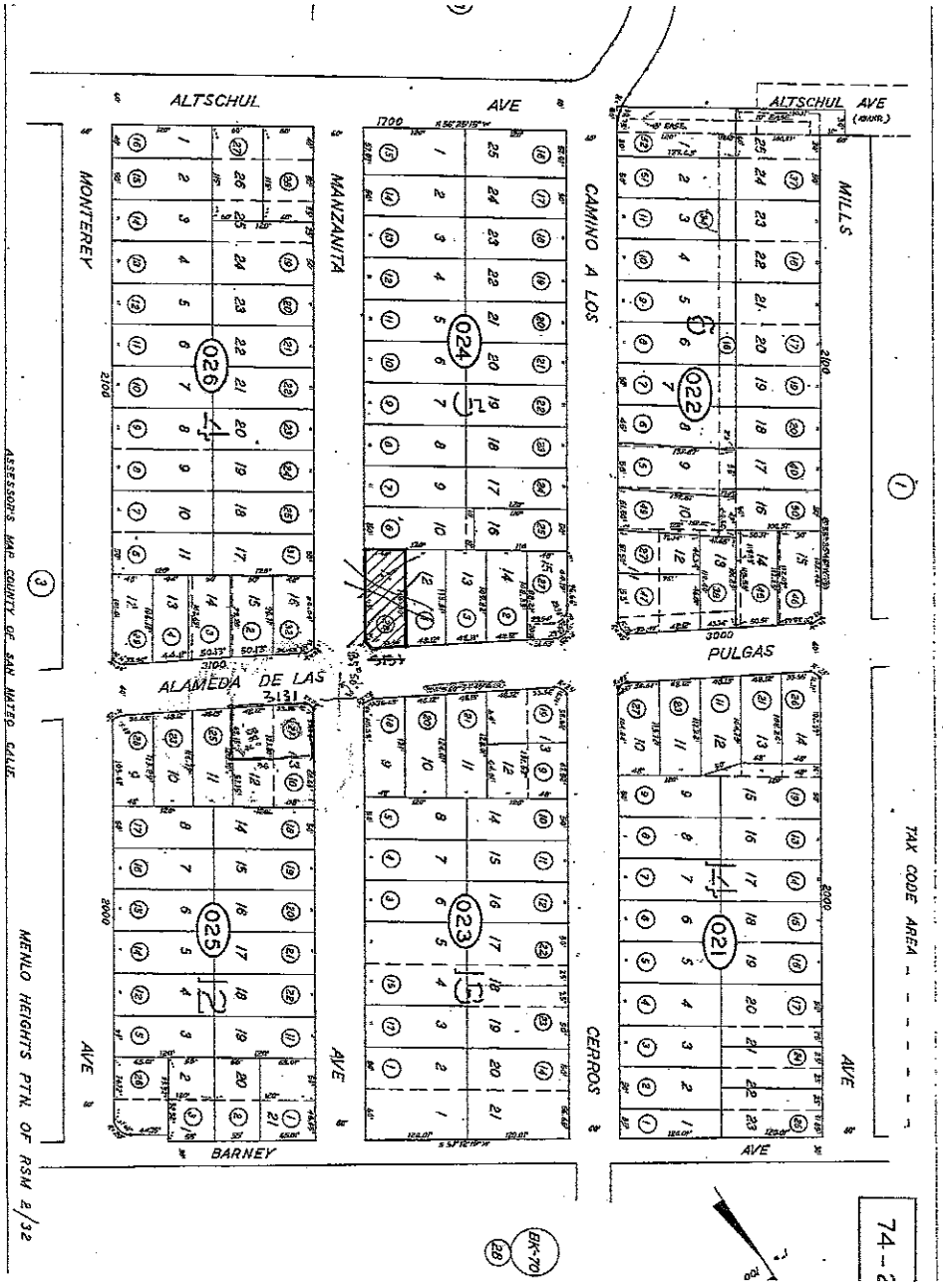
A. Project Plans

B. Traffic Study prepared on October 8, 2013 by Kimley-Horn and Associates, Inc.

C. Map of Other Childcare Facilities within One-Mile Radius of Project Site

DPA:jlh – DPAX0854_WJH.DOCX

Initial Study Checklist 10.17.2013.docx



CODE INFORMATION

Project scope:	Interior remodel, accessibility and entries
Zoning:	R-1 S-72
Occupancy:	E
Use:	Child Care
Construction:	Type 5-N wood frame, framed floor, pitched roof
Sprinklered	No
Building Code:	2010 CBC
Building Area:	1445 s.f.
Remodel Area:	s.f.
Parking:	2 covered, 1 uncovered; 2 drop-off in driveway

DRAWINGS INDEX

MANDATED WORK

New accessible entry access from public way and from accessible parking; accessible rest room; accessible doors; removal of floor elevation changes.

4.9.13

HENRY L. RIGGS, A.I.A.
47 Callie Lane, Menlo Park, CA 94025-1701 / 650-327-6198

PLN 2013-00191

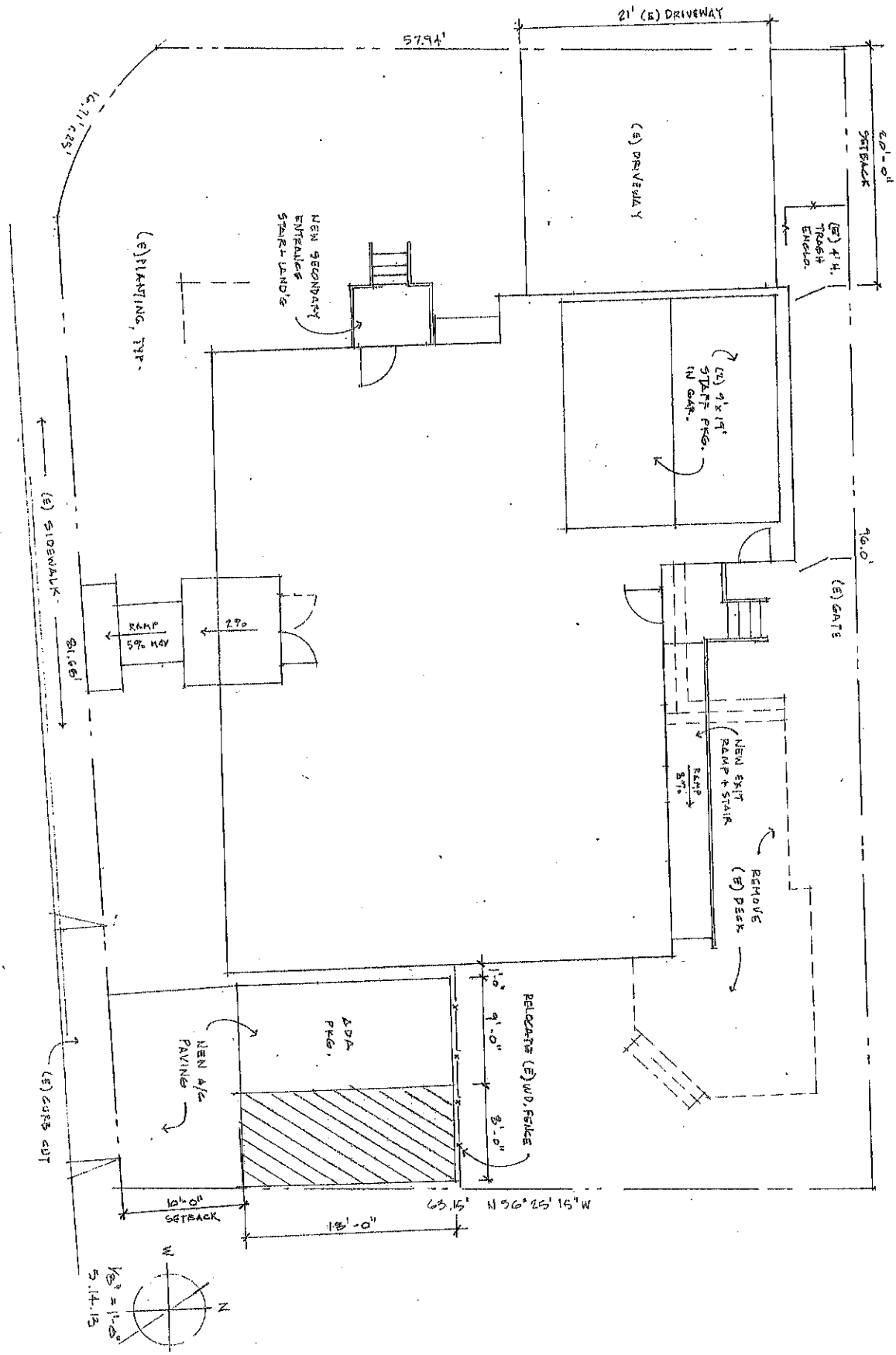
TODDLE REMODEL
3131 ALAMEDA DE LAS PULGAS

PROJECT INFORMATION

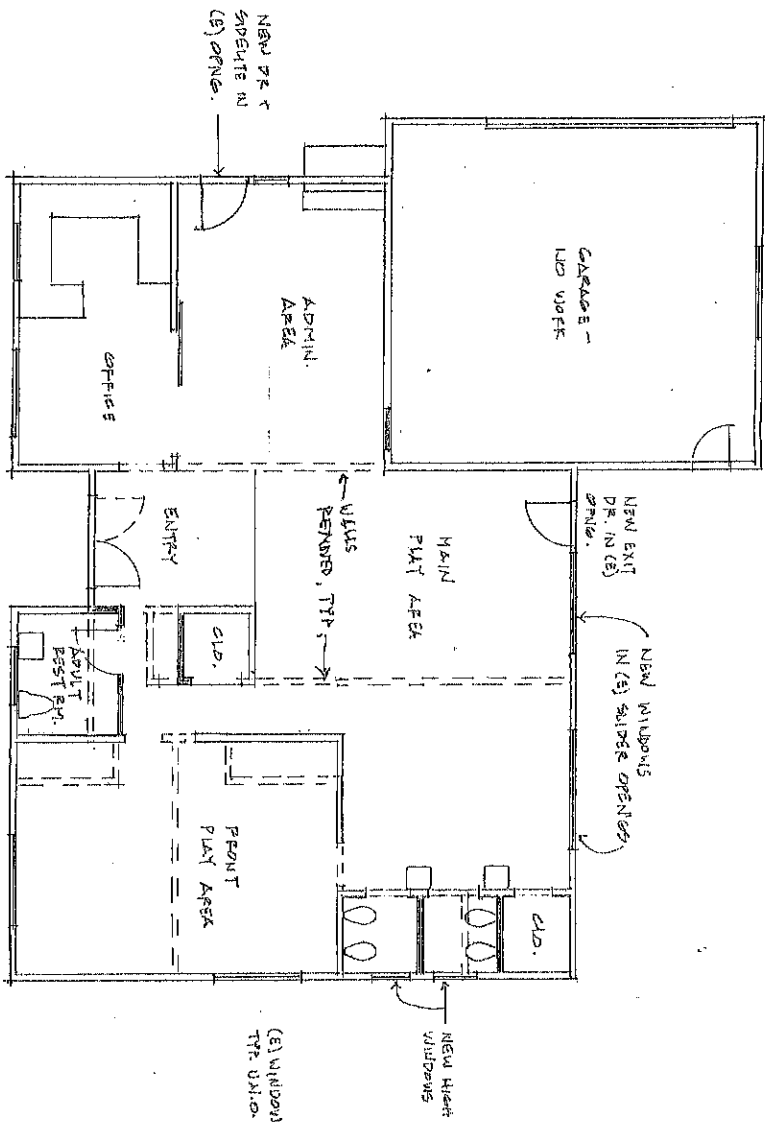
1

ATTACHMENT A

MANZANITA

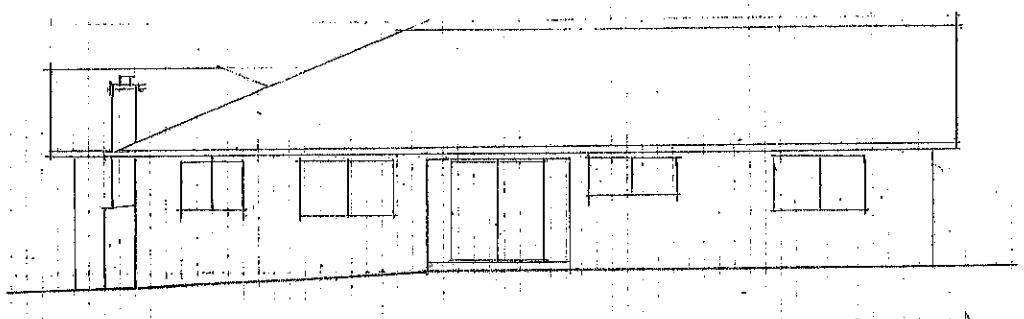


2	TODDLE REMODEL 3131 ALAMEDA DE LAS PULGAS	HENRY L. RIGGS, A.I.A. 47 Callie Lane, Menlo Park, CA 94025-1701 / 650-327-6198
	SITE PLAN	

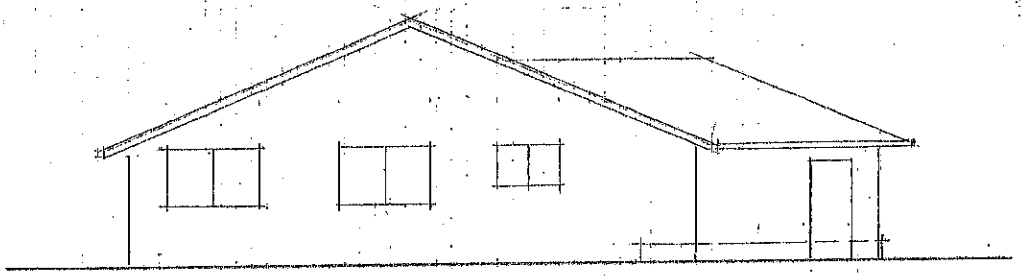


FLOOR PLAN
1/8" = 1'-0"

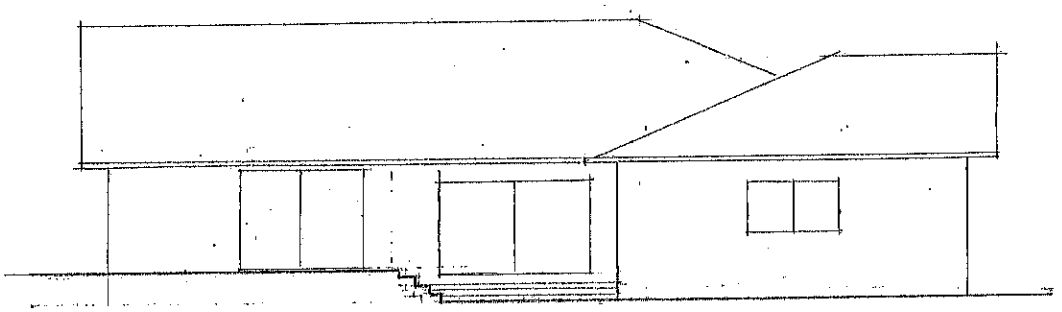
	3	TODDLE REMODEL 3131 ALAMEDA DE LAS PULGAS	HENRY L. RIGGS, A.I.A. 47 Callie Lane, Menlo Park, CA 94025-1701 / 650-327-6198
		FLOOR PLAN	



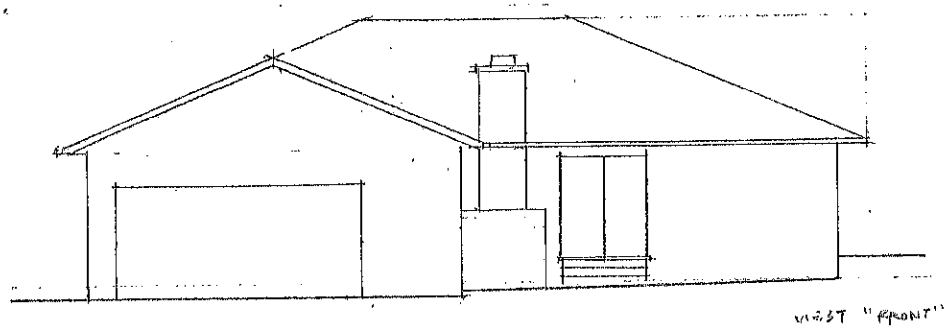
SOUTH "EAST SIDE"



EAST "REAR"



NORTH "WEST SIDE"

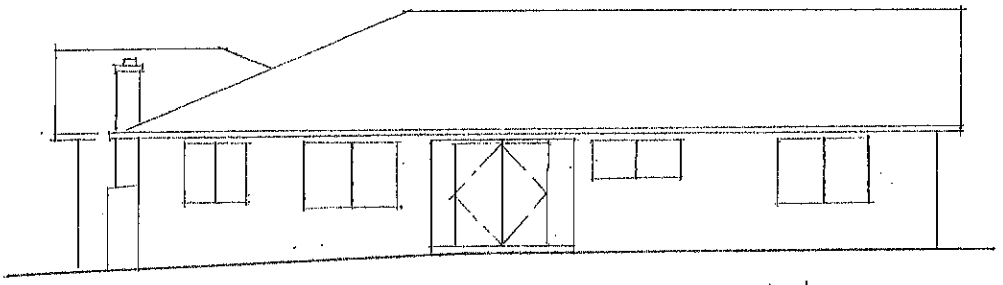


WEST "FRONT"

1/8" = 1'-0"

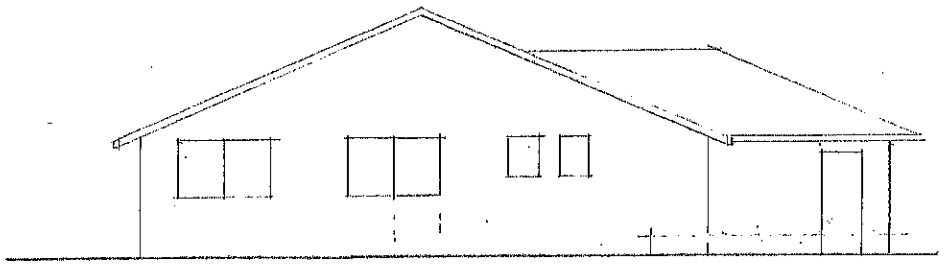
EXISTING EXTERIOR ELEV'S

	4	TODDLE REMODEL 3131 ALAMEDA DE LAS PULGAS	HENRY L. RIGGS, A.I.A. 47 Callie Lane, Menlo Park, CA 94025-1701 / 650-327-6198
		EXISTING BLDG ELEVATIONS	



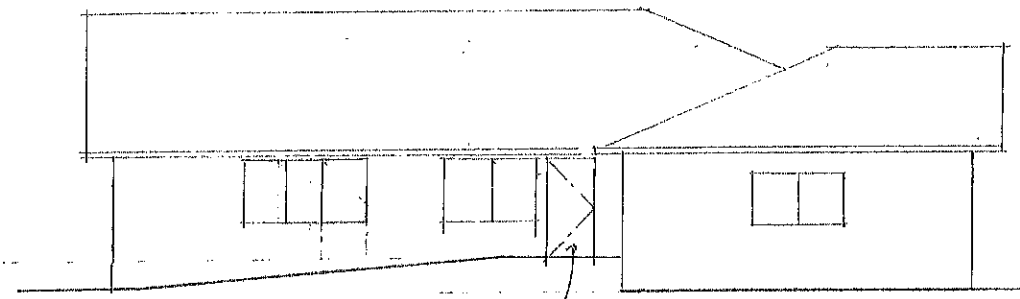
no chg's

SOUTH



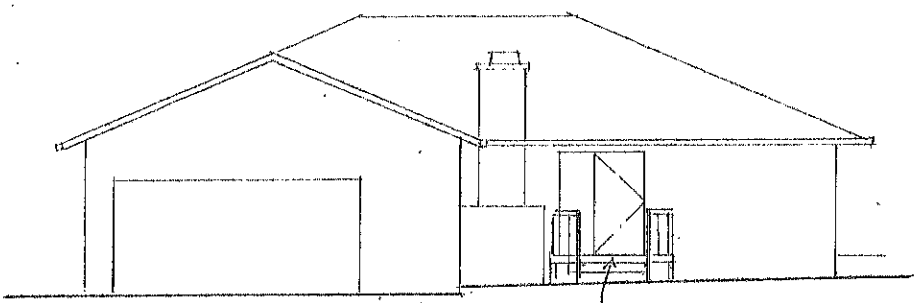
EAST

raise bath window



NORTH

replace sl. drs. w/ accessible + window



replace door and stairs

WEST

5	TODDLE REMODEL 3131 ALAMEDA DE LAS PULGAS	HENRY L. RIGGS, A.I.A. 47 Callie Lane, Menlo Park, CA 94025-1701 / 650-327-6198	
	NEW BLDG ELEVATIONS		

Kimley-Horn
and Associates, Inc.

Suite 250
100 W. San Fernando Street
San Jose, California
95113

TECHNICAL MEMORANDUM

To: Ms. Heather Hopkins
Toddle, LLC

From: Adam Dankberg, PE
Luke Schwartz, PE
Kimley-Horn and Associates, Inc.

Date: October 8, 2013

Subject: Final Traffic and Parking Study
3131 Alameda de las Pulgas Childcare Center
San Mateo County, California

This memorandum summarizes the traffic and parking study prepared for the proposed childcare center (the "proposed project") to be located at 3131 Alameda de las Pulgas within unincorporated Menlo Park, California. The focus of this study is to evaluate the ingress and egress of pick-up and drop-off traffic at the project site and to assess the ability of the available parking supply to accommodate the parking demand associated with the project. This evaluation was performed in accordance with the scope of work dated June 27, 2013, the amended scope of work dated July 16, 2013, as well as subsequent correspondence with the applicant and San Mateo County staff.

PROJECT DESCRIPTION

The proposed project includes a small childcare center to be located in what is an existing residential home at 3131 Alameda de las Pulgas, at the corner of Manzanita Avenue in the unincorporated portion of Menlo Park, California. The site is located in the middle of what is generally a single-family residential neighborhood. Access to the site is located via the property driveway on Manzanita Avenue and via a closed gate on Alameda de las Pulgas. The childcare center will have a maximum capacity of 24 children and will be open between 8:30 AM and 6:00 PM on weekdays.

The proposed childcare center differs from a traditional day care or preschool in that it is intended for families that need short-term (up to four hours) flexible childcare, primarily to supplement existing preschool and babysitting schedules. The service caters to stay-at-home and part-time working parents with variable schedules untied to typical work hours. The childcare center will operate using a reservation-based system

TEL 408-279-3826
FAX 408-279-0869

ATTACHMENT B

that allows the facilitators to ensure a staggered, distributed schedule that provides the benefit of controlling the number of parents arriving at any one time.

The project applicant proposes the following pick-up/drop-off schedule for the childcare center, which can be regulated via the facility's reservation system:

- 8:30 AM – 9:00 AM: Maximum of five reservations allowed for drop-offs
- 9:00 AM – 4:00 PM: Staggered drop-offs and pick-ups scheduled with a maximum of two drop-offs/pickups within 12-minute increments
- 4:00 PM – 6:00 PM: Maximum of five pickups allowed

It is estimated that the childcare center would reach its maximum capacity of 24 students around 11:00 a.m. to 11:30 a.m., with the majority of drop-offs occurring between 9:00 a.m. and 10:30 a.m. and the majority of pick-ups occurring between 12:00 p.m. and 3:00 p.m. The project applicant estimates that a total of 40 total drop-offs would be the maximum anticipated demand for a given day, with the capacity never to exceed 24 children at any point in time. It should be noted that while the proposed parking supply would likely accommodate a greater number of drop-off/pickups during peak business hours, per direction from the County, the applicant has agreed to allow no more than two (2) drop-offs/pickups within any 12-minute period and no more than 10 drop-offs/pickups within any given hour.

The proposed project site will include two parking spaces in the garage of the facility for two staff and three parking spaces in the driveway. There are three on-street parking spaces along Alameda de las Pulgas directly fronting the property and one van-accessible ADA parking space and loading zone will be provided on the south side of the property with access from Alameda de las Pulgas.

The project vicinity and proposed parking locations are shown in **Attachment A**.

DATA COLLECTION AND SITE REVIEW

An in-person field visit was conducted to observe general traffic and parking conditions within the vicinity of the project site. Existing weekday intersection turning movement counts were collected at the intersection of Alameda de las Pulgas / Manzanita Avenue, the primary project access intersection. The intersection counts were collected on a typical weekday in July 2013, during what is anticipated to be the peak drop-off and pickup periods for the proposed project between 8:30 AM to 2:00 PM, and during the typical PM peak commute period from 4:00 PM to 6:00 PM. 24-hour roadway tube counts were also collected on Alameda de las Pulgas and additional roadway traffic counts for various local streets within the vicinity of the project site were provided by the County of San Mateo.

Due to the scheduling of this study, traffic data was collected during the summer when the majority of schools are closed. In order to provide a conservative analysis and

minimize concerns regarding a potential underestimation of existing traffic levels when using summer traffic data, existing summer traffic count volumes were adjusted upward to reflect traffic conditions at a time of year when schools are in session. This adjustment was developed by comparing roadway traffic counts collected on Alameda de las Pulgas near the proposed project site in summer of 2013 to recent (2012) traffic counts collected at this location when schools were in session[1]. All traffic analysis discussed in the following sections was performed using the adjusted traffic volumes. All relevant traffic count data utilized in this study is provided in **Attachment B**. School traffic adjustment calculations are shown in **Attachment C**.

To assess the existing parking activity within the vicinity of the proposed project, weekday parking occupancy surveys were performed in July 2013 during the anticipated peak drop-off/pickup hours of the proposed project. The parking occupancy surveys included an inventory of the number of occupied and unoccupied on-street parking spaces at various times of day along Alameda de las Pulgas and Manzanita Avenue within one block in each direction of the project site. On-street parking is currently provided within a 12-foot wide striped parking/bike lane only along the north side (westbound direction) of Alameda de las Pulgas within the vicinity of the project site. No on-street parking is provided along the south side (eastbound direction) of Alameda de las Pulgas. The existing street width along Manzanita Avenue (approximately 20 feet curb-to-curb) does not provide sufficient width for proper on-street parking. Residents along this street typically pull up over the rolled curbs and park in the paved or unpaved areas at the back of curb. While parking activity was inventoried along Manzanita Avenue, it is assumed that the proposed project will not use Manzanita Avenue for any parking.

The results of the existing parking occupancy survey are shown in **Table 1**.

[1] Source of traffic data used for adjustment: *Traffic Study of the Updated Housing Element In the City of Menlo Park* (TJKM Transportation Consultants, March 15, 2013)

Table 1: Existing On-Street Parking Occupancy

Location	Direction	Parking Supply	Max Observed Occupied Spaces								
			8:30 AM - 9:00 AM	9:00 AM - 10:00 AM	10:00 AM - 10:30 AM	12:00 PM - 1:00 PM	1:00 PM - 2:00 PM	2:00 PM - 3:00 PM	3:00 PM - 4:00 PM	4:00 PM - 5:00 PM	5:00 PM - 6:00 PM
Alameda de Las Pulgas (Cam a Los Cerros to Manzanita Ave)	EB	0	-	-	-	-	-	-	-	-	-
	WB	7	0	0	0	0	0	4	4	3	1
Alameda de Las Pulgas (Manzanita Ave to Monterey Ave)	EB	0	-	-	-	-	-	-	-	-	-
	WB	7	2	2	1	2	1	0	1	1	3
	WB[3)]	3	0	0	0	1	1	0	0	0	1
Manzanita Ave (Altschul to Alameda de las Pulgas Ave)	NB	16	4	4	4	4	4	3	4	5	4
	SB	20	6	6	6	6	6	6	5	6	7
Manzanita Ave (Alameda de las Pulgas Ave to Barney Ave)	NB	6	1	1	1	1	2	2	2	2	2
	SB	5	4	3	2	2	2	3	4	5	5

Notes:

1. Data collected Wednesday, July 10th, 2013 (8:30 AM - 10:30 AM; 12:00 PM - 2:00 PM) and Tuesday, July 23, 2013 (4:00 PM - 6:00 PM).
2. Number of existing on-street parking spaces estimated based on an assumed dimension of 22 feet (curb length) per parking space.
3. For the north side of Alameda de las Pulgas (westbound direction) from Manzanita Avenue to Monterey Avenue, the parking occupancy totals are summarized for tho whole block (7 total spaces) and for just the spaces in front of the proposed childcare center property (3 spaces).
4. While the parking inventory and occupancy totals include on-street parking along Manzanita Avenue, it should be noted that the majority of vehicles are pulled up over the rolled curbs and parked on paved or unpaved areas at the back of curb.

As shown in **Table 1**, the parking occupancy survey shows the following:

- Along the segment of Alameda de las Pulgas fronting the project site, only one (1) of the three (3) total on-street parking spaces in front of the property were occupied, and for just a short period.
- For the majority of the proposed project's business hours, all three (3) on-street parking spaces fronting the property were unoccupied.
- Along the entire block of Alameda de las Pulgas between Manzanita Avenue and Monterey Avenue where on-street parking is permitted, at least five (5) of the seven (7) total on-street parking spaces were available throughout almost the entire planned hours of operation of the project.

PROJECT TRIP GENERATION

Trip generation is the amount of traffic expected to be created from a proposed project and distributed to the streets within the vicinity of the site. Based on the project operating assumptions, as provided by the project applicant, a detailed project operating plan for the proposed childcare center was developed for a typical weekday and is shown in **Attachment D**. Based on the project operating plan shown in **Attachment D**, the project trip generation was estimated for the AM peak hour (highest hour between 7:00 AM to 9:00 AM), PM peak hour (highest hour between 4:00 PM to 6:00 PM), and for the peak trip generating hour of the project, which is anticipated to occur outside of the AM and PM peak periods. The custom trip generation developed based on the specific operating characteristics of the proposed project is shown below in **Table 2**, and is compared to the trip generation estimates

calculated using Institute of Transportation Engineers' (ITE) *Trip Generation, 9th Edition,* trip generation rates for a traditional day care facility.

As shown in **Table 2**, the proposed project is anticipated to generate 164 daily trips, 12 total trips during the AM peak hour and six (6) total trips during the PM peak hour. The highest hourly trip generation is estimated at 20 total trips, and is anticipated to occur outside of the peak AM and PM commute periods, generally between 12:00 PM to 3:00 PM. Compared to trip generation estimates using ITE trip generation rates for a traditional day care center, the proposed project is anticipated to generate a higher number of total daily trips. However, because the proposed childcare center will operate with a reservation-based system that allows the operators to stagger appointments and limit the number of drop-offs/pickups during peak commute periods, the proposed project is expected to generate a lower number of total trips during the AM and PM peak hours.

Table 2: Project Trip Generation Estimates

Trip Generation Source	Trip Type	Daily Trips	AM Peak Hour			PM Peak Hour			Highest Peak Hour[5]		
			In	Out	Total	In	Out	Total	In	Out	Total
Custom Trip Generation for Proposed Project	Child Drop-off/Pickup	160	5	5	10	3	3	6	10	10	20
	Staff Trips	4	2	0	2	0	0	0	0	0	0
	All Trips	164	7	5	12	3	3	6	10	10	20
ITE[6]	All Trips	106	10	9	19	9	10	19	10	11	21

Notes:

1. Custom trip generation estimates based on the operating characteristics provided by the project applicant for a childcare center with a maximum occupancy of 24 children at any given time and a maximum allowed registration of 40 children per day.

2. Two staff are anticipated to arrive at the site prior to 8:30 a.m.. These trips are assumed to occur within the the AM peak hour. The staff will leave the site after 6:00 pm, outside of the PM peak period (4:00 p.m. - 6:00 p.m.)

3. A maximum of 5 drop-offs are allowed between 8:30 a.m. and 9:00 a.m. (within the AM peak hour)

4. A maximum of 5 pickups are allowed within the PM peak period (4:00 pm to 6:00 pm). In this trip generation estimate, it is assumed that 3 of the 5 pickups occur during a single peak hour.

5. During the period with the highest anticipated number of combined drop-offs and pickups (typically expected to occur between 12:00 PM and 2:00 PM), a maximum number of 2 drop-offs/pickups are allowed within a 12-minute period. For the wost-case individual peak hour during this period, it is assumed that a maximum of 10 drop-offs/pickups occur during a 60-minute period. This provides a very conservative estimate and is not likely to represent typical conditions at the proposed childcare facility.

6. Source: ITE *Trip Generation 9th Edition,* Average Rates based on 24-student Day Care Center (Code 565).

It should be noted that the existing property, which is used as a rental home, is currently occupied by tenants. The existing residential property generates vehicle trips and parking demand. However, for the purposes of providing a conservative analysis, the trips generated by the existing residential home have not been deducted from the net new project trip generation estimates above, and are not excluded from the traffic

circulation and parking analysis. In addition, some trips to the proposed childcare facility would likely be from people who live nearby and would choose to walk to the site. Thus, the project trip generation presented above presents a worst-case scenario.

SITE CIRCULATION AND ACCESS EVALUATION

Traffic Operations Analysis

In order to evaluate the potential impacts to traffic circulation resulting from the additional traffic generated by the proposed project, traffic operations were evaluated at the intersection of Alameda de las Pulgas / Manzanita Avenue. This is a side-street stop-controlled intersection that will serve as the primary access intersection for the project site. The AM and PM peak hour project trips, as shown previously in **Table 2,** were assigned to the adjacent street network using a distribution pattern based on existing traffic patterns, as well as consideration for where vehicles accessing the site will park. The parking analysis, as discussed in detail in a later section of this study, indicates that based on the peak hour project trip generation, there is a very low probability (less than two percent) that all three driveway parking spaces will be occupied at any given point during the AM or PM peak hour periods. Pickup/drop-off vehicles are anticipated to find an available parking spot in the on-site driveway at nearly all times during peak hour periods. For this reason, AM and PM peak hour project trips were assigned to the network assuming that vehicles would park at the site driveway on Manzanita Avenue and would not need to circle the block to find an available on-street parking space.

The project traffic assignment for AM and PM peak hour scenarios is shown in **Attachment E**. The project trips were added to the existing traffic volumes (with school traffic adjustments applied) in order to reflect the "existing plus project" traffic levels. Using these volumes, the intersection levels of service and control delay were calculated for the Alameda de las Pulgas / Manzanita Avenue intersection[2].

The intersection levels of service and delay by approach are summarized in **Table 3**.

[2] Level of Service (LOS) is a qualitative term used to describe the operating conditions a driver will experience while traveling on a particular street or at an intersection during a specific time interval. Levels of service are represented by a letter scale from LOS A to LOS F, with LOS A representing the best performance and LOS F representing the poorest performance under significantly congested conditions.

Table 3: Alameda de las Pulgas / Manzanita Avenue – Intersection Levels of Service

Intersection Movement	EXISTING				EXISTING + PROJECT			
	AM Peak Hour		PM Peak Hour		AM Peak Hour		PM Peak Hour	
	Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS
Northbound	**45.6**	E	29.4	D	**47.9**	E	31.3	D
Southbound	30.3	D	17.3	C	31.9	D	29.7	D
Eastbound Left	8.9	A	10.2	B	9.0	A	10.2	B
Westbound Left	10.4	B	8.7	A	10.4	B	8.7	A

Notes:
1. Delay and level of service reported for each stop controled movement. Eastbound and westbound through/right traffic is uncontrolled and will have essentially no delay.
2. Overall level of service for unsignalized intersections is reported based on the highest approach delay in seconds per vehicle.
3. Intersection approaches operating at LOS E or F are shown in **bold**.
4. Peak hour intersection levels of service calculated using TRAFFIX 8.0 software, which utilizes the operations methodology of the *2000 Highway Capacity Manual*, Transportation Research Council, 2000.

The County of San Mateo establishes LOS D or better as the target threshold for most intersections within the County's jurisdiction. As shown in **Table 3**, the Alameda de las Pulgas / Manzanita Avenue intersection currently operates with LOS D or better for all intersection movements, with the exception of the northbound approach, which operates at unacceptable LOS E during the existing AM peak hour. According to the County significance criteria for intersections, a significant project impact is identified when the addition of a project causes either of the following to occur:

- The level of service at an intersection degrades from acceptable LOS D or better to unacceptable LOS F or F with the addition of the project; or
- The level of service at an intersection is an unacceptable LOS E or LOS F under baseline conditions and the addition of the project trips causes the critical movement volume-to-capacity (V/C) ratio to increase by 0.02 or more with the addition of the project.

The project does not add any trips to the critical intersection approach (northbound), but it does add to the conflicting traffic on Alameda de las Pulgas, which slightly increases the delay by approximately two (2) seconds per vehicle for vehicles attempting to make a northbound left or right turn from Manzanita Avenue to Alameda de las Pulgas. The V/C ratio for this movement is increased by only 0.01 with the addition of the project traffic; thus, there is no significant impact.

No existing queuing issues were observed at the Alameda de las Pulgas / Manzanita Avenue intersection and the "existing plus project" traffic analysis indicates that the addition of the project trips will not significantly increase vehicle queues at this location.

Neighborhood Cut-through Assessment

As part of the standard enrollment/admission package for the proposed childcare center, the project owners/management requires all parents/guardians/caregivers to sign a *traffic circulation policy agreement*, which specifies a number of rules that are to be followed in order to limit traffic, parking and safety issues in the neighborhood. The agreement includes the following rules:

- Users will come to and from the site via the Alameda de las Pulgas / Manzanita Avenue access point rather than the streets of the neighborhood;
- Users will park in the site driveway or on-street directly in front of the property on Alameda de las Pulgas;
- Users will not block neighbor driveways or use them to turn around;
- When driving or walking to the site, users are advised to pay close attention to cars backing out of driveways.

While the abovementioned agreement will help limit potential traffic and parking impacts to the adjacent neighborhood, it is reasonable to expect that some additional traffic will be added to neighborhood streets, particularly during the busiest drop-off/pickup times when there is a small chance that the site driveway parking spaces may be occupied, requiring drivers to circle the block to then park on-street. Using the parking analysis methodologies discussed in later sections of this study, on average, there is a relatively low probability (less than 5 percent) that both of the three (3) driveway drop-off/pickup parking spaces will be occupied at a given time during business hours. Using a conservative assumption that approximately 10 percent of the daily vehicle trips arriving at the site to drop-off/pickup a child will find the driveway to be fully occupied, and will need to circle around the block to park on-street. This would represent 10 percent of the total daily inbound child drop-off/pickup trips, which equates to approximately eight (8) new vehicle trips (80 inbound trips x 10 percent) added to the following neighborhood streets: Manzanita Avenue, Barney Avenue and Monterey Avenue. Based on recent traffic counts provided by the County, the eight (8) additional daily vehicle trips would represent a very small increase in traffic to these residential streets. The additional eight (8) daily vehicles would represent only eight (8) percent of the existing weekday traffic on Manzanita Avenue and less than one (1) percent of the existing daily traffic volume on Barney Avenue. No existing traffic data was available for Monterey Avenue.

Driveway Conflicts

As mentioned previously, the childcare center *traffic circulation policy agreement* requires that each parent/guardian/caregiver traveling to or from the facility agree to pay close attention to cars backing out of driveways. In addition, the site driveway is the first driveway on the right side of the street when turning onto Manzanita Avenue from Alameda de las Pulgas, which could create the potential for additional conflicts between cars pulling out of the site driveway and vehicles turning onto Manzanita Avenue. While the traffic counts collected for this study indicate that the peak period

traffic volume turning onto Manzanita Avenue from Alameda de las Pulgas is very low, the following improvements are recommended to help further reduce concerns regarding potential conflicts at the site driveway:

- Maintain sight lines at the northeast corner of the Alameda de las Pulgas / Manzanita Avenue intersection by keeping tree branches trimmed and shrubs/foliage trimmed to a maximum height of 30 inches (2.5 feet).

PARKING EVALUATION

The County of San Mateo Zoning Code does not specify a required number of parking spaces for the type of use represented by the proposed project. For this reason, a number of sources were referenced to determine the appropriate number of parking spaces needed to meet the anticipated parking demand of the project. A review of relevant available information provided the following findings:

- A study published in *ITE Journal* monitored 29 traditional day care facilities and found the average peak parking demand rate for a day care facility to be equal to one (1) space for every five (5) children, plus staff parking[3]. For a 24-child facility with two on-site staff, this would equate to two (2) staff parking spaces and five (5) parking spaces for child drop-off/pickup (7 total spaces).
- ITE's *Parking Generation, 4th Edition*, provides parking generation rates for various types of land uses that can be used to estimate parking demand. Using ITE parking generation rates for a traditional 24-child day care facility, the average peak parking demand is estimated at approximately six (6) spaces, including staff parking.

See **Attachment F** for documentation on each of these two parking references.

The proposed project will utilize eight (8) total parking spaces: two (2) garage parking spaces for staff, three (3) driveway spaces and three (3) on-street parking spaces for loading during drop-offs and pickups. It should be noted that while the current site driveway has width for two parking spaces; the project applicant plans to implement minor improvements to the driveway pad to provide additional width needed accommodate a third driveway parking space. The existing paved driveway and side setback totals 26.5 feet in width by 20 feet in length. With minor improvements, including removal of a temporary fenced trash receptacle enclosure, and widening of the existing driveway pad by 0.5 feet with additional concrete paving, or installation of grasscrete (or other permeable pavers), the total driveway width would reach 27 feet, which would accommodate three (3) standard nine-foot by 20-foot parking stalls. The total number of proposed parking spaces would be generally consistent with the

[3] Van Winkle, J. and Kinton, S, *Parking and Trip Generation Characteristics for Day-Care Facilities*, ITE Journal, Washington, DC, July, 1994

number of parking spaces recommended for a traditional day care, as discussed in the two ITE publications mentioned above.

A supplemental analysis based on the project trip generation and drop-off/pickup waiting time was performed to verify if the proposed number of non-staff parking spaces will sufficiently accommodate the anticipated parking demand generated by the project. As shown previously in **Table 2**, the proposed childcare center will generate an estimated 10 inbound trips during the highest peak hour (generally between 12:00 PM and 3:00 PM). According to ITE research, it takes an average of 5.6 minutes to park and sign a child in or out of a childcare facility[4]. Using a conservative assumption of an average wait time per drop-off/pickup of 10 minutes, with evenly distributed arrivals, the maximum number of occupied parking spaces at any given time would be two (2). However, even with a reservation-based system, it is impossible to guarantee evenly spaced arrivals throughout a given hour and that cars will always be parked for only six minutes. With a conservative assumption that only two (2) of the three (3) on-street spaces will be unoccupied during project business hours (see **Table 1** for existing parking occupancy), a total of five (5) parking spaces are assumed to be available for drop-offs/pickups. **Table 4** below shows the probability that the available parking spaces would be occupied if the vehicles are parked for a specific length of time during the highest peak hour of business operations.

Table 4: Probability of Drop-off/Pickup Parking Being Occupied (5 spaces)

	5 min/veh	10 min/veh
3 Driveway Spaces Occupied	< 1%	4.9%
3 Driveway Spaces Occupied and 2 On-Street Spaces Occupied	< 1 %	< 1%

As shown in **Table 4**, the probability that all three (3) of the driveway drop-off/pickup parking spaces will be occupied during the worst-case peak hour if vehicles park for at least five minutes is less than one (1) percent; at 10 minutes, the probability increases to about five (5) percent. This indicates that even during the highest drop-off/pickup times, there will likely be an available parking space in the project driveway for customers. Further, there is a very low likelihood that the project parking demand would exceed the total parking supply available for drop-offs/pickups between the driveway parking and on-street parking spaces.

Parking analysis calculations are provided in **Attachment G**.

[4]Hitchens, *Trip Generation of Day Care Centers*, 1990 Compendium of Technical Papers, Institute of Transportation Engineers, Washington, DC, 1990.

FINDINGS AND RECOMMENDATIONS

The key findings of the traffic circulation and parking analysis performed for the proposed childcare facility at 3131 Alameda de las Pulgas in unincorporated Menlo Park, California are summarized as follows:

Key Findings

- *Project Trip Generation:* The proposed project is anticipated to generate approximately 164 weekday trips, 12 AM peak hour trips and 6 PM peak hour trips. During the worst-case peak hour, which is expected to occur between 12:00 PM and 3:00 PM, outside of the AM and PM peak commute periods, the highest hourly trip project generation is approximately 20 trips.
- *Traffic Operations:* The primary project access intersection, the intersection of Alameda de las Pulgas / Manzanita Avenue, currently operates at deficient LOS E during the AM peak hour, with the critical delay occurring at the northbound Manzanita Avenue intersection approach. The proposed project does not add any trips to this approach, but does increase the average side-street control delay for the northbound approach by approximately two (2) seconds per vehicle. The project traffic causes an increase in the volume-to-capacity (V/C) ratio for this movement by only 0.01, and does not significantly impact intersection operations.
- *Neighborhood Traffic Concerns:* The enrollment/registration application for the proposed childcare center requires that applicants sign a traffic circulation agreement that requires child drop-off/pickup drivers to park in designated areas, avoid accessing the site from local neighborhood streets and refrain from blocking or turning around in neighbor driveways. During the busiest periods, there is some chance that all of the driveway parking spaces may be occupied at times – in turn, some drop-off/pickup drivers may first turn onto Manzanita Avenue, only to circle around the block to the on-street parking spaces on Alameda de las Pulgas. Only a small proportion of the daily project trips (conservatively 8 inbound trips) are anticipated to use neighborhood streets to access the project site, which represents a relatively low proportion of the existing local street traffic volumes.
- *Parking Evaluation:* Based on a conservative analysis considering existing neighborhood on-street parking demand and an average drop-off/pickup parking time of 10 minutes, the proposed parking demand generated by the childcare facility would have a very small probability (< 5%) of exceeding the available on-site driveway parking supply during the busiest time of day. During the rare instances when all driveway parking spaces are occupied, childcare center drop-off/pickup drivers would need to utilize one of the three on-street parking spaces on Alameda de las Pulgas fronting the property. The probability of the project parking demand exceeding the available driveway parking supply and the on-street parking supply fronting the property is very low.

Recommendations

- Ensure that the third on-site driveway parking space is provided by implementing the planned driveway improvements to widen the existing pad from 26.5 feet to 27 feet in width. This would provide sufficient width to accommodate three (3) standard 9-foot by 20-foot parking stalls. The driveway modifications could be implemented through minor improvements, including removal of the existing temporary fenced trash receptacle enclosure, and widening of the existing driveway pad by 0.5 feet with additional concrete paving, or installation of grasscrete (or other permeable pavers). (see photo below)
- The owners/managers of the childcare facility shall follow the County's request to allow no more than two (2) drop-off/pickups during any 12-minute period and should endeavor to ensure that childcare center parents/guardians/caregivers park for less than 10 minutes when signing children in or out of the center. Owners/managers should also continue to communicate the request that users park in designated areas and avoid blocking or turning around in neighbor driveways.
- The owners/managers of the childcare facility should ensure that sight lines are maintained at the northeast corner of the Alameda de las Pulgas / Manzanita Avenue intersection by keeping tree branches trimmed and shrubs/foliage trimmed to a maximum height of 30 inches (2.5 feet).

ATTACHMENTS

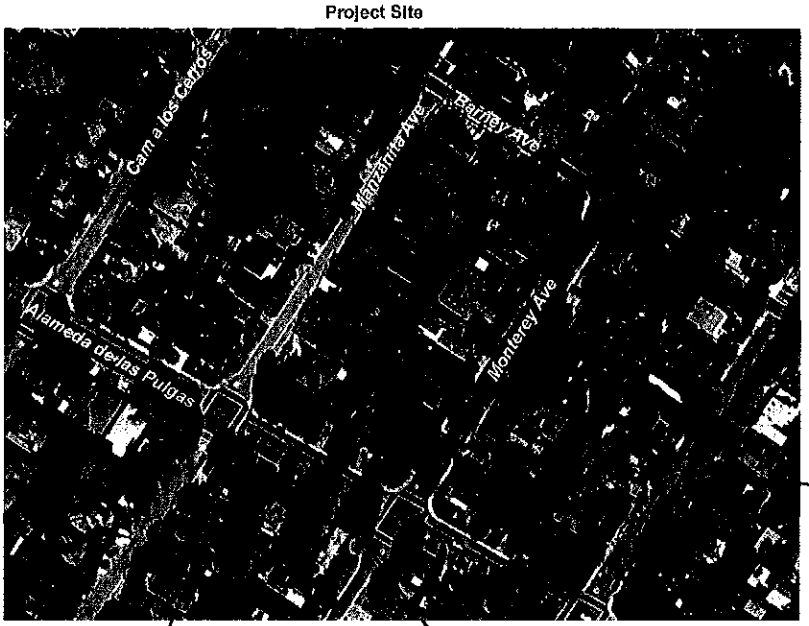
Attachment A: Project Location and Parking Supply
Attachment B: Traffic Count Data
Attachment C: School Traffic Adjustment Calculations
Attachment D: Childcare Center – Typical Operating Plan
Attachment E: Project Trip Distribution & Assignment
Attachment F: Intersection Level of Service Calculations
Attachment G: ITE Parking References
Attachment H: Parking Analysis Calculations

ATTACHMENTS

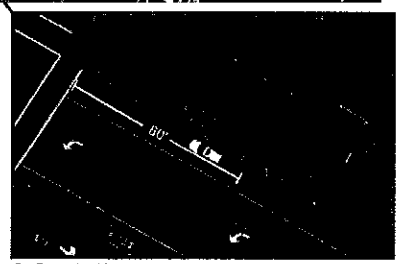
A: Project Location and Parking Supply

3131 Alameda de las Pulgas Childcare Center

Project Site

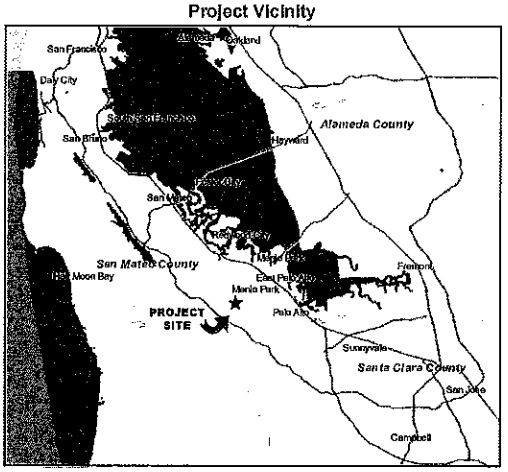


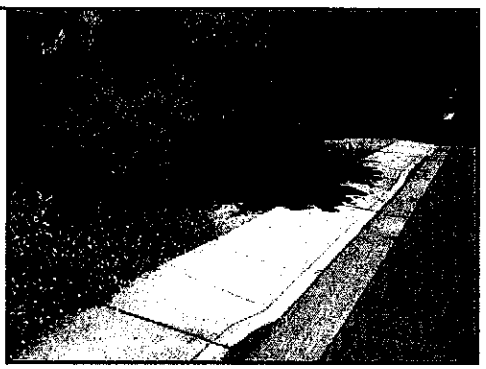
On-Site Parking:
- 2 garage parking spaces for staff
- 2 existing driveway parking spaces for drop-off/pickup
- Planned 3rd driveway parking space w/ minor improvements



On-Street Parking:
- Adequate area for 3 on-street parking spaces in front of property
- 7 total on-street spaces exist on north side of Alameda de las Pulgas between Manzanita Avenue and Monterey Avenue

Project Vicinity





- Project includes plans to provide one van-accessible ADA parking space and loading zone on south side of property with access from existing curb cuts on Alameda de las Pulgas

NOT TO SCALE

Kimley-Horn and Associates, Inc.

ATTACHMENT A

Project Location and Parking Supply

K:\TPTO\097760004\Figure\A\Project Location.ai

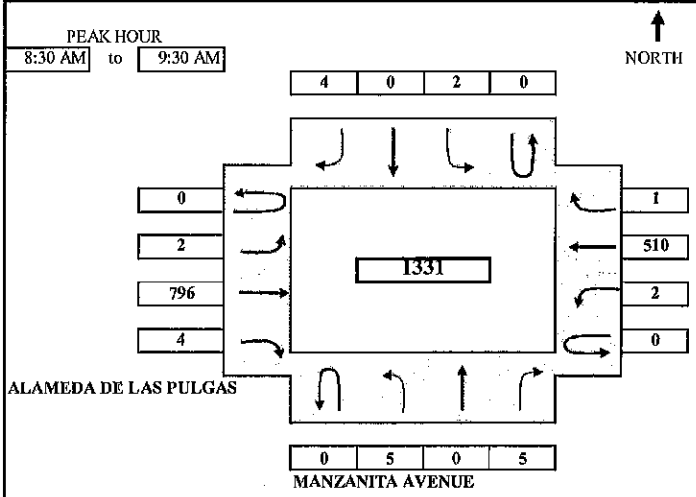
B: Traffic Count Data

B.A.Y.M.E.T.R.I.C.S.

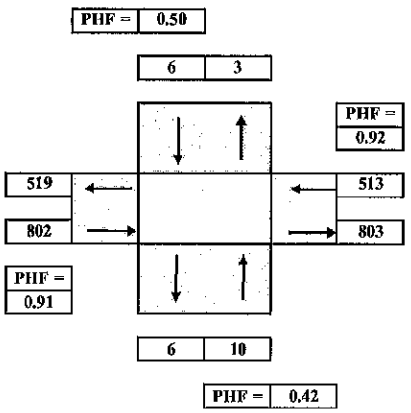
INTERSECTION TURNING MOVEMENT SUMMARY

PROJECT:	**DATA COLLECTION IN MENLO PARK**	**SURVEY DATE:**	**7/10/2013**	**DAY:**	**WEDNESDAY**
N-S APPROACH:	**MANZANITA AVENUE**	**SURVEY TIME:**	**8:30 AM**	**TO**	**10:30 AM**
E-W APPROACH:	**ALAMEDA DE LAS PULGAS**	**JURISDICTION:**	**MENLO PARK**	**FILE:**	**3307072-AM**

PEAK HOUR 8:30 AM to 9:30 AM



ARRIVAL / DEPARTURE VOLUMES



TIME PERIOD			NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				TOTAL
From		To	U-TURN	LEFT	THRU	RIGHT	U-TURN	LEFT	THRU	RIGHT	U-TURN	LEFT	THRU	RIGHT	U-TURN	LEFT	THRU	RIGHT	
SURVEY DATA																			
8:30 AM	to	8:45 AM		0	0	1		0	0	1		0	217	1		0	133	0	**353**
8:45 AM	to	9:00 AM		1	0	1		1	0	3		1	435	3		1	255	0	**701**
9:00 AM	to	9:15 AM		3	0	1		1	0	3		2	634	4		2	392	1	**1043**
9:15 AM	to	9:30 AM		5	0	5		2	0	4		2	796	4		2	510	1	**1331**
9:30 AM	to	9:45 AM		6	0	6		2	0	4		3	959	4		3	607	2	**1596**
9:45 AM	to	10:00 AM		6	0	6		3	0	4		3	1120	4		5	700	2	**1853**
10:00 AM	to	10:15 AM		7	0	6		3	0	4		4	1243	4		6	780	3	**2060**
10:15 AM	to	10:30 AM		7	0	6		3	0	4		4	1280	4		6	810	3	**2127**
TOTAL BY PERIOD																			
8:30 AM	to	8:45 AM	0	0	0	1	0	0	0	1	0	0	217	1	0	0	133	0	**353**
8:45 AM	to	9:00 AM	0	1	0	0	0	1	0	2	0	1	218	2	0	1	122	0	**348**
9:00 AM	to	9:15 AM	0	2	0	0	0	0	0	0	0	1	199	1	0	1	137	1	**342**
9:15 AM	to	9:30 AM	0	2	0	4	0	1	0	1	0	0	162	0	0	0	118	0	**288**
9:30 AM	to	9:45 AM	0	1	0	1	0	0	0	0	0	1	163	0	0	1	97	1	**265**
9:45 AM	to	10:00 AM	0	0	0	0	0	1	0	0	0	0	161	0	0	2	93	0	**257**
10:00 AM	to	10:15 AM	0	1	0	0	0	0	0	0	0	1	123	0	0	1	80	1	**207**
10:15 AM	to	10:30 AM	0	0	0	0	0	0	0	0	0	0	37	0	0	0	30	0	**67**
HOURLY TOTALS																			
8:30 AM	to	9:30 AM	0	5	0	5	0	2	0	4	0	2	796	4	0	2	510	1	**1331**
8:45 AM	to	9:45 AM	0	6	0	5	0	2	0	3	0	3	742	3	0	3	474	2	**1243**
9:00 AM	to	10:00 AM	0	5	0	5	0	2	0	1	0	2	685	1	0	4	445	2	**1152**
9:15 AM	to	10:15 AM	0	4	0	5	0	2	0	1	0	2	609	0	0	4	388	2	**1017**
9:30 AM	to	10:30 AM	0	2	0	1	0	1	0	0	0	2	484	0	0	4	300	2	**796**

PEAK HOUR SUMMARY

8:30 AM to 9:30 AM	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				TOTAL
	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	
VOLUME	0	5	0	5	0	2	0	4	0	2	796	4	0	2	510	1	**1331**
PEDESTRIAN																	**21**
BICYCLE																	**44**
PHF BY MOVEMENT	0.00	0.63	0.00	0.31	0.00	0.50	0.00	0.50	0.00	0.50	0.91	0.50	0.00	0.50	0.93	0.25	OVERALL
PHF BY APPROACH		0.42				0.50				0.91				0.92			0.94

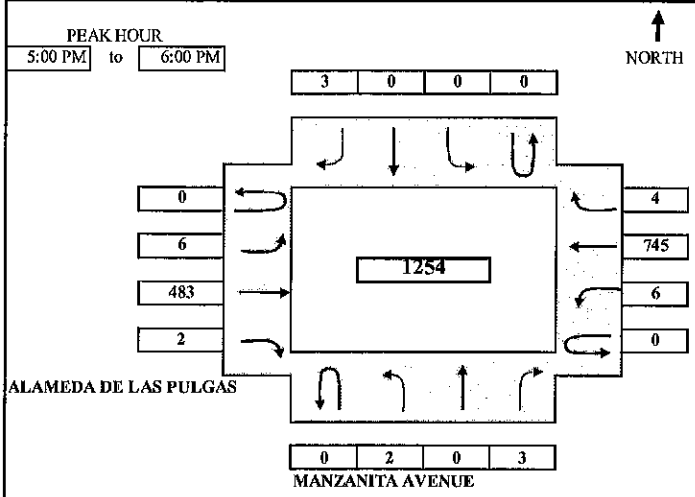
TEL: (510) 232 - 1271 FAX: (510) 232 - 1272

B.A.Y.M.E.T.R.I.C.S.

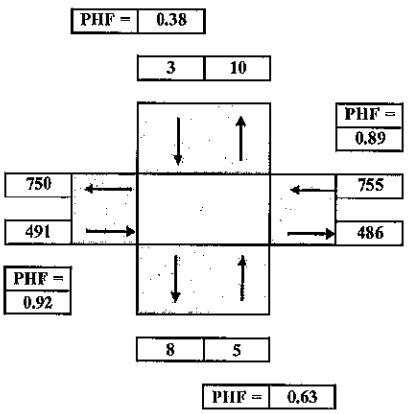
INTERSECTION TURNING MOVEMENT SUMMARY

PROJECT:	**DATA COLLECTION IN MENLO PARK**	**SURVEY DATE:**	**7/23/2013**	**DAY:**	**TUESDAY**
N-S APPROACH:	**MANZANITA AVENUE**	**SURVEY TIME:**	**4:00 PM**	**TO**	**6:00 PM**
E-W APPROACH:	**ALAMEDA DE LAS PULGAS**	**JURISDICTION:**	**MENLO PARK**	**FILE:**	**3307072-PM**

PEAK HOUR 5:00 PM to 6:00 PM



ARRIVAL / DEPARTURE VOLUMES



TIME PERIOD			NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				TOTAL
From		To	U-TURN	LEFT	THRU	RIGHT	U-TURN	LEFT	THRU	RIGHT	U-TURN	LEFT	THRU	RIGHT	U-TURN	LEFT	THRU	RIGHT	
SURVEY DATA																			
4:00 PM	to	4:15 PM		1	0	0		0	0	0		1	129	0		1	150	0	**282**
4:15 PM	to	4:30 PM		3	0	0		0	0	1		3	266	2		4	310	1	**590**
4:30 PM	to	4:45 PM		4	0	0		0	0	3		3	412	4		7	468	1	**902**
4:45 PM	to	5:00 PM		6	0	1		0	0	3		3	529	4		9	633	1	**1189**
5:00 PM	to	5:15 PM		7	0	1		0	0	4		6	659	4		9	827	2	**1519**
5:15 PM	to	5:30 PM		7	0	2		0	0	4		7	761	5		10	1001	3	**1800**
5:30 PM	to	5:45 PM		8	0	2		0	0	6		8	883	6		12	1170	4	**2099**
5:45 PM	to	6:00 PM		8	0	4		0	0	6		9	1012	6		15	1378	5	**2443**
TOTAL BY PERIOD																			
4:00 PM	to	4:15 PM	0	1	0	0	0	0	0	0	0	1	129	0	0	1	150	0	**282**
4:15 PM	to	4:30 PM	0	2	0	0	0	0	0	1	0	2	137	2	0	3	160	1	**308**
4:30 PM	to	4:45 PM	0	1	0	0	0	0	0	2	0	0	146	2	0	3	158	0	**312**
4:45 PM	to	5:00 PM	0	2	0	1	0	0	0	0	0	0	117	0	0	2	165	0	**287**
5:00 PM	to	5:15 PM	0	1	0	0	0	0	0	1	0	3	130	0	0	0	194	1	**330**
5:15 PM	to	5:30 PM	0	0	0	1	0	0	0	0	0	1	102	1	0	1	174	1	**281**
5:30 PM	to	5:45 PM	0	1	0	0	0	0	0	2	0	1	122	1	0	2	169	1	**299**
5:45 PM	to	6:00 PM	0	0	0	2	0	0	0	0	0	1	129	0	0	3	208	1	**344**
HOURLY TOTALS																			
4:00 PM	to	5:00 PM	0	6	0	1	0	0	0	3	0	3	529	4	0	9	633	1	**1189**
4:15 PM	to	5:15 PM	0	6	0	1	0	0	0	4	0	5	530	4	0	8	677	2	**1237**
4:30 PM	to	5:30 PM	0	4	0	2	0	0	0	3	0	4	495	3	0	6	691	2	**1210**
4:45 PM	to	5:45 PM	0	4	0	2	0	0	0	3	0	5	471	2	0	5	702	3	**1197**
5:00 PM	to	6:00 PM	0	2	0	3	0	0	0	3	0	6	483	2	0	6	745	4	**1254**

PEAK HOUR SUMMARY

5:00 PM to 6:00 PM	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				TOTAL
	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	
VOLUME	0	2	0	3	0	0	0	3	0	6	483	2	0	6	745	4	**1254**
PEDESTRIAN																	**6**
BICYCLE																	**61**
PHF BY MOVEMENT	0.00	0.50	0.00	0.38	0.00	0.00	0.00	0.38	0.00	0.50	0.93	0.50	0.00	0.50	0.90	1.00	OVERALL
PHF BY APPROACH	0.63				0.38				0.92				0.89				0.91

TEL: (510) 232 - 1271 FAX: (510) 232 - 1272

B.A.Y.M.E.T.R.I.C.S.

DATA COLLECTION IN MENLO PARK

On Alameda De Las Pulgas, just west of Santa Cruz Avenue

Date	10-Jul-13		Wednesday		Date	10-Jul-13		Wednesday	
Direction	EB		WB		Direction	EB		WB	
Time	15 MIN	60 MIN	15 MIN	60 MIN	Time	15 MIN	60 MIN	15 MIN	60 MIN
0:00	9	0	10	0	12:00	91	365	96	328
0:15	6	0	6	0	12:15	105	388	88	338
0:30	3	0	6	0	12:30	96	389	93	372
0:45	2	20	4	26	12:45	100	392	74	351
1:00	3	14	6	22	13:00	104	405	90	345
1:15	2	10	1	17	13:15	104	404	72	329
1:30	2	9	2	13	13:30	77	385	86	322
1:45	0	7	4	13	13:45	91	376	86	334
2:00	0	4	3	10	14:00	92	364	83	327
2:15	1	3	0	9	14:15	89	349	78	333
2:30	0	1	2	9	14:30	104	376	70	317
2:45	1	2	3	8	14:45	93	378	90	321
3:00	0	2	1	6	15:00	111	397	98	336
3:15	1	2	1	7	15:15	97	405	80	338
3:30	0	2	0	5	15:30	85	386	97	365
3:45	0	1	1	3	15:45	119	412	111	386
4:00	0	1	0	2	16:00	117	418	101	389
4:15	1	1	0	1	16:15	88	409	111	420
4:30	3	4	1	2	16:30	96	420	94	417
4:45	2	6	2	3	16:45	128	429	112	418
5:00	2	8	2	5	17:00	109	421	132	449
5:15	10	17	3	8	17:15	91	424	138	476
5:30	11	25	3	10	17:30	84	412	140	522
5:45	23	46	2	10	17:45	102	386	158	568
6:00	25	69	2	10	18:00	77	354	148	584
6:15	26	85	10	17	18:15	77	340	151	597
6:30	43	117	13	27	18:30	57	313	127	584
6:45	51	145	24	49	18:45	62	273	108	534
7:00	76	196	40	87	19:00	93	289	111	497
7:15	92	262	50	127	19:15	83	295	83	429
7:30	92	311	64	178	19:30	75	313	87	389
7:45	137	397	67	221	19:45	51	302	67	348
8:00	164	485	69	250	20:00	62	271	76	313
8:15	125	518	64	264	20:15	41	229	63	293
8:30	153	579	84	284	20:30	38	192	63	269
8:45	185	627	72	289	20:45	37	178	59	261
9:00	173	636	85	305	21:00	26	142	43	228
9:15	154	665	82	323	21:15	30	131	49	214
9:30	124	636	76	315	21:30	45	138	41	192
9:45	133	584	79	322	21:45	25	126	44	177
10:00	122	533	73	310	22:00	31	131	33	167
10:15	78	457	61	289	22:15	32	133	26	144
10:30	88	421	70	283	22:30	29	117	29	132
10:45	69	357	76	280	22:45	17	109	29	117
11:00	86	321	89	296	23:00	12	90	14	98
11:15	82	325	78	313	23:15	8	66	14	86
11:30	95	332	59	302	23:30	13	50	11	68
11:45	97	360	95	321	23:45	14	47	12	51

EB		WB	
Total Volume	**5960**	**Total Volume**	**5411**
AM Peak Volume	**665**	AM Peak Volume	**323**
Noon Peak Volume	**533**	Noon Peak Volume	**372**
PM Peak Volume	**429**	PM Peak Volume	**597**
Evening Peak Volume	**271**	Evening Peak Volume	**313**

Phone: (510) 232-1271 Fax: (510) 232-1272

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SAN MATEO COUNTY DEPARTMENT OF PUBLIC WORKS

Site Code: 00000001
Station ID:
Manzanita av
Adlp to Barney av WMP
Latitude: 0' 0.0000 Undefined

Start	24-Jun-13		Tue		Wed		Thu		Fri		Sat		Sun		Week Average	
Time	N	W	N	W	N	W	N	W	N	W	N	W	N	W	N	W
12:00 AM	0	1	0	2	0	1	1	0	0	0	*	*	*	*	0	1
01:00	0	0	0	0	0	0	0	0	0	0	*	*	*	*	0	0
02:00	0	0	0	0	0	0	0	0	0	0	*	*	*	*	0	0
03:00	0	1	0	1	0	1	0	1	0	1	*	*	*	*	0	1
04:00	1	0	2	0	0	0	1	0	0	0	*	*	*	*	1	0
05:00	0	1	0	1	1	1	2	1	0	1	*	*	*	*	1	1
06:00	1	1	0	1	1	1	0	1	2	1	*	*	*	*	1	1
07:00	2	2	6	3	5	2	3	4	1	1	*	*	*	*	3	2
08:00	5	3	3	3	4	4	3	2	3	4	*	*	*	*	4	3
09:00	1	4	3	2	4	0	3	1	1	2	*	*	*	*	2	2
10:00	3	3	4	3	1	0	3	3	0	1	*	*	*	*	2	2
11:00	6	2	2	3	4	5	4	0	*	*	*	*	*	*	4	2
12:00 PM	3	5	2	2	7	7	4	5	*	*	*	*	*	*	4	5
01:00	1	6	1	6	7	4	3	0	*	*	*	*	*	*	3	4
02:00	7	7	2	3	2	4	6	5	*	*	*	*	*	*	4	5
03:00	7	3	1	3	2	6	4	3	*	*	*	*	*	*	4	4
04:00	4	3	3	8	5	2	2	3	*	*	*	*	*	*	4	4
05:00	1	4	2	6	1	5	3	5	*	*	*	*	*	*	2	5
06:00	1	3	2	2	3	4	2	7	*	*	*	*	*	*	2	4
07:00	3	0	4	4	3	2	2	4	*	*	*	*	*	*	3	2
08:00	0	0	3	0	0	1	0	1	*	*	*	*	*	*	1	0
09:00	1	1	2	2	1	0	0	2	*	*	*	*	*	*	1	1
10:00	0	0	1	1	1	1	0	0	*	*	*	*	*	*	0	0
11:00	0	0	0	0	0	0	0	1	*	*	*	*	*	*	0	0
Lane	47	50	43	56	52	51	46	49	7	11	0	0	0	0	46	49
Day	97		99		103		95		18		0		0		95	
AM Peak	11:00	09:00	07:00	07:00	07:00	11:00	11:00	07:00	08:00	08:00	-	-	-	-	08:00	08:00
Vol.	6	4	6	3	5	5	4	4	3	4	-	-	-	-	4	3
PM Peak	14:00	14:00	19:00	16:00	12:00	12:00	14:00	18:00	-	-	-	-	-	-	12:00	12:00
Vol.	7	7	4	8	7	7	6	7	-	-	-	-	-	-	4	5

Comb. Total	97	99	103	95	18	0	0	95

ADT ADT 95 AADT 95

Page 1

SAN MATEO COUNTY DEPARTMENT OF PUBLIC WORKS

Site Code:
Station ID:
Barney av
Valparaiso av to Cedar av
Latitude: 0' 0.000 Undefined

Start	05-Sep-11		Tue		Wed		Thu		Fri		Sat		Sun		Week Average	
Time	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE
12:00 AM	*	*	*	*	*	*	*	*	*	*	1	3	1	0	1	2
01:00	*	*	*	*	*	*	*	*	*	*	1	0	0	2	0	1
02:00	*	*	*	*	*	*	*	*	*	*	0	0	0	0	0	0
03:00	*	*	*	*	*	*	*	*	*	*	0	0	0	0	0	0
04:00	*	*	*	*	*	*	*	*	*	*	0	1	1	0	0	0
05:00	*	*	*	*	*	*	*	*	*	*	0	1	3	1	2	1
06:00	*	*	*	*	*	*	*	*	*	*	1	4	0	3	0	4
07:00	*	*	*	*	*	*	*	*	*	*	1	12	0	6	0	9
08:00	*	*	*	*	*	*	*	*	*	*	14	34	7	19	10	26
09:00	*	*	*	*	*	*	*	*	*	*	10	32	2	35	6	34
10:00	*	*	*	*	*	*	*	*	*	*	15	36	15	17	15	26
11:00	*	*	*	*	*	*	*	*	*	*	22	39	19	24	20	32
12:00 PM	*	*	*	*	*	*	*	*	*	*	30	46	17	21	24	34
01:00	*	*	*	*	*	*	*	*	*	*	34	30	12	31	23	30
02:00	*	*	*	*	*	*	*	*	*	*	21	29	12	18	16	24
03:00	*	*	*	*	*	*	*	*	34	54	18	25	9	25	20	35
04:00	*	*	*	*	*	*	*	*	24	43	18	26	8	25	17	31
05:00	*	*	*	*	*	*	*	*	38	45	21	30	9	25	23	33
06:00	*	*	*	*	*	*	*	*	38	33	14	13	22	14	25	20
07:00	*	*	*	*	*	*	*	*	10	12	5	17	10	16	8	15
08:00	*	*	*	*	*	*	*	*	12	7	7	13	5	8	8	9
09:00	*	*	*	*	*	*	*	*	10	7	5	8	1	2	5	6
10:00	*	*	*	*	*	*	*	*	16	8	6	5	1	2	8	5
11:00	*	*	*	*	*	*	*	*	3	1	4	3	0	1	2	2
Lane	0	0	0	0	0	0	0	0	185	210	248	407	154	295	233	379
Day	0		0		0		0		395		655		449		612	
AM Peak											11:00	11:00	11:00	09:00	11:00	09:00
Vol.											22	39	19	35	20	34
PM Peak									17:00	15:00	13:00	12:00	18:00	13:00	18:00	15:00
Vol.									38	54	34	46	22	31	25	35

SAN MATEO COUNTY DEPARTMENT OF PUBLIC WORKS

Site Code:
Station ID:
Barney av
Valparaiso av to Cedar av
Latitude: 0' 0.000 Undefined

Start	12-Sep-11		Tue		Wed		Thu		Fri		Sat		Sun		Week Average	
Time	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE	NW	SE
12:00 AM	0	0	0	1	1	0	0	0	0	0	*	*	*	*	0	0
01:00	0	0	0	0	0	0	0	1	0	0	*	*	*	*	0	0
02:00	0	0	1	0	0	0	0	0	0	0	*	*	*	*	0	0
03:00	0	0	0	0	0	0	0	1	0	0	*	*	*	*	0	0
04:00	1	0	1	0	1	0	1	0	0	0	*	*	*	*	1	0
05:00	1	5	2	5	1	5	1	8	1	4	*	*	*	*	1	5
06:00	2	6	2	10	2	9	2	8	1	7	*	*	*	*	2	8
07:00	11	60	11	53	10	66	11	59	13	55	*	*	*	*	11	59
08:00	16	65	21	63	24	65	25	61	9	43	*	*	*	*	19	59
09:00	12	48	17	42	21	59	15	51	*	*	*	*	*	*	16	50
10:00	14	28	15	42	17	36	10	27	*	*	*	*	*	*	14	33
11:00	4	29	10	26	19	37	16	33	*	*	*	*	*	*	12	31
12:00 PM	16	38	17	45	18	26	17	41	*	*	*	*	*	*	17	38
01:00	16	31	21	33	27	24	24	25	*	*	*	*	*	*	22	28
02:00	19	44	9	40	19	50	16	41	*	*	*	*	*	*	16	44
03:00	33	48	25	35	15	42	20	44	*	*	*	*	*	*	23	42
04:00	19	37	23	37	24	40	21	45	*	*	*	*	*	*	22	40
05:00	30	37	42	42	26	38	87	48	*	*	*	*	*	*	47	41
06:00	25	19	26	37	23	24	25	41	*	*	*	*	*	*	25	30
07:00	16	22	14	21	20	21	21	50	*	*	*	*	*	*	18	28
08:00	11	5	10	10	12	7	12	7	*	*	*	*	*	*	11	7
09:00	4	3	3	8	6	3	8	2	*	*	*	*	*	*	5	4
10:00	3	2	1	1	1	0	1	4	*	*	*	*	*	*	2	2
11:00	2	0	0	0	2	1	1	2	*	*	*	*	*	*	1	1
Lane	255	527	271	551	291	553	334	599	24	109	0	0	0	0	285	550
Day	782		822		844		933		133		0		0		835	
AM Peak	08:00	08:00	08:00	08:00	08:00	07:00	08:00	08:00	07:00	07:00					08:00	07:00
Vol.	16	65	21	63	24	66	25	61	13	55					19	59
PM Peak	15:00	15:00	17:00	12:00	17:00	14:00	17:00	19:00							17:00	14:00
Vol.	33	48	42	45	28	50	87	50							47	44

Comb. Total	782	822	844	933	528	655	449	1447

ADT ADT 748 AADT 748

C: School Traffic Adjustment Calculations

8/14/2013

School Traffic Adjustment Factor Calculation

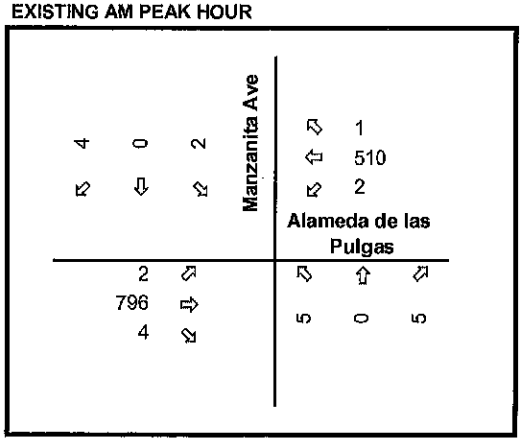
Traffic Volume Comparison Location - Alameda del Las Pulgas (just west of Santa Cruz Avenue)

Traffic Count Source	School in Session?	AM Peak Hour			PM Peak Hour		
		EB	WB	Total	EB	WB	Total
Kimley-Horn and Associates (2013)	No	627	289	916	386	568	954
Menlo Parking Housing Element TIA (2012)	Yes	695	394	1,089	468	656	1,124
% Difference				*19%*			*18%*
School Traffic Factor by Peak Hour				*1.19*			*1.18*
School Traffic Factor (Average)				***1.184***			

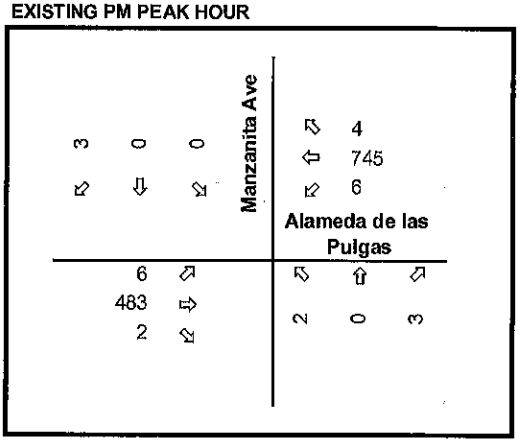
8/14/2013

**School traffic adjustment factor applied to through traffic on Alameda de las Pulgas*

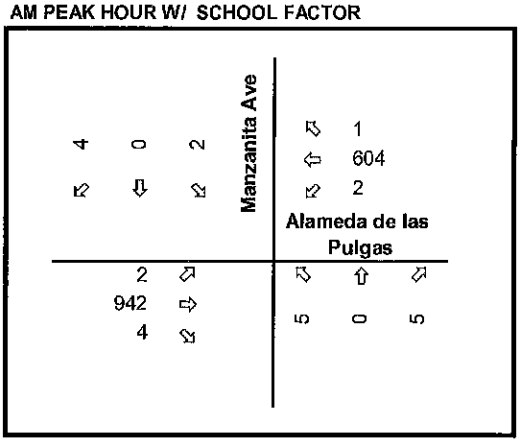
EXISTING AM PEAK HOUR



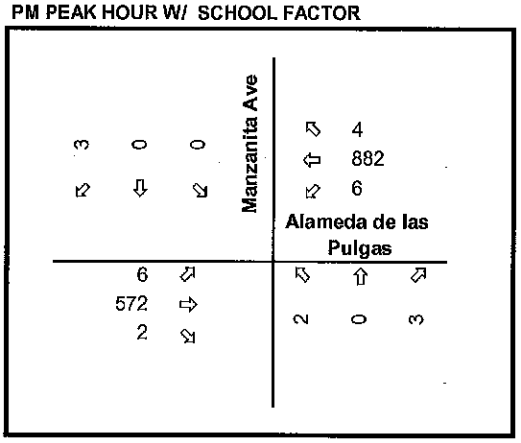
EXISTING PM PEAK HOUR



AM PEAK HOUR W/ SCHOOL FACTOR



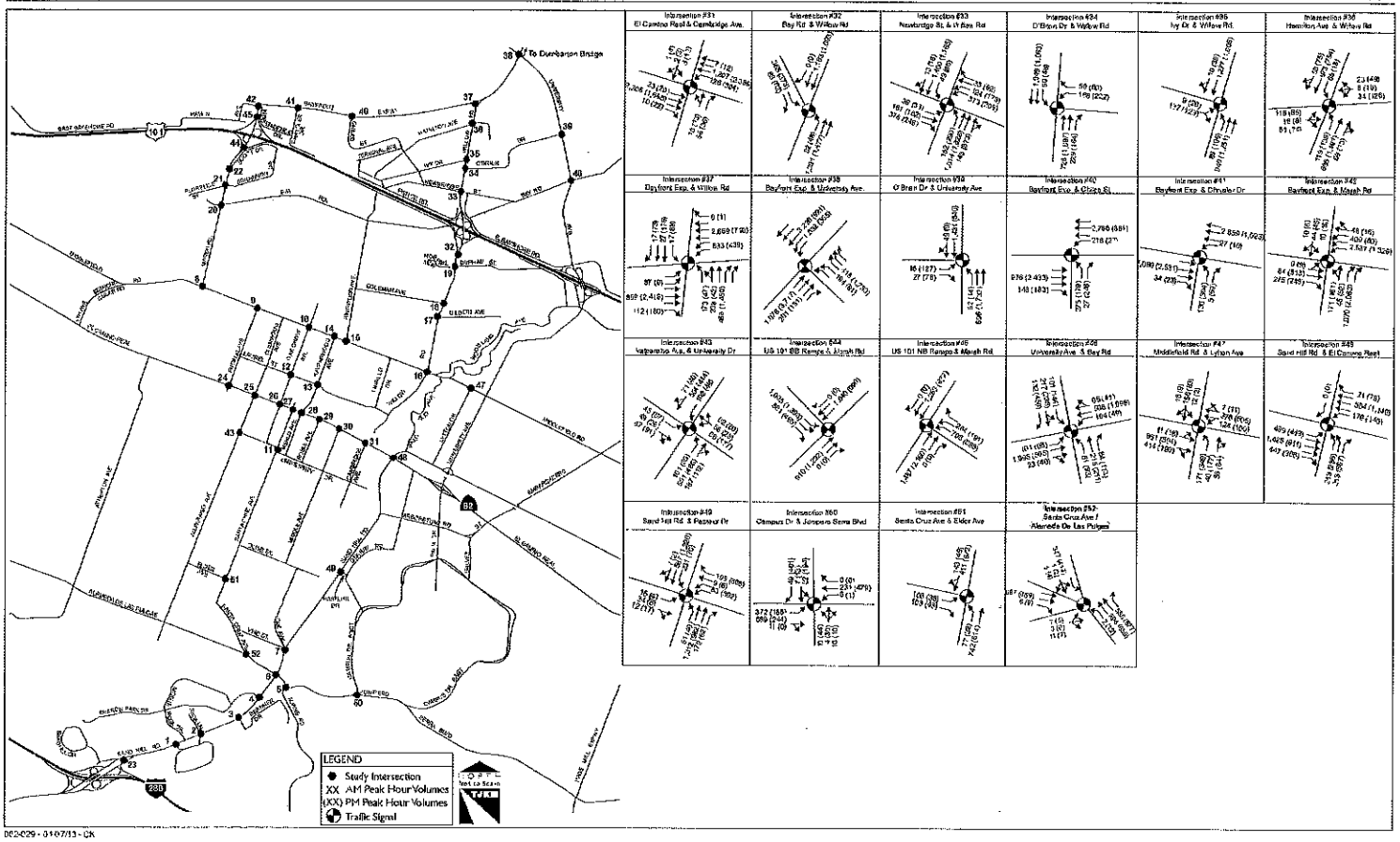
PM PEAK HOUR W/ SCHOOL FACTOR



City of Menlo Park - Housing Element

Figure 4b

Existing Peak Hour Volumes and Lane Configurations (Intersections 31-52)



D02029 - 0107/13 - CK

D: Childcare Center – Typical Operating Plan

Toddle Childcare Center - Typical Operating Plan

Time	Drop-Offs	Pickups	Total Drop-Offs+Pickups	Occupancy (excluding staff)	Comment
8:00 - 8:30 am	0	0	0	0	
8:30-8:45 am	2	0	2	2	
8:45-9:00 am	3	0	3	5	Max drop-offs allowed 8:30 am to 9:00 am = 5
9:00-9:15 am	2	0	2	7	Max pickups/drop-offs 9:00 am to 4:00 pm = 2 per 12 min (assume max of 10 within highest 60 min period)
9:15-9:30 am	3	0	3	10	
9:30-9:45 am	2	0	2	12	
9:45-10:00 am	3	0	3	15	
10:00-10:15 am	2	0	2	17	
10:15-10:30 am	2	1	3	18	
10:30-10:45 am	2	0	2	20	
10:45-11:00 am	3	0	3	23	
11:00-11:15 am	1	1	2	23	
11:15-11:30 am	2	1	3	24	Max Occupancy of 24 students reached by 11:00 am - 11:30 am hour
11:30-11:45 am	0	2	2	22	
11:45-12:00 pm	1	2	3	21	Generally even distribution of drop-offs from 11:00 am - 3:00 pm (assume max of 40 children per day)
12:00-12:15 pm	0	2	2	19	
12:15-12:30 pm	1	2	3	18	
12:30-12:45 pm	0	2	2	16	
12:45-1:00 pm	2	1	3	17	
1:00-1:15 pm	0	2	2	15	
1:15-1:30 pm	1	2	3	14	
1:30-1:45 pm	0	2	2	12	
1:45-2:00 pm	2	1	3	13	
2:00-2:15 pm	1	1	2	13	
2:15-2:30 pm	0	3	3	10	Approximately 75% of all pickups & drop-offs occur by 2:00-2:30 pm
2:30-2:45 pm	1	1	2	10	
2:45-3:00 pm	1	2	3	9	Generally even distribution of remaining PM pickups between 3:00 pm - 6:00 pm
3:00-3:15 pm	2	0	2	11	
3:15-3:30 pm	1	2	3	10	
3:30-3:45 pm	0	2	2	8	
3:45-4:00 pm	0	3	3	5	
4:00-4:15 pm	0	1	1	4	
4:15-4:30 pm	0	1	1	3	
4:30-4:45 pm	0	0	0	3	
4:45-5:00 pm	0	1	1	2	
5:00-5:15 pm	0	0	0	2	Max Pickups during 4:00 pm to 6:00 pm = 5 (assume 3 of 5 occur during one hour)
5:15-5:30 pm	0	1	1	1	
5:30-5:45 pm	0	0	0	1	
5:45-6:00 pm	0	1	1	0	
Total Children/Day =	**40**				

Assumptions:

- Project operating characteristics provided by the project applicant for a childcare center with a maximum occupancy of 24 children and a maximum allowed registration of 40 children per day.
- 2 staff arrive before 8:30 am and leave after 6:00 pm.
- 5 drop-offs between 8:30 am - 9:00 am.
- 19 drop-offs between 9:00 am - 11:00 am (max rate is 2 drop-offs within any 12-min period)
- Maximum capacity of 24 children reached by 11:30 am
- Even distribution of remaining drop-offs between 11:00 am and 3:00 pm, reaching a max of 40 children per day (never to exceed 24-child max occupancy)
- 14 pickups between 12:00 pm - 2:00 pm (>70% of all pickups & drop-offs by 2:00pm); max arrival rate is 2 drop-offs/pickups within any 12-min period)
- Generally even distribution of pickups between 2:00 pm - 4:00 pm
- Maximum of 5 pickups in PM peak period (4:00 pm to 6:00 pm)

E: Project Trip Distribution and Assignment

Project Trip Distribution & Assignment (AM)

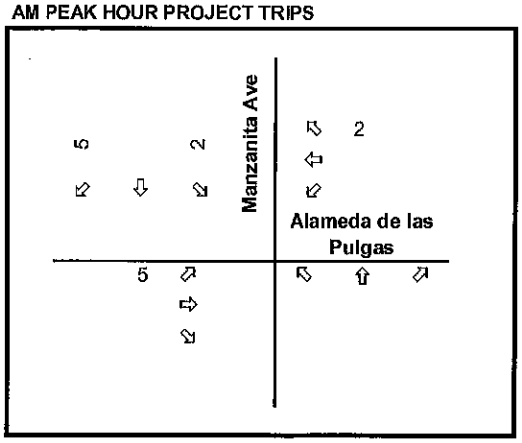
Project Trip Generation

Trip Type	Daily Trips	AM Peak (8 AM - 9AM)			PM Peak (5 PM - 6 PM)		
		In	Out	Total	In	Out	Total
Child Drop-off/Pickup	160	5	5	10	3	3	6
Staff	4	2	0	2	0	0	0
Total Trips	**164**	**7**	**5**	**12**	**3**	**3**	**6**

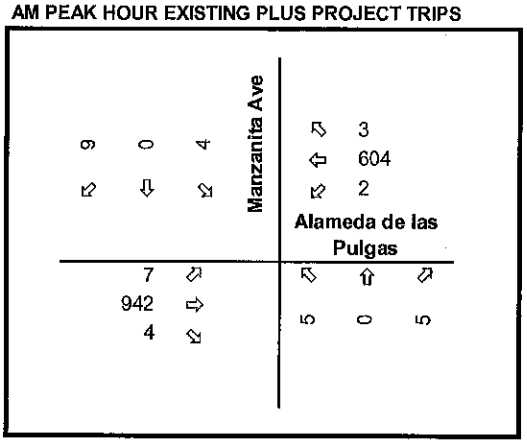
AM Project Trip Distribution Assumptions:

- Apx. 60% to/from Alameda de las Pulgas (West)
- Apx. 40% to/from Alameda de las Pulgas (East)
- Loading analysis shows <2% probability that all drop-off/pickup parking spaces in driveway are occupied
- Assume 100% non-staff trips use driveway parking

AM PEAK HOUR PROJECT TRIPS



AM PEAK HOUR EXISTING PLUS PROJECT TRIPS



Project Trip Distribution & Assignment (PM)

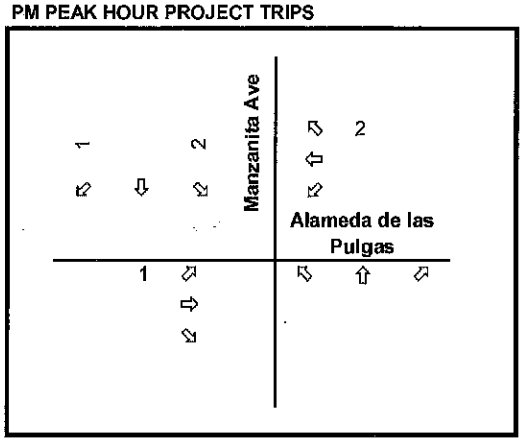
Project Trip Generation

Trip Type	Daily Trips	AM Peak (8 AM - 9AM)			PM Peak (5 PM - 6 PM)		
		In	Out	Total	In	Out	Total
Child Drop-off/Pickup	160	5	5	10	3	3	6
Staff	4	2	0	2	0	0	0
Total Trips	**164**	**7**	**5**	**12**	**3**	**3**	**6**

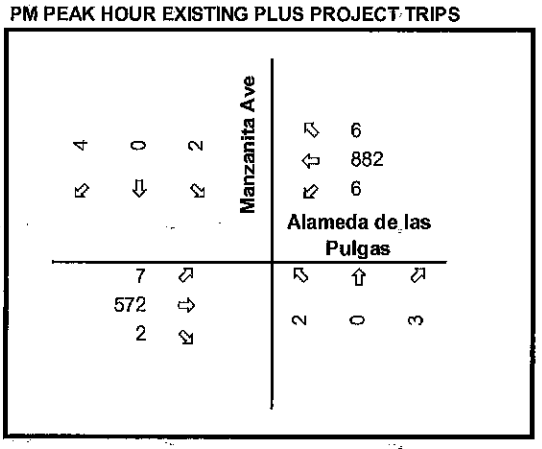
PM Project Trip Distribution Assumptions:

- Apx. 40% to/from Alameda de las Pulgas (West)
- Apx. 60% to/from Alameda de las Pulgas (East)
- Loading analysis shows a low (<1%) probability that all drop-off/pickup parking spaces in driveway are occupied
- Assume 100% non-staff trips use driveway parking

PM PEAK HOUR PROJECT TRIPS



PM PEAK HOUR EXISTING PLUS PROJECT TRIPS



F: Intersection LOS Calculations

3131 Alameda de las Pulgas Childcare Center
Traffic Operations Analysis
Existing AM Peak Hour

Level Of Service Computation Report
2000 HCM Unsignalized Method (Base Volume Alternative)

Intersection #1 Alameda de las Pulgas / Manzanita Ave

Average Delay (sec/veh): 0.9 Worst Case Level Of Service: E[45.6]

Street Name:	Manzanita Ave						Alameda de las Pulgas					
Approach:	North Bound			South Bound			East Bound			West Bound		
Movement:	L	T	R	L	T	R	L	T	R	L	T	R
Control:	Stop Sign			Stop Sign			Uncontrolled			Uncontrolled		
Rights:	Include			Include			Include			Include		
Lanes:	0 0 1!	0	0	0 0 1!	0	0	1 0	0	1 0	1 0	0	1 0
Volume Module:												
Base Vol:	5	0	5	2	0	4	2	942	4	2	604	1
Growth Adj:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Initial Bse:	5	0	5	2	0	4	2	942	4	2	604	1
User Adj:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PHF Adj:	0.42	0.42	0.42	0.50	0.50	0.50	0.91	0.91	0.91	0.92	0.92	0.92
PHF Volume:	12	0	12	4	0	8	2	1035	4	2	657	1
Reduct Vol:	0	0	0	0	0	0	0	0	0	0	0	0
FinalVolume:	12	0	12	4	0	8	2	1035	4	2	657	1
Critical Gap Module:												
Critical Gp:	7.1	6.5	6.2	7.1	6.5	6.2	4.1	xxxx	xxxxx	4.1	xxxx	xxxxx
FollowUpTim:	3.5	4.0	3.3	3.5	4.0	3.3	2.2	xxxx	xxxxx	2.2	xxxx	xxxxx
Capacity Module:												
Cnflict Vol:	1713	1721	1043	1724	1722	672	671	xxxx	xxxxx	1044	xxxx	xxxxx
Potent Cap.:	72	90	281	71	90	459	929	xxxx	xxxxx	674	xxxx	xxxxx
Move Cap.:	70	89	280	67	88	454	919	xxxx	xxxxx	672	xxxx	xxxxx
Volume/Cap:	0.17	0.00	0.04	0.06	0.00	0.02	0.00	xxxx	xxxx	0.00	xxxx	xxxx
Level Of Service Module:												
2Way95thQ:	xxxx	xxxx	xxxxx	xxxx	xxxx	xxxxx	0.0	xxxx	xxxxx	0.0	xxxx	xxxxx
Control Del:	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx	8.9	xxxx	xxxxx	10.4	xxxx	xxxxx
LOS by Move:	*	*	*	*	*	*	A	*	*	B	*	*
Movement:	LT -	LTR -	RT	LT -	LTR -	RT	LT -	LTR -	RT	LT -	LTR -	RT
Shared Cap.:	xxxx	112	xxxxx	xxxx	154	xxxxx	xxxx	xxxx	xxxxx	xxxx	xxxx	xxxxx
SharedQueue:	xxxxx	0.8	xxxxx	xxxxx	0.2	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shrd ConDel:	xxxxx	45.6	xxxxx	xxxxx	30.3	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shared LOS:	*	E	*	*	D	*	*	*	*	*	*	*
ApproachDel:		45.6			30.3			xxxxxx			xxxxxx	
ApproachLOS:		E			D			*			*	

Note: Queue reported is the number of cars per lane.

3131 Alameda de las Pulgas Chilçare Center
Traffic Operations Analysis
Existing PM Peak Hour

Level Of Service Computation Report
2000 HCM Unsignalized Method (Base Volume Alternative)

****

Intersection #1 Alameda de las Pulgas / Manzanita Ave

****

Average Delay (sec/veh): 0.3 Worst Case Level Of Service: D[29.4]

****

Street Name:	Manzanita Ave						Alameda de las Pulgas					
Approach:	North Bound			South Bound			East Bound			West Bound		
Movement:	L	T	R	L	T	R	L	T	R	L	T	R
Control:	Stop Sign			Stop Sign			Uncontrolled			Uncontrolled		
Rights:	Include			Include			Include			Include		
Lanes:	0 0	1! 0	0	0 0	0	1	1 0	0	1 0	1 0	0	1 0
Volume Module:												
Base Vol:	2	0	3	0	0	3	6	572	2	6	882	4
Growth Adj:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Initial Bse:	2	0	3	0	0	3	6	572	2	6	882	4
User Adj:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PHF Adj:	0.63	0.63	0.63	0.38	0.38	0.38	0.92	0.92	0.92	0.89	0.89	0.89
PHF Volume:	3	0	5	0	0	8	7	622	2	7	991	4
Reduct Vol:	0	0	0	0	0	0	0	0	0	0	0	0
FinalVolume:	3	0	5	0	0	8	7	622	2	7	991	4
Critical Gap Module:												
Critical Gp:	7.1	6.5	6.2	xxxxx	xxxx	6.2	4.1	xxxx	xxxxx	4.1	xxxx	xxxxx
FollowUpTim:	3.5	4.0	3.3	xxxxx	xxxx	3.3	2.2	xxxx	xxxxx	2.2	xxxx	xxxxx
Capacity Module:												
Cnflict Vol:	1647	1646	628	xxxx	xxxx	994	997	xxxx	xxxxx	624	xxxx	xxxxx
Potent Cap.:	80	100	487	xxxx	xxxx	300	702	xxxx	xxxxx	967	xxxx	xxxxx
Move Cap.:	77	99	485	xxxx	xxxx	300	702	xxxx	xxxxx	967	xxxx	xxxxx
Volume/Cap:	0.04	0.00	0.01	xxxx	xxxx	0.03	0.01	xxxx	xxxx	0.01	xxxx	xxxx
Level Of Service Module:												
2Way95thQ:	xxxx	xxxx	xxxxx	xxxx	xxxx	0.1	0.0	xxxx	xxxxx	0.0	xxxx	xxxxx
Control Del:	xxxxx	xxxx	xxxxx	xxxxx	xxxx	17.3	10.2	xxxx	xxxxx	8.7	xxxx	xxxxx
LOS by Move:	*	*	*	*	*	C	B	*	*	A	*	*
Movement:	LT	LTR	RT	LT	LTR	RT	LT	LTR	RT	LT	LTR	RT
Shared Cap.:	xxxx	156	xxxxx	xxxx	xxxx	xxxxx	xxxx	xxxx	xxxxx	xxxx	xxxx	xxxxx
SharedQueue:	xxxxx	0.2	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shrd ConDel:	xxxxx	29.4	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shared LOS:	*	D	*	*	*	*	*	*	*	*	*	*
ApproachDel:		29.4			17.3			xxxxxx			xxxxxx	
ApproachLOS:		D			C			*			*	

****

Note: Queue reported is the number of cars per lane.

****

3131 Alameda de las Pulgas Childcare Center
Traffic Operations Analysis
Existing + Project AM Peak Hour

Level Of Service Computation Report
2000 HCM Unsignalized Method (Base Volume Alternative)

****

Intersection #1 Alameda de las Pulgas / Manzanita Ave

****

Average Delay (sec/veh): 1.2 Worst Case Level Of Service: E[47.9]

****

Street Name:	Manzanita Ave						Alameda de las Pulgas					
Approach:	North Bound			South Bound			East Bound			West Bound		
Movement:	L - T - R			L - T - R			L - T - R			L - T - R		
Control:	Stop Sign			Stop Sign			Uncontrolled			Uncontrolled		
Rights:	Include			Include			Include			Include		
Lanes:	0 0 1! 0 0			0 0 1! 0 0			1 0 0 1 0			1 0 0 1 0		
Volume Module:												
Base Vol:	5	0	5	4	0	9	7	942	4	2	604	3
Growth Adj:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Initial Bse:	5	0	5	4	0	9	7	942	4	2	604	3
User Adj:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PHF Adj:	0.42	0.42	0.42	0.50	0.50	0.50	0.91	0.91	0.91	0.92	0.92	0.92
PHF Volume:	12	0	12	8	0	18	8	1035	4	2	657	3
Reduct Vol:	0	0	0	0	0	0	0	0	0	0	0	0
FinalVolume:	12	0	12	8	0	18	8	1035	4	2	657	3
Critical Gap Module:												
Critical Gp:	7.1	6.5	6.2	7.1	6.5	6.2	4.1	xxxx	xxxxx	4.1	xxxx	xxxxx
FollowUpTim:	3.5	4.0	3.3	3.5	4.0	3.3	2.2	xxxx	xxxxx	2.2	xxxx	xxxxx
Capacity Module:												
Cnflict Vol:	1730	1734	1043	1736	1734	673	673	xxxx	xxxxx	1044	xxxx	xxxxx
Potent Cap.:	70	89	281	69	89	459	928	xxxx	xxxxx	674	xxxx	xxxxx
Move Cap.:	66	86	280	65	86	453	918	xxxx	xxxxx	672	xxxx	xxxxx
Volume/Cap:	0.18	0.00	0.04	0.12	0.00	0.04	0.01	xxxx	xxxx	0.00	xxxx	xxxx
Level Of Service Module:												
2Way95thQ:	xxxx	xxxx	xxxxx	xxxx	xxxx	xxxxx	0.0	xxxx	xxxxx	0.0	xxxx	xxxxx
Control Del:	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx	9.0	xxxx	xxxxx	10.4	xxxx	xxxxx
LOS by Move:	*	*	*	*	*	*	A	*	*	B	*	*
Movement:	LT - LTR - RT			LT - LTR - RT			LT - LTR - RT			LT - LTR - RT		
Shared Cap.:	xxxx	107	xxxxx	xxxx	160	xxxxx	xxxx	xxxx	xxxxx	xxxx	xxxx	xxxxx
SharedQueue:	xxxxx	0.8	xxxxx	xxxxx	0.6	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shrd ConDel:	xxxxx	47.9	xxxxx	xxxxx	31.9	xxxxx	xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shared LOS:	*	E	*	*	D	*	*	*	*	*	*	*
ApproachDel:		47.9			31.9		xxxxxx			xxxxxx		
ApproachLOS:		E			D		*			*		

****

Note: Queue reported is the number of cars per lane.

****

3131 Alameda de las Pulgas Childcare Center
Traffic Operations Analysis
Existing + Project PM Peak Hour

Level Of Service Computation Report
2000 HCM Unsignalized Method (Base Volume Alternative)

****

Intersection #1 Alameda de las Pulgas / Manzanita Ave

****

Average Delay (sec/veh): 0.5 Worst Case Level Of Service: D[31.3]

****

Street Name:	Manzanita Ave						Alameda de las Pulgas					
Approach:	North Bound			South Bound			East Bound			West Bound		
Movement:	L	T	R	L	T	R	L	T	R	L	T	R
Control:	Stop Sign			Stop Sign			Uncontrolled			Uncontrolled		
Rights:	Include			Include			Include			Include		
Lanes:	0 0 1!	0	0	0 0 1!	0	0	1 0	0	1 0	1 0	0	1 0
Volume Module:												
Base Vol:	2	0	3	2	0	4	7	572	2	6	882	6
Growth Adj:	1.00 1.00	1.00	1.00	1.00 1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Initial Bse:	2	0	3	2	0	4	7	572	2	6	882	6
User Adj:	1.00 1.00	1.00	1.00	1.00 1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
PHF Adj:	0.63 0.63	0.63	0.63	0.38 0.38	0.38	0.38	0.92	0.92	0.92	0.89	0.89	0.89
PHF Volume:	3	0	5	5	0	11	8	622	2	7	991	7
Reduct Vol:	0	0	0	0	0	0	0	0	0	0	0	0
FinalVolume:	3	0	5	5	0	11	8	622	2	7	991	7
Critical Gap Module:												
Critical Gp:	7.1 6.5	6.2		7.1 6.5	6.2		4.1	xxxx	xxxxx	4.1	xxxx	xxxxx
FollowUpTim:	3.5 4.0	3.3		3.5 4.0	3.3		2.2	xxxx	xxxxx	2.2	xxxx	xxxxx
Capacity Module:												
Cnflict Vol:	1651 1650	628		1654 1648	995		999	xxxx	xxxxx	624	xxxx	xxxxx
Potent Cap.:	80 100	487		79 100	300		701	xxxx	xxxxx	967	xxxx	xxxxx
Move Cap.:	76 98	485		77 98	299		700	xxxx	xxxxx	967	xxxx	xxxxx
Volume/Cap:	0.04 0.00	0.01		0.07 0.00	0.04		0.01	xxxx	xxxx	0.01	xxxx	xxxx
Level Of Service Module:												
2Way95thQ:	xxxx xxxx	xxxxx		xxxx xxxx	xxxxx		0.0	xxxx	xxxxx	0.0	xxxx	xxxxx
Control Del:	xxxxx xxxx	xxxxx		xxxxx xxxx	xxxxx		10.2	xxxx	xxxxx	8.7	xxxx	xxxxx
LOS by Move:	* *	*		* *	*		B	*	*	A	*	*
Movement:	LT - LTR	- RT		LT - LTR	- RT		LT - LTR	- RT		LT - LTR	- RT	
Shared Cap.:	xxxx 153	xxxxx		xxxx 152	xxxxx		xxxx	xxxx	xxxxx	xxxx	xxxx	xxxxx
SharedQueue:	xxxxx 0.2	xxxxx		xxxxx 0.3	xxxxx		xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shrd ConDel:	xxxxx 29.7	xxxxx		xxxxx 31.3	xxxxx		xxxxx	xxxx	xxxxx	xxxxx	xxxx	xxxxx
Shared LOS:	* D	*		* D	*		*	*	*	*	*	*
ApproachDel:	29.7			31.3			xxxxxx			xxxxxx		
ApproachLOS:	D			D			*			*		

****

Note: Queue reported is the number of cars per lane.

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G: ITE Parking References

Parking and Trip Generation Characteristics for Day-Care Facilities

BY JOHN W. VAN WINKLE AND S. COLIN KINTON

With the steady rise in the number of women in the work force, there has been a corresponding increase in the need for children's day-care services. As part of the licensing process for day-care centers, most local governments are required to evaluate proposed day-care facilities for parking needs.

While many commercial day-care facilities are being located in commercially zoned areas, there has been a growing trend for the establishment of day-care facilities in single-family homes in residential neighborhoods. For this reason, it is very important that proper guidelines be provided by the governmental agencies to ensure that adequate on-site parking is provided for centers in both commercial and residential settings. If this is done, traffic impacts for the surrounding properties and street network can be kept to a minimum.

Because of the limited amount of data available, the Technical Activities Committee of the Tennessee Section of the Institute of Transportation Engineers initiated this study to evaluate the parking demand and trip generation characteristics for day-care facilities. This article summarizes the results of this study effort and proposes recommendations for day-care centers based on these findings.

Conversion Factors

To convert from	to	multiply by
sq ft	m^2	0.0929

Study Methodology

The committee established a database by conducting a total of 29 field studies of day-care facilities in the cities of Chattanooga and Nashville in Tennessee. Care was taken to study locations with a varying number of students (ranging from a daily enrollment of 17 to 144 children) in order to get a good cross section of examples.

Before the field studies were made, the directors of the day-care centers were contacted to obtain permission to conduct the study and to gather the necessary statistical information. The data obtained during the interview included the current enrollment, the staffing levels, the square footage of the building and the number of parking spaces available. Peak-hour manual counts were made for each facility during the normal peak hours (7-9 a.m. and 4-6 p.m.) in one-minute intervals. For each minute of the study, the field investigator recorded the following data:

- The number of cars parked in the lot.
- The number of vehicles entering and exiting.
- The number of children dropped off or picked up.

Studies were made on Tuesdays through Thursdays so as to avoid the traffic variations that typically occur on Mondays and Fridays. Because of the nature of the trip arrival characteristics, it was found that a single person was able to gather the necessary data with no difficulty. Because of the nature of trip generation of day-care facilities, separate traffic counts were not made for the adjacent roadway. It was assumed that the peak hours of the generator and adjacent street traffic were the same.

Data Analysis

The primary purpose of this study was to determine the parking demand for day-care centers so that parking requirements could be established for use in the governmental review process.

Although parking was the the primary consideration, the field study procedures were designed to allow the researchers to also investigate the peak-hour trip generation characteristics of the study sites. As a result, trip rates were calculated using several independent variables and compared with existing data.

Parking Generation. Parking requirements were analyzed based on the number of employees during the peak hours, the enrollment, the square footage of the facility and the maximum number of parked vehicles during the peak hours. Table 1 summarizes the peak-hour parking data.

The maximum number of parked vehicles generated by the students was determined to be the total number of vehicles parked minus the number of staff vehicles parked during the peak hours. This value was plotted vs. the enrollment and the square footage of

Table 1. Parking Analysis Data of Day Care Centers

Site No.	No. Students	Area Sq. Ft.	AM Peak			PM Peak		
			Staff	Max Veh.	Student Max Veh.	Staff	Max Veh.	Student Max Veh.
1C	17	1,080	3	3	0	3	5	2
2C	37	2,640	4	6	2	5	8	3
3C	50	5,000	9	13	4	6	12	6
4C	144	15,000	10	17	7	10	21	11
5C	88	5,184	8	14	6	8	17	9
6C	53	5,184	7	10	3	6	12	6
7C	57	5,332	5	7	2	5	11	6
8C	55	5,041	8	10	2	8	15	7
9C	80	5,041	9	14	5	9	14	5
10C	92	4,880	10	13	3	10	17	7
11C	29	3,500	5	10	5	5	10	5
12C	48	5,073	2	6	4	2	6	4
13C	32	2,040	2	5	3	2	7	5
14C	62	3,204	6	8	2	3	7	4
15C	22	2,400	2	6	4	2	9	7
16C	65	5,400	13	19	6	9	20	11
1N	127	5,180	11	17	6	11	15	4
2N	72	NA	5	9	4	6	14	8
3N	63	4,477	7	13	6	6	15	9
4N	55	5,216	6	11	5	6	15	9
5N	65	4,320	6	11	5	5	9	4
6N	90	4,400	8	12	4	7	12	5
7N	26	2,333	3	5	2	3	6	3
8N	53	1,875	3	7	4	3	7	4
9N	78	7,800	18	22	4	16	22	6
10N	42	2,450	4	6	2	4	9	5
11N	46	5,400	6	9	3	6	14	8
12N	92	5,780	4	10	6	7	16	9
13N	84	4,150	8	14	6	9	14	5

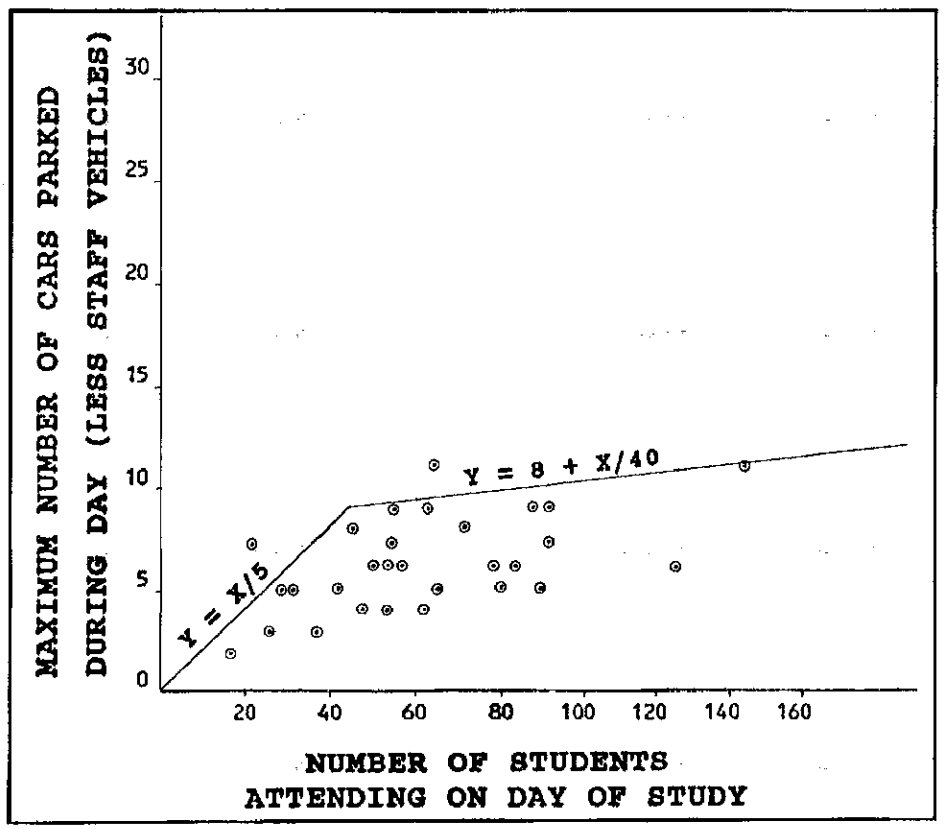

Figure 1. Day-care center parking generation based on enrollment.

each facility (see Figures 1 and 2). It was assumed that the vehicles that did not move during the two-hour study period were staff vehicles. It also should be noted that staff vehicles did not necessarily coordinate with the number of staff employed or working on the day of the study because of various factors, such as split shifts, part-time employees or employees who shared a ride or used transit.

Because it was desired to establish a conservative parking requirement, regression analysis was not used to create a curve with the "best fit," that is, an average condition. Instead, straight-line curves were fitted to each of the data plots such that nearly all the data points fell under the envelope created. The break points in the curves were established by matching the natural break in the data plots. The breaks were created so as to not penalize the larger facilities with an unrealistically high parking requirement.

Trip Generation. Trip rates were calculated for the 29 study locations using three standard independent variables:

the number of employees, the enrollment and the square footage of the facility. A summary of the trip generation data is shown in Table 2.

The calculated trip rates, the minimum and maximum trip rates and the standard deviations of the trip rates are shown in Table 3. For comparative purposes, the trip rates as published in ITE's *Trip Generation* , 5th ed.,[1] informational report also are listed.

As can be seen in Table 3, the study's trip rates compare favorably with the ITE values, though they are somewhat lower. These differences could be due to a number of contributing factors. The *Trip Generation* statistics for this land use indicate that the statistics in the report were conducted during the mid-1980s at day-care centers along the East Coast. Possible changes in trends in day-care center operations since then, as well as region-

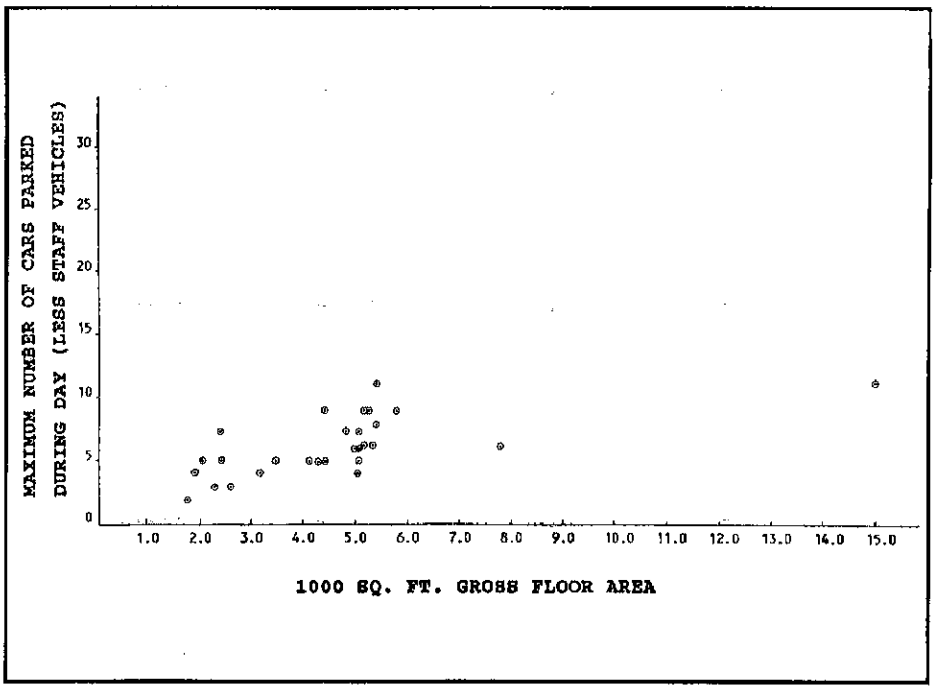

Figure 2. Day-care center parking generation based on square footage.

Table 2. Trip Generation Data of Day Care Centers

Site No.	No. Staff	No. Students	Area Sq. Ft.	AM Peak			PM Peak		
				In	Out	Total	In	Out	Total
1C	4	17	1,080	9	8	17	6	7	13
2C	7	37	2,640	16	12	28	12	16	28
3C	9	50	5,000	23	17	40	16	21	37
4C	10	144	15,000	31	32	63	27	29	56
5C	16	88	5,184	22	16	38	18	24	42
6C	10	53	5,184	24	19	43	18	23	41
7C	15	57	5,332	17	14	31	15	19	34
8C	8	55	5,041	17	13	30	14	17	31
9C	9	80	5,041	22	14	36	18	25	43
10C	10	92	4,880	17	14	31	24	22	46
11C	5	29	3,500	16	15	31	16	20	36
12C	10	48	5,073	20	18	38	17	15	32
13C	7	32	2,040	11	11	22	13	11	24
14C	7	62	3,204	15	13	28	20	24	44
15C	5	22	2,400	8	9	17	6	10	16
16C	13	65	5,400	28	18	46	28	38	66
1N	16	127	5,180	33	33	66	29	36	65
2N	8	72	NA	21	19	40	22	27	49
3N	13	63	4,477	31	28	59	22	29	51
4N	6	55	5,216	33	30	63	23	28	51
5N	6	65	4,320	24	23	47	13	18	31
6N	9	90	4,400	33	28	61	23	31	54
7N	3	26	2,333	11	10	21	10	23	33
8N	4	53	1,875	22	20	42	18	18	36
9N	34	78	7,800	24	16	40	23	24	47
10N	8	42	2,450	15	15	30	21	27	48
11N	10	46	5,400	23	22	45	18	16	34
12N	16	92	5,780	26	24	50	26	26	52
13N	15	84	4,150	29	29	58	23	29	52
Average	10.1	62.9	4,620.7	21.4	18.6	40.0	18.6	22.5	41.1

Table 3. Trip Generation Rates of Day Care Centers

Time Period		Average Trip Rate	Range of Trip Rates	Standard Deviation of Rates	Number of Studies	Average Size of Ind. Var/Study
Trips/Employee						
AM	In	2.48	0.71-5.50	1.12	29	
	Out	2.19	0.47-5.00	1.07	29	
	Total	4.67	1.18-10.50	2.17	29	10.1
	ITE Total	5.78	2.06-12.29	3.16	24	9
PM	In	2.13	0.68-4.50	0.85	29	
	Out	2.66	0.71-7.67	1.36	29	
	Total	4.79	1.38-11.00	2.12	29	10.1
	ITE Total	5.60	1.12-12.29	3.42	24	9
Trips/Student						
AM	In	0.37	0.18-0.60	0.11	29	
	Out	0.33	0.15-0.55	0.10	29	
	Total	0.70	0.33-1.15	0.20	29	62.9
	ITE Total	0.83	0.39-1.72	0.94	35	73
PM	In	0.32	0.19-0.55	0.09	29	
	Out	0.40	0.20-0.88	0.15	29	
	Total	0.72	0.39-1.26	0.22	29	62.9
	ITE Total	0.80	0.39-1.72	0.93	35	73
Trips/1,000 GSF						
AM	In	5.20	2.07-11.70		28	
	Out	0.33	2.05-10.64		28	
	Total	9.76	5.13-22.34	3.83	28	4,621
	ITE Total	16.28	4.43-41.57	8.43	30	3,000
PM	In	4.51	1.80-9.57		28	
	Out	5.38	1.93-11.02		28	
	Total	9.89	3.73-19.59	3.70	28	4,621
	ITE Total	16.27	6.43-39.17	8.41	30	3,000

al differences could account for the variances in the trip rates.

For example, while the *Trip Generation* figures showed an average square footage of 3,000 gross square feet (sq ft) with an average enrollment of 73 students, the Tennessee figures were 4,600 gross sq ft and 63 students. This represents an average density of 41 sq ft/student vs. 73 sq ft/student, respectively, or a difference of 44 percent.

Recommendations

Using the data plotted in Figures 1 and 2 the following parking requirements are recommended based on either the number of students or the size of the facility:

- If the projected maximum enrollment is known, use Figure 1. For enrollments with 45 or fewer children, require one parking space for every five students, plus employee parking. For enrollments greater than 45, require eight spaces plus one space for every 40 students, plus employee parking. Employee parking can be defined as the maximum number of staff on duty at any one time. Fractional spaces should be rounded up to the next whole space.
- If the proposed facility size is known and enrollment has not been finalized, use Figure 2. If the day-care center is 2,500 sq ft or less, require one parking space for every 300 sq ft, plus employee parking. If the center is greater than 2,500 sq ft, require eight spaces plus one space for every 5,000 sq ft of space, plus employee parking. When using the square footage criteria, the maximum enrollment permitted should be established using Figure 1. This will prevent a parking overflow when local codes do not otherwise set an upper limit on enrollment. The equations in Figure 1 should be used by entering the number of parking spaces determined from Figure 2 and solving for the enrollment.

The results of the trip generation analysis showed that the rates are quite comparable to the published values. However, the differences suggest that more studies should be conducted in other parts of the country to eliminate any regional bias.

Acknowledgements

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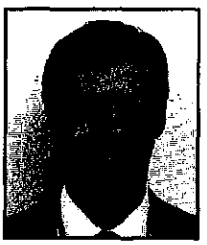
1. Institute of Transportation Engineers. *Trip Generation*, 5th ed. Washington, DC: Institute of Transportation Engineers, 1991. ■

Note: This paper received the Best Section Technical Committee Paper award at the 1993 ITE Southern District Annual Meeting.



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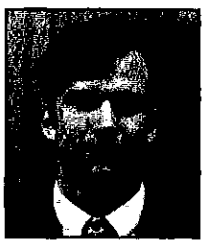

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Trip Generation of Day Care Centers

Preston W. Hitchens, Jr. (S)[a]

INTRODUCTION

This research paper will provide additional insight into the trip making characteristics of day care centers in the metropolitan Philadelphia, Pennsylvania area. Data was collected at six operating day care centers in New Jersey and in Pennsylvania, and analyzed in several areas. The major focus of this work is directed towards trip generation, however peak parking demand, as well as average time parked during the morning and evening peak hours, was reviewed at two centers. Interviews were conducted at two centers during the evening rush hour to determine additional information about site related trips.

METHODOLOGY

Traffic data was collected at six operating day care centers in the metropolitan Philadelphia, Pennsylvania area. The locations of the centers were as follows:

Voorhees, New Jersey (2 centers)
Sewell, New Jersey
Moorestown, New Jersey
North Wales, Pennsylvania
Plymouth Meeting, Pennsylvania

Traffic counters monitored driveway activity at each of the above centers during a typical weekday of operation. In order to minimize parental anxiety, the vehicle used by the traffic counter was signed "Traffic Count" and all management staff at each center were briefed as to the purpose of the data collection. All six locations studied were located in commercial areas. Two centers were located near major employment centers, with the other four accessing heavily traveled roadways.

All of the centers required that an adult accompany children into the facility in the morning, where typically, the child was signed in by the parent. In the afternoon the parent was required to enter the day care center and sign out his or her child.

All of the six centers studied had an outdoor play area which was fenced, and located the maximum possible distance from the parking areas. Although the majority of enrollees were personally dropped off and picked up by parents, some of the centers had small omni-buses/vans (approximately 15 passenger) which picked up children at appropriate times from local schools. The buses were also utilized for field trips.

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Typical weekday operating hours at each center (with minor variations) were from 6:30 A.M. to 6:00 P.M. Discussions with managers at the respective centers revealed that some day care centers are offering parents extended hours on Friday evenings to approximately 11:00 P.M., and in some cases, sleep-over opportunities, where the enrolled child would spend the night at the day care center. These programs are marketed to parents as an opportunity for social activity on their part without compromising the safety of their children. For the centers extended hours and/or "sleep overs" offer increased revenue for the center. In addition, centers located near major employment centers offered programming to encourage parents to spend lunch time with their children, such has hoagie sales, "Easter parades", etc.

SITE CHARACTERISTICS

The following data was collected at each survey location:

- Building area (square feet)
- Number of Parking Spaces
- Number of Children in Attendance
- Number of Employees in Attendance

Building areas of the centers varied from approximately 6,000 square feet to 8,400 square feet. Parking varied from 13-30 spaces at the study locations. Enrollment at the centers varied between 98-158 children, with between 9-26 employees on site.

TRIP GENERATION CHARACTERISTICS

The number of total trips during a typical weekday; and, during the morning and evening peak hours of each center was easily obtained from the traffic count information. Data at each location was analyzed with respect to number of enrolled children, gross building area in square feet, and number of employees at each center.

Linear regression analysis of total trip ends (T) vs. number of employees (E) on a typical weekday revealed the following relationship:

$$T = 15.41(E) + 103.68 \qquad R^2 = 0.865$$

Similarly, analysis of total trip ends (T) vs. number of enrolled children (C) resulted in the following equation:

$$T = 3.67(C) - 62.89 \qquad R^2 = 0.777$$

A comparison of total trip ends (T) vs. 1,000 square feet gross floor area (X) was modeled by the regression equation:

$$T = 65.78(X) - 98.33 \qquad R^2 = 0.651$$

Given the relatively low correlation coefficients and/or the limited data base, the above equations should be used very cautiously in modeling day center operations.

The following average trip rates were observed by this study:

Average Weekday Vehicle Trip Ends

20.78 trips/employee

52.85 trips/1000 s.f. gross floor area

3.26 trips/enrolled child

The range of rates of trips/employee varied from 17.90 trips/employee to 28.12 trips/employee. With respect to trips/1000 square feet of gross floor area, the rates ranged from 42.61 trips/1000 s.f. to 67.50 trips/1000 s.f. The range of rates of trips/enrolled child varied between 1.9 trips/enrolled child to 3.75 trips/child.

The following average trip rates were observed during the A.M. and P.M. peak hours of the generator:

A.M. Peak Hour of Generator

4.09 trips/employee

0.64 trips/enrollee

10.42 trips/1000 s.f. gross floor area

P.M. Peak Hour of Generator

4.12 trips/employee

0.65 trips/enrollee

10.50 trips/1000 s.f. gross floor area

In addition to determining average trip rates for several dependent variables, the average hourly variation of day care center traffic for the locations studied was determined.

Average Hourly Variation of Day Care Center Traffic

Hour Ending:	Percentage of Trips
7:00 A.M.	3%
8:00 A.M.	16%
9:00 A.M.	16%
10:00 A.M.	8%
11:00 A.M.	2%
12:00 NOON	4%
1:00 P.M.	5%
2:00 P.M.	3%
3:00 P.M.	4%
4:00 P.M.	6%
5:00 P.M.	12%
6:00 P.M.	19%

PARENTS' INTERVIEWS

In order to gain additional insight into the trip making characteristics of day care centers, interviews of parents were conducted during the P.M. peak hour at two locations. Parents were asked where their trip had begun, where it would end, and its approximate length. Parents were also asked as to whether or not they would have "passed by" the day care center in their normal home/work commute. The following are the results of our interviews:

Trip Origination:

28% --home

72% --work

Trip Destination:

68% --directly home

32% --elsewhere

Type of Trip:

24% --primary trip (home to center to home)

44% --pass-by trip (from work to home)

32% --diverted trip (from work to home)

Trip Length:

< 1 mile:	20%
1-2 miles:	16%
2-5 miles:	4%
5-10 miles:	44%
> 10 miles:	16%

Number of Children at Center:

1 child:	68%
2 children:	32%

PARKING CHARACTERISTICS

Although the primary emphasis of this study was trip generation of day care centers, parking data was collected at two facilities. Peak parking rates were observed, as well as length of time parked during the morning and evening peak hours. The average peak parking rate was found to be 2.36 spaces/1000 square feet gross floor area. Parents parked an average of 5.6 minutes during the morning peak period and 6.8 minutes during the evening peak. Additional parking data should be collected on day care centers.

CONCLUSIONS

This paper has reviewed trip making characteristics of six operating day care centers in the Philadelphia, Pennsylvania area. The traffic count data was analyzed with respect to the number of employees, the number of enrolled children, and the square feet of gross floor area at each center.

Equations, obtained by linear regression analysis, are presented relating total trip ends vs. the number of employees, total trip ends vs. the number of enrolled children and total trip ends vs. the square feet of gross floor area at each center. In addition, average trip rates are developed for daily trips, A.M. peak hour of generator trips and P.M. peak hour of generator trips.

A comparison of the average trip rates determined by this study; and those published in Trip Generation, (4th Edition, Institute of Transportation Engineers,1987) shows some differences. The rates presented for trips/employee by this study are approximately 55% lower than that presented in Trip Generation. The average trip rate presented for trips/1000 s.f. gross floor area were well within ITE range. The differences in the average trip rates determined by this study are most likely attributable to differences in regulations pertaining to day care throughout the country. It is recommended that additional studies be done in the Philadelphia, Pennsylvania area and elsewhere to further supplement the data base on this land use code.

ITE TRIP GENERATION CALCULATIONS

Project Toddle Childcare
Trip generation for Day Care Center
Designed by KHA *Date* August 14, 2013 *Job No.* 09778001
Sheet No. 1 *of* 1

Kimley-Horn and Associates, Inc.

TRIP GENERATION MANUAL TECHNIQUES

ITE *Trip Generation 9th Edition*, Average Rate Equations

Land Use Code - 565 Day Care Center

Independent Variable - Student(s)

Number of Units (X) - 24

T = Trip Ends

Peak Hour **Adjacent Street Traffic** **One Hour Between 7 and 9 AM**

AM Peak				Directional Distribution:	
T =	(X) *	0.80	Trip Ends Per Student(s)	53% Entering	47% Exiting
T =	19		Trip Ends	10 Entering	9 Exiting

Peak Hour **Adjacent Street Traffic** **One Hour Between 4 and 6 PM**

PM Peak				Directional Distribution:	
T =	(X) *	0.81	Trip Ends Per Student(s)	47% Entering	53% Exiting
T =	19		Trip Ends	9 Entering	10 Exiting

Peak Hour **PM Peak Hour of Generator**

PM Peak Hour of Generator				Directional Distribution:	
T =	(X) *	0.84	Trip Ends Per Student(s)	47% Entering	53% Exiting
T =	21		Trip Ends	10 Entering	11 Exiting

Weekday

Daily Weekday				Directional Distribution:	
T =	(X) *	4.38	Trip Ends Per Student(s)	50% Entering	50% Exiting
T =	106		Trip Ends	53 Entering	53 Exiting

Non-Pass-By Trip Percentage

AM 100%
PM 100%

Non-Pass-By Trip Volumes

AM Peak	10 Entering	9 Exiting
PM Peak	9 Entering	10 Exiting

Note: Roundlng may occur in calculations

H: Parking Analysis Calculations

Childcare Center Loading Zone Analysis: 5 Available Drop-off/Pickup Spaces (AM Peak)

Assumptions:

1. Project Trip Generation for AM Peak Hour (Excluding Staff)

AM Peak Hour	
In	Out
5	5

2. Maximum inbound trips = 5

3. Maximum outbound trips = 5

4. Estimated Arrival Rate = 5 veh/hr
= 0.083 veh/min
= 1 arrival every 12 minutes

5. Estimated Loading Time = 10 min/veh

6. For planning purposes, it is assumed that arrivals are evenly distrubuted througout the hour.

Calculations:

In general, a vehicle will arrive at the site every 12 minutes, park in the loading zone for 10 minutes, then leave. The number of Arrivals, Departures and Occupied spaces for any given time within the peak hour can be determined using the following calculations:

1. Total Arrivals at any given time, t, in minutes:

$$A(t) = 0.083 \text{ veh/min} * t$$

2. Total Departures at any given time, *t*, in minutes:

$$D(t) = 0.083 \text{ veh/min} * (t - 10 \text{ min})$$

Note that the first departure occurs 10 minutes after the first arrival; therefore, the first vehicle will arrive at 12 minutes and depart at 22 minutes from the beginning of the study hour.

3. Total Occupied Spaces at time (t) in minutes:

$$S(t) = (\#\text{ of Arrivals}) - (\#\text{ of Departures})$$

[0 < t < 10] $S(t) = (0.083 \text{ veh/min} * t)$

[10 < t] $S(t) = (0.083 \text{ veh/min} * t) - (0.083 \text{ veh/min} * (t - 10))$

The table to the left shows estimated Arrival and Departure patterns for the peak parking demand period.

Max Number of Occupied Spaces = 1

Check:

Assuming 5 loading spaces, the following calculations show the expected number of vehicles in the loading zone at any given time in the AM Peak Hour.

$E(n) = q / (Q-q)$

n = number of units in the system
q = rate of arrival = 5 veh/hr
Q = rate of service = veh/hr * loading spaces

Childcare Center Loading Zone Analysis: 5 Available Drop-off/Pickup Spaces (AM Peak)

Peak Parking Demand Period

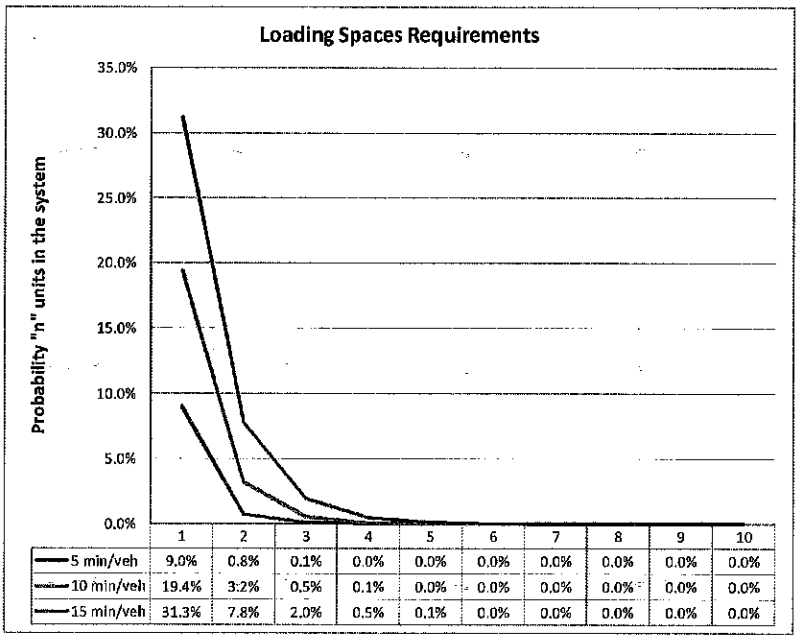
Time (t) (min)	Time	Total Arrivals	Total Departures	Occupied Spaces
0	8:00 AM	0.0	0.0	0.0
1	8:01 AM	0.1	0.0	1.0
2	8:02 AM	0.2	0.0	1.0
3	8:03 AM	0.3	0.0	1.0
4	8:04 AM	0.3	0.0	1.0
5	8:05 AM	0.4	0.0	1.0
6	8:06 AM	0.5	0.0	1.0
7	8:07 AM	0.6	0.0	1.0
8	8:08 AM	0.7	0.0	1.0
9	8:09 AM	0.8	0.0	1.0
10	8:10 AM	0.8	0.0	1.0
11	8:11 AM	0.9	0.1	1.0
12	8:08 AM	1.0	0.2	1.0
13	8:13 AM	1.1	0.3	1.0
14	8:14 AM	1.2	0.3	1.0
15	8:15 AM	1.3	0.4	1.0
16	8:16 AM	1.3	0.5	1.0
17	8:17 AM	1.4	0.6	1.0
18	8:18 AM	1.5	0.7	1.0
19	8:19 AM	1.6	0.8	1.0
20	8:20 AM	1.7	0.8	1.0
21	8:21 AM	1.8	0.9	1.0
22	8:22 AM	1.8	1.0	1.0
23	8:23 AM	1.9	1.1	1.0
24	8:24 AM	2.0	1.2	1.0
25	8:25 AM	2.1	1.3	1.0
26	8:26 AM	2.2	1.3	1.0
27	8:27 AM	2.3	1.4	1.0
28	8:28 AM	2.3	1.5	1.0
29	8:29 AM	2.4	1.6	1.0
30	8:30 AM	2.5	1.7	1.0
31	8:31 AM	2.6	1.8	1.0
32	8:32 AM	2.7	1.8	1.0
33	8:33 AM	2.8	1.9	1.0
34	8:34 AM	2.8	2.0	1.0
35	8:35 AM	2.9	2.1	1.0
36	8:36 AM	3.0	2.2	1.0
37	8:37 AM	3.1	2.3	1.0
38	8:38 AM	3.2	2.3	1.0
39	8:39 AM	3.3	2.4	1.0
40	8:40 AM	3.3	2.5	1.0
41	8:41 AM	3.4	2.6	1.0
42	8:42 AM	3.5	2.7	1.0
43	8:43 AM	3.6	2.8	1.0
44	8:44 AM	3.7	2.8	1.0
45	8:45 AM	3.8	2.9	1.0
46	8:46 AM	3.8	3.0	1.0
47	8:47 AM	3.9	3.1	1.0
48	8:48 AM	4.0	3.2	1.0
49	8:49 AM	4.1	3.3	1.0
50	8:50 AM	4.2	3.3	1.0
51	8:51 AM	4.3	3.4	1.0
52	8:52 AM	4.3	3.5	1.0
53	8:53 AM	4.4	3.6	1.0
54	8:54 AM	4.5	3.7	1.0
55	8:55 AM	4.6	3.8	1.0
56	8:56 AM	4.7	3.8	1.0
57	8:57 AM	4.8	3.9	1.0
58	8:58 AM	4.8	4.0	1.0
59	8:59 AM	4.9	4.1	1.0
60	9:00 AM	5.0	4.2	1.0

Childcare Center Loading Zone Analysis: 5 Available Drop-off/Pickup Spaces (AM Peak)

P(n) = Probability n units in the system
E(n) = Expected number of units in the system
n = Number of units in the system
N = Max number of units in the system
q = Rate of arrival
Q = Rate of service = (veh/hr * loading spaces)
phi = q/Q

Q =	60	30	20	veh / hr
q =	5	5	5	veh / hr
phi =	0.0833	0.1667	0.2500	
N =	5	Loading Spaces		
Loading stay	5	10	15	min / veh
Occ per space	12	6	4	veh / hr

P(n)	5 min/veh	10 min/veh	15 min/veh
1	9.0%	19.4%	31.3%
2	0.8%	3.2%	7.8%
3	**0.1%**	**0.5%**	**2.0%**
4	0.0%	0.1%	0.5%
5	0.0%	0.0%	0.1%
6	0.0%	0.0%	0.0%
7	0.0%	0.0%	0.0%
8	0.0%	0.0%	0.0%
9	0.0%	0.0%	0.0%
10	0.0%	0.0%	0.0%
E(n) =	0.09091	0.19867	0.33187



	1	2	3	4	5	6	7	8	9	10
5 min/veh	9.0%	0.8%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
10 min/veh	19.4%	3.2%	0.5%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
15 min/veh	31.3%	7.8%	2.0%	0.5%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%

*Highlighted values represent probability that all 3 driveway parking spaces are occupied given a 5-min, 10-min or 15-min assumed drop-off/pick-up loading period.

Childcare Center Loading Zone Analysis: 5 Available Drop-off/Pickup Spaces (Midday Peak)

Assumptions:

1. Project Trip Generation for AM Peak Hour (Excluding Staff)

AM Peak Hour	
In	Out
10	10

2. Maximum inbound trips = 10

3. Maximum outbound trips = 10

4. Estimated Arrival Rate = 10 veh/hr
= 0.167 veh/min
= 1 arrival every 6 minutes

5. Estimated Loading Time = 10 min/veh

6. For planning purposes, it is assumed that arrivals are evenly distrubuted througout the hour.

Calculations:

In general, a vehicle will arrive at the site every 6 minutes, park in the loading zone for 10 minutes, then leave. The number of Arrivals, Departures and Occupied spaces for any given time within the peak hour can be determined using the following calculations:

1. Total Arrivals at any given time, t, in minutes:

$A(t) = 0.167 \text{ veh/min} * t$

2. Total Departures at any given time, *t*, in minutes:

$D(t) = 0.167 \text{ veh/min} * (t - 10 \text{ min})$

Note that the first departure occurs 10 minutes after the first arrival; therefore, the first vehicle will arrive at 12 minutes and depart at 22 minutes from the beginning of the study hour.

3. Total Occupied Spaces at time (t) in minutes:

$S(t) = (\#\text{ of Arrivals}) - (\#\text{ of Departures})$

$[\ 0 < t < 10\ ]$ $S(t) = (0.167 \text{ veh/min} * t)$

$[\ 10 < t\ ]$ $S(t) = (0.167 \text{ veh/min} * t) - (0.167 \text{ veh/min} * (t - 10))$

The table to the left shows estimated Arrival and Departure patterns for the peak parking demand period.

Max Number of Occupied Spaces = 2

Check:

Assuming 5 loading spaces, the following calculations show the expected number of vehicles in the loading zone at any given time in the AM Peak Hour.

$E(n) = q / (Q-q)$

n = number of units in the system
q = rate of arrival = 10 veh/hr
Q = rate of service = veh/hr * loading spaces

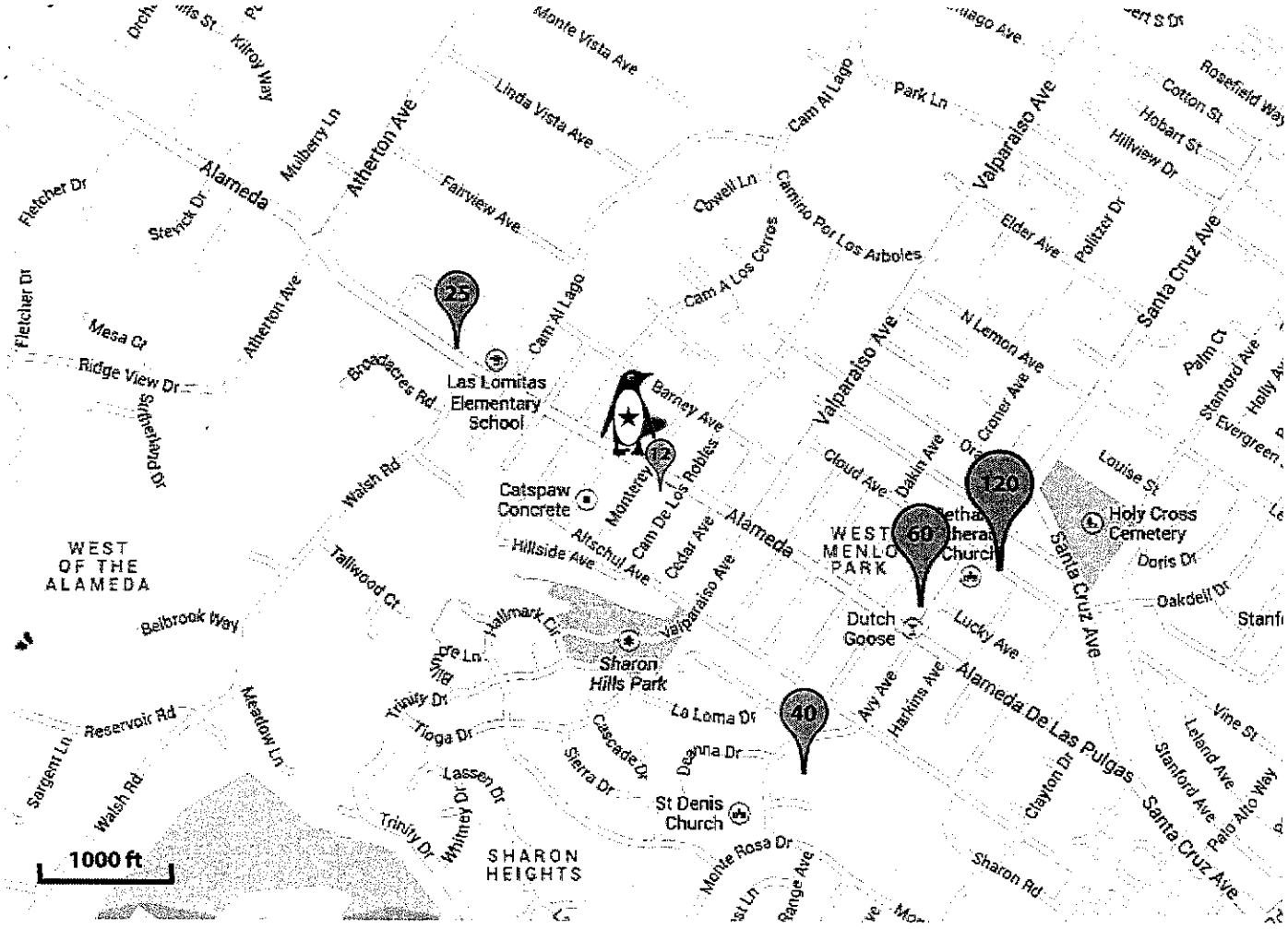
Childcare Center Loading Zone Analysis: 5 Available Drop-off/Pickup Spaces (Midday Peak)

Peak Parking Demand Period

Time (t) (min)	Time	Total Arrivals	Total Departures	Occupied Spaces
0	8:00 AM	0.0	0.0	0.0
1	8:01 AM	0.2	0.0	1.0
2	8:02 AM	0.3	0.0	1.0
3	8:03 AM	0.5	0.0	1.0
4	8:04 AM	0.7	0.0	1.0
5	8:05 AM	0.8	0.0	1.0
6	8:06 AM	1.0	0.0	1.0
7	8:07 AM	1.2	0.0	2.0
8	8:08 AM	1.3	0.0	2.0
9	8:09 AM	1.5	0.0	2.0
10	8:10 AM	1.7	0.0	2.0
11	8:11 AM	1.8	0.2	2.0
12	8:08 AM	2.0	0.3	2.0
13	8:13 AM	2.2	0.5	2.0
14	8:14 AM	2.3	0.7	2.0
15	8:15 AM	2.5	0.8	2.0
16	8:16 AM	2.7	1.0	2.0
17	8:17 AM	2.8	1.2	2.0
18	8:18 AM	3.0	1.3	2.0
19	8:19 AM	3.2	1.5	2.0
20	8:20 AM	3.3	1.7	2.0
21	8:21 AM	3.5	1.8	2.0
22	8:22 AM	3.7	2.0	2.0
23	8:23 AM	3.8	2.2	2.0
24	8:24 AM	4.0	2.3	2.0
25	8:25 AM	4.2	2.5	2.0
26	8:26 AM	4.3	2.7	2.0
27	8:27 AM	4.5	2.8	2.0
28	8:28 AM	4.7	3.0	2.0
29	8:29 AM	4.8	3.2	2.0
30	8:30 AM	5.0	3.3	2.0
31	8:31 AM	5.2	3.5	2.0
32	8:32 AM	5.3	3.7	2.0
33	8:33 AM	5.5	3.8	2.0
34	8:34 AM	5.7	4.0	2.0
35	8:35 AM	5.8	4.2	2.0
36	8:36 AM	6.0	4.3	2.0
37	8:37 AM	6.2	4.5	2.0
38	8:38 AM	6.3	4.7	2.0
39	8:39 AM	6.5	4.8	2.0
40	8:40 AM	6.7	5.0	2.0
41	8:41 AM	6.8	5.2	2.0
42	8:42 AM	7.0	5.3	2.0
43	8:43 AM	7.2	5.5	2.0
44	8:44 AM	7.3	5.7	2.0
45	8:45 AM	7.5	5.8	2.0
46	8:46 AM	7.7	6.0	2.0
47	8:47 AM	7.8	6.2	2.0
48	8:48 AM	8.0	6.3	2.0
49	8:49 AM	8.2	6.5	2.0
50	8:50 AM	8.3	6.7	2.0
51	8:51 AM	8.5	6.8	2.0
52	8:52 AM	8.7	7.0	2.0
53	8:53 AM	8.8	7.2	2.0
54	8:54 AM	9.0	7.3	2.0
55	8:55 AM	9.2	7.5	2.0
56	8:56 AM	9.3	7.7	2.0
57	8:57 AM	9.5	7.8	2.0
58	8:58 AM	9.7	8.0	2.0
59	8:59 AM	9.8	8.2	2.0
60	9:00 AM	10.0	8.3	2.0

Preschool-Aged Childcare Facilities Within a one-mile Radius of Toddle (3131 Alameda)

(Information provided by Community Care Licensing)



KEY

(Listed by licensed capacity per facility)

- **25: Champions @ Las Lomitas Elementary School*** *299 Alameda de las Pulgas*
- **12: In-home daycare** (Deborah Baker) *3214 Alameda de las Pulgas*
- **120: Littlest Angels Preschool** (Bethany Lutheran Church) *1075 Cloud Avenue*
- **60: University Heights Montessori** *2060 Avy Avenue*
- **40: Phillips Brooks Nursery School** (part of a pre-K through 5th grade private school) *2245 Avy Avenue*

*Plus capacity for 15 elementary schoolchildren, as confirmed by center staff. (State information is not updated due to recent change in childcare ownership.)

ATTACHMENT C

Attachment G

San Mateo County

Application for Appeal

Planning and Building Department

County Government Center ▪ 455 County Center, 2nd Floor
Redwood City ▪ CA ▪ 94063 ▪ Mail Drop PLN 122
Phone: 650 ▪ 363 ▪ 4161 Fax: 650 ▪ 363 ▪ 4849

☐ **To the Planning Commission**

☒ **To the Board of Supervisors**

1. Appellant Information

Name: See attached

Address: See attached

Phone, W: H:

Zip:

2. Appeal Information

Permit Numbers Involved:

PLN2013-00191

I hereby appeal the decision of the:

- ☐ Staff or Planning Director
- ☐ Zoning Hearing Officer
- ☐ Design Review Committee
- ☒ Planning Commission

made on 2/12 2014, to approve/deny the above-listed permit applications.

I have read and understood the attached information regarding appeal process and alternatives.

☒ yes ☐ no

Appellant's Signature:

See attached

Date:

3. Basis for Appeal

Planning staff will prepare a report based on your appeal. In order to facilitate this, your precise objections are needed. For example: Do you wish the decision reversed? If so, why? Do you object to certain conditions of approval? If so, then which conditions and why?

See attached

3131 Alameda de Las Pulgas Use Permit Appeal
Appellant Information
PLN2013-00191

Appellant Name	Address	Phone Number	Appellant Signature	Date
Ciriyan Dori	3135 Alameda De Las Pulgas	(650)619-3793	Ciriyan Dori	02/24/14
Elaine MacDonald	3115 Alameda de las Pulgas	650-233-9363	Elaine MacDonald	2/24/14
Peter MacDonald	3115 Alameda de las Pulgas	650-233-9363		2/24/14
Joann Jester	2091 Manzanita Ave	650 4794130	Joann Jester	2/24/14
Eric Jester	2091 Manzanita Ave	650 257 0888		2/24/14
Danielle Chaitchley	2075 manzanita AVE	650 391 3643		2/25/14
Michale Ball	2075 manzanita Ave	650 391-3641		2/25/14
Roxanne El-Hage	2101 Manzanita Ave.	650 854-0448	Roxanne El-Hage	2/25/14
Amer El-Hage	2101 MANZANITA AVE.	650-854-0448		2/25/14
Kathryn M Schoendorf	2076 Manzanita Ave.	650 854-6501	Kathryn M Schoendorf	2/25/14
Unistine Tveten	2081 Manzanita Ave.	650.234.8085	UStveten	2/25/14
Howard Mackey	2081 Manzanita Ave.	650 234 8085	Howard Mackey	2/25/14
Melissa Baumwald	2031 Manzanita Ave	650 561 9550		2/25/14
Marcello Typrin	2031 Manzanita Ave	650 561 9550		2/25/14

We are writing to appeal the recent Planning Commission findings, conditions of approval, and mitigations for a use permit allowing the operation of a 24 child care day care in an existing residence at 3131 Alameda de las Pulgas in Menlo Park (PLN2013-00191).

Our desired outcome is to overturn the decision approving the use permit based on the evidence submitted. However, if this is not achieved, we proposed recommendations to the stated conditions and mitigation measures to better address our concerns. We have included each item we are appealing below in italics followed by our arguments and recommendations in blue.

1. *Finding 1 & 2: (1) That the Mitigated Negative Declaration is complete, correct and adequate, and prepared in accordance with the California Environmental Quality Act and applicable State and County Guidelines. (2) That on the basis of the Initial Study and comments hereto, there is no evidence that the project, subject to the mitigation measures contained in the Mitigated Negative Declaration will have a significant effect on the environment.*

   As evidenced in the supporting documentation provided in Appendix A, past studies of noise levels indicate that the **noise produced by the operation of the day care facility would be in violation of Chapter 4.88 of the San Mateo County Code**.

   As detailed in the response to additional findings below, the **impact to traffic, parking, and neighborhood safety is also expected to be significant**.

2. *Finding 5: That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood.*

   Converting a residential property to a commercial use property will be detrimental to the neighborhood. There are several commercial districts within Menlo Park with available space that could serve as daycares. There is a reason why separate commercial zones and residential zones exist in a township. Toddle should not be granted an exception to normal zoning regulations. The optimal use of the property would be a single family home, which is how it is currently zoned. If the owners wish to provide child care, the property would be more suited to a small in home child care, as opposed to the large commercial operation that is proposed.

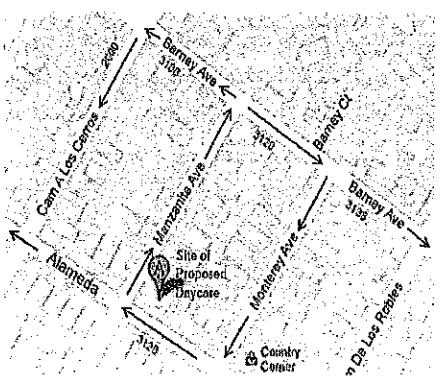
3. *Finding 5a: The potential impacts to traffic and parking have been determined to be less than significant.*

   The traffic study provided by Toddle is not able to evidence that the potential impacts to traffic and parking will be less than significant due to several issues with how the study was conducted and how the data was manipulated. For instance, the study was conducted in July, when vehicular traffic is at its lowest levels, since that portion of Alameda is the driving corridor for three large public schools with over 3,300 students requiring transportation normally August-June. Key issues are listed below with additional details provided in the appendix.

   Furthermore, Commissioners Hansson, Simonson, and Ramirez all recognized the traffic issues

that will be introduced in the neighborhood multiple times during the public hearing.

a. Traffic study was for **1 day** rather than a sample of multiple days. **Day to day variability between different days of the week was not accounted for.**
b. Traffic study was performed in mid July which is the slowest month of the year and when an extremely abnormal number of people were out of town and off the roads. ~60% of the 14 houses on Manzanita were on vacation during the week the traffic study was performed. In general, July is the most common time of the year with over 50% of Americans taking vacation (per a recent Gallup Poll).
c. The **pedestrian controlled traffic light 2 blocks away stops traffic on Alameda many times every school day and was not factored into the traffic study.**
d. The attempt to adjust recorded traffic volume for school being in session used data from a study conducted at a different location approximately 1 mile away. In addition, it was performed over a year ago. Las Lomitas enrollment has and will continue to grow (as reflected by Proposition S that was passed on November), Alameda and Barney are the main access roads to the school.
e. School traffic adjustment factor incorrectly ignored large differences between East and West traffic volumes (Appendix C from Kimley-Horn report). An average was used however if the actual number was used, **the Westbound Peak AM traffic should have been adjusted by 36.3%** (394 cars in 2012 study ÷ 289 in 2013 study), **rather than by 18.4%**. This error likely resulted in an impact underestimate to AM Peak Hour delay for Southbound intersection movement (Table 3 from Kimley-Horn report) and error to LOS impact assessment during AM Peak Hour for Southbound intersection movement. Therefore the project impact is likely causing an unacceptable LOS of E (rather than D per Table 3) during AM Peak Hour for Southbound intersection movement.
f. Parking time should be based off conservative assumptions from the Institute of Transportation Engineers 1987 manual "Trip Generation" which would result in 10.2 minutes in the morning (5.6/0.55) and 12.4 minutes in the evening (6.8/0.55). A conservative approach is needed since staff/children will be less familiar with each other and require exchanging extra information due to lack of consistent day to day interaction.
g. **Concerns around traffic on Manzanita and Barney Ave were not adequately addressed**. As stated by Frederick Hansson at the public hearing, **"What I want to do is mitigate the traffic on Manzanita, that is my worry. I do not have a solution for that."** Due to the congestion on Alameda de las Pulgas, customers of the center would likely approach and/or exit from the facility via Manzanita Ave and Barney Ave. Even if customers approach from Alameda, it is likely they would use neighborhood streets to turn around and/or exit. This would result in a significant threat to the safety of the children in the neighborhood. The neighborhood streets are currently very quiet and neighborhood children walking to Las Lomitas and families walking with infants are common sights throughout the day. In fact, there will be children walking to/from school during the peak drop off / pick up times cited by Toddle. The highest hourly trip generation is estimated to occur between 12 p.m. and 3 p.m., which is exactly when most of the students at Las Lomitas Elementary get out of school (sessions end at 12:20 p.m., 2:05 p.m. and 3:30 p.m.), many of them walking along Alameda, Barney and Manzanita Ave. **The protection of the children walking to Las Lomitas was a key reason the county decided to close a portion of Barney Ave to vehicular traffic.**



It would be a shame if after going through the trouble of closing off part of the road to protect our children, a commercial operation bringing significantly more traffic to the neighborhood was allowed to open. The traffic study provided makes an incorrect assumption around potential cut through traffic, assuming the only cause would be customers circling the block for parking. Those familiar with the area know that drivers will drive down Manzanita, turn on to Barney and out to Valparaiso to avoid making the dangerous left turn on to Alameda. Regardless of the parking situation, significant cut through traffic can be expected in the neighborhood.

h. Parking availability for undesignated parking on Alameda was observed while many neighbors were on vacation.

i. **Parking is based off the assumption that 7 parking spots are available** however Toddle only has 3 (2 in the garage are for employee parking). **The 4 additional spots on Alameda are non-designated and cannot be claimed by Toddle.** The ADA parking space would be off limits to most of Toddle's clients. Since Alameda only has street parking on the odd # side of the street, residents living on the even # side rely on using the parking in front of 3131. In addition, there is a bus stop on the near corner in front of 3117 Alameda. This further limits parking options on the Alameda. Even if the undesignated spots on Alameda are available, Toddle customers are unlikely to use parking spots on Alameda due to high volume of traffic endangering themselves and their children.

j. During the public hearing, the parking issue was minimized due to the assumption that many customers will walk to the facility. This is an unrealistic assumption because Toddle's business model is based on stay at home parents dropping off/picking up to run errands and part time working parents on their way to work.

4. *Finding 5C: With regard to visual impacts, only minor exterior modifications are proposed for the facility such that the residential appearance of the structure is not compromised and will not deviate from the residential character of the neighborhood.*

This finding is incomplete as the **interior of the residence will be destroyed, altering it from a home to a daycare.** Toddle plans to add a row of toilets, remove the kitchen entirely, and break down walls for the play area. The residence will become entirely uninhabitable, fundamentally eliminating potential residential use. Therefore we recommend:

a. A condition be imposed for the operators to return the property to a residential format once the commercial daycare ceases to exist.

b. Revoke use permit once Toddle is no longer operating and ensure conversion back to a residence and sold as a single family home.

c. Do not allow signage in order to maintain residential look of the house as well as avoiding attracting attention/traffic from people driving by.

5. *Condition 2: The use permit shall be valid for five (5) years from the date of final approval.*

We appeal this condition based on the facts below and **request that the use permit granted be valid for 1 year so that behavior can be observed and validated prior to granting a longer term use permit.**

a. Key mitigation measures rely on compliance from operators that are inexperienced, have no operating history, and will not always be on site to ensure compliance.
b. No controls specified around the process of not allowing more than 2 drop-offs/pickups during any 12-minute period and requesting that patrons follow designated traffic patterns and parking guidelines.
c. Findings for parking rely on the assumption that Toddle would only have 2 employees. However, due to the high number of children and other non-childcare duties such as monitoring parking (as specified in condition of approval #9), it is highly probable that licensing will require Toddle to hire additional employees. The parking impact of this project will then need to be reassessed.
d. There is no way to enforce that drop-off and pick-up activities occur only in the 4 designated on-site parking spaces and 3 non-designated parking spaces along Alameda, as per the conditions of approval #9.
e. There is no way to enforce that the operator of the center closely monitors all drop offs and pick-ups ensuring that vehicles do not block neighbors' driveways or double park as per the conditions of approval #10.
f. Uncertainty in effectiveness of reservation system as questioned by Frederick Hansson during the hearing.

6. *Condition 3: The applicant shall apply for a use permit renewal with the applicable fees six (6) months prior to the expiration of the use permit. On each anniversary date of the approval, an administrative review shall be conducted to evaluate traffic and other conditions associated with the operation of the Center.*

   We request this condition require a detailed evaluation from the Planning Department that the operator is adhering to all conditions and not rely solely on neighbor complaints. In addition, we request an administrative review conducted once licensing has evaluated this project as assumptions the Planning Commission has made will likely to have changed.

7. *Condition 6: The outdoor daily play times shall be scheduled at the discretion of the operator, to allow two optional and one regular, thirty (30) minute morning sessions, and one regular, forty-five (45) minute afternoon session.*

   This does not reflect the Planning Commission's decision, as well as what was documented in the Staff Report and Negative Declaration which was to keep within the time frame of a certain number of hours per day as per the recommendation below but precisely when they occur should be at the discretion of the operator. Condition 6, as worded currently, erroneously adds an optional 30 minute morning session. The condition should only allow for two 30 minute sessions in the morning and one 45 minute session in the afternoon.

8. *Mitigation Measure 2: The owners/managers of the child care facility shall follow the County's request to allow no more than two drop-offs/pick-ups per 12 minutes, not to exceed ten (10) drop-offs/pick-ups per hour. In addition, client contracts will include language requiring that the child care center parents/guardians/caregivers park for less than 10 minutes when signing in or out of the Center; that users park in the designated areas, or on-street parking spaces, to avoid*

blocking or turning around in neighbor driveways; and that access to the Center shall be via Alameda de las Pulgas and Manzanita Avenue. (See also Condition No. 11)

We request the above mitigation measure to **include "no drop offs after 3pm"**, which, as per Diana Shu of the Department of Public Works, was the implied assumption used in evaluating the traffic and parking impacts.

In addition, we request the above mitigation measure to be amended to include **revoking of membership if client contract is not adhered to**. This includes not following parking guidelines, driving patterns, blocking and/or u turning on driveways.

9. *Mitigation Measure 3: The applicant shall submit a landscape plan, subject to prior consultation with the adjacent neighbors, in order to address potential noise impacts from the operation of the Center, prior to issuance of a building permit. The landscaping shall be installed prior to the Final Inspection for the building permit.*

We request amending this mitigation measure to **obtain approval** from adjacent neighbors on landscape plan. In addition, recommend inclusion of a noise reducing fence or residential sound wall in landscape plan.

10. The mitigation measures identified in the approval are insufficient in addressing our traffic, parking, safety, and residential character concerns about opening a commercial entity in a residential location. This is agreed by Laurie Simonson as quoted during the public hearing: **"Absolutely the concerns of the neighborhood are valid. The question is can they be mitigated** ..." At a minimum, we recommend the following additional mitigation measures and for each to be paid by Toddle.

    a. Request Toddle to petition for installing wood traffic barriers similar to the ones on Cloud Ave. near Valparaiso. An exception would need to be granted as these are typically installed on streets where the speed is higher than 32 mph at the 85 percentile. We believe an exception is warranted since having a commercial entity in a residential area is uncommon and introduces safety risks that need to be mitigated at all costs. Please refer to Appendix C- Mitigation for a picture of such a structure.
    b. Convert 1 out of the 3 spots on Alameda to a 10 minute loading/unloading zone, Monday-Friday from 8am-6pm not including holidays.

In addition, we would also like to call attention to two additional points.

1) The neighborhood uniformly opposes the proposed operation of a commercial day care facility at this site, as evidenced by the provided petition with more than 120 signatures in Appendix D.
2) Several assumptions / decisions were based on the treatment of the proposed facility as a "school". It is a stretch to characterize this facility as a school. Unlike full-time facilities where there is a fully formed curriculum, this is a play based program designed for flexible drop-offs.

Appendix A - Noise

Putting 24 children on the property in question at once would create noise of such intensity and volume that it would be a significant nuisance to the neighboring houses. For instance, the ability to conduct work at home during the day and have children take uninterrupted naps would be significantly impacted.

The intensity of the noise produced by the operation of the proposed facility would be exacerbated by several factors:

- The children would be very concentrated in a small space. The current plan for the facility just barely provides the state required minimum of 35 sq. ft. of play area per child (and once adjustments are made to account for hallways, furniture, and other unusable space, it likely will fall short of that). However, it is widely documented that quality facilities should offer 75-100 sq. ft. per child, more than 2 times the space offered by the planned facility[1].

- The positioning and proximity of adjacent homes will contribute to the noise being a nuisance. There are two houses located just 5 ft. from the property line so any noise generated by the proposed day care center would have a significant impact to those neighbors. In addition, the facility does not currently meet regular residential setback requirements, with a rear setback of 18ft as opposed to the 20ft required.

- The location of the outdoor play area in the rear yard, directly adjacent to two neighboring properties intensifies the problem. This creates a situation where 12 children could be playing just 5 ft. from a sleeping baby or someone working in one of the neighboring homes. Other day care operations (e.g., Fio's Home day care and Redwoods International Montessori House of Children) have moved the play area to the front yard or other location so as not to disturb the neighbors, but that is not planned for the proposed center. In addition, because the play yard is on the opposite side of the house from Alameda de las Pulgas, any traffic noise from the street will do little to mitigate the sound created by the children and operation of the center - there is no significant noise from Alameda at our property which borders the proposed center.

- Air conditioning is not a common feature in the neighborhood and the neighboring houses have their windows open for several months of the year, increasing their sensitivity to noise.

- The structure for the proposed day care was built in 1973, and does not benefit from the improved sound insulation provided by more modern construction techniques.

- Toddle is planning to have a cleaning crew clean the facility in the mornings, before the center is open. Vacuuming, and other noises associated with cleaning, at 7:00AM will create an additional disturbance for the neighbors.

In addition to disturbing neighboring families, the noise produced by the day care facility would likely result in frequent misdemeanor violations of the county noise ordinances unless the number of children is reduced and/or significant changes are made to the structure, landscaping, and fencing to attempt to mitigate noise.

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[1] Responding to Child Care Facilities: A Practical Guide for City & County Planners http://www.liifund.org/wp-content/uploads/2011/03/3-Responding_to_Child_Care_Facilities.pdf

While it is a matter of common sense that 24 children would be very loud, even if only 12 are outside at a time, there are also multiple sources which we can draw on to quantify the volume:

- *CEQR Technical Manual:* For locations adjacent to playgrounds or parks, based upon noise measurements made at ten school playground sites in 1987, it may be assumed that Leq(1) noise levels at the boundary would be 75 dB(A), 15 feet from the boundary would be 73 dB(A), 30 feet from the boundary would be 70 dB(A), and the noise level would decrease by 4.5 dB(A) per doubling of distance beyond 30 feet[2].

- *Edward L. Pack Associates Study:* Studies done on childcare noise levels show that normalized sound levels for a group of ten children, 4-5 years old at 30 feet from the center of the play area was 67dBA[3] (this would equate to ~72 dBA at the boundary of the play area and our property)

- *Bollard & Brennan Study:* Extensive child care playground noise level data collected by Bollard & Brennan, Inc. in recent years indicates that average noise levels associated with playground usage can be expected to range from 55 to 60 dB L eq at a distance of approximately 100 feet from the central play area[4] (this would equate to ~71dBA at the boundary of the play area and our property)

All of these measures indicate that the proposed day care center would be in frequent violation of county noise ordinances (shown below for reference).

San Mateo County Code - Chapter 4.88 - Noise Control[5]

4.88.330 - Exterior noise standards

It is unlawful for any person at any location within the unincorporated area of the County to create any noise, or to allow the creation of any noise on property owned, leased, occupied or otherwise controlled by such person which causes the exterior noise level when measured at any single or multiple family residence, school, hospital, church, public library situated in either the incorporated or unincorporated area to exceed the noise level standards as set forth in Table I following:

Table I - Receiving Land use: Single or Multiple Family Residence, School, Hospital, Church, or Public Library Properties

NOISE LEVEL STANDARDS, dBA

Category	Cumulative Number of Minutes in any one hour time period	dBA (Daytime)
1	30	55
2	15	60
3	5	65

[2] CEQR Technical Manual, http://www.nyc.gov/html/oec/downloads/pdf/2012_ceqr_tm/2012_ceqr_tm_ch19_noise_revised_06_18.pdf

[3] Unpublished article by Jeffrey K. Pack, Edward L. Pack Associates, Inc., Acoustical Consultant, San Jose, CA (2003)

[4] Responding to Child Care Facilities: A Practical Guide for City & County Planners http://www.liifund.org/wp-content/uploads/2011/03/3-Responding_to_Child_Care_Facilities.pdf

[5] http://library.municode.com/HTML/16029/level2/TIT4SAHE_CH4.88NOCO.html#TOPTITLE

4	1	70
5	0	75

4.88.340 - Interior noise standards

No person shall, at any location within the unincorporated area of the County operate, or cause to be operated within a dwelling unit, any source of sound, or create, or allow the creation of, any noise which causes the noise level when measured inside a receiving dwelling unit with windows in their normal seasonal configuration to exceed the following noise level standards as set forth in Table II following:

Table II - Interior Noise Level Standards - Dwelling Unit

NOISE LEVEL STANDARDS, dBA

Category	Cumulative Number of Minutes in any one hour time period	Daytime 7 A.M.—10 P.M.
1	5	45
2	1	50
3	0	55

In addition, the noise generated by the proposed day care center would not be aligned with the aims and intent of the General Plan for San Mateo County[6]. Relevant policies from the General Plan are listed below for reference.

Selections from the General Plan for San Mateo County

Goals and Objectives

16.1 Strive Toward a Livable Noise Environment

Strive toward an environment for all residents of San Mateo County which is free from unnecessary, annoying, and injurious noise.

16.2 Reduce Noise Impacts Through Noise/Land Use Compatibility and Noise Mitigation

Reduce noise impacts within San Mateo County through measures which promote noise/land use compatibility and noise mitigation.

16.3 Promote Protection of Noise Sensitive Land Uses and Noise Reduction in Quiet Areas and Noise Impact Areas

Promote measures which: (1) protect noise sensitive land uses, (2) preserve and protect existing quiet areas, especially those which contain noise sensitive land uses, and (3) promote noise compatibility in Noise Impact Areas.

16.4 Noise Reduction Priority

Give priority to reducing noise at the source rather than at the receiver, recognizing that it is less expensive and more equitable to build noise mitigation into the source than providing for it along

[6] San Mateo County General Plan Policies, http://www.co.sanmateo.ca.us/vgn/images/portal/cit_609/10073472gp_polis.pdf

the path and at the receiver.

16.5 Noise Reduction Along the Path and at the Receiver
Promote noise reduction along the path and at the receiver through techniques which can be incorporated into the design and construction of new and existing development, including, but not limited to, site planning, noise barriers, architectural design, and construction techniques.

Regulation of Development
16.11 Regulate Distribution of Land Uses
Regulate the distribution of land uses to attain noise compatibility. Measures may include preference toward locating: (1) noise sensitive land uses within quiet areas, removed from Noise Impact Areas, and (2) noise generating land uses separate from noise sensitive land uses.

16.12 Regulate Noise Levels
Regulate noise levels emanating from noise generating land uses through measures which establish maximum land use compatibility and nuisance thresholds.

16.13 Site Planning Noise Control
Incorporate acoustic site planning into the design of new development, particularly large scale, master planned development, through measures which may include: (1) separation of noise sensitive buildings from noise generating sources and (2) use of natural topography and intervening structures to shield noise sensitive land uses.

16.14 Noise Barriers Noise Control
Promote measures which incorporate use of noise barriers into the design of new development, particularly within Noise Impact Areas. Noise barriers may include earth berms, walls, fencing, or landscaping.

16.15 Architectural Design Noise Control
Promote measures which incorporate architectural techniques into the design of new buildings, particularly buildings within Noise Impact Areas. Architectural design techniques may include: (1) grouping noise sensitive rooms together separated from noise sources, (2) placing windows, vents and other openings away from noise sources, and (3) avoidance of structural features which direct noise toward interior spaces.

16.16 Construction Techniques Noise Control
Promote measures which incorporate noise control into the construction of existing and new buildings, including, but not limited to, use of dense noise insulating building materials

Appendix B - Traffic Study

The detailed points below describe our concerns with the traffic study performed for this project.

1. There appears to be a typographical error in the 1st bulleted statement of Page 7 of the Kimley-Horn report. It reads:

   "The level of service at an intersection degrades from acceptable LOS D or better to unacceptable LOS F or F with the addition of the project; or"

   It seems more likely that the statement should instead read:

   "The level of service at an intersection degrades from acceptable LOS D or better to unacceptable LOS *E* or F ..."

2. The bottom of Page 2 of the Kimley-Horn report states:

   "Due to the scheduling of this study, traffic data was collected during the summer when the majority of schools are closed. In order to provide a conservative analysis and minimize concerns regarding a potential underestimation of existing traffic levels when using summer traffic data, existing summer traffic count volumes were adjusted upward to reflect traffic conditions at a time of year when schools are in session. This adjustment was developed by comparing roadway traffic counts collected on Alameda de las Pulgas near the proposed project site in summer of 2013 to recent (2012) traffic counts collected at this location when schools were in session. All traffic analysis discussed in the following sections was performed using the adjusted traffic volumes. All relevant traffic count data utilized in this study is provided in Attachment B. School traffic adjustment calculations are shown in Attachment C."

   The adjustment factor referenced in Attachment C (1.184 = 18.4% increase) is an average of the relative differences in traffic flow of four values:
   East Bound AM Peak Hour, West Bound AM Peak Hour, East Bound PM Peak Hour, and West Bound PM Peak Hour.

   There is a very large amount of variability in the 4 values, from 1.108 to 1.363. As such, the conclusions of the site circulation and access evaluation are likely sensitive to the choice of correction method employed. It would appear more appropriate to apply different correction factors to each of the 4 elements based on peak time of day and direction of traffic flow rather than an overall average to all four (i.e. apply 1.108 to Existing East Bound AM Peak Hour, 1.363 to Existing West Bound AM Peak Hour, 1.212 to Existing East Bound PM Peak Hour, and 1.155 to Existing West Bound PM Peak Hour.) Using this approach for correction, it would seem that the EXISTING + PROJECT delay for the AM Peak Hour Southbound intersection movement may exceed 35 seconds, causing the proposed project's Southbound intersection movement (see Table 3, Page 7 of Kimley-Horn report) to operate at an unacceptable LOS E during the Peak AM Hour (per page 5 of the San Mateo Traffic Impact Study Guidelines, attached). **IF THIS IS TRUE, THIS WOULD DEGRADE THE LEVEL OF SERVICE (LOS) FROM ACCEPTABLE "D" TO UNACCEPTABLE "E" CAUSING A SIGNIFICANT IMPACT.**

3. An additional drawback of the previously mentioned correction method to account for the collection of data during a low traffic month is that it is based on ONE DAY in 2012 rather than a sample of multiple days. The day-to-day variability has not been reported and appears unknown. It would stand to reason that there is non-negligible variability in traffic density between days of the week for example. It is not clear where on the spectrum of variation the data used for the correction lie. Were the data taken from a low traffic day, high traffic day, or average traffic day? It is not possible to determine from the report that was provided. This is another shortcoming of the correction method which further introduces an unknown degree of variability around the results. It would seem necessary to use a more extensive sample of traffic flow during times when schools are in session in order to guard against sampling bias causing an anti-conservative analysis.

4. Page 11 of Kimley-Horn's report reads:

   "Based on a conservative analysis considering existing neighborhood on-street parking demand and an average drop-off/pickup parking time of 10 minutes, the proposed parking demand generated by the childcare facility would have a very small probability (< 5%) of exceeding the available on-site driveway parking supply during the busiest time of day."

   The estimate of 10 minutes for parking times was considered conservative based on average waiting times of 5.6 and 6.8 minutes referenced in "Trip Generation of Day Care Centers" in Appendix G. The data in this reference were gathered from six centers in the Philadelphia suburbs at an unspecified time prior to 1991. A passage in the final concluding paragraph reads:

   "The rates presented for trips/employee by this study are approximately 55% lower than that presented in Trip Generation (4th Edition, 1987) ... The differences in the average trip rates determined by this study are most likely attributable to differences in regulations pertaining to day cares throughout the country. It is recommended that additional studies be done in the Philadelphia, Pennsylvania area and elsewhere to further supplement the data base on this land use code."

   Given the high degree of variability between day care centers as stated in the reference (i.e. estimates in Trip Generation 4th Edition were 1 / 0.55 = 82% higher than the rates in "Trip Generation of Day Care Centers" in Appendix G), it would seem that a more appropriate assumption for parking minutes would be 12.4 minutes (the larger of 5.6 / 0.55 = 10.2 and 6.8 / 0.55 = 12.4) if conservatism were the goal. There is amble reason to believe that parking minutes for this day care will be longer than a typical day care center of similar size. The proposed childcare will be "drop-in" (as opposed to a consistent daily schedule), and additional time is likely to be required for sign-in/drop-offs compared to the traditional day care center. This would be due to staff and children being less familiar with each other, staff needing extra information from the person dropping off, and children being more likely to require extra time to get comfortable before their parent/caregiver leaves. Furthermore, the concluding statements from the reference further suggest that the most reliable data should be extracted from similar day care centers in the Menlo Park area. **In the absence of further data gathered from day care centers in the Menlo Park area, a more appropriate conservative estimate for parking time would seem to be 12.4.**

5. While seemingly conservative assumptions have been made regarding pick-up and drop-off times in the analyses, it is not clear how effective the reservation system will be in practice. For example, **how does the reservation system re-adjust for late drop-offs/pickups, which in turn affect parking?** If someone is late, and their (very short) 10-12 minute time window has been missed, do they ignore Toddle's regulations and pick up when they happen to arrive anyway? Or do they call ahead and ask Toddle for the next available time window for pick-up? In which case, a car would either try to find parking someplace, or drive around until the newly assigned time window? This would add additional traffic on the Manzanita and Barney side streets. It is difficult to accurately assess the appropriateness of the assumptions, or conclusions of the analyses, without understanding more about the system, its effect on customer pickup/drop-off times, and Toddle LLC's plans to address such inevitable and likely, frequent scenarios. It would have been very helpful to understand the specifications of the system to have a better sense of how it will perform in practice.

6. **Parking data on Manzanita and Alameda de Las Pulgas in the report were based on ONE DAY'S WORTH OF DATA DURING THE SUMMER.** Reason would suggest that a random sample from different days would have allowed for more reliable inferences on parking. The confidence bounds and variability around a sample size of 1 (i.e. where days are experimental units) is infinite, and thus unreliable. The estimate of the number of cars parking in front of 3131 Alameda de Las Pulgas is very likely to be sensitive to the particular day being used to draw inferences (i.e. one summer day versus 364 other days of the year). For example, it has been reported that there is non-ignorable variation in traffic volumes due to particular days of the week (http://www.fhwa.dot.gov/policyinformation/tmguide/tmg_fhwa_pl_13_015.pdf.) Unless day to day

variability in parking behavior were truly negligible, it would seem that data from multiple days (while schools are in session) would be necessary to protect against a biased analysis of parking behavior.

7. **The parking conclusions of the report also appear to rely on the assumption that autos arriving according to the reservation system do so at exact specified times, which biases the predicted parking burden estimates in APPENDIX H.** Pages 1 and 4 of Appendix H of the Kimley-Horn report contain the following statement:

   "For planning purposes, it is assumed that arrivals are evenly distributed throughout the hour."

   In reality, arrivals will not occur at exact times. Without accounting for the more realistic assumption that arrival times vary according to a random process (Poisson for example), the estimates provided in Table 4 do not fully reflect realistic assumptions. **Without re-performing the calculations, it is not readily apparent the degree to which this will increase the probability estimates in Table 4.**

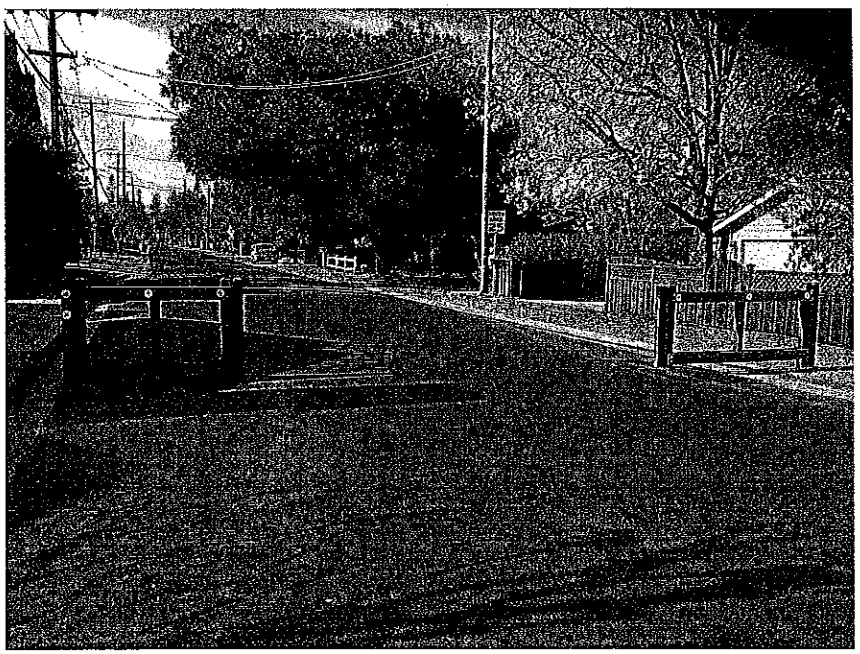
8. Parking assumptions also rely on one shift of 2 employees arriving before 8:30am and leaving after 6pm (see footnote of Table 2 Traffic and Parking Study.) This can't possibly be the case; more staff would clearly be needed. By law, employees need to take breaks during that time period. This would result in some time periods where only one staff member was in charge of all the children in the facility, which would violate the law. Clearly, **more than 2 employees would be needed on a typical day, which conflicts with key assumptions in the analyses, and at least 3 (and likely more) parking spaces would be taken up by employees at multiple times of the day**.

9. The quoted probabilities of < 5% of exceeding available on-site parking (Table 4 page 10 of the Kimley-Horn report) pertain to one peak hour; not an entire day. **This quoted probability is misleading because it does not account for the remaining 8.5 hours of the day where parking also has the potential to be exceeded.** Recalculation of this probability on a per day basis, with a more appropriate conservative estimate of parking time (see point 4), as well as a correction for non-random arrival times (see point 7) will increase this probability to a degree that is not obvious without formal mathematical re-calculation. **The increase due to these factors is unlikely to be negligible.**

While there have been attempts to provide a conservative analyses in the existing traffic report, **the 9 points above raise more than a reasonable doubt about some of the conclusions drawn from the data and analyses. Key analyses will be sensitive to the sum total of: day-to-day sampling variation, robustness of assumptions, and correction methods used. In order to protect the local neighborhood and the County of San Mateo against an erroneous granting of a Use Permit, the citizens must rely on the good judgment of the Planning Commission to deny this Use Permit based on the most comprehensive evaluation of the evidence.**

Appendix C - Mitigation

Wood traffic barrier on Cloud Ave. near Valparaiso Ave. in Menlo Park



Appendix D - List of opponents

See attached list and map

Petition

We, the undersigned neighbors, wish to stop the opening of a **commercial day care center for 24 children** at 3131 Alameda de las Pulgas, Menlo Park.

We feel this type of business would have a negative impact on our residential neighborhood by increasing **traffic, parking issues, and noise**, as well as lowering property values.

Please sign this petition to indicate that you would like the property to remain residential and not be granted a permit to open a day care center.

Name	Signature	Address	Email	Phone	Date
Eugene Mo		2107 Monterey Ave, Menlo Park	eugene.mo@gmail.com	650-233-9848	6/2/13
Jenny Shaw		2107 Monterey Ave. Menlo Park	jenny_shaw@hotmail.com	650-233-9848	6/2/13
JEFF SPACKMAN		2141 MONTEREY AVE, MP	JEFF.SPACKMAN@HP.COM	650 465-1398	6/2/13
Sara Strempke		2141 Monterey Ave MP	sstrempke@comcast.net		6/2/13
CAROL ROLAND		2171 Monterey Ave MP	carrollady@yahoo.com	—	6/2/13 email.
DAVID ROLAND		2171 Monterey Ave MP	Rolandde@yahoo.com	—	6/2/13
ROSS White		2191 Monterey Ave MP	ross_things123@gmail.com		6/2/13
Elizabeth Chiou		1515 Altschul Ave	elizabeth@chitours.com	650 921-9455	6/2/13
Thelma Cruz		2198 Monterey Ave	nichita@gmail.com	650 921-2010	6/2/13
Michael Nestle		2178 Monterey Ave	mnestle@gmail.com	650-291-2911	6/2/13
Behnaz Bakhshi	B. Bakhshi	2160 Monterey Ave	behnaz_ba@yahoo.com	650 521 3492	6-2-2013
Fred Krueger		2150 MONTEREY AVE	FTwoKrueger@yahoo.com		6/2/2013
TIM HEATON		2131 Camino a las Cumbres	patriotsdreamcatcher@yahoo.com	650 743 3765	6/2/13

Petition

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We feel this type of business would have a negative impact on our residential neighborhood by increasing **traffic, parking issues, and noise**, as well as lowering property values.

Please sign this petition to indicate that you would like the property to remain residential and not be granted a permit to open a day care center.

Name	Signature	Address	Email	Phone	Date
Danelle Chatellier		2095 manzanita Ave	danelle.chatellier@gmail.com		may 27/2013
Joann Jesth		2091 Manzanita Ave	joann.jesth@gmail.com		May 27/2013
TOM MEADE		3122 BARNEY AVE			MAY 29 2013
Jonna Hunter		2098 Valparaiso Ave	jonna.hunteregmail.com		May 29, 2013
Judith Dean		2070 Mills Ave	deanciscoo@hotmail.com		May 29 2013
BENENCISCO		2070 Mills Ave	DEANCISCO@HOTMAIL.Com		May 29, 2013
DENISE BRAKEFIELD		268 ATHERTON AVE	dabrake@bulldog2.com		MAY 29, 2013
MEENU BHASIN		3118 Alameda	mpemu99@Yahoo.com		MAY 29, 2013
JASON KOOLEN		3122 Alameda			MAY 30 2013
Chai Lolai		1960 Camino De Los Pulgas		6503249947	June 5 2013
Barbara Heffernan		2001 Camino Los Altos	bheffernan@sbcglobal.net	6508431572	June 5 2013
Ramin Dariani		1998 Camino Los Cerros	rgdariani@gmail.com	4086499272	June 5 13

Petition

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We feel this type of business would have a negative impact on our residential neighborhood by increasing **traffic, parking issues, and noise**, as well as lowering property values.

Please sign this petition to indicate that you would like the property to remain residential and not be granted a permit to open a day care center.

Name	Signature	Address	Email	Phone	Date
Dselle Ball		2078 Manzanita ave	DselleMBall@Yahoo.com	650-311-3647	6/28/13
Marilyn A Dawson		2051 Manzanita Ave	skater650@gmail.com	650-854-6743	6/1/13
		1050 Lucky Ave			

Timestamp	Name	Address	Email	Phone	Comments
5/29/2013 10:05:12	Eric Jester	2091 Manzanita Ave	eric.jester@gmail.com	650-257-0888	No daycare
5/29/2013 11:39:51	Kathleen McCleary	3126 Barney Ave.	kmmcleary@juno.com	650.854.5594	
5/29/2013 12:44:01	Cel Garcia	2050 Camino a los Cerros, Menlo Park, CA 94025	cal.garcia@sbcglobal.net		I am a real estate professional and know that if the daycare is approved property values in the area would decrease. I oppose allowing the daycare permission to operate.
5/29/2013 16:39:42	Cuiyan Dai	3135 Alameda De Las Pulgas, Menlo Park, CA	cuyan.dai@gmail.com	650-619-3793	Thanks for setting up this website! I am fully support the Petition. According to San mateo Zoning Regulation
5/29/2013 17:33:12	Rebecca & Cel Garcia	2050 Camino a los Cerros	calgarcia@sbcglobal.net	650-854-7956	We have lived in this neighborhood since 1994 — we don't want the quiet atmosphere to change! There is already plenty of traffic around Alameda, especially during Las Lomitas School's arrival and dismissal times.
5/29/2013 19:17:07	Sina mir	3139 alameda de las pulgas	Sinamax@gmail.com		That is a house in the middle of a residential neighborhood and was not built to be a business. There is no off street parking available for this business. It will create congestion and increase the risk of accidents. Unless the property is being modified to have off street parking and a drop off and pickup space it should not be granted a permit for day care.
5/29/2013 20:40:28	Kristine Tveten	2081 Manzanita Ave., Menlo Park, CA 94025	ktveten@gmail.com		
5/29/2013 20:45:20	Molly Titley	2144 Manzanita Ave, Menlo Park, CA 94025	Finnmcfinnmc@yahoo.com		
5/29/2013 21:10:03	Lisa Puccetti	167 Hillside, MP	lisa@pestosoft.com	650-654-1414	A smaller day care might be one thing, but 24 kids is a lot of people & traffic!
5/29/2013 21:26:49	Howard Mackey	2081 Manzanita Avenue	hmackey@gmail.com		Traffic on Alameda de la Pulgas is highly dense and fast moving during the morning and evening commutes. A bolus of cars arriving and departing at 3131 Alameda de las Pulgas multiple times per day will increase the risk of traffic accidents. In addition, small children walk to and from La Entrada and other nearby schools along the neighboring side streets which don't have sidewalks and I would be concerned for their safety. There is also inadequate parking for a business of this size which will require parking for several families, employees, and support staff (food delivery, maintenance, cleaning, etc.). Converting a residential home to a commercial day care in this neighborhood also puts an undue noise burden on the surrounding homes.
5/29/2013 21:38:43	Yolande Niu	2041 Manzanita Ave.	yolandeniu@yahoo.com	6502330119	I would like the property at 3131 Alameda de las Pulgas in Menlo Park to remain residential and not be granted a permit to open a day care center.
5/30/2013 9:43:45	Andrzej Skoskiewicz	2084 Monterey Ave.	ASkoskiewicz@yahoo.com	650-619-1918	We are opposed to having another commercial establishment in this residential community. The Country Corner is one block away from the proposed site (@ Monterey Ave), and it is a nightmare on a daily basis. Despite no parking signs, all sorts of vehicles, including fire trucks, utility trucks, street cleaning equipment, gardeners with trailers and police cars park in front of our house. Despite numerous follow up phone calls, San Mateo County does not enforce the no parking zone, as it considers it a low priority. In addition, cars & trucks routinely use our driveway for u-turns, despite our kids playing in the front yard. In addition to a safety concern, the cars & trucks cause damage - latest casualties were our mailbox, which got knocked-over, and our neighbor's car which was backed-into while it was parked at a curb. We purchased our property to live in a residential neighborhood. Despite a relatively busy thoroughfare cutting across our neighborhood, we are opposed to incremental zoning conversion and turning our community into a commercial strip mall paralleling Alameda de las Pulgas. Once rezoned, there is no going back to residential, and it forever changes the feel of the neighborhood. Andrzej Skoskiewicz
5/30/2013 18:00:49	Renate Hodkowski	1760 Altschul Ave, Menlo Park, CA 94025	renatehod@comcast.net		
5/30/2013 18:01:24	William Hodkowski	1760 Altschul Ave., Menlo Park, CA 94025	billhod@comcast.net		
5/30/2013 21:35:32	Ellen	Skoskiewicz	elonginidis@yahoo.com	650-743-0993	Totally agree that a daycare at 3131 Alameda would have a negative impact on the neighborhood. Please let me know how else we can support the petition.
5/30/2013 21:48:16	Laurel Timpson	2008 Camino de los Robles, Menlo Park, Ca 94025	ltimpson2008@gmail.com	650-796-6237	This facility is not necessary in the neighbor has there are 4 other facilities within 1 mile of the facilities that are not at capacity. Also the traffic that it will produce in our neighborhood will be potentially harmful to the children who walk and ride their bikes to school.
5/30/2013 22:58:26	Amy Rousseau	2060 Camino a Los Cerros	Amy@rousseau.net	650-847-1942	
5/31/2013 5:11:43	Beth Steinberg	2104 Manzanita Ave	bethannsteinberg@gmail.com		
5/31/2013 9:37:06	Jeff Patmon	2090 Monterey Avenue, Menlo Park, CA 94025	jeffpatmon@gmail.com		
5/31/2013 12:41:47	Michaela Winkler	3139 Alameda de las Pulgas	webmonkey_ela@yahoo.com	6504500265	A commercial day are center for 24 children in a residential area? This would mean an increase of traffic/more possible accidents for the surrounding blocks (we live 1 house over), noise levels going up, people parking in order to drop-off/pick-up their children,... I'm not in favor of this business and don't think a 3-bedroom house has enough space for this many children - inside or outside. How would they fit in the home during the colder months?
5/31/2013 21:24:15	Micah Saste	2030 Manzanita Ave, Menlo Park, CA 94025	micahhillmc@gmail.com	650-863-1734	
5/31/2013 21:24:52	Sachin Saste	2030 Manzanita Ave, Menlo Park, CA	sachin_saste@yahoo.com	650-504-5857	
6/1/2013 8:38:43	Renee	Baker	reneecbaker@gmail.com		I'd like the property to remain residential and not be granted a permit to open a day care center. As a parent of 3 and a homeowner, the lot sizes in the neighborhood are not large enough to accommodate the necessary space for all day care for 6-24 children.
6/2/2013 0:29:29	David Tsiang	1836 CAMINO DE LOS ROBLES	tsiang@employees.org		
6/2/2013 18:31:53	Ted Tussing	2030 Camino A Los Cerros	ttussing@gmail.com		I am against the approval of a commercial day care center on or near 3131 Alameda de las Pulgas
6/3/2013 7:43:57	Kristin Paga	2084 Manzanita Ave.	krispaga@gmail.com	6504547632	This should be a community decision rather than one made by a few who do not live in this neighborhood.
6/3/2013 17:39:43	Atul Butte and Gini Deshpande	2020 Monterey Ave, Menlo Park	Tdeshpande@gmail.com		Totally support this petition. We have way too much traffic ready due to the country corner store!

Timestamp	Name	Address	Email	Phone	Comments
6/4/2013 18:43:32	Cathy Mathews	1999 Camino de los Robles, Menlo Park, CA 94025	cathymathews@pacbell.net		A small family day care would be fine in our neighborhood. This is too much.
6/5/2013 9:26:42	Elaine MacDonald	3115 Alameda de las Pulgas, Menlo Park	elainelmacdonald@yahoo.com	650-233-9363	
6/5/2013 21:35:21	Mark Platshon	3125 Barney Ave	mplatshon@yahoo.com	650-248-4488	Traffic is bad enough in the morning near the school on Alameda. An extra 30+ cars each morning and afternoon would be dangerous for all the kids trying to go to Las Lomitas.
6/6/2013 8:10:37	Leslie Platshon	3125 Barney Ave	swimski44@yahoo.com		our household is strongly against adding this day care center in our neighborhood with the amount of traffic already on alameda, frequently backed up, it is not a safe place for children walking and will only add to the awful traffic situation
6/8/2013 12:24:24	Laura Dholakia	2181 Manzanita Ave., Menlo Park, CA 94025	lauradholakia@yahoo.com		
6/8/2013 12:24:50	Sameer Dholakia	2181 Manzanita Ave., Menlo Park, CA 94025	sameerdholakia@yahoo.com		
6/9/2013 12:59:12	Lynne Grewe	2030 Mills Ave	lynne.grewe@csueastbay.edu		Completely agree
6/9/2013 14:29:44	Robert Donnelly	2170 Mills Ave	bob_donnelly94025@yahoo.com		Traffic through the area is already far too congested. It is a residential area - keep it that way. No new exceptions.
6/9/2013 15:57:43	Ann Banich	2014 Mills Ave	abanich@gmail.com		
6/9/2013 19:28:05	Nathan Blair	2060 Monterey Ave	ntblair@hotmail.com		There are ample day care facilities in the neighborhood (Montessori and Littlest Angels). In addition, I don't know how you can have a decent day care facility for that many children with only a 6,100 square foot lot.
6/9/2013 20:41:41	Maria Doktorczyk	2062 Mills Avenue, Menlo Park, CA	dokmas@sbcglobal.net	650-234-8092	I am opposed to the request for a zoning variance to operate a child care facility at 3131 Alameda de las Pulgas, Menlo Park.
6/10/2013 9:28:29	lauren reibstein	8 cedar court	imanduke@yahoo.com		
6/10/2013 12:32:40	Kathy Schoendorf	2076 Manzanita Ave.	kschoendorf@sbcglobal.net	650-854-6501	This project is not appropriate and too large for this quiet neighborhood.
6/10/2013 13:17:29	Roberta Irwin	25 Rondo Way	rooirwin@gmail.com		
6/10/2013 21:08:51	Christina Holland	2109 Monterey Ave	choland@gmail.com	650-521-0405	Our street and neighborhood is already bombarded by issues caused by nearby businesses and schools in our residential area. Circle of Friends Preschool and the Country Store already cause issues by parking on our street. There are other traffic issues by being so close to Las Lomitas, etc also!! Our neighborhood does not need another business that isn't able to provide parking to accommodate the employees and parents for this proposed daycare. Thanks for considering the impact on our neighborhood!
6/10/2013 22:09:40	Meenu Bhasin	3118 Alameda De Las Pulgas	meenu99@yahoo.com	650 561-9890	
6/11/2013 10:17:46	Tyler Nielson	2050 Mills Ave	tyler.nielson@gmail.com		
6/11/2013 21:24:56	Eugene Mar	2107 Monterey Avenue	calharvard@hotmail.com	6502339848	This is a residential area, and a commercial day care center would negatively impact our neighborhood with lots of traffic and additional parked cars.
6/11/2013 21:25:37	Jenny Shay	2107 Monterey Avenue	jenny_shay@hotmail.com	6502339848	
6/11/2013 22:39:40	Grace Molnar	2108 Monterey Avenue	grace.molnar@gmail.com		
6/12/2013 5:57:05	Alan M Eisner	1990 Camino de los Robles camino de Los Robles Menlo park ca 94025	aeisner007@aol.com	650 2330642	This is a residdential area. We do not want more traffic and noise in our neighborhood. The proposed facility would also increase danger to children walking to school in the area
6/12/2013 5:57:49	Judith c eisner	1990 Camino de los Robles camino de Los Robles Menlo park ca 94025	aeisner007@aol.com	650 2330642	This is a residdential area. We do not want more traffic and noise in our neighborhood. The proposed facility would also increase danger to children walking to school in the area.
6/12/2013 10:21:52	Reena Lee	3126 Alameda de las Pulgas, Menlo Park, CA 94025	reenasinghal@hotmail.com		
6/12/2013 16:08:36	Chad Harding	1990 Camino a los Cerros	chadharding73@hotmail.com	8018359000	I am concerned about where employees will park during the day.
6/17/2013 14:05:20	Laura Moore	2002 Mills Avenue	lucy_moore@yahoo.com		
6/18/2013 18:10:26	Reena Lee	3126 Alameda de las Pulgas, Menlo Park, CA 94025	reenasinghal@hotmail.com		
6/21/2013 14:52:38	Christine Heston	2031 Camino a los Cerros	patriotbruin@gmail.com		There is not enough parking at the address for the employees, let alone the parents for drop off, this will create a very crowded neighborhood and unsafe streets for our children going to an from school.
6/22/2013 13:28:43	Kristin Eberwein	2121 manzanita avenue Menlo park, Ca 94025	Kristin@eberweinfamily.com		We oppose having a day center for this site
6/22/2013 13:33:48	William Eberwein	2121 Manzanita Ave	Bill@eberweinfamily.com	650-233-8192	This would increase traffic on a quiet street with many children. We strongly oppose this plan
6/23/2013 17:41:33	David Evans	2076 Manzanita Ave.	kschoendorf@sbcglobal.net	650-854-6501	
6/24/2013 18:47:15	Roxanne	2101 Manzanita Ave.	shelhage@yahoo.com	650-854-0448	
6/24/2013 18:48:07	Mrs Roxanne	2101 Manzanita Ave.	shelhage@yahoo.com	650-854-0448	
6/29/2013 17:06:05	Kristi Goth	3006 Alameda de las Pulgas	kristigoth@yahoo.com	4157137594	Totally Agree....there is already a day care across from the Country Corner....and CCLC on the Las lomitas campus.
6/29/2013 17:06:39	Mike Goth	3006 Alameda de las Pulgas	kristigoth@yahoo.com	4157137594	
7/6/2013 14:59:18	Clare M Dolan	2130 Manzanita Ave.	dolan.clare@gmail.com	6505614673	
7/6/2013 14:59:50	Monica C Worline	2130 Manzanita Ave	mworline@gmail.com	6507761177	

Timestamp	Name	Address	Email	Phone	Comments
7/17/2013 13:10:53	David Shaw Bass	Post Office Box 51420	dsb@dsb-e.com	1 650 771 3486	I would urge the County Board of Supervisors to intensify their land use codes for neighborhoods with higher densities, such as the residential areas in County lands around the Alameda de las Pulgas. Existing codes from Menlo Park could be reviewed by the County and selectively applied to defend against developments like this, which while not forfended against by the currently inadequate codes and regulations, is definitely contrary to the spirit of them and the longstanding character of the neighborhood. While I no longer live in the vicinity of 3131 Alameda de las Pulgas (I did two years ago,) I grew up in Menlo Park, at Three Hermosa Place from 1974 onwards. My church, St. Bede's, is also uphill from this proposed development. It strikes me as poor judgement in land use to permit this and other commercial enterprises in what was designed to be and has long been a residential neighborhood. If the owners would like a home-based day care, limited to more reasonable number of children, I am sure that would be a welcomed development.
8/3/2013 10:51:41	Michael Sammut	2040 Manzanita Ave	sammut.michael.v@gmail.com	650-207-2021	
8/3/2013 10:53:09	Lidia Carter	2084 Manzanita Ave	ldeensmile@gmail.com	650-315-5403	
10/15/2013 21:19:11	M. Mojica	2031 Monterey Av	mjjc92@hotmail.com		
10/15/2013 21:20:29	C.Cunneen	2031 Monterey Av	piedmount@yahoo.com		
11/6/2013 14:33:37	G.Mojica	2031 Monterey Av	whenIretire@ymail.com		
12/31/2013 12:44:41	Heather Dickinson	2110 Monterey Avenue, Menlo Park CA 94025	heatherdickinson28@gmail.com	6505756557	To Whom It May Concern: I'm adamantly opposed to adding a day care facility in the neighborhood, especially within such close proximity to Las Lomitas. The school traffic is already horrendous and I get parents parking in front of my house on Monterey Avenue to walk their kids to Las Lomitas. I also get parents driving like maniacs in the morning on Monterey Avenue trying to get their kids to La Entrada. I can't imagine more traffic in a residential area. Let's keep the area residential so kids can play in the street and not have to contend with more cars.
2/2/2014 11:12:09	Laura Moore	2002 Mills Avenue	lucy_moore@yahoo.com		
2/8/2014 14:27:39	Karen Zack	2160 Mills Ave.	kzack@mac.com	650-233-0728	
2/8/2014 19:23:17	Kelly A Vallarino	2075 Monterey Ave	kellyvallarino@comcast.net	6507222400	Increased traffic in this area cannot be allowed! There's too much traffic NOW. We have the expansion of Stanford Hospital which has made traveling north on the Alameda impossible between 4:30-6:00 pm M-F; Country Corner Deli and the lack of parking from their customers; Woodside High School and the Los Lomitas Schools - with their regular & daily events. THIS IS A RESIDENTIAL NEIGHBORHOOD. LET'S KEEP IT THIS WAY. VOTE NO!! I SIGN THIS PETITION. Thanks.
2/3/2014 21:15:26	Eric Rothenberg	P.O. Box 7643	menlodoc@gmail.com	6508549366	I live on Manzanita Avenue and thus would directly be affected by the establishment of this day care. I do not think it is fair that a commercial enterprise such as this would be allowed to disrupt the peace of our neighborhood.
2/9/2014 10:16:44	Mary Bennett	2161 camino a Los cerros	MaryzBennett@yahoo.com		
2/9/2014 10:23:58	Skyler Patmon	2090 Monterey Avenue	skylerpatmon@gmail.com		
2/9/2014 15:22:33	Khanbaghi	Camino Al Lago	maryamkb00@yahoo.com		I would like the property to remain residential.
2/10/2014 15:33:06	Ying Liu	2130 Camino A Los Cerros, Menlo Park	ying_liu66@yahoo.com		We got traffic jam on Alameda every morning and afternoon, And our elementary school is right on Alameda. More traffic will endanger our kids crossing street to go to school every day!
2/11/2014 19:43:55	Brian H. Henderson M.D.	2000 Camino A Los Ceros	bhendersonmd@comcast.net		In 2001 my wife and I spent well over a year working with the neighbors, the county and the local school to help make Barney Ave. a Safe Route For School, for seniors, and all neighbors. One block north of Manzanita on the corner of Camino A Los Cerros and Barney a special Safe Route to School intersection was established. Left turns onto Barney from Manzanita will be a natural way, to escape the major traffic of the Alameda, this will jeopardize this safe route. This project reaches farther than one house. It is not a school. It is a business. All other Childcare Facilities are located closer to schools, churches not in a quite street. It should be located in the commercial area of the Alameda. It was a choice to buy this property without approvals and neighborhood input. Please vote no. Save are neighborhood once again!!!
2/11/2014 18:28:05	Kathleen Vallarino	2075 Monterey Ave	katievallarino@mac.com	650-815-8067	As a commuter from Moraga to Menlo Park each day, traffic is already bad enough just trying to get to the freeway. This childcare center would just make it worse. Living in this area of Menlo Park has always been residential, and due to the traffic that is already in place, it is already a struggle to cross the street because no one will yield. Stanford has already made this quiet town seem like a highly-populated city - SAVE MENLO.
2/11/2014 23:04:49	Herbert W. Myers	2180 Monterey Ave., Menlo Park, CA 94025-6542	hwm@stanford.edu	650-854-1447	
2/11/2014 23:03:54	Margaret Myers	2180 Monterey Ave, Menlo Park, CA	samuraimom@yahoo.com	650 854-1447	
2/11/2014 22:44:55	Miguel Flores	2098 Manzanita Ave	miguela28@yahoo.com	650-787-6790	
2/12/2014 12:31:34	Dorothy Crain	1980 Camino De Los Robles, M.P.	buzcrain2@comcast.net	650 321-5571	We strongly oppose this commercial day care center at this address as the added traffic will create a genuine danger to the children at the school located within a block in addition to contributing to the shortage of parking for the local residents. PLEASE DENY THIS DAY CARE REQUEST!!!!!!
2/12/2014 11:58:23	Hans Johsens	2001 Camino a los Cerros	h.johsens@gmail.com	408-202-9557	I spoke at the Planning meeting. If there is anything more I can do please contact me.
2/12/2014 12:04:51	Suzanne Bailey	2001 Camino a Los Cerros, Menlo Park, CA 94025	suz_bailey@yahoo.com	415-596-3365	I attended the Planning Commission meeting on February 12. I was the first speaker after the Applicant. I stayed until the end. Many excellent points were made. I wish we had also taken and shown a video of the parade of pedestrian traffic on Barney/Manzanita at peak hours. It might be especially interesting to show the foot and car traffic between Toddles and the school on Tuesday mornings when the streets are even narrower due to the presence of recycling bins.
2/12/2014 15:06:20	Jim Timmins	40 Barney Court	jimtimmins@sbcglobal.net	6509544307	I live a block away and would be very affected by the extra traffic. It is difficult enough to enter Alameda de las Pulgas as it is; I often must drive to Valparaiso to make the turn already.
2/12/2014 17:15:30	carolyn grey	40 barney court	carolyn.gray@oracle.com		

Timestamp	Name	Address	Email	Phone	Comments
2/13/2014 17:59:05	Patricia Ortiz	2061 Manzanita ave	portizkeme@gmail.com	6509953512	I am very opposed as I live on Manzanita just 4 houses down from the daycare home. No matter what the lady says, there will be a huge impact on traffic and real estate value for us. Manzanita is a very family, dog, and kid friendly street, and all that might change with 24 cars coming AT a TIME throughout the entire day. People are a lot less careful on other streets that are not their own. After all, why would they care? Also, they point out that staggering drop offs/ pick ups is positive, but all it does is ensure that there will be no organized system for car management. No drop- off dynamic and culture like you learn at a school. (Rules, transitions, etc.). I envision all our street crowded with parked cars, cars driving up and down all day in front of our pets and children. I am opposed. This is not the kind of block we want.
2/13/2014 18:33:22	Jonathan Gheller	2061 manzanita ave. manzanita avenue	jonathangheller@gmail.com	6509954344	
2/15/2014 21:27:57	Humphrey Lu	2040 Monterey Avenue	humphrey_lu@yahoo.com		I'm very concerned about the impact of additional traffic the business will bring to the area. It's already quite congested with Country Corner store on Monterey, and to have another business just one block down is most likely going to bring more stop-and-go traffic.
2/16/2014 20:09:52	Wendy Holder	1725 Altschul Avenue	wkholder@sbcglobal.net		Definitely, definitely do not want a commercial day care at 3131 Alameda. There is enough traffic due to the school on Alameda and we do not need to increase the traffic on Alameda. That would be horrendous.
2/16/2014 21:47:19	Karl May	2191 Camino de los Robles	karl@mayfamily.net		We have a quiet residential neighborhood now, and already face very challenging traffic congestion in the morning in late afternoon. While day care is important, there must be other options to consider rather than burdening an already high-traffic area.
2/17/2014 17:15:29	Hamid R. Zarringhalam	2041 Camino Al Lago	hzarrin@nikon.com	(650) 561-0086	We already have the elementary school right across our home which creates a lot of traffic that is difficult to deal with. We really dont have the capacity or need to have a day care here. This will create further congestion and will also detract from our property value. Such a center should be built somewhere else. We are strongly against building this.
2/20/2014 19:12:04	John Van Deman	2191 Oakley Ave	jvandeman@gmail.com		No need for more traffic on Alameda especially with little children.
2/20/2014 19:13:58	Courtney Van Deman	2191 Oakley Ave	dvandeman@gmail.com		There is already plenty of traffic on Alameda. Please do not allow this day care center to come to our area.
2/21/2014 18:28:10	Terri Goehner	1395 Corrine Lane MP	tng1000@comcast.net		Please do not allow this commercial day care to open on the Alameda. It will increase traffic congestion in this residential neighborhood. It is already extremely congested during school hours with 2 schools on Valparaiso, 1 on the Alameda, two on Santa Cruz Ave. and Oak Knoll School.
2/24/2014 10:20:00	Laurence Akin	2070 Manzanita Ave. Menlo Park			
2/24/2014 10:22:48	Kim Akin	32 Hesketh Drive MP			

Opponents of 3131 Alameda's Request For a commercial daycare use permit

3131 Approach and Egress, Barney Corridor

Kimley»Horn

Technical Memorandum

To: Ms. Heather Hopkins
Toddle, LLC

From: Adam Dankberg, P.E.
Luke Schwartz, P.E.
Kimley-Horn and Associates, Inc.

Date: May 6, 2014

RE: ***Response to Public Comments Concerning the Traffic and Parking Technical Study***
3131 Alameda de las Pulgas Childcare Center
San Mateo County, California

Toddle, LLC retained Kimley-Horn and Associates, Inc. (Kimley-Horn) to complete a traffic and parking technical study to supplement the required agency review documentation for a proposed childcare center project ("the project") to be located at 3131 Alameda de las Pulgas in unincorporated San Mateo County, California. The technical study prepared by Kimley-Horn was submitted as part of the project's use permit application, which was unanimously approved by the San Mateo County Planning Commission on Wednesday, February 12, 2014. A formal appeal has since been submitted by opponents of the proposed project to challenge the decision of the Planning Commission and will be considered by the County Board of Supervisors.

The purpose of this memorandum is to provide formal responses to the comments included in the appeal to the Board of Supervisors relating to the analysis methodologies, assumptions and findings presented in the project traffic and parking study prepared by Kimley-Horn. Each specific comment documented in the appeal is summarized and a corresponding response is provided in the attached matrix.

Attachments

1. Attachment A: Response to Public Comments Log

3131 Alameda de las Pulgas Childcare Center - Traffic and Parking Study
Response to Public Comments Log
Date: May 6th, 2014

Public Comments Submitted in Appeal to San Mateo County Board of Supervisors Regarding 2/12/14 Planning Commission Decision

#	Comment	Response/Clarification
1	*Appeal Item #3a:* Traffic study was for 1 day rather than a sample of multiple days. Day to day variability between different days of the week was not accounted for.	Due to the relatively high cost and time-intensive process related to traffic data collection, collection of baseline traffic data for a single day is not untypical, particularly when studying a relatively low traffic-generating use, such as the proposed project. For example, per the San Mateo County Traffic Impact Study Guidelines, a formal traffic impact study is generally needed when a project generates over 500 vehicle trips per day or over 100 trips during the peak hour. The proposed project is expected to generate only 164 daily trips and 20 trips during the highest trip-generating hour. Traffic data was collected during a typical weekday (excluding Mondays and Fridays), and efforts were made to avoid collecting data during unusual circumstances (i.e. on days of special events, construction activity, closures, etc.). Due to the scheduling of this study, traffic data was collected during the summer of 2013 when many schools are closed. In order to provide a conservative analysis and minimize concerns regarding a potential underestimation of existing traffic levels when using summer traffic data, existing summer traffic count volumes were adjusted upward by 18% based on available traffic count data collected in 2012 to reflect traffic conditions at a time of year when schools are in session.
2	*Appeal Item #3b:* Traffic study was performed in mid July which is the slowest month of the year and when an extremely abnormal number of people were out of town and off the roads. ≈ 60% of the 14 houses on Manzanita were on vacation during the week the traffic study was performed. In general, July is the most common time of the year with over 50% of Americans taking vacation (per a recent Gallup Poll)	As mentioned in Response #1, the traffic count data collected in the summer of 2013 was adjusted upward by 18% based on recent (2012) traffic count data for Alameda de las Pulgas that was collected when schools were in session. In addition, after submittal of Kimley-Horn's traffic study, the traffic count data collected in summer of 2013 was compared to another traffic data sample for Alameda de las Pulgas within 3 blocks vicinity of the proposed project collected during April 2014, when schools were in session. The second data sample revealed that peak hour traffic volumes on Alameda de las Pulgas were only 6% higher compared to the summer 2013 data. Thus, the 18% adjustment factor used in the project traffic study provides a conservative analysis.
3	*Appeal Item #3c:* The pedestrian controlled traffic light 2 blocks away stops traffic on Alameda many times every school day and was not factored into the traffic study.	The project generates relatively few new vehicle trips during peak commute periods (12 trips or less), thus the traffic operations analysis was focused only on the primary access point to the project site (Alameda de las Pulgas/Manzanita Avenue). The upstream pedestrian-activated traffic signal provides a high-visibility, controlled crossing location for existing pedestrians and potential new pedestrian trips generated by the project. In turn, by stopping vehicular traffic on Alameda de las Pulgas upstream from the project access intersection, this signal helps provide additional gaps in eastbound traffic flow to allow vehicles existing Manzanita Avenue turn onto Alameda de las Pulgas. For this reason, the actual delays experienced by side-street vehicles waiting to turn onto Alameda de las Pulgas may be lower than estimated in the traffic study analysis.

4	*Appeal Item #3d:* The attempt to adjust the recorded traffic volume for school being in session used data from a study conducted at a different location approximately 1 mile away. In addition, it was performed over a year ago. Las Lomitas enrollment has and will continue to grow (as reflected by Proposition S that was passed on November), Alameda and Barney are the main access roads to the school.	See Response #2. Traffic data collected within the previous 2 years is typically considered appropriate for use in a traffic impact study. As mentioned in Response #2, after submittal of the project traffic study, a second traffic data sample collected in April 2013 for Alameda de las Pulgas at Cedar Avenue (within 3 blocks of the primary project access intersection) was also compared to the data collected in summer of 2013. The second data sample indicated only a 6% increase in traffic compared to the summer traffic data; thus, the 18% adjustment used in the traffic study provides a conservative analysis.
5	*Appeal Item #3e:* School traffic adjustment factor incorrectly ignored large differences between East and West traffic volumes (Appendix C from Kimley-Horn report). An average was used; however, if the actual number was used, the Westbound Peak AM traffic should have been adjusted by 36.3% (394 cars in 2012 study compared to 289 in 2013 study), rather than by 18.4%. This error likely resulted in an impact underestimate to AM Peak Hour delay for Southbound intersection movement (Table 3 from Kimley-Horn report) and error to LOS impact assessment during AM Peak Hour for Southbound intersection movement. Therefore the project impact is likely causing an unacceptable LOS of E (rather than D per Table 3) during AM Peak Hour for Southbound intersection movement.	The variance in school traffic adjustment factors by direction was not ignored. Application of the school traffic adjustment by individual peak hour (AM & PM) and by direction was originally considered; however, application of the average combined adjustment factor of 18.4% was found to be more conservative. This is because the peak hour directional adjustment factor is much higher for the non-peak direction than for the peak direction. For example, during the AM peak hour, the peak direction (eastbound) volume would require a 11% school adjustment factor and the non-peak direction (westbound) would require a 36% school adjustment factor. The peak direction volume is approximately 50% higher than the non-peak direction volume. Thus, by applying an average adjustment factor of 18.4%, the resulting adjusted peak directional volume is higher, which results in higher estimated delay (and LOS) for side-street vehicles trying to cross Alameda de las Pulgas.
6	*Appeal Item #3f:* Parking time should be based off conservative assumptions from the Institute of Transportation Engineers 1987 manual "Trip Generation" which would result in 10.2 minutes in the morning (5.6/0.55) and 12.4 minutes in the evening (6.8/0.55). A conservative approach is needed since staff/children will be less familiar with each other and require exchanging extra information due to lack of consistent day to day interaction.	The commenter is interpreting the referenced data inappropriately. The research study *Trip Generation of Day Care Centers* (Hitchens, 1990) was published in the Institute of Transportation Engineers' 1990 Compendium and included a survey of six day care facilities. The study observed an average drop-off/pick up time ranging from 5.6-6.8 minutes. The average (approximately 6 minutes) drop-off time was referenced in Kimley-Horn's parking study; however, a conservative drop-off time of 10 minutes was used for the purposes of the parking loading analysis. The Hitchens research study noted an unrelated finding that the observed trip generation for the surveyed sites was approximately 55% lower than presented in ITE's 1987 *Trip Generation Manual.* This conclusion was not related to drop-off/pick up time and should not be interpreted as so.

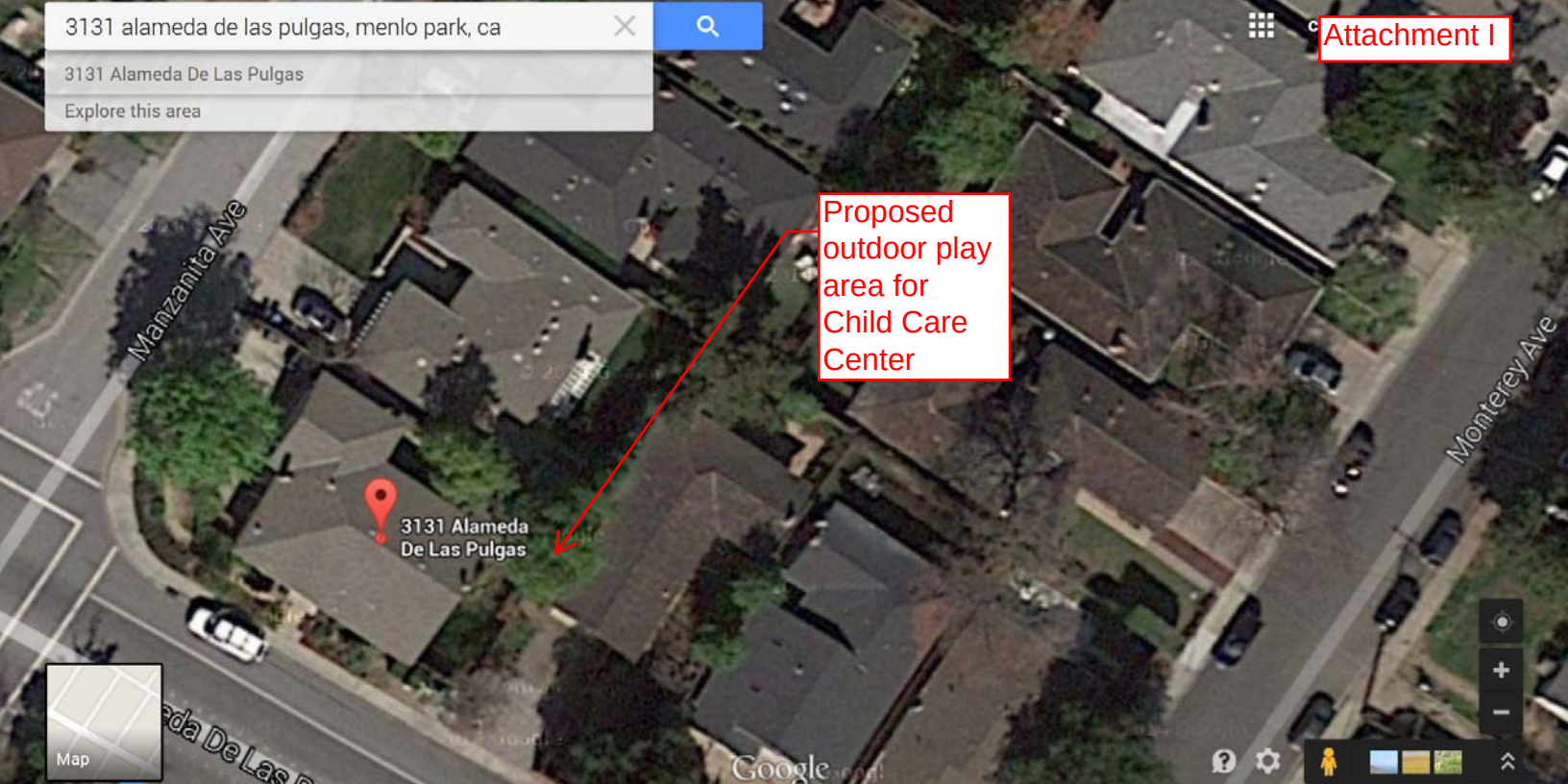
7	*Appeal Item #3g:* Concerns around traffic on Manzanita and Barney Avenue were not adequately addressed. As stated by Frederick Hansson at the public hearing, "What I want to do is mitigate the traffic on Manzanita, that is my worry. I do not have a solution for that." Due to the congestion on Alameda de las Pulgas, customers of the center would likely approach and/or exit from the facility via Manzanita Ave and Barney Ave. Even if customers approach from Alameda, it is likely they would use neighborhood streets to turn around and/or exit. This would result in a significant threat to safety of the children in the neighborhood. The neighborhood streets are currently very quiet and neighborhood children walking to Las Lomitas and families walking with infants are common sights throughout the day. In fact, there will be children walking to/from school during the peak drop off/peak up times cited by Toddle. The highest hourly trip generation is estimated to occur between 12 p.m. and 3 p.m., which is exactly when most of the students at Las Lomitas Elementary get out of school (sessions end at 12:20 p.m., 2:05 p.m. and 3:30 p.m.), many of them walking along Alameda, Barney and Manzanita Ave. The protection of the children walking to Las Lomitas was a key reason the county decided to close a portion of Barney Ave to vehicular traffic. It would be a shame if after going through the trouble of closing off part of the road to protect our children, a commercial operation bringing significantly more traffic to the neighborhood was allowed to open. The traffic study provided makes an incorrect assumption around potential cut through traffic, assuming the only cause would be customers circling around the block for parking. Those familiar with the area know that drivers will drive down Manzanita, turn on to Barney and out to Valparaiso to avoid making the dangerous left turn on to Alameda. Regardless of the parking situation, significant cut through traffic can be expected in the neighborhood.	As discussed in Kimley-Horn's traffic study, potential neighborhood cut-through impacts are anticipated to be minimal: - First, the project applicant has agreed to limit the number of reservations allowed during a given period to more-evenly disperse project traffic throughout the day and to minimize project traffic during the peak commute periods. - Second, the project owners/managers require all customers to sign a *traffic circulation policy agreement* requiring parents/caregivers to agree to travel to/from the site using Alameda de las Pulgas, park in the site driveway or on Alameda de las Pulgas directly in front of the property, and not to block neighbor driveways or use them to turn around. - Third, the parking loading analysis indicates that even during the busiest drop-off/pickup periods, there is very little probability (<5%) that all on-site driveway parking spaces would be occupied, which reduces the likelihood of drivers circling through the neighborhood unnecessarily. Lastly, the project project trip generation was developed to provide a very conservative estimate of project traffic. For example: a. The traffic and parking analysis for the project considers the maximum demand of 40 total drop-offs per day with the maximum occupancy of 24 children being maintained for the majority of the day. b. For the purposes of being conservative, the trip generation estimates assume that all trips to the site will be made by auto and each car will only drop-off/pickup one child. In reality, some parents/caregivers that live nearby will likely walk to the site and some parents/caregivers will drop-off/pickup more than one child. c. At the time that the traffic and parking data was collected for the study, the existing property was occupied by residential tenants. Thus, the site is already generating trips during the day and peak periods and the proposed child care center would be generating fewer net new trips. The trips generated by the existing residential tenants were not subtracted from the project trip generation estimates in order to provide a conservative worst-case assessment. In reality, the typical trip generation for the proposed project is likely to be considerably lower than assumed for the purposes of the traffic and parking study; thus, the potential traffic added to Manzanita Avenue and other neighborhood streets is anticipated to be minimal.
8	*Appeal Item #3h:* Parking availability for undesignated parking on Alameda was observed while many neighbors were on vacation.	On-street parking occupancy observations were collected in order to develop a general understanding of parking conditions within the vicinity of the proposed project. The project applicant plans to improve the existing site driveway pad to accommodate three driveway parking spaces (in addition to 2 garage spaces). With the proposed on-site parking supply (excluding garage spaces and ADA space), the parking analysis concludes that even during the busiest drop-off/pickup periods, there is an extremely high likelihood (>95%) that at least one of the on-site driveway parking spaces will be available. This minimizes the need for parents/caregivers to rely on the on-street parking supply for drop-offs/pickups; thus, the project is not anticipated to significantly impact on-street parking activity, even if parking demand is higher during school months.

9	*Appeal Item #3i:* Parking is based off the assumption that 7 parking spots are available, however, Toddle only has 3 (2 in the garage are for employee parking). The 3 additional spots on Alameda are non-designated and cannot be claimed by Toddle. The ADA parking space would be off limits to most of Toddle's clients. Since Alameda only has street parking on the odd # side of the street, residents living on the even # side rely on using the parking in front of 3131. In addition, there is a bus stop on the near corner in front of 3117 Alameda. This further limits parking options on the Alameda. Even if the undesignated spots on Alameda are available, Toddle customers are unlikely to use parking spots on Alameda due to high volume of traffic endangering themselves and their children.	As mentioned in Response #8, the parking analysis concludes that even during worst-case conditions, the on-site parking supply is anticipated to sufficiently accommodate the projected parking demand during the vast majority of the time.
10	*Appeal Item #3j:* During the public hearing, the parking issue was minimized due to the assumption that many customers will walk to the facility. This is an unrealistic assumption because Toddle's business model is based on stay at home parents dropping off/picking up to run errands and part time working parents on their way to work.	The traffic and parking analysis is conservative and assumes that all project-generated trips are made by auto and no carpools are assumed. As mentioned during the Planning Commission hearing, in reality, some customers will likely walk to the site.
11	*Appeal Appendix B - Item #1:* There appears to be a typographical error in the 1st bulleted statement of Page 7 of the Kimley-Horn Report. It reads: *"The level of service at an intersection degrades from acceptable LOS D or better to unacceptable LOS F or F with the addition of the project; or"* It seems more likely that the statement should instead read: "The level of service at an intersection degrades from acceptable LOS D or better to unacceptable LOS E or F ..."	Correct, this statement should read: "The level of service at an intersection degrades from acceptable LOS D or better to unacceptable LOS E or F ..." This policy was interpreted correctly in the traffic study findings.

12	*Appeal Appendix B - Item #2:* The bottom of Page 2 of the Kimley-Horn report states: *"Due to the scheduling of this study, traffic data was collected during the summer when the majority of schools are closed. In order to provide a conservative analysis and minimize concerns regarding a potential underestimation of existing traffic levels when using summer traffic data, existing summer traffic count volumes were adjusted upward to reflect traffic conditions at a time of year when schools are in session. This adjustment was developed by comparing roadway traffic counts collected on Alameda de las Pulgas near the proposed project site in summer of 2013 to recent (2012) traffic counts collected at this location when schools were in session . All traffic analysis discussed in the following sections was performed using the adjusted traffic volumes. All relevant traffic count data utilized in this study is provided in Attachment B. School traffic adjustment calculations are shown in Attachment C."* The adjustment factor referenced in Attachment C (1.184 = 18.4% increase) is an average of the relative differences in traffic flow of four values: Eastbound AM Peak Hour, Westbound AM Peak Hour, Eastbound PM Peak Hour, and Westbound PM Peak Hour. There is a large amount of variability in the 4 values from 1.108 to 1.363. As such, the conclusions of the site circulation and access evaluation are likely sensitive to the choice of correction method employed. It would appear more appropriate to apply different correction factors to each of the 4 elements based on peak time of day and direction of traffic flow rather than an overall average to all four (i.e. apply 1.08 to Existing Eastbound AM Peak Hour, 1.363 to Existing Westbound AM Peak Hour, 1.212 to Existing Eastbound PM Peak Hour, 1.155 to Existing Westbound PM Peak Hour.) Using this approach for correction, it would seem that the EXISTING+PROJECT delay for the AM Peak Hour Southbound intersection movement may exceed 35 seconds, causing the proposed project's Southbound intersection movement (see Table 3, Page 7 of Kimley-Horn report) to operate at an unacceptable LOS E during the Peak AM Hour (per page 5 of the San Mateo Traffic Impact Study Guidelines, attached). IF this is true, this would degrade the level of service (LOS) from acceptable "D" to unacceptable "E" causing a significant impact.	See Response #5 regarding school traffic adjustment. See Response #7 regarding overall conservative nature of the traffic and parking analysis.
13	*Appeal Appendix B - Item #3:* An additional drawback of the previously mentioned correction method to account for the collection of data during a low traffic month is that it is based on ONE DAY in 2012 rather than a sample of multiple days. The day-to-day variability has not been reported and appears unknown. It would stand to reason that there is non-negotiable variability in traffic density between days of the week for example. It is not clear where on the spectrum of variation the data used for the correction lie. Were the data taken from a low traffic day, high traffic day, or average traffic day. It is not possible to determine from the report that was provided. This is another shortcoming of the correction method, which further introduces an unknown degree of variability around the results. It would seem necessary to use a more extensive sample of traffic flow during times when schools are in session in order to guard against sampling bias causing an anti-conservative analysis.	See Response #5 regarding school traffic adjustment. See Response #7 regarding overall conservative nature of the traffic and parking analysis.

14	*Appeal Appendix B - Item #4:* Page 11 of Kimley-Horn's report reads: "*Based on a conservative analysis considering existing neighborhood on-street parking demand and an average drop-off/pickup parking time of 10 minutes, the proposed parking demand generated by the childcare facility would have a very small probability (< 5%) of exceeding the available on-site driveway parking supply during the busiest time of day."* The estimate of 10 minutes for parking times was considered conservative based on an average waiting time of 5.6 and 6.8 minutes referenced in "Trip Generation of Day Care Centers" in Appendix G. The data in this reference were gathered from six centers in the Philadelphia suburbs at an unspecified time prior to 1991. A passage in the final concluding paragraph reads: "The rates presented for trips/employee by this study are approximately 55% lower than that presented in Trip Generation (4th Edition, 1987) ... The differences in the average trip rates determined by this study are most likely attributable to differences in regulations pertaining to day cares throughout the country. It is recommended that additional studies be done in the Philadelphia, Pennsylvania area and elsewhere to further supplement the data based on this land use code." Given the high degree of variability between day care centers as stated in the reference (i.e. estimates in Trip Generation 4th Edition were 1/0.55 = 82% higher than the rates in "Trip Generation of Day Care Centers" in Appendix G), it would seem that a more appropriate assumption for parking minutes would be 12.4 minutes (the larger of 5.6/0.55 = 10.2 and 6.8/0.55=12.4) if conservatism were the goal. There is ample reason to believe that parking minutes for this day care will be longer than a typical day care center of similar size. The proposed childcare will be "drop-in" (as opposed to consistent daily schedule), and additional time is likely to be required for sign-in/drop-offs compared to the traditional day care center. This would be due to staff and children being less familiar with each other, staff needing extra information from the person dropping off, and children being more likely to require extra time to get comfortable before their parent/caregiver leaves. Furthermore, the concluding statements from the reference further suggest that the most reliable data should be extracted from similar day care centers in the Menlo Park area. In the absence of further data gathered from day care centers in the Menlo Park area, a more appropriate conservative estimate for parking time would seem to be 12.4.	See Response #6.
15	*Appeal Appendix B - Item #5:* While seemingly conservative assumptions have been made regarding pick-up and drop-off times in the analyses, it is not clear how effective the reservation system will be in practice. For example, how does the reservation system re-adjust for late drop-offs/pickups, which in turn affect parking? If someone is late, and their (very short) 10-12 minute time window has been missed, do they ignore Toddle's regulations and pick up when they arrive anyway? Or do they call ahead and ask Toddle for the next available time window for pick-up? IN which case, a car would either try to find parking someplace, or drive around until the newly assigned time window. This would add additional traffic on the Manzanita and Barney side streets. It is difficult to accurately assess the appropriateness of the assumptions, or conclusions of the analysis, without understanding more about the system, its effect on customer pickup/drop-off times, and Toddle LLC's plans to address such inevitable and likely, frequent scenarios. It would have been very helpful to understand the specifications of the system to have a better sense of how it will perform in practice.	The project applicant will be able to provide more details regarding the reservation system. As mentioned in previous comments, the project traffic and parking study is intended to provide an overly conservative analysis. In addition to the points discussed previously in Response #7, the following additional assumptions/methodologies are reflected in the traffic and parking analysis to provide a conservative assessment: - The traffic operations analysis includes "peak hour factors" that adjust hourly traffic conditions to represent the worst-case 15-minute period within the AM and PM peak hour periods. - The parking loading demand analysis uses a Poisson distribution to identify the probability of all on-site parking spaces being occupied assuming random arrivals during the busiest peak hour.

16	*Appeal Appendix B - Item #6:* Parking data on Manzanita and Alameda de las Pulgas in the report were based on one day's worth of data during the summer. Reason would suggest that a random sample from different days would have allowed for more reliable inferences on parking. The confidence bounds and variability around a sample size of 1 (i.e. where days are experimental units) is infinite, and thus unreliable. The estimate of the number of cars parking in front of 3131 Alameda de las Pulgas is very likely to be sensitive to the particular day being used to draw inferences (i.e. one summer day versus 364 other days of the year). For example, it has been reported that there is non-ignorable variation in traffic volumes do to particular days of the week (http://www.fhwa.dot.gov/policyinformation/tmguide/tmg_hfwa_pl_13_015.pdf) Unless day to day variability in parking behavior were truly negligible, it would seem that data from multiple days (while schools are in session) would dbe necessary to protect against biased analysis of parking behavior.	See Response #7 and Response #15 regarding conservative assumptions used in the traffic and parking analysis.
17	*Appeal Appendix B - Item #7:* The parking conclusions of the report also appear to rely on the assumption that autos arriving according to the reservation system do so at exact specified times, which biases the predicted parking burden estimates in Appendix H. Pages 1 and 4 of Appendix H of the Kimley-Horn report contain the following statement. *"For planning purposes, it is assumed that arrivals are evenly distributed throughout the hour."* In reality, arrivals will not occur at exact times. Without accounting for the more realistic assumption that arrival times vary according to a random process (Poisson for example), the estimates provided in Table 4 do not fully reflect realistic assumptions. Without re-performing the calculations, it is not readily apparent the degree to which this will increase the probability estimates in Table 4.	As mentioned in Response #15, the parking analysis findings are developed based on a parking demand analysis that uses a Poisson distribution to identify the probability of all on-site parking spaces being occupied assuming random arrivals during the highest demand hour.
18	*Appeal Appendix B - Item #8:* Parking assumptions also rely on one shift of 2 employees arriving before 8:30 a.m. and leaving after 6 p.m. (see footnote of Table 2 Traffic and Parking Study). This can't possibly be the case; more staff would clearly be needed. By law, employees need to take breaks during that time period. This would result in some time periods where only one staff member was in charge of all the children in the facility, which would violate the law. Clearly, more than 2 employees would be needed on a typical day, which conflicts with key assumptions in the analyses, and at least 3 (and likely more) parking spaces would be taken up by employees at multiple times of the day.	The project applicant will be able to provide more details regarding staffing. As mentioned previously, the project trip generation estimates provide a very conservative estimate of project trip generation and are anticipated to reflect the worst-case trip generation for the project.
19	*Appeal Appendix B - Item #9:* The quoted probabilities of <5% of exceeding available on-site parking (Table 4 page 10 of the Kimley-Horn report) pertain to one peak hour, not an entire day. This quoted probability is misleading because it does not account for the remaining 8.5 hours of the day where parking also has the potential to be exceeded. Recalculation of this probability on a per day basis, with a more appropriate conservative estimate of parking time (see point 4), as well as a correction for non-random arrival times (see point 7) will increase this probability to a degree that is not obvious without formal mathematical re-calculation. The increase due to these factors is unlikely to be negligible.	The parking loading demand analysis was performed for the highest parking demand hour of the day. Parking demand during other periods of the day will be equal to or less than the peak parking demand; thus, the parking analysis findings provide an appropriate assessment of potential project parking impacts.


3131 alameda de las pulgas, menlo park, ca
3131 Alameda De Las Pulgas
Explore this area
Attachment I
Proposed outdoor play area for Child Care Center
Manzanita Ave
Monterey Ave
3131 Alameda De Las Pulgas
Map
Google

Attachment J

TODDLE
FLEXIBLE PLAYCARE

FILLING A GAP IN CHILD CARE

An increase in flexible work arrangements in San Mateo County has created the need for a new model of child care. Toddle's flexible, reservation-based child care will provide preschool-program quality while helping families balance part-time careers and/or community volunteerism with raising families.

> *"I desperately need flexible childcare....**As a freelancer my hours are very unpredictable**; sometimes I work 5 hours/week, and other times I work 30. Having access to quality, enriching childcare available on a drop-in basis is critical to my ability to accept editing jobs, and thus for my business' long-term success."*
>
> *-- Emily Robinson, Owner of Woodshed Editors*

> *"I have recently taken a **part-time job with There with Care (a local non-profit** supporting Lucile Packard Children's Hospital)...I struggle to find flexible childcare for a few hours at a time. Most daycares are more structured and babysitters are hard-to-find and expensive."* *-- Jocelynn Staley, Community Development Director at There with Care*

WIDESPREAD COMMUNITY SUPPORT

As of April 7, a total of **141 families** have indicated strong support for Toddle, including 79 families who have sent letters to the County plus an additional 62 families who have signed up as potential customers (prior to any marketing efforts except a website).

CONVENIENT

Folded into its West Menlo Park neighborhood, Toddle will be convenient to families, not sequestered to an industrial area where playgrounds are converted parking lots and cross-town commutes prohibit walkability and add to traffic and travel times.

CREATED FOR THE COMMUNITY

Owned and administered by two community leaders (the founder of local nonprofit My New Red Shoes and an active community volunteer/board member of Fit Kids Foundation), Toddle's very DNA is built on community support:

- Toddle will **donate 1,000 hours of child care** per year to volunteers through nonprofit partnerships and at least **10% of profits to local children's charities**
- Parents will have the freedom to help at siblings' schools (seven schools are located within 1.5 miles from Toddle), volunteer in the community, spend time at work, or otherwise balance their lives, helping them be better parents.

RESPONSES TO POINTS OF APPEAL

These responses are intended to supplement the staff report and are listed in the order of inclusion in the appeal (but not numbered accordingly).

Appellant Comment #1: Potential Noise Impact

Toddle's Response (1a): The noise studies quoted in the appeal would not apply to a play yard accommodating 12 children.

Playground noise is directly proportional to the number of children playing; both studies describe noise resulting from far more children.

The *Bollard & Brennan Study* measured the noise impact of 50 children. (This statistic, which Bollard & Brennan has provided for several municipal projects can be seen in the *Yuba Highlands 2005 Specific Plan, Draft Environmental Impact Report* Noise Section, Page 23.)

The *CEQR Technical Manual* cites studies done at 10 New York City elementary school playgrounds. Typical elementary school recess periods accommodate dozens (if not hundreds) of children at the same time.

- The teacher to student ratio on elementary school playgrounds is far above the 1:12 preschool ratio, resulting in less supervised, more boisterous play
- The voices of elementary school children are more developed/louder than those of preschool-aged children
- The urban New York City playgrounds studied likely comprised of primarily paved surfaces, which do not absorb noise as do grass and other permeable surfaces in residential yards

The appeal also mischaracterizes the information presented from *Responding to Child Care Facilities: A Practical Guide for City & County Planners*, from which the Bollard & Brannen information was cited. (This study was published by the Low Income Investment Fund with funding from the Lucile Packard Foundation.) The Guide opens its section on noise with the statement, "**It is rare that Child Care Centers will generate adverse noise impacts. In most Child Care Centers, play times are staggered, and play is supervised more closely than it is in other venues (for example, parks, or malls) and thus extreme noise is rare.**" (p.16)

The third study cited in the appeal is unpublished and was not unavailable for review.

Toddle's Response (1b): The positioning/proximity of adjacent homes and location of Toddle's play yard is **not** unusual compared to other local neighborhood-based child care. Many comparable facilities operate in Menlo Park without noise issues.

According to Community Care Licensing, 16 Large Family Day Care Homes operate within zip code 94025 (Menlo Park) alone. Each of these facilities allow 12 to 14 children to play outside at one time (vs. Toddle's 12 children outside at a time)

Of these 16 facilities, 14 have lot/house sizes and setback requirements comparable to Toddle's

- The average lot size of these facilities is 5,703 square ft (vs. Toddle's 6,175 square ft)
- The average house size is 1,265 square ft compared to Toddle's 1,645 square ft. (Note that in-home operators only utilize a portion of their dwelling for child care, unlike Toddle.) Please see *Appendix A: Large Family Day Care Homes in Menlo Park*.

These facilities, and dozens like them, operate within San Mateo County neighborhoods and do not generate outdoor noise levels exceeding County/City standards. (This is evident since compliance with the noise ordinance is required to maintain a Day Care Home permit.)

Therefore, and because Toddle's 12 children would play outside under very similar conditions to the 12 to 14 children attending Large Family Day Care Homes, it is reasonable to conclude that Toddle will not produce an unusual amount of noise.

Toddle's Response (1c): Children will have ample room to move and play inside Toddle, a high-quality facility.

- Toddle will have a total of roughly 1,120 square feet of play and classroom space (calculated according to Community Care Licensing standards, which do not count bathrooms, hallways, or office space).
- **Toddle will serve an <u>average of 11 children per hour over the course of the day</u>.** Due to naturally staggered drop-off and pickup schedules, Toddle will be at its maximum capacity (24 children) for only about an hour per day (see *Appendix B: Typical Operating Schedule*)
- On average, each child visiting Toddle will enjoy 102 square feet of play space. When the center is full, each will have 47 square feet of activity space.

<u>Appellant Comment #2:</u> Traffic, parking and safety

Toddle's Response (2a): The traffic study, completed by Kimley-Horn, a highly respected consultancy, concluded Toddle will have minimum impact on traffic (even given the worst-case scenario).

- As noted by the Planning Commissioners, traffic impact will probably be even *less* than the study projected since:
  - Many neighborhood families are likely to **walk to the center** (the study assumes everyone will drive)
  - Siblings will **arrive in the same car** (the study assumes one car per child)
  - Some families **will be driving** on the Alameda at that time regardless of whether they drop off their child(ren) at Toddle (the study assumes all traffic to Toddle will be new traffic)
- **Even in the most extreme scenario** (operating at full capacity without any of the mitigating factors above), Toddle's impact will only be 2 cars arriving or departing every 12 minutes, **a tiny fraction of the 11,000 vehicle trips that take place on Alameda de las Pulgas every day.**
- During rush hour (the period during which most of the appellants' concerns are focused), Toddle will have at most <u>five</u> arrivals and departures, which is truly miniscule compared to rush hour traffic flow. (See below and *Appendix B: Typical Operating Schedule*)

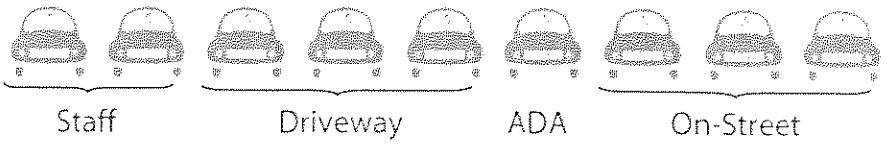
Toddle's Response (2b): It is unlikely that Toddle will impact traffic significantly on Barney Avenue or other neighborhood back streets.

Given its location on Alameda de las Pulgas, the most convenient access to Toddle will be via this main artery. The appellants' concern that Toddle families will wind through the neighborhood back streets to avoid traffic on Alameda is misguided for several reasons:

- Traffic on Alameda is light during the vast majority of the day, when most Toddle families will arrive/depart
- Only during rush hour (when families travelling east or south may need extra time to make a left turn onto Alameda) would some families consider using a side street such as Barney
- Only 8 to 10 families would find themselves in the situation above given Toddle's limits on morning rush-hour arrivals (5 cars) and evening rush-hour departures (even fewer given the tendency of preschool families to utilize care in the mornings/early afternoons)
- All Toddle families will commit to utilizing Alameda to access the center via our mandatory *Traffic Circulation Policy* (See *Appendix F: Traffic Circulation Policy*)
- A trickle of traffic throughout the day (some of which may have occurred anyway) will have minimal impact on traffic or safety. On the contrary, Toddle will provide a critical service that will add to the wellbeing of families and children in the neighborhood.

Toddle's Response (2c): Toddle has abundant parking compared to most local municipalities' requirements for child care centers.

TODDLE'S PARKING CAPACITY



Parking requirements:

Spaces needed for Toddle, if located there:

SAN BRUNO

Three spaces plus one for each staff[1]

MOUNTAIN VIEW

One space per 15 children plus one space for each staff[2]

BELMONT

Two garage and two driveway spaces[3]

SANTA CLARA COUNTY

One space per 15 children plus one space for each staff[4]

SAN MATEO COUNTY

One space per classroom (child care centers are considered schools)[5]

- Note: The traffic study only used two staff and two driveway spaces in calculating availability. In practice, the on-street and ADA parking will provide a surplus of parking.
- Toddle's parking availability is particularly abundant considering traditional preschools' clustered concentration of arrivals/departures around class times, which Toddle will not have.

[1] City of San Bruno Municipal Code, 12.100.090

[2] Mountain View Zoning Ordinance, Section A36.37.040, "Parking and Loading."

[3] For childcare centers located in a residential neighborhood; City of Belmont Zoning Ordinance, Section 8.

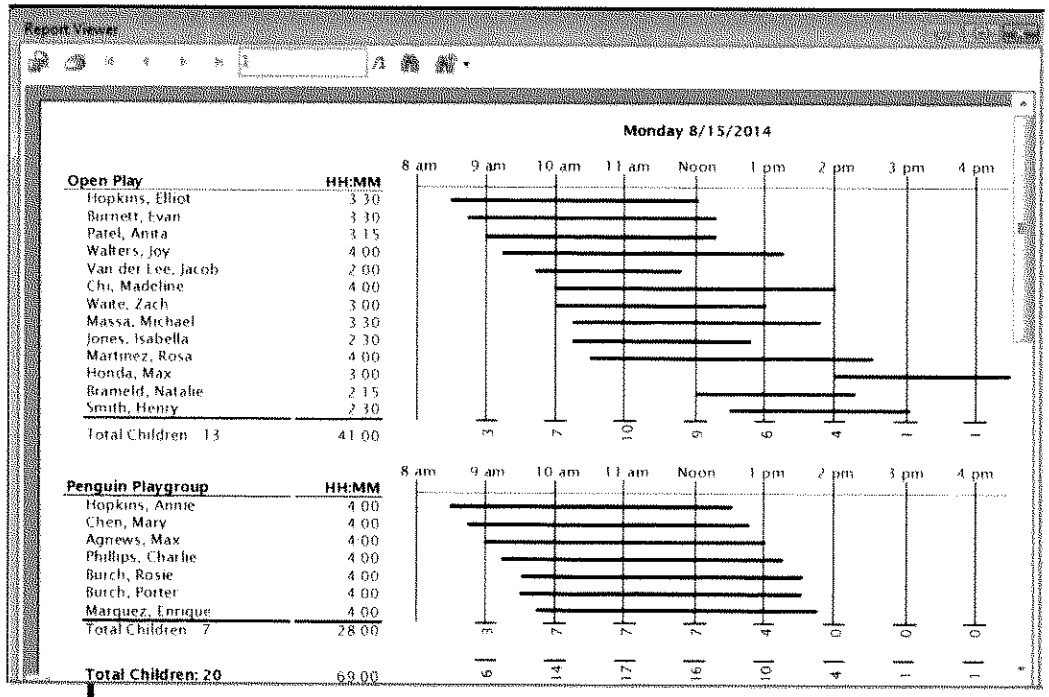
[4] Santa Clara County Zoning Ordinance, Table 4.30-2

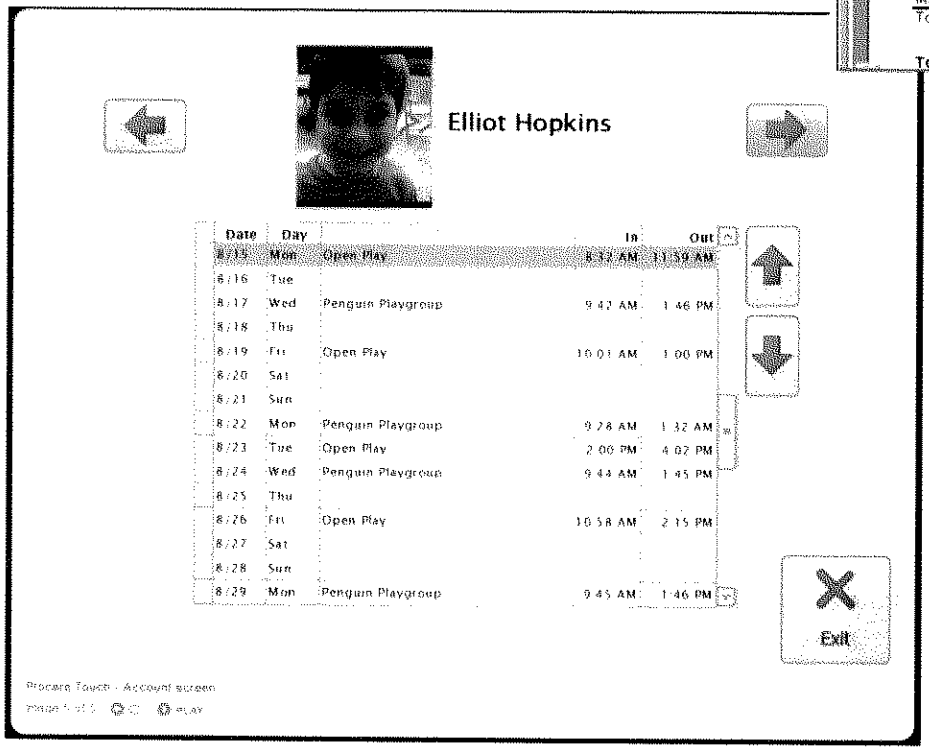
[5] San Mateo County Zoning Regulations, Chapter 3, Section 6119 "Parking Spaces Required."

Toddle's Response (2d): A staggered arrival/departure schedule will be ensured by the use of child care reservation software designed to monitor attendance flow.

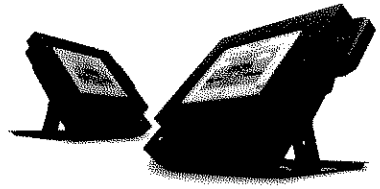
procare SOFTWARE®

This "child care management system" is used by over 25,000 child-centered businesses and enables easy scheduling and tracking of arrivals and departures.





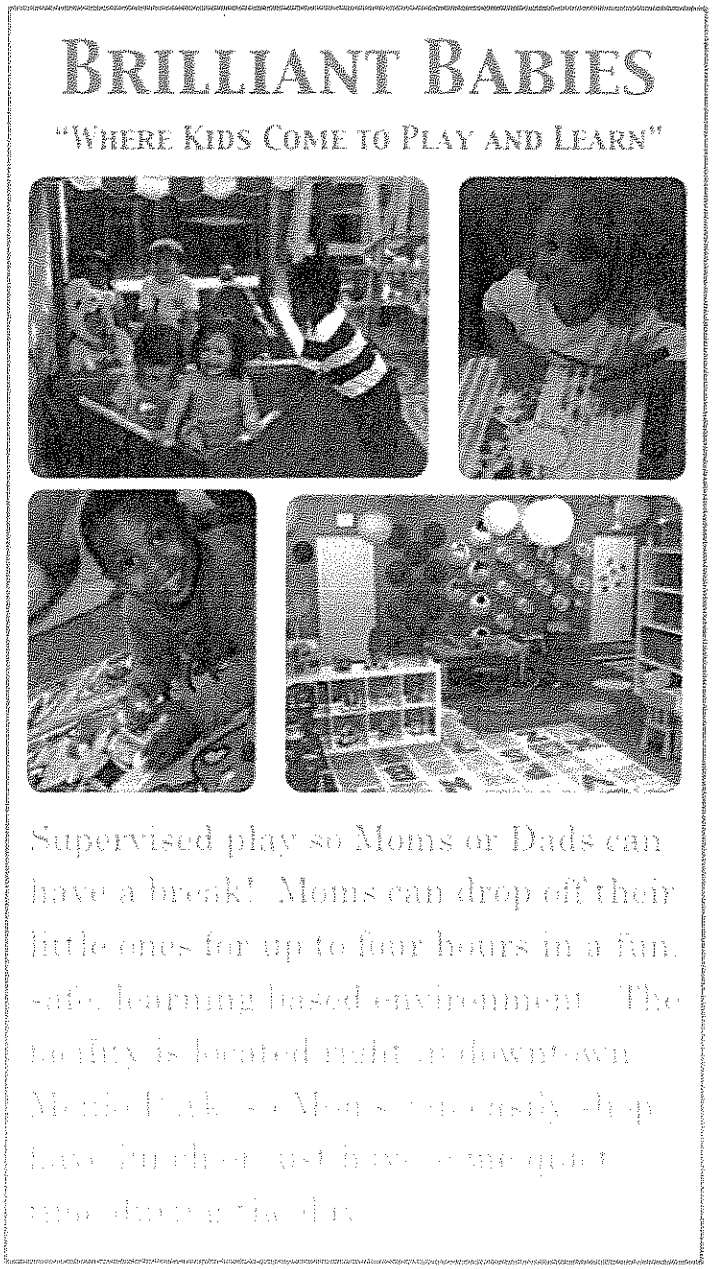
Procare *Touch*
Premium Check-in Solutions



An electronic check-in system is critical to Toddle's operations, which rely on accurate, by-the-minute billing. This system also encourages caregivers to drop off and pick up on schedule.

Toddle's Response (2e): Toddle's parking will be adequate even without relying on closely monitored pickups/drop-offs or a strict reservation system.

Customers of Toddle's business precursor, Brilliant Babies, experienced a naturally staggered flow of arrivals/departures due to families' inherently varied schedules.



From Brilliant Babies' old website

Excerpts from letters to the San Mateo County Planning Department

"When I used Brilliant Babies, I never saw more than one other parent dropping off or picking up." – Kelly Morehead

"...[S]mall numbers of parents came and went throughout the day, never generating a big jump in traffic." – Holly Van Houten

"The flexible hours offered at Brilliant Babies allowed parents to pick-up and drop-off kids as needed, rather than creating the often hectic situation where all parents descend at the same time." – Bess Kennedy

"I found the flow of pick-ups and drop-offs was always very smooth at Brilliant Babies and seemed well staggered throughout the day. In my experience I never ran into more than one or two parents at a time when I was picking up or dropping off." – Jennifer Gafke

"...[I]n our experience with Brilliant Babies, parents often dropped off their kids and picked them up at different times because of the flexible schedule they offered, so traffic and parking were never really an issue." – Rosie and Nate Lipscomb

Brilliant Babies served 20 children/day in downtown Menlo Park between 2005 and 2012, when the City and State determined its commercial location wasn't suitable for children. (It lacked outdoor space and its second story location didn't satisfy fire codes for preschool-aged children.)

Toddle's Response (2f): The on-street parking fronting the property is consistently available, as confirmed by the traffic/parking study.

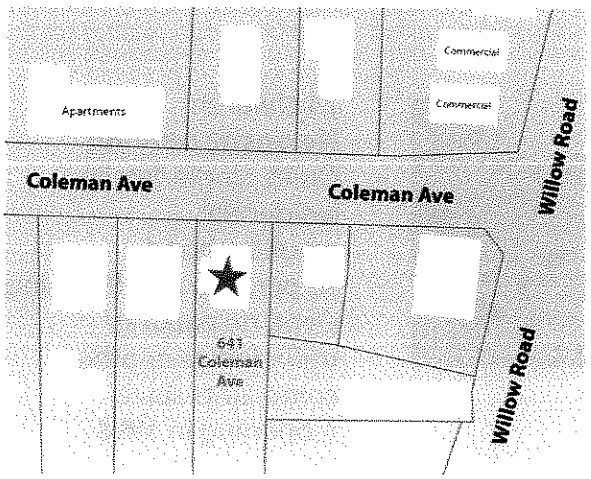
- The study did not include these spaces in its calculations; rather, to draw the most conservative conclusions, it only assumed two of the three *driveway* spaces would be used/available.
- During six other typical, mid-week school days, on-street parking was available 100% of the time. Please see *Appendix H: On-Street Parking Availability*, for more detail.

Toddle's Response (2g): The appeal includes quotes from Commissioners that are taken out of context. Commission deliberations would not have been so quick nor unanimous had traffic been a serious concern for the Planning Commission.

Appellant Comment #3: Child care belongs in commercially zoned areas.

Toddle's Response (3a): Like churches and elementary schools, child care is widely considered by land use planners to be compatible with residential uses. Many beloved, neighborhood-based child care centers like Toddle have thrived in our community.

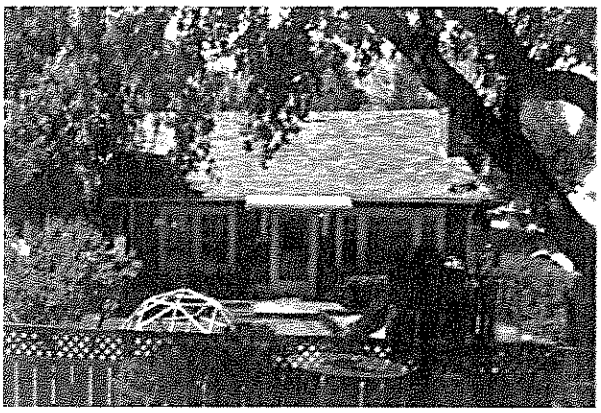
Roberts School
caring & teaching since 1975

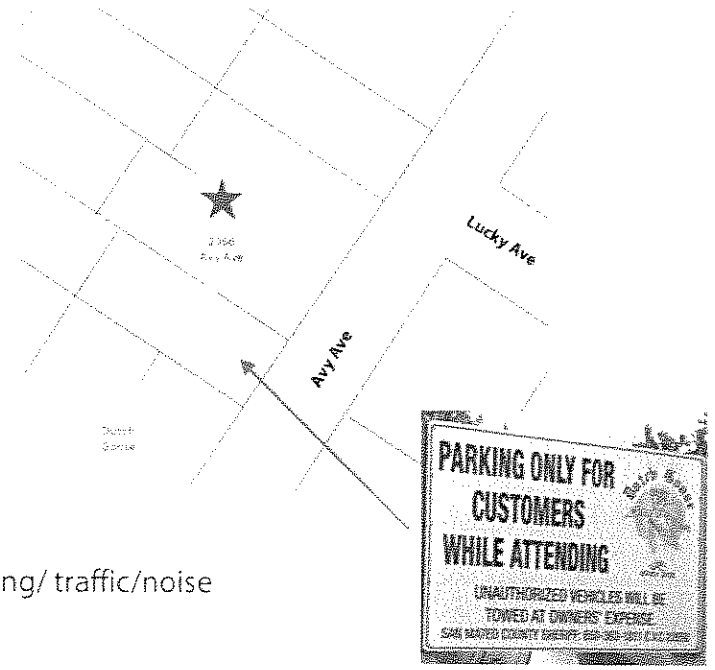


Vintage Oaks Neighborhood, Menlo Park

- **50** children
- **No onsite parking**; single-family urban residential neighborhood
- As per Menlo Park Planning Dept, no parking/ traffic/noise or other complaints since permit was granted (to previous operator) in 1964

UNIVERSITY HEIGHTS MONTESSORI



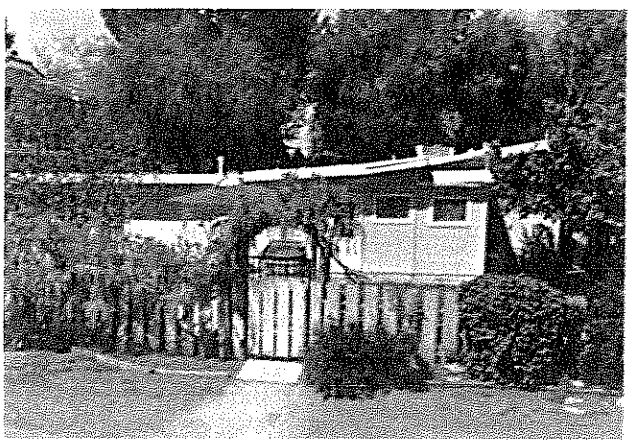


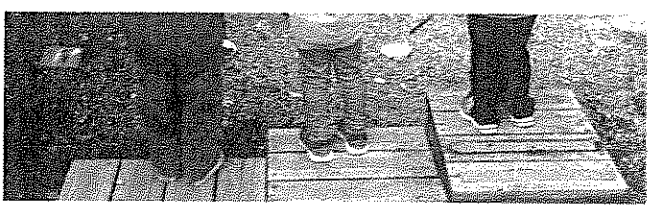
- **60** children
- **No onsite parking**; single-family urban residential neighborhood (R-1)
- As per San Mateo County Planning Dept, no parking/ traffic/noise or other complaints on file.

Barron Park Preschool

- 24 children
- **No onsite parking**
- Quiet, single-family residential neighborhood
- As per Palo Alto Planning Dept, no parking/ traffic/noise or other complaints since reopening in 1998

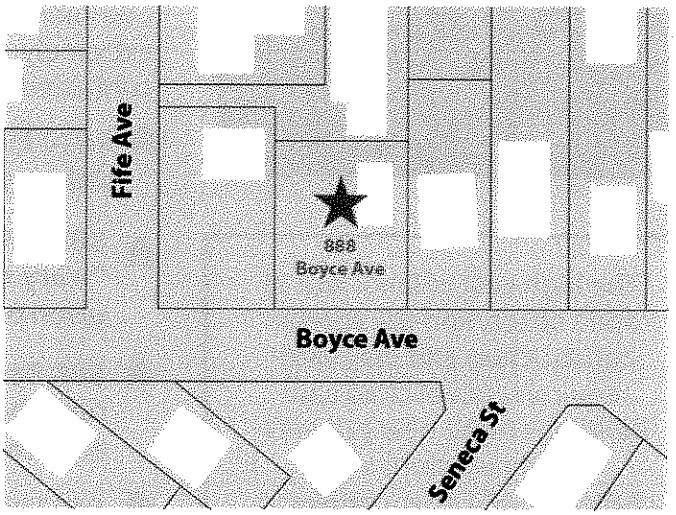
Barron Park Neighborhood, Palo Alto





Piccolo

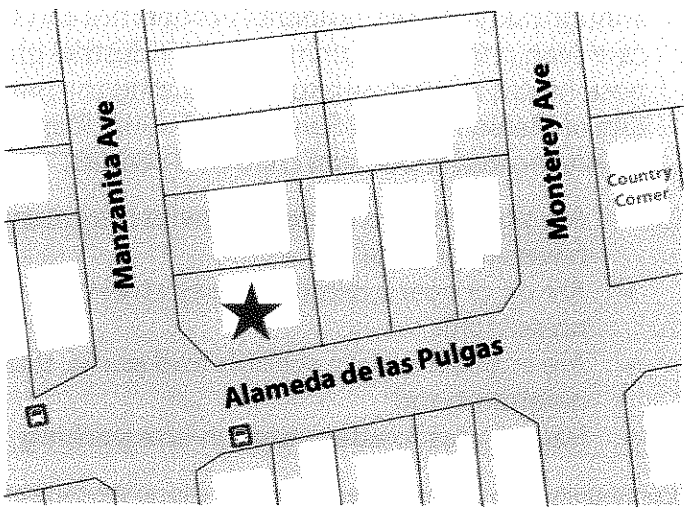
- 26 children (closed in 2012 due to director retirement/sale of property)
- **No onsite parking**; quiet, single-family residential neighborhood
- As per Palo Alto Planning Department, no parking/traffic/noise or other complaints since permit granted in 1966



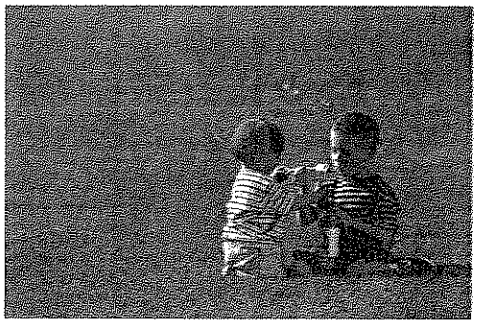
Crescent Park Neighborhood, Palo Alto

TODDLE

- ✓ 24 children
- ✓ Corner lot
- ✓ Busy street with existing noise and traffic
- ✓ Plentiful parking
- ✓ Close to schools/parks and commercial uses (three blocks from Las Lomitas Elementary and one block from Country Corner)



Toddle's Response (3b): Commercial properties are often unsuitable and unavailable for child care use. Thoughtfully placed child care centers in residential neighborhoods can be more suitable for children and families.



"The high cost of land, lack of open space, and the special construction and play yard requirements of child care buildings make new projects and renovations very challenging." Other barriers to improving facilities include "lack of property control (ownership)" and "inability to finance debt due to economics of child care operation."

- San Mateo County Child Care and Early Learning Needs Assessment 2009-2010

The Department of Social Services requires child care facilities to provide 75 sq. feet of outdoor space per child.*

Commercial properties with adequate outdoor space are extremely limited. Over 15 months, Toddle made offers on/ contacted the owners of 13 properties, including:

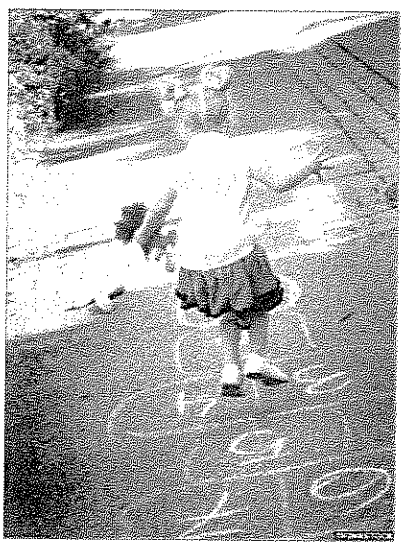
- **1010 El Camino Real**, Menlo Park (retail): **Owner not open to child care use.**
- **2890 El Camino Real**, Redwood City (former bank): **Owner "wary of the CUP process."** Also, potential air quality issues given proximity to El Camino Real.
- **888 Boyce Ave**, Palo Alto (operating preschool in residential neighborhood): **Outbid on purchase of property** by $1.8M all-cash offer for new residential construction.
- **650 Live Oak Ave**, Menlo Park (former funeral home): **Owner not amenable to child care use.**
- **2907 El Camino Real**, Redwood City (formerly Chevy's restaurant): **Owner not willing to pursue zoning change;** initial feedback from the City on the process was, "Good luck."
- **1258 El Camino Real**, Menlo Park (former hair salon): **Possible toxic substances, unsuitable for child care.**

*Outdoor space would comprise of a converted parking lot playground.

Appropriately selected residential spaces are often a better solution to San Mateo County's child care shortage.

Thoughtfully chosen residential properties can offer higher quality care than retrofitted commercial or industrial properties, which can pose health and safety issues. According to conversations with the City of Menlo Park and San Mateo County Planning Departments, ideally located residential child care centers:

- Are situated on a **corner lot** (with maximum street parking and fewer neighbors)
- Are on or near a relatively **busy street** with existing levels of noise/traffic
- Are in **proximity to schools and parks**, thus blending into the neighborhood
- Have access to **adequate, on-site parking**



*Community Care Licensing, recognizing the local shortage of outdoor space, regularly grants waivers to centers with 75 sq. feet of outdoor space for every two children (as Toddle has requested). However, even this amount of outdoor space is unusual for commercial properties and would result in loss of parking availability (since lot space would be converted to play space).

Appellant Comment #4: The Use Permit should only be granted for one year.

Toddle's Response (4a): The time and cost of the permit process plus the investment required to start a child care center will take up to five years to recoup.

The lack of County land use regulations/guidelines for child care centers has resulted in a long, expensive permit process, which is a significant barrier for child care centers, is directly related to the County's child care shortage, and will limit the opening of new centers expected as part of the Big Lift. See *Appendix C: Investment in Permitting Process*, for more details.

Toddle's Response (4b): Toddle's owners are dedicated to being good neighbors.

- As respected members of the community in which Toddle is located, the owners are committed to operating a reputable center that adds value to the neighborhood.
- The owners will regularly monitor arrivals and drop-offs. Both live nearby – one three blocks from the property – and will keep a close eye on operations.
- Toddle has already demonstrated open communication and a willingness to work with its neighbors.
  - **Letters and outreach:**
    - Sent introduction letter to 19 neighbors closest to the property on May 17
    - Invited 56 households to a neighborhood meeting and sent FAQ on June 24
  - **Hosted neighborhood meetings** at a local deli on Tuesday, July 16 from 6:30-7:30pm and Wednesday, July 31 from 7:00-8:00pm (scheduled 2+ weeks apart to maximize attendance with summer vacation schedules)
  - **Compromises:**
    - **Delayed Opening Time** from 8:00am to 8:30am to minimize rush-hour traffic
    - **Limited drop-offs/pickups** to 2 every 12 minutes (despite Kimley Horn's conclusion that Toddle's naturally staggered schedule would result in a less than 5% chance of clients parking off site during the majority of the day).
    - **Established Traffic Circulation Policy** required for admission and outlining various neighborhood-friendly behaviors to minimize disturbances (see *Appendix F: Traffic Circulation Policy*)
- **Other Value-Adds to the Neighborhood**
  - **Increase curb appeal** by refurbishing the dated 1970's structure with fresh landscaping, windows, a repainted/repaired exterior, paving and a new, four-foot fence, increasing its property value.
  - **Quiet when it counts** by producing **zero noise/traffic on evenings and weekends**, unlike residential tenants, who may have unpredictable schedules and/or disruptive pets.

Appellant Comment #5: The neighborhood "uniformly opposes" Toddle.

Toddle's Response (5a): Signatures on a petition should be regarded with a grain of salt, since information presented to potential signers may not be accurate.

*"Last summer two women in the neighborhood approached me in a panic... They talked about the additional traffic and how the day care **would attract strangers** to our neighborhood and **threaten our security**... More and more young families are moving into our neighborhood so having a local day care center is such an asset!... I hope you both realize that the shrillest voices are usually the minority."*

- Tracey Bobrowicz, Letter to Supervisor Horsley

Flyers distributed to the neighborhood included disturbing photos and misleading information (i.e. traffic on Barney will increase by 80+ cars per day; see *Appendix D: Neighborhood Flyer*)

85% of the households lobbied by the opposition did not sign the petition

Many signatures/households were duplicated on the petitions (see *Appendix E: Petition Analysis*).

Toddle's Response (5b): New residentially-based child care consistently elicits strong neighborhood opposition, which typically disappears once operational.

The City of Dublin recently made child care center permitting a **ministerial process**, partly in response to the significant volume of neighbor concerns presented during the application process (which resulted in unnecessary noise and other studies) but that **vanished** once the centers were up and running, according to Marnie Delgado, Senior Planner for the City of Dublin. As evidenced by a neighbor of Periwinkle, a residentially-based preschool in Palo Alto: *"We were among those worried before Periwinkle moved to Byron Street. We worried about traffic or noise. We didn't experience any of that. Instead, we got a nice, generous neighbor [and] an infrequent glimpse of some adorable and well-supervised kids walking to the park…**Change can create fear**, but like so many changes, the arrival of Periwinkle has been a **net positive** for our family."*

Toddle's Response (5c): Toddle has the support of many direct neighbors and San Mateo County residents.

As of April 7, 141 families have expressed support for Toddle's permit approval. At the Planning Commission hearing, 31 households spoke in favor of Toddle (versus the 23 households that opposed).

Sample quotes from Toddle's close neighbors:

*"The **thought of seeing more children**, even just coming & going, as I walk or drive by, brings a smile to my face. I will gladly wait a few more seconds to make my turns, in order to accommodate them."*
- Hap Wotila, resident on the corner of Manzanita and Barney (posted on a public listserv)

*"I'm just a couple of blocks away from the proposed location…I have received several flyers in my mailbox from neighbors…I have to say that I'm not at all concerned about traffic, parking or safety…I believe Toddle will be a **terrific addition to our neighborhood**."*
– Donna Hall, Letter to the Planning Commission

*"I live right next door to Circle of Friends [an in-home daycare a block from Toddle]….I have been here for 10 years, and can positively attest to the fact that it has never been a problem. The parents come and go at staggered times, and are quick and efficient. They do not linger, there is no fight or wait for parking spaces, and they never have to park farther up the street. And, even when the kids play outside, I barely hear them. **I'm pleased to live next door** to Circle of Friends Preschool. They are excellent neighbors, as I'm sure Toddle will be."* *– Robin Cohen, posted to NextDoor, a public listserv*

*"I think many in our neighborhood share my support of [Toddle's] program. I would be concerned that the **objections in the neighborhood have come from fear mongering** and not based on fact and/or experience."* *– Sally Cooper, Altschul Avenue, Letter to Supervisor Horsley*

From the Menlo Park community at large:

> *"I run a foundation, raising money for underserved children in the Bay Area, but I am not always able to give it as much time as I would like...My husband and I do not have family close by. There are times that one of us has an unexpected meeting, and we* ***need last-minute childcare****. We are always scrambling, not knowing exactly what to do...sometimes you just don't know when you need that extra set of hands."* -- *Amy Wender-Hoch, Letter to the Planning Commission*

> *"In my work as a Realtor, I'm out and about showing property in Menlo Park often, my schedule is* ***unpredictable*** *and it's difficult to plan for childcare. Toddle is an ideal solution. Furthermore, I regularly volunteer with local community organizations, and Toddle's flexible schedule will make my volunteering even easier."* -- *Courtney Charney, Realtor*

For more letters of support, see *Appendix G: What the Community is Saying about Toddle* and *Appendix I, Compilation of Support Letters.*

Appellant Comment #6: Toddle is not a school.

Toddle's Response: The only difference between Toddle and other preschools in West Menlo Park is its flexible scheduling/attendance policies.

- Toddle's "open play" component is **consistent with other high quality preschool** programs that combine play-based learning with structured curriculum
- Toddle's program will be led by a trained preschool teacher and will include exploration of music, art, movement, words and numbers using a wide variety of creative materials and based on the **Reggio Emilia educational philosophy**
- The California Health and Human Services Agency's **Community Care Licensing Division** considers Toddle a school. Preschools are defined as child care centers serving children ages 2 to entry in kindergarten.[6] Applicants for child care licenses must identify themselves on the application form (LIC 200A) as either a preschool, infant-care center, or school-aged center
- **California Building Code** considers child care centers like Toddle to be schools, or Group E Occupancies.[7]

---

[6] Title 22, Division 12 of the California Code of Regulations, Section 101152(p)(2): "Preschool-aged Child" means a child as defined in Health and Safety Code Section1597.059." California Health and Safety Code Section 1597.059, (b): "For purposes of this section, 'preschool age children' means children who are enrolled in a child day care center licensed by the department and who are not enrolled in either an infant care center or a school-age child day care center, as these terms are defined in Title 22 of the California Code of Regulations."

[7] Chapter 3, Section 305.1 of the CA Building Code states "Educational Group E occupancy includes, among others, the use of a building or structure, or a portion thereof, by more than six persons at any one time for educational purposes through the 12th grade." Section 305.2 states, "The use of a building or structure, or portion thereof, for educational, supervision or personal care services for more than six children older than 2½ years of age, shall be classified as a Group E occupancy."

appendix a: Large Family Day Care Homes in Menlo Park

Address	Licensed Capacity*	House Size (square feet)**	Lot Size (square feet)**
3214 Alameda de las Pulgas	12	1,540	6,960
324 Durham Street	14	1,790	7,000
635 San Benito Avenue	14	1,570	5,350
336 Grayson Court	14	1,250	6,500
666 Eleventh Avenue	14	1,368	5,350
181 Hamilton Avenue	14	1,050	6,650
887 15th Avenue	14	1,685	5,775
1407 Hill Avenue	14	910	6,600
1332 Carlton Avenue	14	1,570	6,000
483 8th Avenue	12	1,600	6,360
1162 Madera Avenue	14	1,430	6,000
128 Haight Street	12	1,090	6,500
597 6th Avenue	12	860	4,800

*Community Care Licensing Website

**Real Estate Records (accessed through Trulia.com)

★ ***With its maximum capacity of 24 children, Toddle more closely resembles an in-home daycare than a typical child care center in terms of neighborhood impact but mirrors an accredited, licensed preschool with its quality of care and facilities.***

Child Care Centers/"Preschools":

- 14+ children in a facility not utilized as a residence.
- The average capacity for child care centers in Menlo Park is 63 children.
- Early Childhood Education degrees required of teachers
- Regulated by strict State safety and facility requirements

In-Home Daycares:

- Up to 14 children in the owner's home
- No educational requirements for caregivers
- More lenient facility requirements

APPENDIX B: TYPICAL OPERATING SCHEDULE

Note that services targeting the preschool population are busiest in the morning and early afternoon since many children at this age still take late afternoon naps.

Time	Drop-Offs	Pickups	Total Drop-Offs/ Pickups	Occupancy (children)	Staffing*	Average Staff:Student Ratio**	Notes
8:30-9:30	10	-	10	10	Teacher A Starts	1:10	
9:30-10:30	9	1	10	18	Teacher B Starts	1:9	9:30-10:00 optional outdoor play
10:30-11:30	8	2	10	24		1:12	
11:30-12:30	2	8	10	18		1:9	11:00-11:30 outdoor play for up to 12 students
12:30-1:30	3	7	10	14	Teacher A/B Breaks (10 minutes, separately)	1:7	Administrator/Owner will serve as teacher aide for 20 minutes); walk from home
1:30-2:30	3	7	10	10	Teacher A Lunch (1 hour)	1:10	
2:30-3:30	5	5	10	10	Teacher B Lunch (1 hour)	1:10	2:00-2:45 outdoor play for all students
3:30-4:30	-	7	7	3		1:2	
4:30-5:30	-	2	2	1	Teacher A Ends	1:1	
5:30-6:00	-	1	1	0	Teacher B Ends	1:1	
Average	**4**	**4**	**8**	**11**		**1:7**	

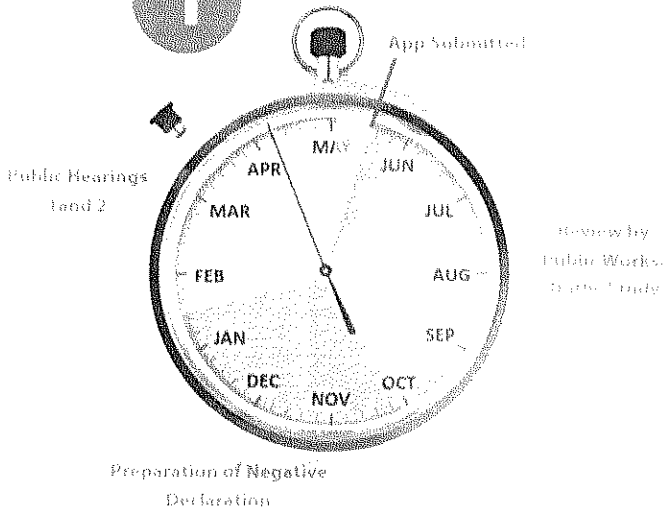
*The owners/administrators will remotely handle scheduling reservations and phone calls.

**Childcare Licensing requires a ratio of one certified teacher to 12 children, or one teacher and one aide to 15 children.

appendix c: investment in permitting process

The significant time and cost of the permit process demonstrates one of the major reasons why the County is experiencing a child care shortage. The lack of guidelines/requirements for child care centers in land use code will also pose a huge barrier to facilities hoping to open as part of the Big Lift.

1



Renting a facility ($3K-$5K/mo) for this uncertain/lengthy period of time is cost prohibitive for most child care providers.

2

The alternative, purchasing a property, is also unrealistic for many child care professionals. Toddle's owners put $345K down and secured a mortgage for a $1.15M property.

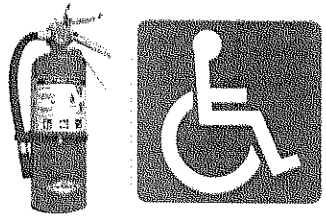
3

COST OF TODDLE PERMIT PROCESS

COUNTY/FIRE DEPT FEES	8,706.80
BASIC ARCHITECTURAL PLANS FOR APPLICATION	2,490.05
TRAFFIC/PARKING STUDY	8,900.00
NEIGHBOR OUTREACH (POSTAGE/PRINTING, ETC.)	225.75
PUBLIC HEARINGS (PRINTING, CONSULTANT ATTENDANCE)	867.98
MILEAGE TO/PARKING AT COUNTY CENTER OVER 12 MOS.	106.86
ESTIMATED COST OF BUILDING PERMITS	$10,000.00
ESTIMATED TOTAL	$31,297.44

CUSTOMER COPY

4



Facilities not previously used for child care are considered "new construction" by CA Building Code and must be made fully ADA accessible and compliant with school-level fire code. Price tag for Toddle = about $62K.

$140K (assuming leased property) plus general construction/other startup expenses of roughly $200K is a significant investment that will take an operator of Toddle's size three to five years to recoup.

Note: Facilities that open in a space previously used for child care need not obtain a use permit nor are required to be made ADA/school fire code compliant. However, this availability is rare and does not alleviate the child care shortage since the new facility would simply replace the old.

The proposed commercial daycare site at 3131 Alameda and Manzanita Ave will increase local traffic *(on Manzanita & Barney)* by 80+ additional cars a day!

You can help keep our streets safe!

STOP

A strong show of support is critical!

How you can HELP

1. Please ATTEND the public hearing February 12th at 9am at the Board of Supervisors Chambers, 400 County Center, Redwood City.

2. Email or mail your comments (may include pictures and models) to the following address. If you have previously sent a letter to Dennis, please send it again to the address below.

Email:
planning-commission@smcgov.org
hhardy@smcgov.org

Mail: Planning Commission
455 County Center, 2nd Floor
Redwood City, CA 94063

3. Sign the petition at www.savemenlo.net if you have not already done so and spread the word to any other supporters.

APPENDIX E: PETITION ANALYSIS

Street*	Total Houses that Received Flyer	Didn't Sign Petition	Signed Petition	% Didn't Sign
Alameda de las Pulgas**	34	28	6	82%
Altschul	31	28	3	90%
Barney	18	14	4	78%
Camino a los Cerros	52	43	9	83%
Camino al Lago	22	21	1	95%
Camino de los Robles	40	33	7	83%
Cedar	36	35	1	97%
Hillside	19	18	1	95%
Manzanita	37	17	20	46%
Mills	38	30	8	79%
Monterey	50	33	17	66%
Oakley	51	50	1	98%
Rondo	13	12	1	92%
Sterling	51	51	0	100%
Valparaiso***	39	38	1	97%
TOTAL	**531**	**451**	**80**	**85%**

*Only includes houses within one block of Alameda de las Pulgas
**Only includes houses within 3-4 blocks of Toddle
***Only includes houses within one block of Alameda de las Pulgas

DIDN'T SIGN

Petition Duplicate Signatures and Removals from Analysis
3006 Alameda de las Pulgas: Removed (Kristi Goth sent letter of support after more research)
3126 Alameda de las Pulgas: Duplicate (Reena Lee signed electronic petition twice)
3118 Alameda de las Pulgas: Duplicate (Meenu Bhasin signed written and electronic petitions)
2041 Camino al Lago: Duplicate/Same household (Khanbaghi didn't list house number)
2002 Mills: Duplicate (Laura Moore signed electronic petition twice)
2075 Monterey: Duplicate (as per her note, Kathleen Vallarino commutes from Moraga; this is parents' house)
2107 Monterey: Duplicates (Eugene Mar and Jenny Shay both signed electronic and written petitions)
PO Box 51420: Removed for analysis (As per note on petition, no longer lives in the area)
268 Atherton Ave: Removed for analysis (Not in close vicinity to property)
1550 Lucky Ave: Removed for analysis (Not in close vicinity to property)
32 Hesketh Drive: Removed for analysis (Not in close vicinity to property)
1395 Corinne Lane: Removed for analysis (Not in close vicinity to property)

TODDLE

TRAFFIC CIRCULATION POLICY

**Note: the following agreement is a required part of the enrollment/admission package. This information will also be communicated regularly as part of Toddle's monthly eNewsletter and posted in the parent pickup area inside Toddle.*

Toddle is committed to being a good neighbor. Please help limit traffic, parking and safety issues in the neighborhood by adhering to the following rules:

Each parent/guardian/regular caregiver is required to initial below.

_____ I will come to and from Toddle via Alameda de las Pulgas and the west outlet of Manzanita rather than the quiet streets of the neighborhood.

_____ I will park in Toddle's driveway or directly in front of Toddle on Alameda de las Pulgas.

_____ I will not block neighbor driveways with my car.

_____ I will not use neighbor driveways to turn around.

_____ When walking to Toddle, I will pay close attention to cars backing out of driveways, and will remind my children to do so as well.

SIGNATURES

Parents/guardians and regular caregivers of child

Signature: _____ Date: _____

Printed Name: _____

Signature: _____ Date: _____

Printed Name: _____

Signature: _____ Date: _____

Printed Name: _____

APPENDIX G: WHAT THE COMMUNITY IS SAYING ABOUT TODDLE

For the past five years I have owned and operated a women's clothing store in downtown Menlo Park and would have loved to have a place like Toddle to support me while I was running my business. I recently closed my business, partially due to the lack of reliable childcare options.

-- Katie Simpson

I used to be a full-time working mom, 14 years with Oracle, but have recently decided to stay at home with my children...I volunteer at Lucile Packard Children's Hospital and There with Care, another organization supporting the hospital. Flexibility allows for these organizations to call on me in a pinch especially when they really need a back up volunteer. I enjoy being able to support them in these ways.

-- Michele Kavanaugh

There are times that I really need a hand in childcare. Just yesterday...I had debilitating pain in my hip and needed to get to the doctor. I did not have childcare for the children. After several phone calls, I got it covered and was able to make it to the appointment. Toddle would have made my experience much easier and less stressful. There is nothing else like it in town. -- Sara Maas

Though "it takes a village" to raise kids, many of us live away from our extended families and rely on community resources to fill in the gaps. Unfortunately, there are few, if any, such resources in Menlo Park.

-- Christopher and Regine Nelson

It would be amazing to have a flexible childcare option where I could bring [my three-year-old daughter] for a few hours here and there so I could get work done.

-- Erin Paruszewski, Owner of Dailey Method (exercise studio)

Finding part-time help is very challenging, and deters many parents with young children from being able to do things for themselves, and in turn, be patrons of local businesses...I have many clients who struggle to make their schedules work with young children...Having a business like Toddle be available to them would give me and other trainers the opportunity to get more business.

-- Dana DiVerde, Pilates Instructor at Poised, Menlo Park

I am a committed volunteer in the community - donating time to LPCH, Children's Health Council, My New Red Shoes, and Ronald McDonald house. While I don't spend time daily at these organizations, I do allocate about 15 hours of my time per month. I would appreciate, very much, a place I could count on for childcare yet I didn't have to enroll [my child] in another "school" or a long-term agreement. -- Laura Krane

I'm the owner of a photography studio...I schedule my photoshoots based on my clients' availability and therefore can't rely on reguar child care or preschool while I'm working. -- Nicole Moore

In the more traditional [child care] format, moms have to commit to a child care schedule months, or even years out, offering no flexibility and bearing much more financial weight. -- Christina Hengehold

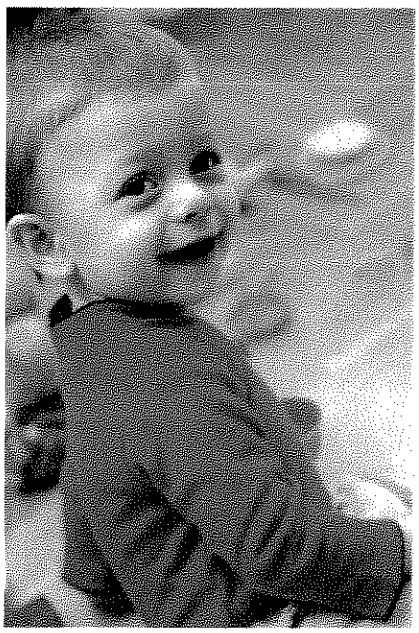
[Toddle's] proximity to Las Lomitas Elementary School will be very convenient. I would be able to drop off my younger child at Toddle so that I could volunteer in my older child's classroom or attend other school functions. -- Kristina Valentine

We love the idea that Toddle is in a real neighborhood: in fact our son went to a neighborhood-based Young Fives program...There was a real yard, a real home in the front of the property, and real neighbors he was taught to be mindful of, just like home. All the lessons learned in a true home-like setting reinforced what he was being taught at home. -- Catherine McMillan

The fact that the business will be located in a residential area and in a home is important to me because it will provide a safe area with an actual backyard and outdoor play area and I feel this is beneficial to children. -- Jennifer Gafke

Here in San Mateo County, where we pride ourselves on our cutting-edge and forward-thinking culture, we have a particular responsibility to pave the way for parents to succeed by supporting easily accessible, quality childcare. -- Sheryl Sandberg, COO of Facebook and author of *Lean In*

The increasing number of parents who work at home are especially hard-hit. They need more flexible timing as they engage in their most important job of raising their children, but also need to complete paid work to pay their bills. -- Carol Thomsen, Preschool Teacher



"It would be such a shame if Toddle's permit were denied, leaving Menlo Park parents with the same black hole of flexible child care that currently exists. -- Breena Wescott

I work part-time from home for a couple area non-profits and am planning to start my own for-profit business. Having a local, neighborhood childcare...would allow the flexibility to not only uphold my work commitments but also be free to spend more time at my child's school. -- Jennifer Sweeney

Although my children are now in grade school and beyond, I clearly remember the frustration I endured when I was applying to preschools for them. My daughter was on 7 wait lists!
-- Mary Jo McCarthy, Realtor

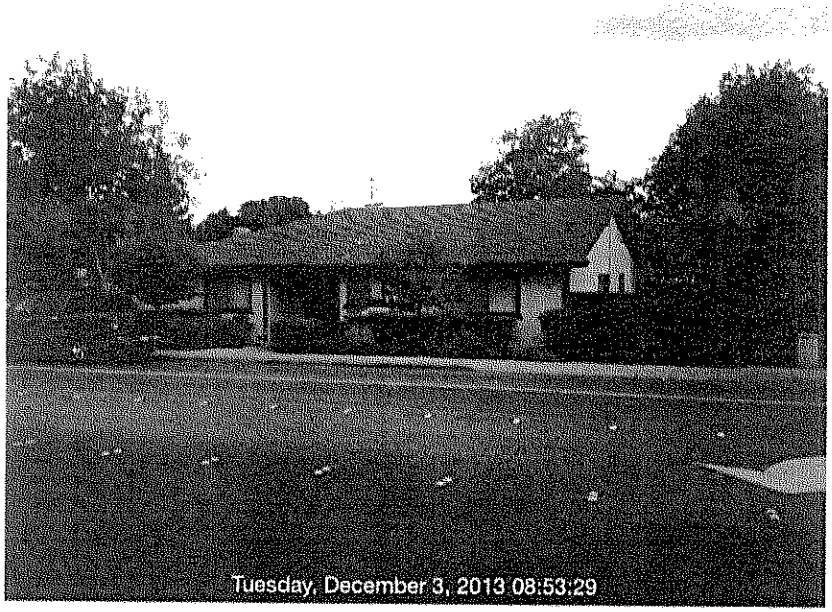
My schedule, divided between parenthood, two local businesses, and volunteer work is hectic and knowing that there is a safe, academically oriented environment for my older children to play with others is essential to my success as a parent. -- Brigette Lau

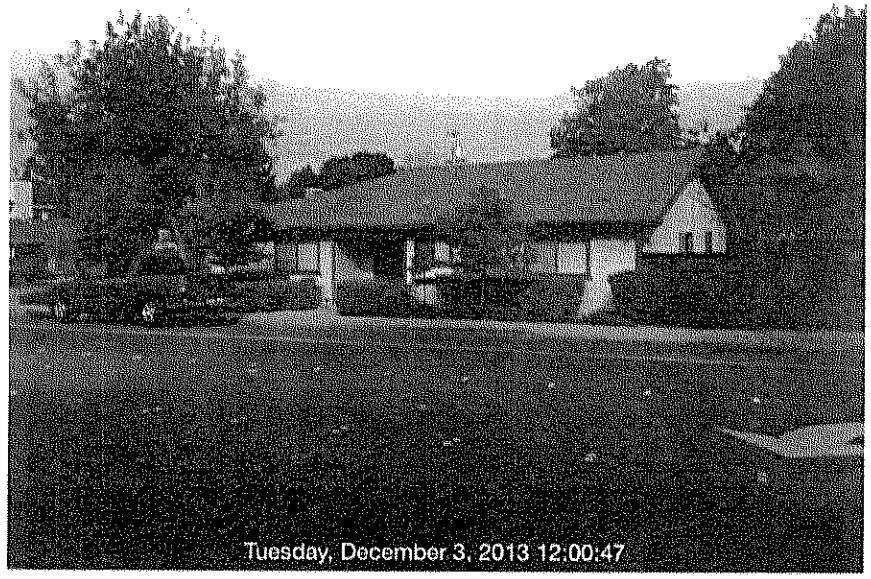
In my work as a Realtor, I'm out and about showing property in Menlo Park often, my schedule is unpredictable and it's difficult to plan for childcare. Toddle is an ideal solution. Furthermore, I regularly volunteer with local community organizations, and Toddle's flexible schedule will make my volunteering even easier. -- Courtney Charney, Realtor

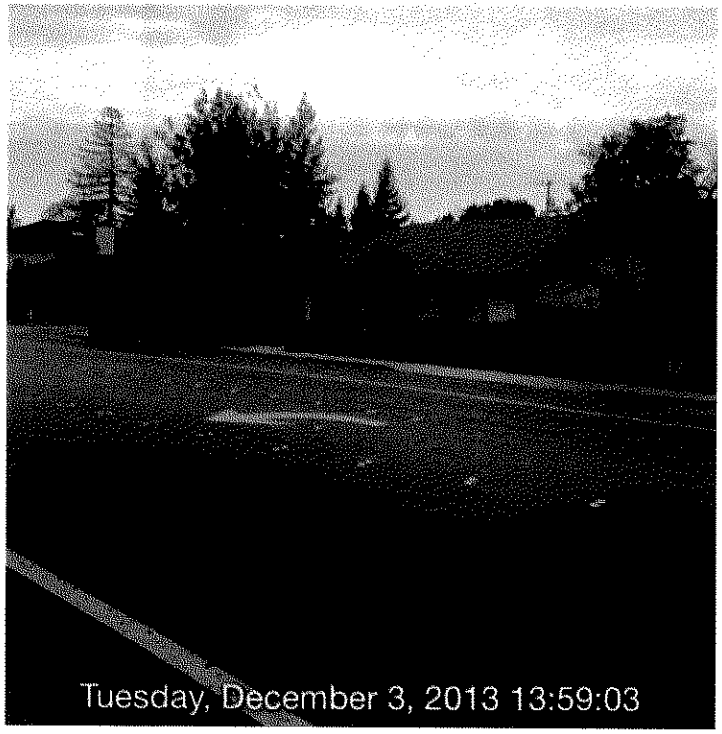
APPENDIX H: ON-STREET PARKING AVAILABILITY

- Submitted to the Planning Department on January 24
- Taken during the **middle of two typical school weeks** (Tuesday through Thursday, December 3-5 and 10-12 so as to avoid unusual Monday and Friday traffic patterns)
- Taken in intervals to match Las Lomitas Elementary School's prime drop-off/pickup times of 9:00am, 12:15pm, 2:05pm and 3:30pm, when parking demand in the general area is greatest. The mid-day photos also account for the lunch rush at the County Corner, one block from the proposed project.
- **Time-stamp software** was used to verify the date/time the photos were taken.
- Note that these photos were not selected from among others; they are the only photos taken to date.

- **These parking spaces were NOT used in the traffic study calculations, but show the substantial excess parking available.**
- **During these six typical school days, on-street parking was available directly in front of the property 100% of the time.**



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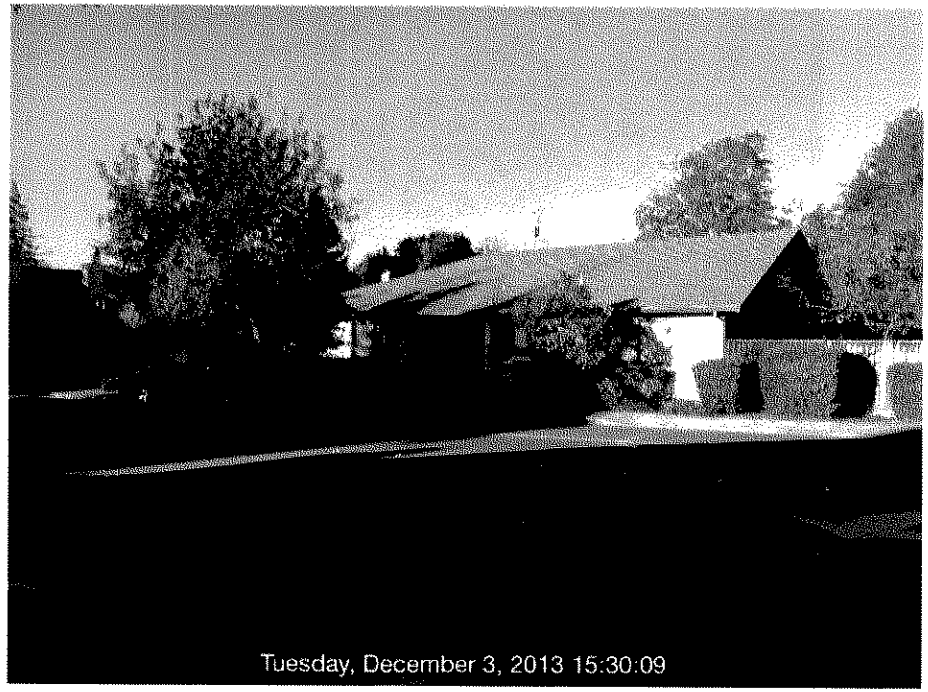
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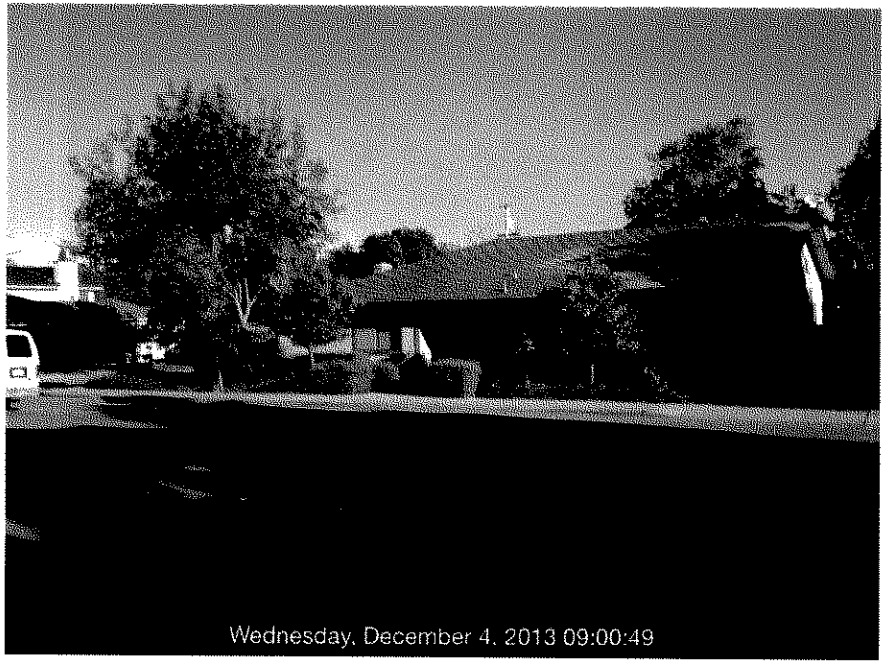
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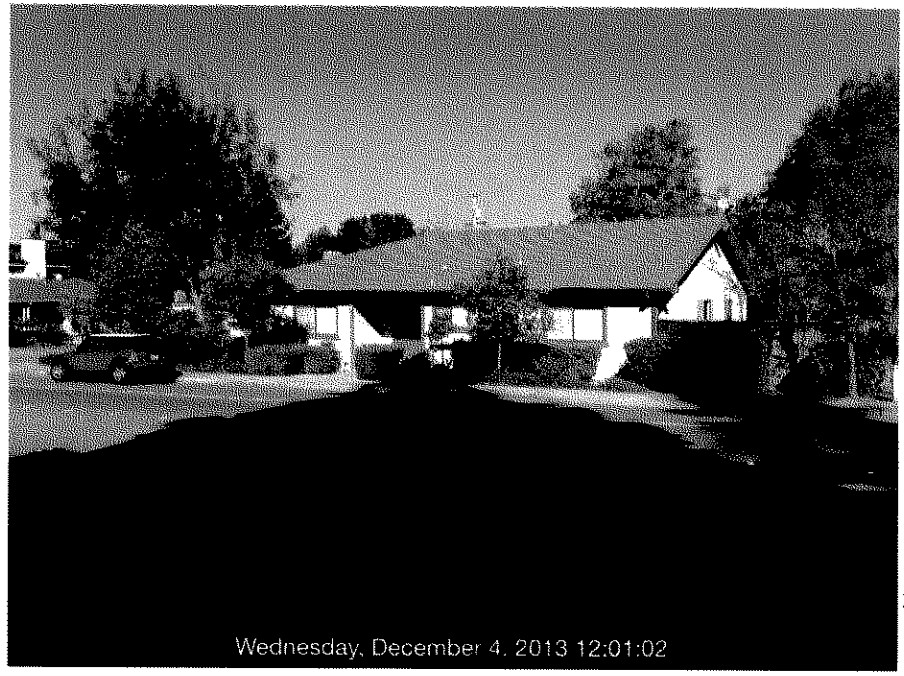
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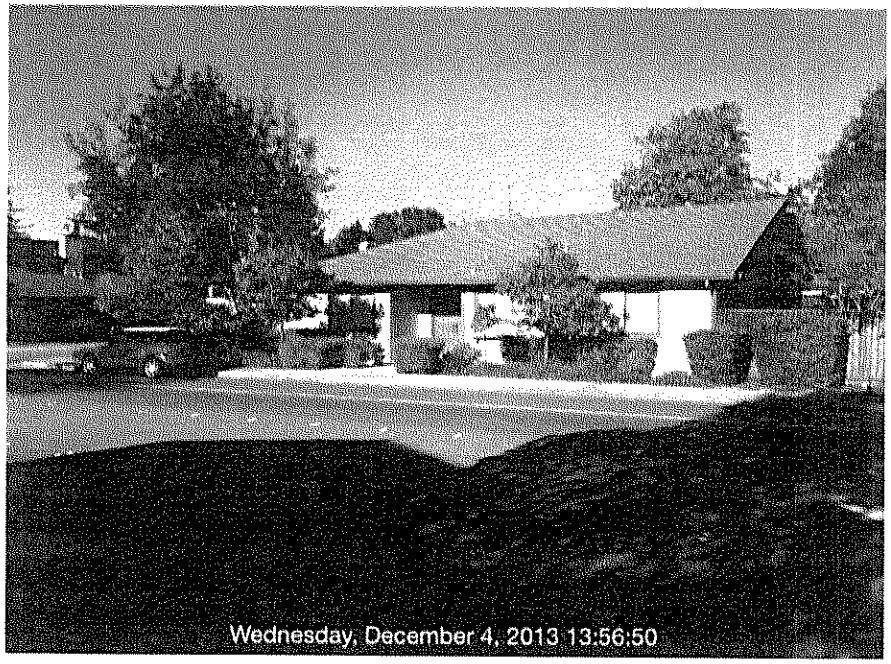
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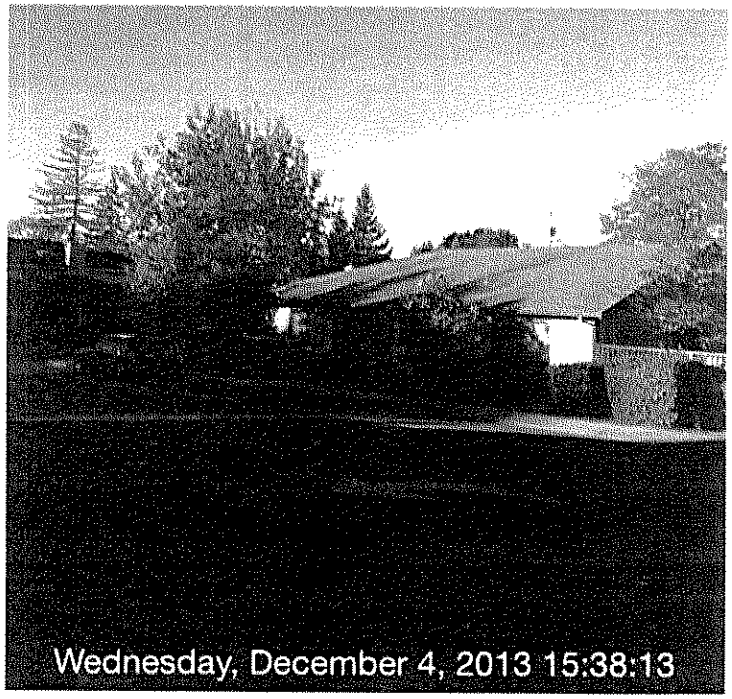
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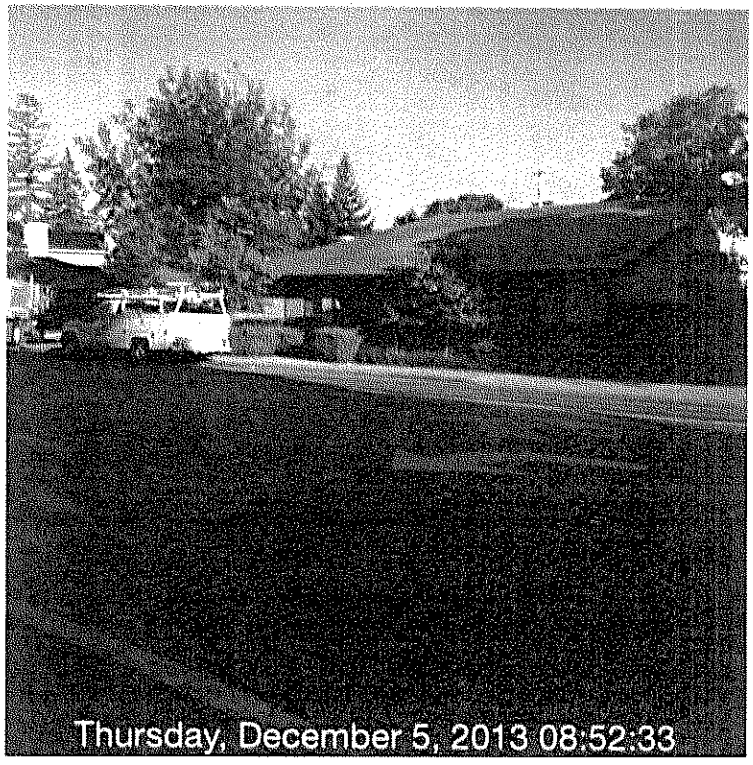
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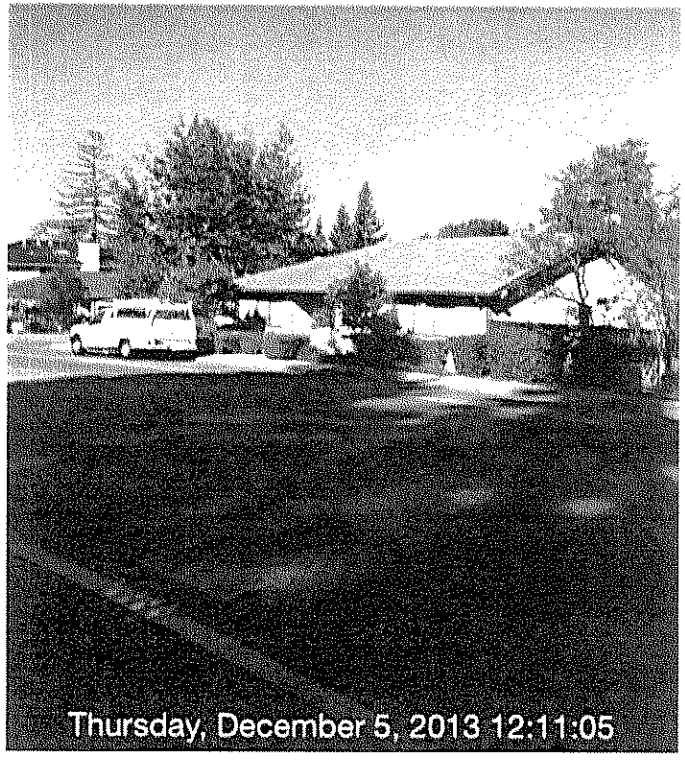
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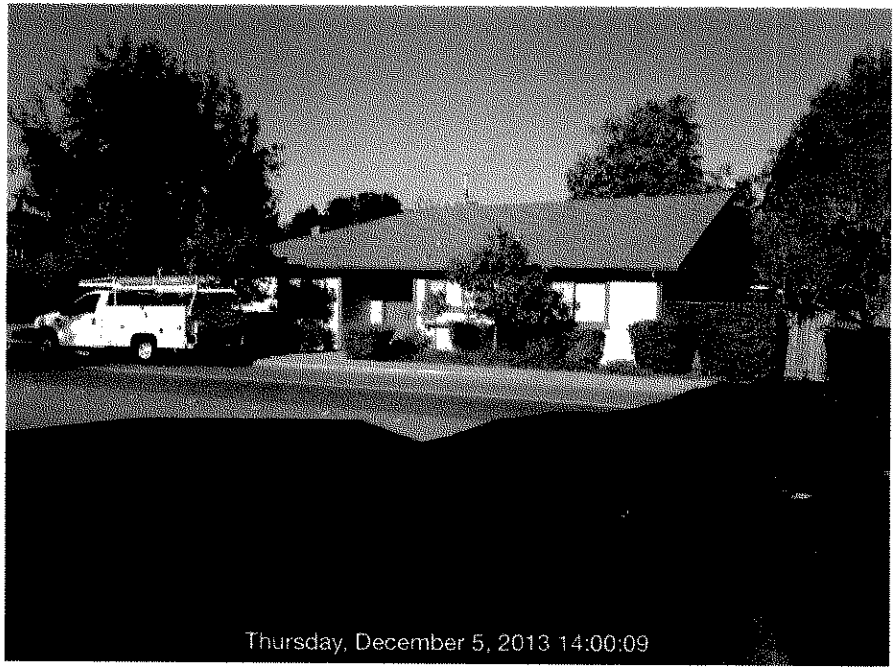
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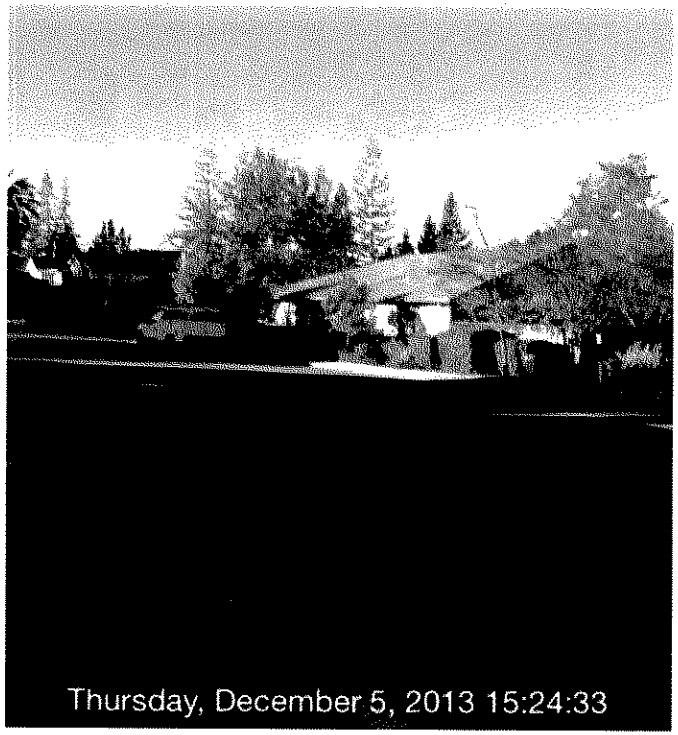
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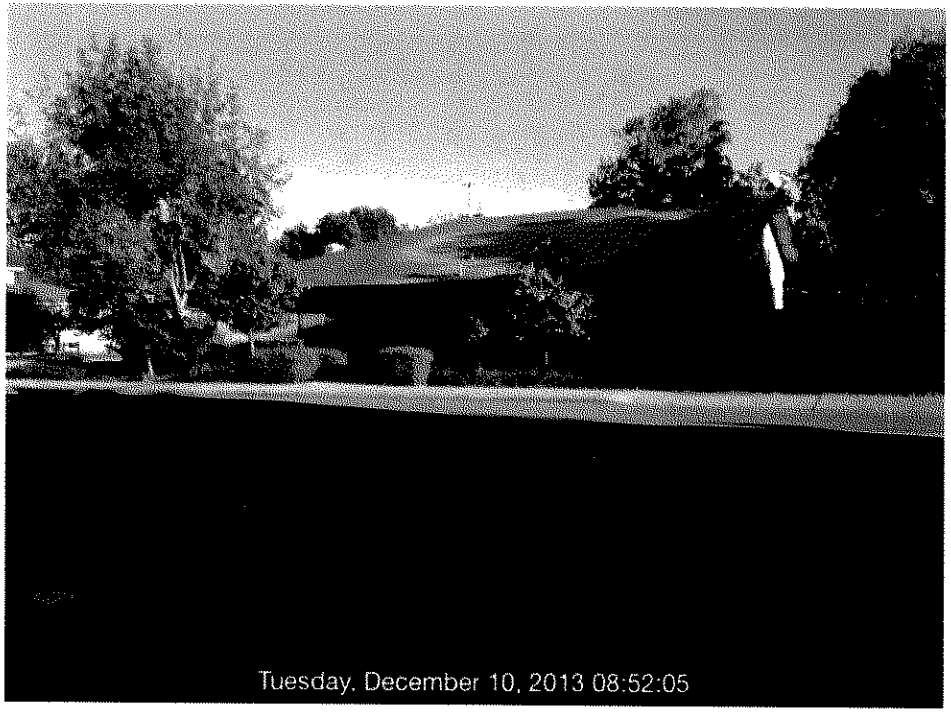
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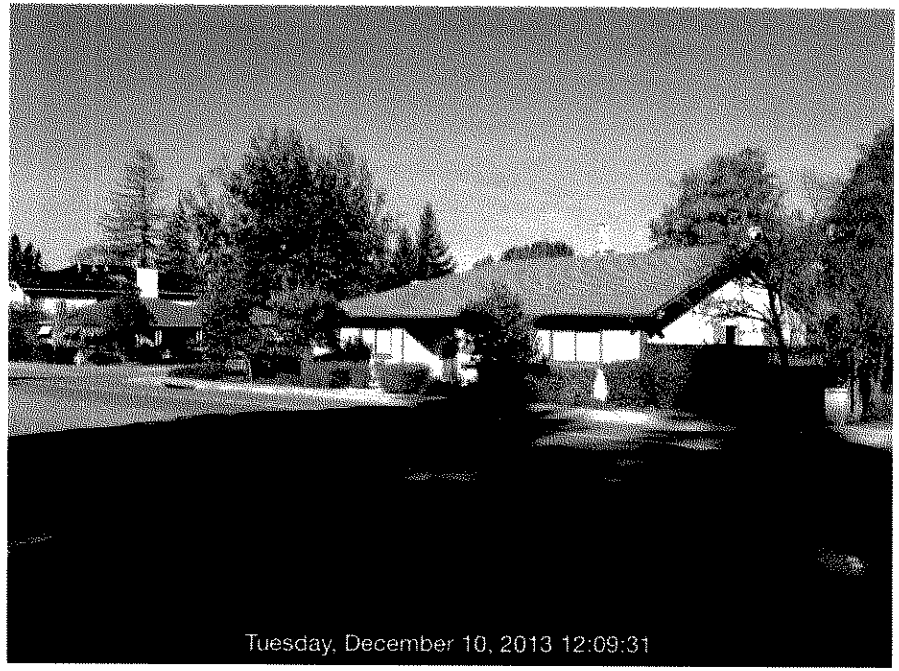
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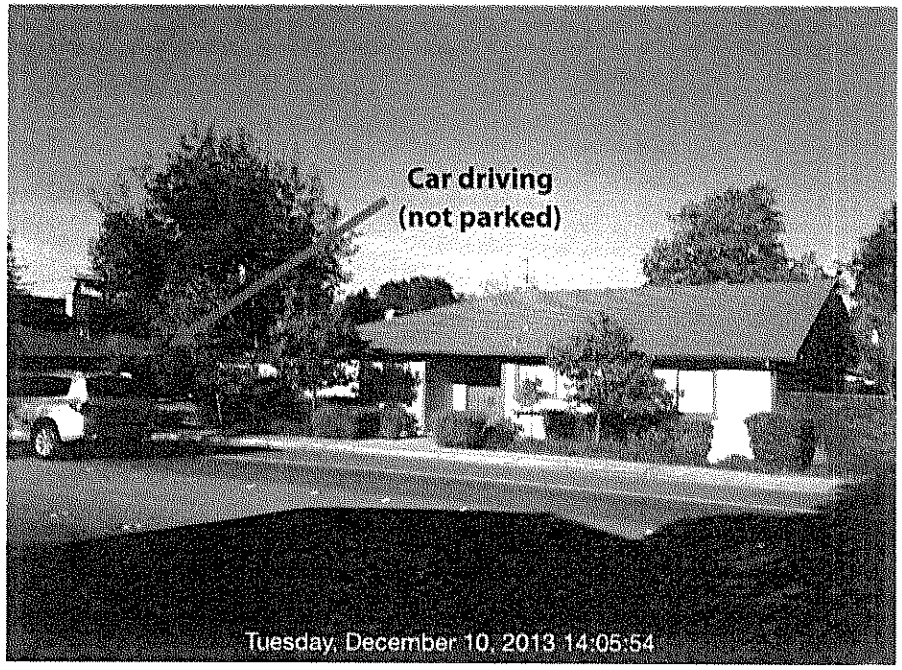
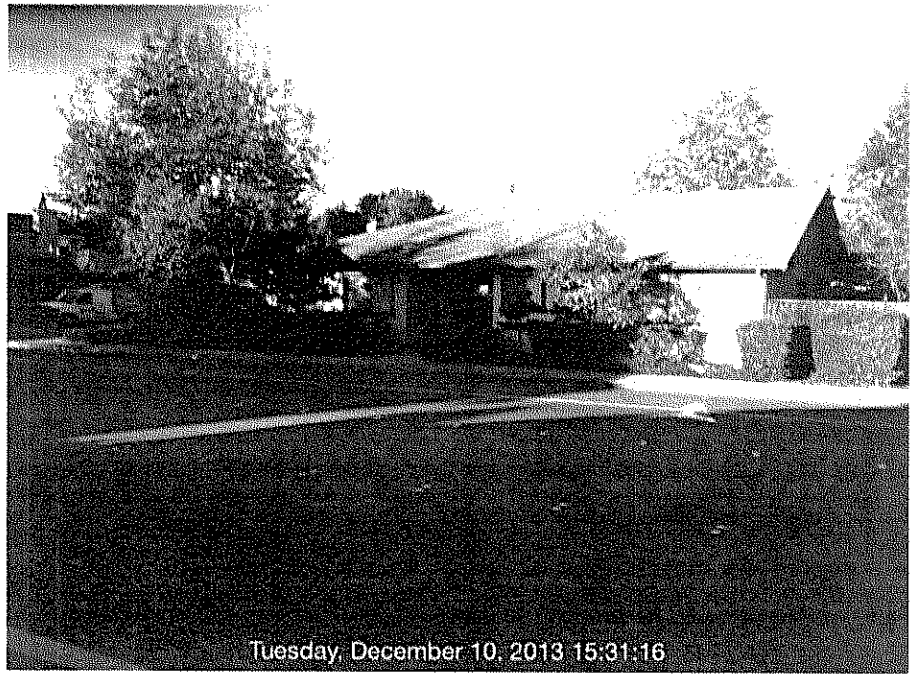

Car driving
(not parked)
Tuesday, December 10, 2013 14:05:54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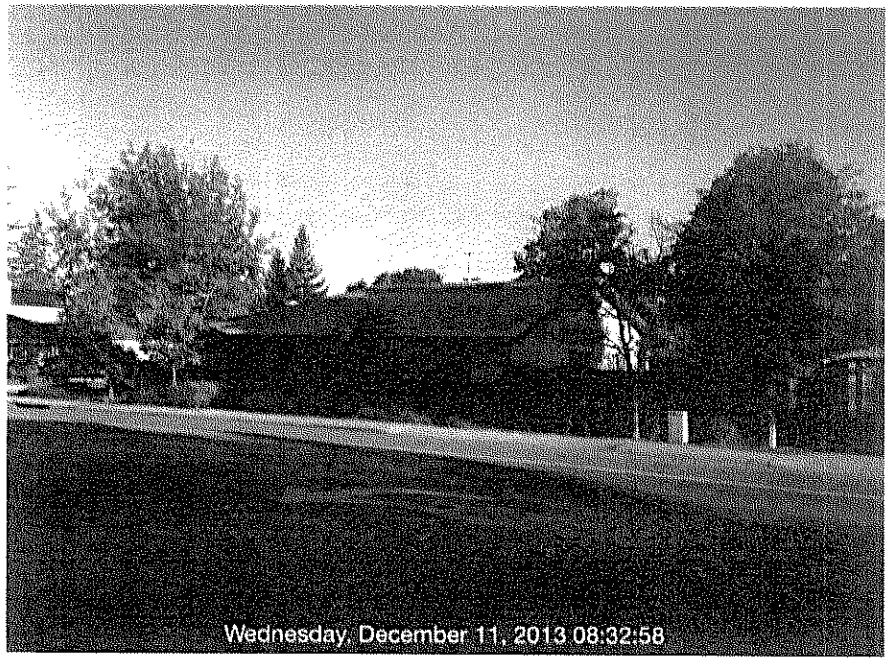
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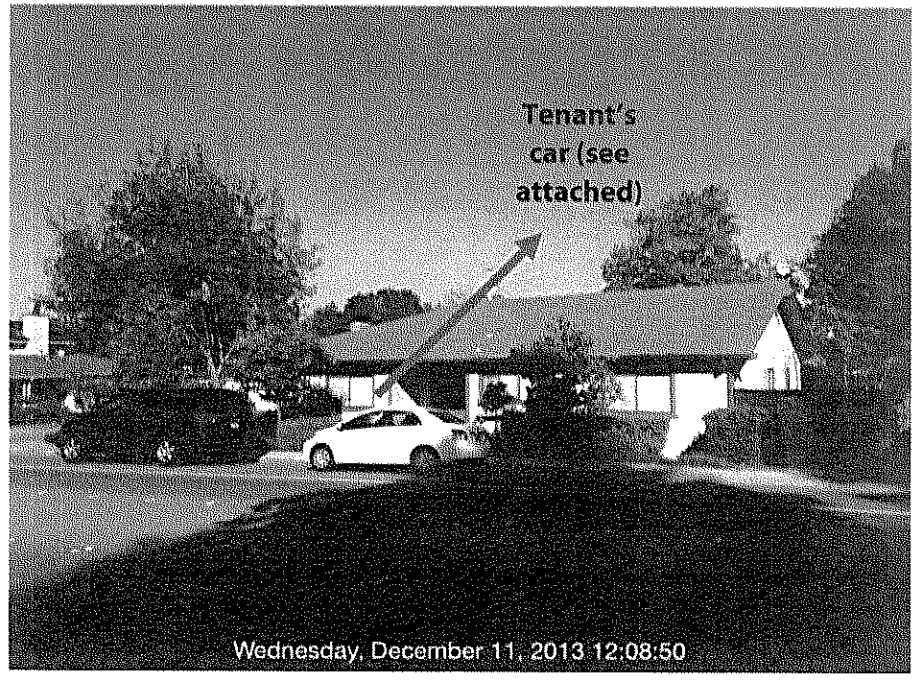
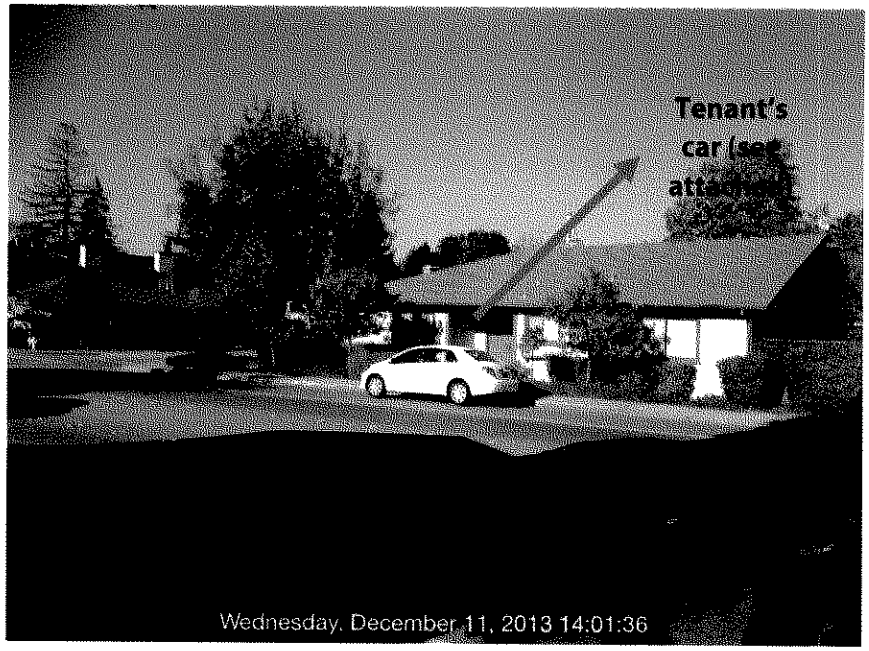

Tenant's
car (see
attached)
Wednesday, December 11, 2013 12:08:50


Tenant's
car (see
attached)
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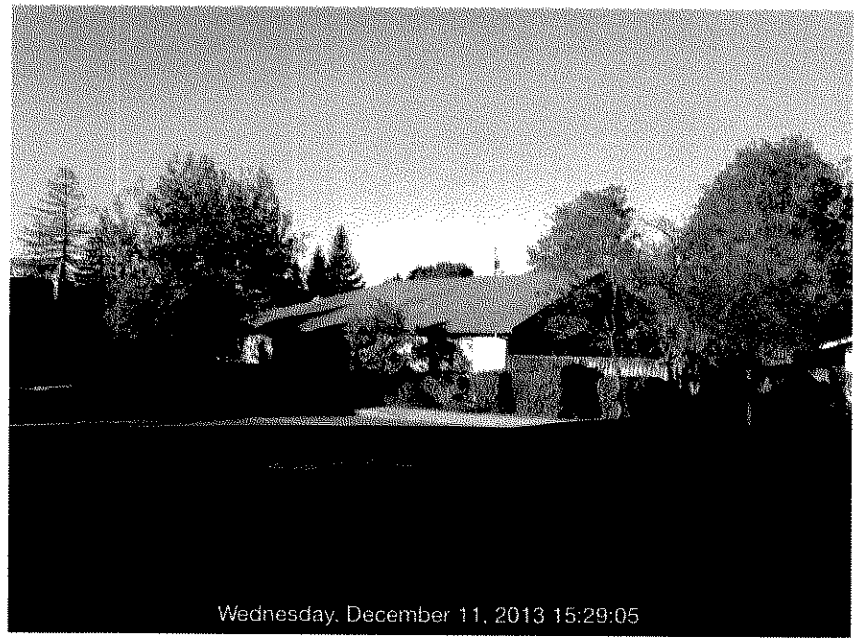
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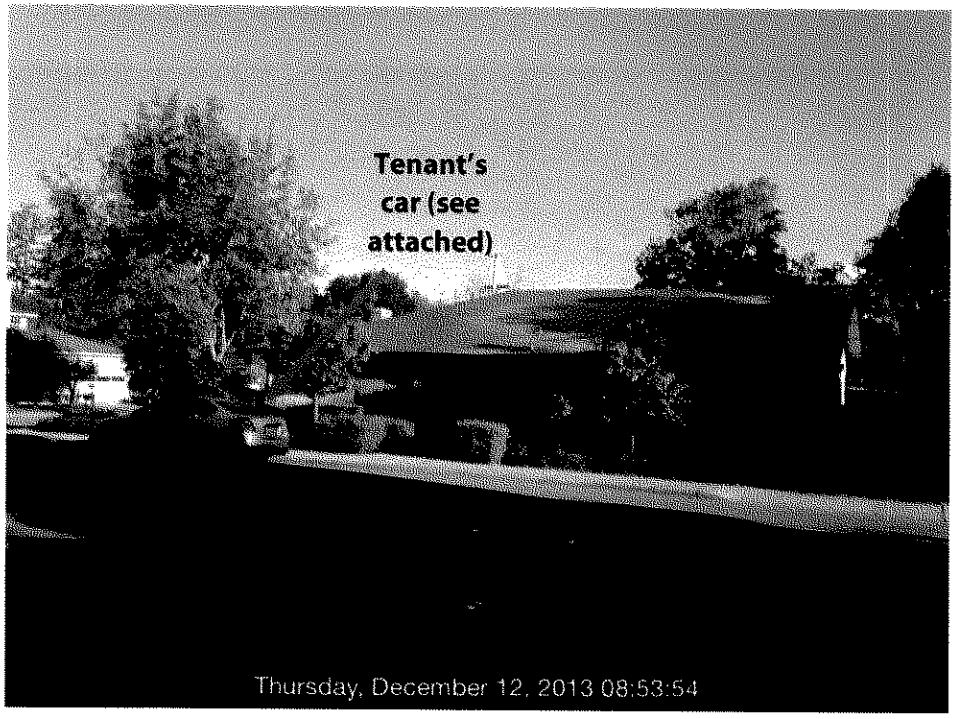
Tenant's
car (see
attached)
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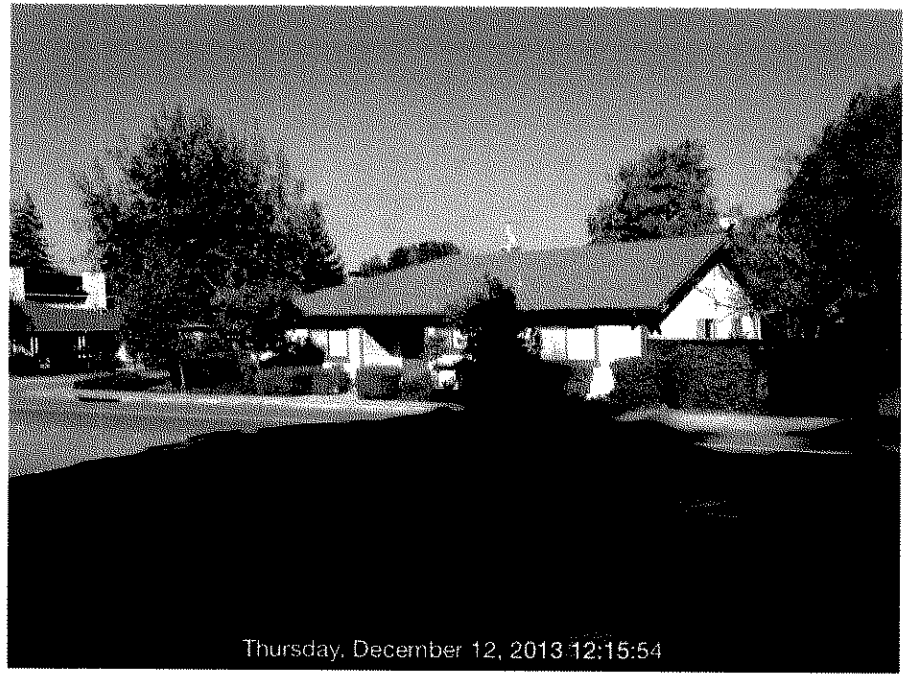
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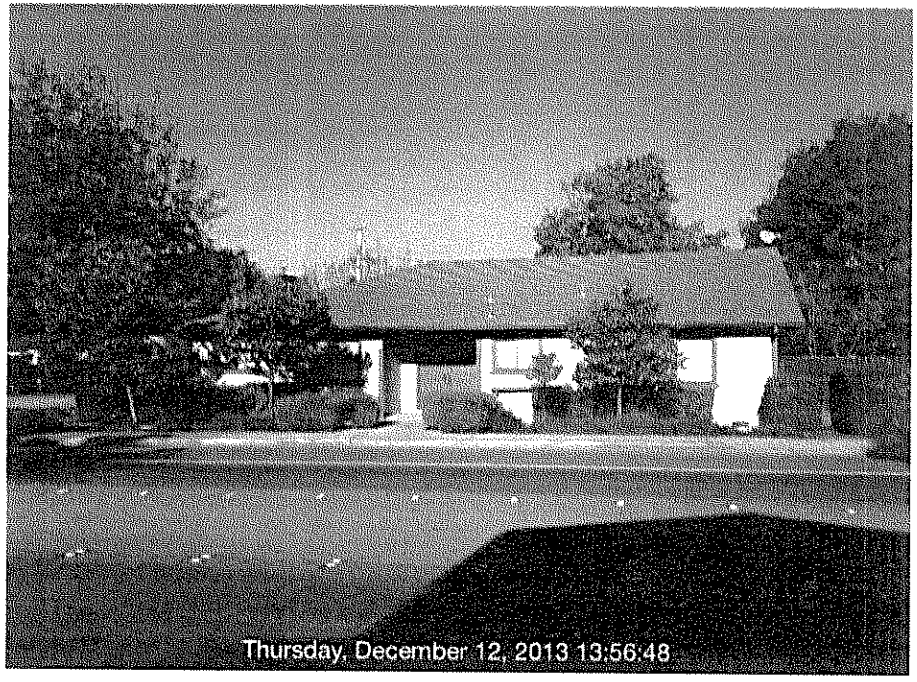
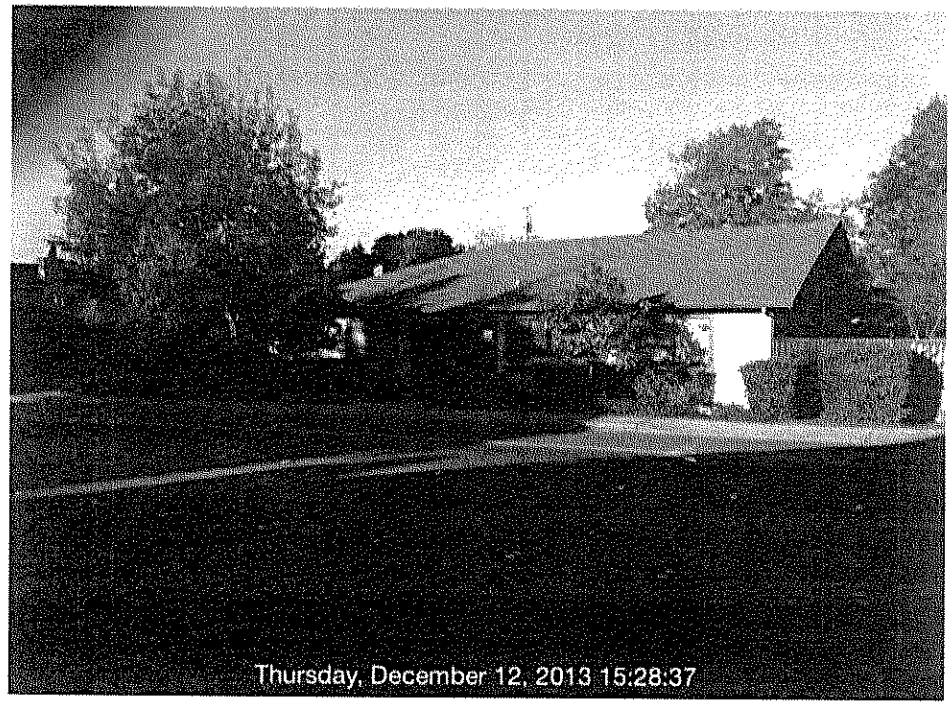




Email regarding tenants' cars:

From: **SOPHIE PERRIN /8185** <sophie.perrin@omnicell.com>
Date: Thu, Dec 12, 2013 at 6:35 PM
Subject: Re: car question
To: Amy Burnett <aburnett@gmail.com>

Amy
We sold our cars so we are both renting Nissan Altima one red one grey I will send pictures when it is day time
Cheers,
Sophie L

Signed last page of lease (to certify Sophie Leleu, of email above, was tenant at time of photos):

specified registered sex offenders is made available to the public via an Internet website maintained by the Department of Justice at www.meganslaw.ca.gov. Depending on the offender's criminal history, this information will include either the address at which the offender resides or the community of residence and zip code in which he or she resides.

Landlord: 3131 Alameda LLC
Signature: _____ **Date:** 9/23/13
Printed Name: Amy Southerland Burnett, as Trustee of the Robert Grady Burnett and Amy Southerland Burnett Revocable Trust, Member of 3131 Alameda LLC
Street Address: 1235 San Mateo Drive, Menlo Park, CA 94025
Phone Number: (734) 546-2790
Email Address: aburnett@gmail.com

Tenants: Thierry and Sophie Leleu
Signature: _____ **Date:** 9.23.2013
Printed Name: Sophie T. LELEU
Street Address: 5 Deerfield Drive
Phone Number: 831 297 0292
Email Address: Sophie.Perrin@Omnicell.com

Signature: _____ **Date:** 9.23.2013
Printed Name: Thierry leleu
Street Address: same
Phone Number: 415 509 8211
Email Address: LeleuThierry@Gmail.com

Attachment K

From: "Jim Eggemeyer" <jeggemeyer@smcgov.org>
To: Camille Leung <CLeung@smcgov.org>, Lisa Aozasa <LAozasa@smcgov.org>
CC: Steve Monowitz <SMonowitz@smcgov.org>, John Nibbelin <JNibbelin@smcgov.org>
Date: 4/28/2014 3:13 PM
Subject: Fwd: 3131 Alameda BOS Meeting June

Please see below regarding the email from Ms. Davis.

Sent from my iPhone

Begin forwarded message:

> From: Janet Davis <jadjadjad@sbcglobal.net>
> Date: April 26, 2014 at 8:01:16 AM PDT
> To: Jim Eggemeyer <JEggemeyer@smcgov.org>, john nibbelin <jnibbelin@smcgov.org>, Don Horsley <DHorsley@smcgov.org>, warren slocum <wslocum@smcgov.org>, carol groom <cgroom@co.sanmateo.ca.us>, DAVID PINE <dpine@smcgov.org>, "atissier@co.sanmateo.ca.us" <atissier@co.sanmateo.ca.us>
> Cc: kathy schoendorf <kschoendorf@sbcglobal.net>, Showleh El-Hage <shelhage@yahoo.com>
> Subject: 3131 Alameda BOS Meeting June
> Reply-To: Janet Davis <jadjadjad@sbcglobal.net>
>
> In light of (a) the previously noted prejudicial behavior of the Commission Chairman/Representative for District 3 who had recently been relieved of his position; (b) the errors of law in the highly flawed Planner's Report; (c) the obfuscation of the different State Law requirements for Family Day Care Centers and Child Care Centers; (d) the failure to clarify that the actual residential property would be altered to a commercial state; (e) the fact that State application varies from that submitted to the County; (f) the failure to show that County's ordinances relating to Family Day Care facilities (with far fewer kids) are significantly more stringent that those being recommended for the commercial Child Care Center; (g) that the State law requirements for a Child Care Center could not possibly be fulfilled at that property; (h) that the traffic "study" was hopelessly incompetent and inaccurate; (i) that the assertion that there would only be two staff members could not possibly be accurate given State law requirements (j) the obvious confusion of the Commission members and some of the supporters of the project, with respect to the legal requirements of the different categories of care; (k) that the supporters of the project were NOT potential users, but mostly business associates of the applicant
>
> It is necessary that any Report to the BOS include factually correct: (a) State law definitions of Family Day Care vs. Child Care Centers and that the latter are to be in commercial or public places or in high density/low income housing projects, or adjacent to employment centers such as the child care facility for County employees; (b) a correct summary of the State laws that truthfully states the physical space and separation by age requirements for children (bearing in mind that the applicant herself has an infant child which, if brought to the facility would trigger a whole new set of regulations); (c) a correct summary of the State staffing requirements which includes the provisions banning childcare providers from attending to other tasks (such as food preparation, answering the phone, supervising traffic, clean up etc.; (d) a correct summary of the State law requirements for separate storage, and laundering of each child's belongings and any mattresses to be used for naps.
>
> Given the totally incompetent, inaccurate, and incomplete, traffic study, it should be a minimal requirement that prior to any further proceedings by the BOS, a valid and competent study be undertaken by an experienced firm such as Fehr Associates. A preferable outcome would be for this matter to be remanded back to the Planning Commission which now comprises a new Commissioner for District 3, and that a more competent Planner be assigned to write the Report.
>
> Janet Davis
> April 26, 2014

Attachment L

TODDLE

MEMORANDUM

To: Dennis Aguirre
Lisa Aozasa

From: Heather Hopkins
Amy Burnett
Toddle, LLC

Date: June 9, 2014

RE: **PLN#2013-00191**

Please find attached information Toddle has provided to each of the Board of Supervisors regarding concerns about Toddle's potential impact on children walking/biking to Las Lomitas Elementary School.

3131 Alameda de las Pulgas, Menlo Park, CA ★ 650.283.5112 ★ www.toddle.org

TODDLE

San Mateo County Board of Supervisors
Hall of Justice and Records
400 County Center
Redwood City, CA 94063

June 9, 2014

Dear Board of Supervisors,

Please find attached additional information about Toddle's impact on students walking or biking to Las Lomitas and our commitment to the safety of children as they travel through our neighborhood. Highlights include:

1. **Toddle will only increase traffic during each Las Lomitas Elementary School commute period by <u>at most 5 cars</u>** (about 1% of existing traffic).
2. We will actively **promote Safe Routes to School** strategies by:
   - Encouraging Toddle families to walk, bike or carpool through incentive and education programs
   - Enforcing safe commuting through madatory *Drive Safely Pledge* and *Traffic Circulation Policy* agreements.
3. Current school **safety and congestion issues will be improved significantly over the next two years** due to a Safe Routes to School project initiated by Las Lomitas School District in consultation with a nationally-acclaimed Safe Routes to School traffic consultant. Toddle is a participant in the effort.

We would like to emphasize that Toddle is uniquely motivated to promote and increase walking and biking safety in our neighborhood.

- Our business exists to enhance the health and welfare of families and children
- West Menlo Park is bursting with young families; our client base will include many families who will walk and bike from nearby homes
- By providing convenient child care (a factor that increases the "Walk Score" of a neighborhood), Toddle will boost the walkability of West Menlo Park and therefore decrease the likelihood that local preschool families will drive elsewhere for child care.

Thank you again for your consideration,

Amy Burnett Heather Hopkins

Amy Burnett & Heather Hopkins
Owners, Toddle Flexible Playcare

Toddle will add a maximum of 5 cars during each Las Lomitas walk-to-school period. This worst-case scenario assumes Toddle families would not already have been traveling to/from Las Lomitas or another location and would not walk, bike, or ride in the same car as a sibling. **These additional cars represent about 1% of the average 416 vehicles already on the road** during each window when students walk/bike to and from Las Lomitas.

Note about parking: According to the Institute of Transportation Engineers, caregivers dropping off/picking up children at child care park for an average of 5.6 minutes.[1] Therefore, and as per below, **one or more of Toddle's three driveway parking spaces will likely be available at all times.**

Typical Operating Schedule[2]

Time	Drop-offs	Pickups	Total Drop-Offs + Pickups	Total Other Traffic[3]	% Traffic from Toddle	#Kids at Toddle	Notes
8:30 - 8:45	2	0	2	272	0.7%	2	Las Lomitas first session begins at 9:00am (playground is staffed at 8:30am)
8:45 - 9:00	3	0	3	273	1.1%	5	
9:00 - 9:15	2	0	2	250	0.8%	7	
9:15 - 9:30	3	0	3	212	1.4%	10	
9:30 - 9:45	2	0	2	225	0.9%	12	
9:45 - 10:00	3	0	3	207	1.5%	15	
10:00 - 10:15	2	0	2	147	1.4%	17	Las Lomitas second session parents can drop off between 10:15am to 10:30am
10:15 - 10:30	2	1	3	167	1.8%	18	
10:30 - 10:45	2	0	2	154	1.3%	20	
10:45 - 11:00	3	0	3	186	1.6%	23	
11:00 - 11:15	1	1	2	170	1.2%	23	
11:15 - 11:30	2	1	3	163	1.8%	24	
11:30 - 11:45	0	2	2	204	1.0%	22	
11:45 - 12:00	1	2	3	198	1.5%	21	
12:00 - 12:15	0	2	2	205	1.0%	19	
12:15 - 12:30	1	2	3	200	1.5%	18	Las Lomitas first dismissal: 12:20pm
12:30 - 12:45	0	2	2	184	1.1%	16	
12:45 - 1:00	2	1	3	206	1.5%	17	
1:00 - 1:15	0	2	2	187	1.1%	15	
1:15 - 1:30	1	2	3	173	1.7%	14	
1:30 - 1:45	0	2	2	188	1.1%	12	
1:45 - 2:00	2	1	3	186	1.6%	13	
2:00 - 2:15	1	1	2	177	1.1%	13	Las Lomitas second dismissal: 2:05pm
2:15 - 2:30	0	3	3	184	1.6%	10	
2:30 - 2:45	1	1	2	194	1.0%	10	
2:45 - 3:00	1	2	3	222	1.4%	9	
3:00 - 3:15	2	0	2	188	1.1%	11	
3:15 - 3:30	1	2	3	193	1.6%	10	
3:30 - 3:45	0	2	2	244	0.8%	8	Las Lomitas third dismissal: 3:30pm
3:45 - 4:00	0	3	3	231	1.3%	5	
4:00 - 4:15	0	1	1	211	0.5%	4	
4:14 - 4:30	0	1	1	201	0.5%	3	
4:30 - 4:45	0	0	0	254	0.0%	3	
4:45 - 5:00	0	1	1	255	0.4%	2	
5:00 - 5:15	0	0	0	243	0.0%	2	
5:15 - 5:30	0	1	1	237	0.4%	1	
5:30 - 5:45	0	0	0	276	0.0%	1	
5:45 - 6:00	0	1	1	239	0.4%	0	

[1]Hitchens, Preston W., "Trip Generation of Daycare Centers." Institute of Transportation Engineers, 1990. *Compendium of Technical Papers*, pages 359-361 (as referenced in Kimley-Horn's traffic study).

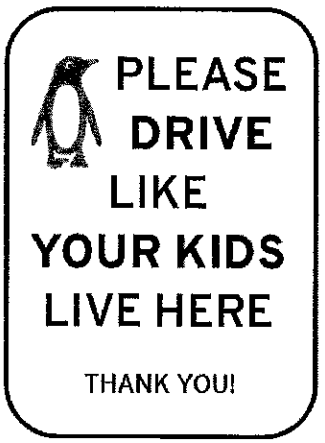
[2]As per the conditions of the permit (and ensured by Toddle's reservation system) no more than 2 cars are scheduled to arrive/depart every 12 minutes. This schedule is also included in Kimley-Horn's traffic study/included in the staff report.

[3]From traffic counts collected by Kimley-Horn and Associates on July 10, 2013 and adjusted upward by 6% to reflect school-year traffic as per Kimley-Horn's findings in the response to the points of appeal.

Toddle is committed to promoting Safe Routes to School strategies.

Despite Toddle's relatively minimal impact on school traffic, we are dedicated to joining the community in actively promoting strategies to help safeguard children walking or biking to Toddle and its neighboring schools.

Toddle will promote pedestrian safety by following these nationally-recommended Safe Routes to School strategies:



- Toddle will **encourage** families to walk, bike, or carpool to Toddle:
  - **Incentive programs** will include a monthly raffle for free child care hours. Families will qualify for entry each time they walk, bike, or carpool to Toddle.
  - **Signage** at Toddle's entry and exit will reenforce safety messages.
  - Toddle will participate in national **Bike/Walk to School Days**.

- Toddle will **educate** families about the benefits of walking, biking, or carpooling to school, a strategy that has proven to decrease auto traffic.[2] Toddle's monthly newsletter will feature a Safe Routes to School section with:
  - Safe driving tips focusing on awareness of walkers and bikers
  - Reminders about Toddle's *Drive Safely Pledge* and *Traffic Circulation Policy* (see below)
  - Information on the health and environmental benefits of walking, biking and carpooling
  - Safety information for families who walk and bike to Toddle

- Toddle will **enforce** safe commuting practices by requiring all caregivers to sign a:
  - **Drive Safely Pledge** (attached)
  - **Traffic Circulation Policy** outlining various neighborhood-friendly behaviors to minimize disturbances, such as entering/exiting from Alameda (attached)

Toddle is an active participant in Safe Routes to School intiatives.

- Heather Hopkins (a parent of children who walk to Las Lomitas and one of Toddle's owners) is part of a group of local stakeholders that is working with Parisi Transportation Consulting to update **Las Lomitas School District's Safe Routes to School plan** over the next two years. (Other stakeholders include school administrators and members of the Public Works departments of San Mateo County and the City of Atherton.) The program's goal is to improve traffic congestion and increase safety during school commute times (with a focus on the crosswalk at Camino al Lago/Alameda de las Pulgas).
- **Toddle is a Partner Affiliate of the Safe Routes to School National Coalition and the Silicon Valley Bicycle Coalition**
  Through these organizations, Toddle will have access to safety education materials and has pledged to share safe commuting messages via our social media communications. We will also part in the annual Bike or Walk to School Days, co-sponsored by the San Mateo County Office of Education.

[2]Among other studies, "Impact of the Safe Routes to School Program on Walking and Biking: Eugene, Oregon Study" showed that education and encouragement programs were associated with a five percentage point increase in biking. McDonald, Noreen C., et al. *Transport Policy 29, 2013 (243-248).*

Drive Safely Pledge

I am committed to driving safely on my way to and from Toddle. As such:

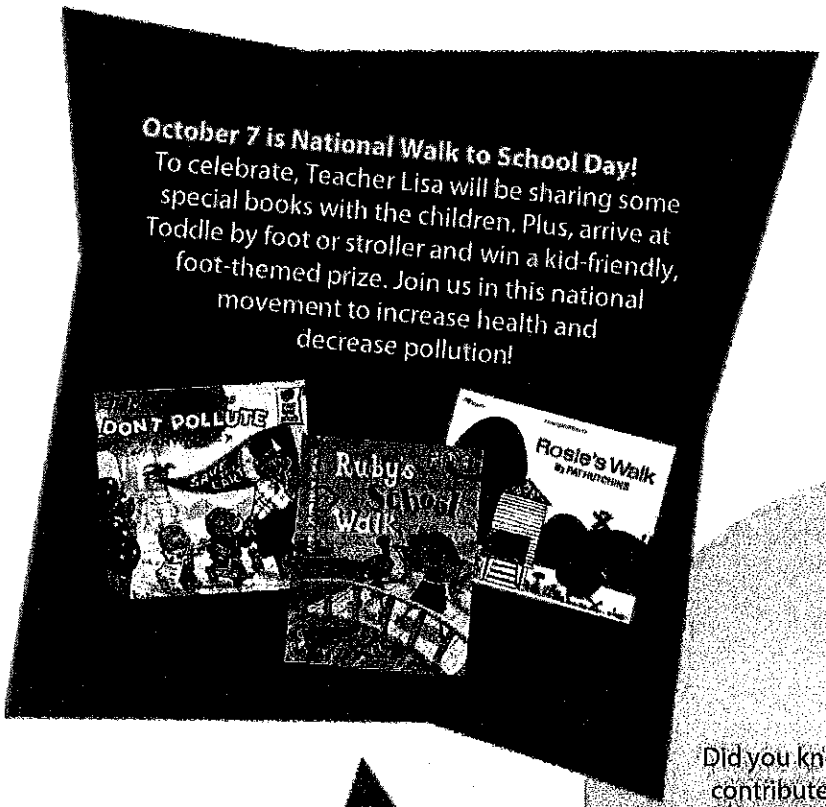
1. I recognize that West Menlo Park is a walking/biking neighborhood and will take great care to be aware of school children and others who are sharing the road and sidewalks around Toddle.
2. I will drive within the speed limit or more slowly depending on current conditions, even if I'm in a rush.
3. I will not text or use any other handheld devices when driving and will only talk on my phone while driving when the call is hands-free.
4. I will take special care when pulling into or backing out of Toddle's driveway.

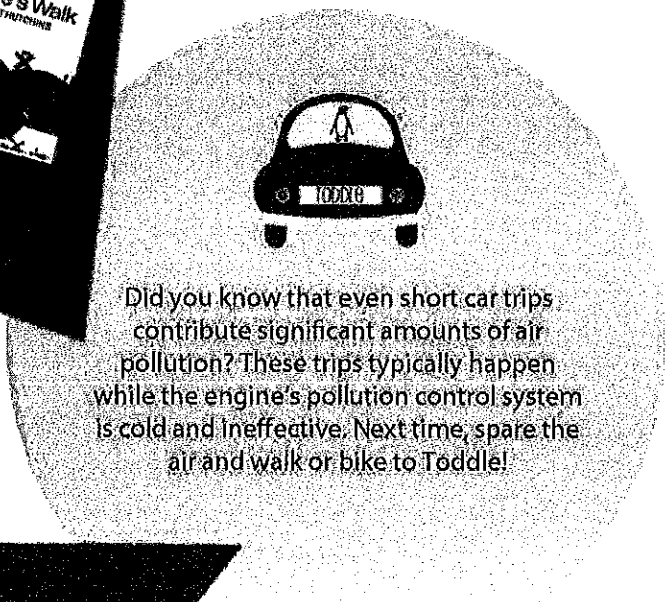
Signed: _____ Date: _____

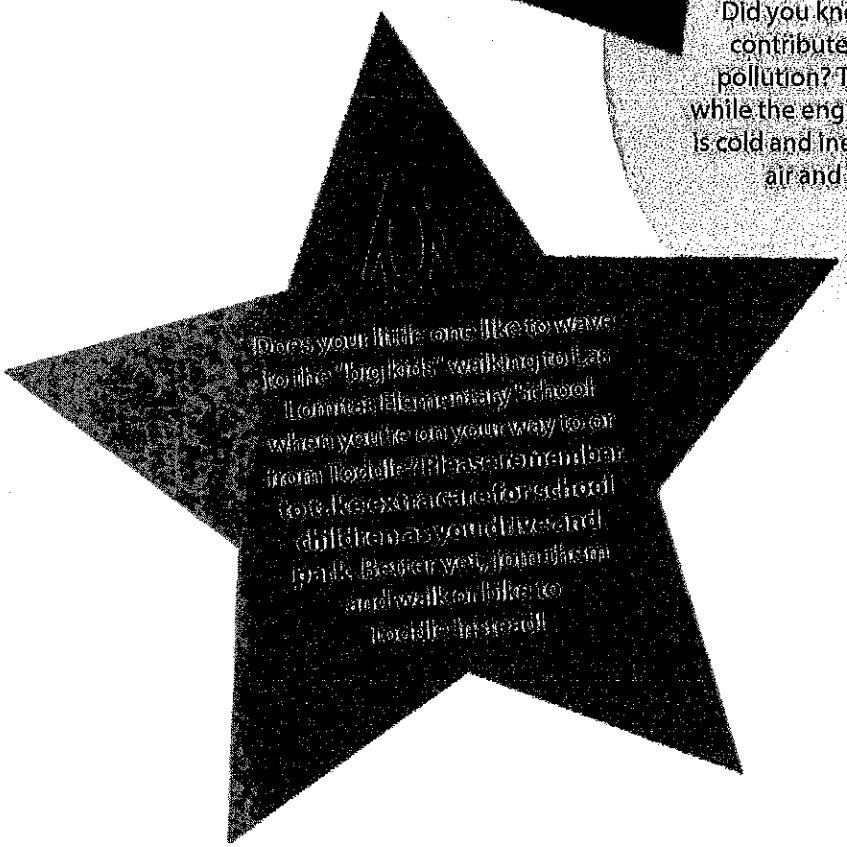
Printed Name: _____

Caregiver of: _____

Sample Safe Routes to School Social Media Messages from Toddle



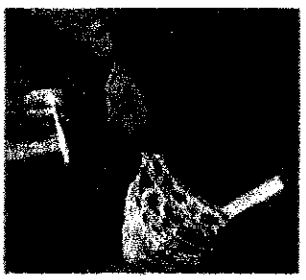




Sample Safe to School Content in eNewsletter:

TODDLE
FLEXIBLE PLAYCARE

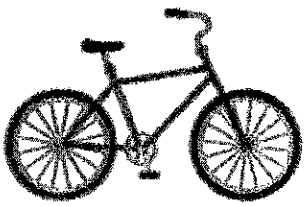
July Reservations and Penguin Playgroup



Early-bird reservations for July close June 30. We still have space in our Monday and Thursday Penguin Playgroups. These classes have flexible start and end times to suit your schedule. Led by a preschool teacher, your child will explore art, music, movement, words and numbers at her own pace using a variety of creative materials. Children may stay for lunch or head home just in time for a nap.

Make A Reservation for July

Bike or Walk to Toddle and Win Free Hours!



Don't forget to fill out a *Waddle Award** each time you walk, bike, or carpool to or from Toddle. Each month we'll draw one lucky family to win five free hours of Toddle care. Thanks for saving the earth and helping our neighborhood stay green!

**Waddle Awards* can be dropped in the blue *Waddle Box* on the front desk.

Meet Teacher Lisa

Please help us welcome Lisa Torres to our Toddle family! Lisa has been a preschool teacher for 12 years and recently moved to Menlo Park with her husband, who is a Fellow at Stanford. She earned her degree in Early Childhood Education from Santa Clara University. Lisa's favorite story is "The Very Hungry Caterpillar." She thinks the sound of children giggling is the best music around.

Like | Forward to Friend

Traffic Circulation Policy

**Note: the following agreement is a required part of the enrollment/admission package. This information will also be communicated regularly as part of Toddle's monthly eNewsletter and posted in Toddle's reception area.*

Toddle is committed to being a good neighbor. Please help limit traffic, parking and safety issues in the neighborhood by adhering to the following rules:

Each parent/guardian/regular caregiver is required to initial below.

_____ I will come to and from Toddle via Alameda de las Pulgas and the west outlet of Manzanita rather than the quiet streets of the neighborhood.

_____ I will park in Toddle's driveway or directly in front of Toddle on Alameda de las Pulgas.

_____ I will not block neighbor driveways with my car.

_____ I will not use neighbor driveways to turn around.

_____ When walking to Toddle, I will pay close attention to cars backing out of driveways, and will remind my children to do so as well.

Signatures

Parents/guardians and regular caregivers of child

Signature: _____ Date: _____

Printed Name: _____

Signature: _____ Date: _____

Printed Name: _____

Signature: _____ Date: _____

Printed Name: _____