



**CITY OF PACIFICA  
LIBRARY ADVISORY COMMITTEE**

**January 11, 2017**

**6:30 – 8:00 P.M.**

**City Council Chambers**

**2212 Beach Boulevard - second floor**

- 1. Call to Order**
- 2. Approval of October 12, 2016 Meeting Minutes**
- 3. Oral Communications**  
This portion of the agenda is available to the public to address the Committee on any issue within the subject matter jurisdiction of the Committee that is not on the agenda.
- 4. Review Results of Community Survey on the Library Project**
- 5. Project Status Update and Next Steps**
- 6. Committee and Staff Communications**
- 7. Adjourn**

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## MINUTES

October 12, 2016

**CITY OF PACIFICA  
LIBRARY ADVISORY COMMITTEE  
PACIFICA CITY COUNCIL CHAMBERS  
2212 BEACH BOULEVARD**

- COMMITTEE PRESENT :** Cindy Abbott (CA);  
Caroline Barba (CB);  
Chuck Evans (CE);  
David Leal (DL);  
Eric Ruchames (ER);  
Karen Ervin (KE);  
Kathy Long (KL);  
Mike O'Neill (MON);  
Rosie Tejada (RT);  
Vanessa Powers (VP).
- COMMITTEE ABSENT :** Jerry Crow (JC);  
Laverne Villalobos (LV);  
Trish Sholl (TS).
- CITY STAFF PRESENT:** Asst. Planner Rob Smith (RS);  
City Manager Lorie Tinfow (LT);  
Economic Development Manager Anne Stedler (AS);  
Exec. Asst. Sarah Coffey (SC).
- CONSULTANT TEAM:** Dawn Merkes Group 4 Architects (DM)  
Andrea Gifford Group 4 Architects (AG)  
Daheen Maeng Group 4 Architects
- SMCL STAFF:** Julie Finklang (JF);  
Anne-Marie Despain  
Rachel McDonnell.

### 1. CALL TO ORDER

Chair Cindy Abbott called the meeting to order at 6:31PM.

CA announced that Committee member Trish Sholl tendered her resignation from the committee, as her family is relocating to Southern California. CA acknowledged TS as a real asset to this committee and the community. Staff will report on how vacancy will be filled.

## **2. APPROVAL OF SEPTEMBER 14, 2016 MEETING MINUTES**

CA noted two questions that came up at the September 14, 2016 meeting:

(1) Group 4 will be providing a grid of square footages of each type of area in the new library design with a comparison to what exists currently, and (2) City Staff will respond to the follow up questions from the budget presentation that relate to budgeting for the libraries.

RS provided the following information in response to the questions about the City's budget for maintenance for the two libraries. Public Works budget for building maintenance includes all City buildings and facilities, so it is difficult to split out the maintenance cost for the individual library buildings. Public Works is able to separate out the cost of janitorial services to the two libraries, and estimates the total cost as \$13,000 annually. The operational budget for the two libraries combined is \$1M annually. Operating costs come from the San Mateo County Library System budget, not the City's budget.

CB moves to approve the September 14, 2016 minutes; KL seconds. Approval of minutes passes unanimously by all members present.

## **3. ORAL COMMUNICATIONS**

Audience members introduced themselves as Anne-Marie Despain, San Mateo County Library Director; Rachel McDonnell, San Mateo County Library Services Manager; and Ellen Ron, attending in the capacity of a private citizen.

## **4. PROJECT UPDATES**

DM: reviewed the current Work Plan and Schedule, Draft Project and Process Goals.

DM referenced the Work Plan and Schedule, including work to update the library needs assessment continuing into mid-November. Group 4 attended the high school fair at the Community Center, and got input from 80 – 100 middle-school-aged participants on the teen spaces for the library. Votes are being counted for prioritization of preferences. Parents at the high school fair participated in feedback on general program spaces. Group 4 will continue to do outreach for community input. This input will be used to update the library needs assessment. Group 4 received the current strategic plan and library usage update.

DM: Group 4 will also start site analysis charrettes, and will ask the Committee for input tonight on site analysis.

CA asked if outreach to seniors and teens on library needs assessment update are now done. DM: Outreach to be scheduled includes mothers' group, seniors and business community. BE asked where the people are coming from for the outreach opportunities. DM: Seniors will be engaged at the senior center. The library is there once a month. Contact has been made with the local mothers' group for input from families with children. JF: The pop-up library visits senior center twice per month during lunchtime. DM:

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Economic Development Committee will assist with engagement of business community for input. DM clarified that the input gathered will be used to refresh the needs assessment, not to completely re-do the assessment.

AG provided an update and summary of the Library Building Program, and developed a spreadsheet delineating all types of spaces with square footage noted and how it compares to current areas at Sanchez and Sharp Park branches, as requested at the last meeting. Lobby area can save on square footage, as the space will be consolidated into one building. AG suggested looking not just at aggregate totals of areas, but to consider usage of all spaces by each different user group. For example, adults will make use of the explore area, meeting rooms, exterior space, hub, etc. Teens are heavy users at specific times of day, but will use group study rooms, hubs, explore area, etc. in addition to the teen space, and the teen space may be used by other groups during the day when teens are in school. AG pointed out to participants at the high school fair how they can use other spaces such as maker space beyond the dedicated spaces for teens.

CA appreciated the consolidated view of the Library Building Program information.

KL asked for a view showing the comparison of the proposed spaces for Pacifica in comparison with other libraries in surrounding communities. She gets questions a lot about why Pacifica needs this much space for the new library. AG mentioned that the needs analysis did a comparison of a typical library that services a similar population size, but did not show a comparison to specific libraries. DM said that Group 4 could include specific comparisons in the needs assessment update. KL asked if Group 4 has counts of computers and a comparison to number of computers in other libraries. DM: computers per capita will be included in the needs assessment update.

## **5. PALMETTO STREETScape PRESENTATION**

Anne Stedler (AS), City of Pacifica Economic Development Manager, provided a presentation on the design of the Palmetto Streetscape project to the Committee. The goal is to complete Phase 1, for which funding is in place and the design was approved by City Council in August. Council made sure the approved design fit within the existing funding. To do this, the design needed to be revised from the original that was planned in 2006, due to 25%-30% higher costs in the construction industry now.

City Council made the Palmetto Streetscape project priority #2 in their work plan. This project and the new library project made the Council's Top 10 priorities.

The design of the Streetscape was re-vamped to give the "biggest bang for the buck." Economic Development Committee (EDC) started outreach in February 2016 and continues this outreach to Palmetto businesses for feedback in consideration of the design changes. EDC identified stakeholders and included members of the WSPAC (West Sharp Park Advisory Committee) committee.

This project is more than just a streetscape, it is about community and building relationships with the community. The project needs to be coordinated with the new library project and the Beach Boulevard hotel project.

Some of the streetscape work had already been started; undergrounding of utility wires has already been done. As part of the Phase 1 work, old poles and light fixtures will be replaced with new poles and fixtures. AS described the original plans for Phase 1, the design modifications that were made, and the reasoning for those changes to fit within the available funding for Phase 1. Instead of removing and rebuilding new, 12-ft. wide sidewalks with a 4-ft. band for trees and streetlights, the design was modified to keep the existing sidewalks, which are in good shape, and limit construction to corner bulb-outs and replacing driveways to meet ADA standards. AS explained that widening the sidewalk by pushing the curb out incurs the most cost due to having to move gutters and storm drains, and this additional “hidden” cost does not provide a visual benefit. Also, removing and replacing the sidewalks would be disruptive to the businesses along Palmetto. Mid-block bulb-outs result in a loss of on-street parking, so it was decided to remove the mid-block bulb-outs from the design.

With the revised recommendations, the narrower sidewalks will not allow the space for the trees that were in the original design. Many of the trees that were planted at Montecito Ave. in the past were lost due to the salt-laden air and windy conditions. There was some concern that the trees could not reach a full canopy under the conditions. AS mentioned that Phase 2 may consider creative landscaping to add beauty and elegance to the Phase 1 design.

The Phase 1 design will include utility / light poles that have banner mounts and power running through to support festival lights. Bicycle paths are included both north- and southbound. AS introduced the feature of parklets which are a possibility to fit within the Phase 1 design. Parklets offer an informal, need-driven way to expand what happens beyond the sidewalk.

AS mentioned considerations for special features looking ahead at Phases 2 – 3, including public art, interpretive boards, murals that depict Sharp Park history, fundraising opportunities. The corner at Montecito and Palmetto has the opportunity to create visual interest and become a defining area / point of reference.

Next steps for Phase 1 will be to prepare to release the bid and start construction as soon as weather allows. Outreach to the residential community will also be done.

CA: Palmetto is a long street. What part are we talking about for the Streetscape project?

AS: Streetscape will be the 10-block stretch of Palmetto between Paloma and Clarendon.

JF: Will parking remain parallel to the curb? AS responded yes, as there is no gain to diagonal parking due to so many driveways.

LT asked AS to describe parklets and their flexibility. AS described the parklet as typically a wooden platform that is removable and can be stored in inclement weather. They are installed as an extension of the sidewalk, but parking spaces will be given up, so there will be a need to balance the loss of parking with the benefit of the parklet.

ER: Is the parklet owned by the City or a business?

AS: Parklets are installed only when an adjacent business requests it, and there will need to be an approval process. Different cities approach parklets differently.

LT: The City can build one as a demonstration; it can be used with music.

AS: Parklets provide opportunity for creativity and spontaneity.

CE: What about information kiosks? Is this still an idea being considered?

AS: Information kiosks would be in a future phase of the plan. Feedback gathered indicated more interest in space signage than informational kiosks, but the idea of kiosks was not ruled out. AS thanked David Leal, the LAC representative from Economic Development Committee (EDC), for facilitating merchant outreach with respect to the Palmetto Streetscape plan.

DL: There was a team of EDC members doing outreach, in addition to Robert Shoffner from the Bay Area Small Business Development Corporation, Chamber of Commerce and occasionally one of the City Council members accompanied EDC on the merchant outreach. They provided businesses with resources from the County and City. The businesses expressed overall excitement about the changes, and their feedback was incorporated into the design changes. One overarching sentiment was that they did not want to discourage foot traffic along Palmetto.

DM and JF mentioned that a Friends of the Library book sale parklet would be a good idea.

## 6. SITE ANALYSIS DISCUSSION

DM opened a discussion of the Site Analysis for the proposed library site. Group 4 would like to share thoughts and analysis for the site and collect feedback from the Committee. The conceptual design orientation was in a North-South direction along Palmetto, but the orientation has not yet been decided. The library can potentially be re-oriented to run in an East-West direction along Montecito. Look at the site together with the hotel developer to maximize space use and parking.

LT pointed out that this building has always been City Council Chambers.

DM: This building will be demolished, but the pump house needs to remain. There are 3 other buildings on the site. There are areas where settling ponds were previously, and excavation has already been done. This provides a cost benefit for considering a parking structure. The parcel is already zoned as public service, which means that the zoning for a library on the site is appropriate to the current zoning. This should allow for a smooth process for zoning entitlements. There is 2-way street access to the beach from the site. Public transportation access to the site exists, with bus stops on Palmetto already, and there are opportunities to build off of that. Consider the approach to the site, both pedestrian and vehicle, for where to place the library entrance. The corner of Montecito and Palmetto can be a gateway, or the entrance could be placed at Pacific and Palmetto.

CA lives in West Sharp Park and takes Francisco Blvd. It is not good to have more traffic through residential neighborhoods.

DM: Perhaps consider access to the site off of Beach Blvd. or mid-block off of Montecito. DL asked about pedestrian access.

DM: (referring to diagram presented) Blue indicates pedestrian access; green indicates vehicle access, which could also be parking access.

ER: Pedestrian access from the west may be predicated on what the hotel developer does.

CA asked if the entrance was shown in green, and is concerned about safety in the mix of pedestrian and vehicle access.

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DM: Access to parking mid-block would allow for vehicle access not too close to pedestrians for safety considerations. A drop-off zone could be located on Palmetto.

CE: The less you have on the main drag, a driveway becomes a hazard / safety issue.

ER: Positioning is all up in the air now, right? Pacific Ave. could be a walking or driving access point.

CB: Is there enough room for an E-W orientation?

DM: E-W orientation is preferable for light exposure. North light in libraries is preferred. Daylight harvesting can be used.

CE: Question about pump house – how much noise is produced? Was it ruled out that it can't be put underground?

DM heard about possible odor from the pump house.

LT: Moving the pump house could be a high cost.

DM will set up a technical meeting to discuss details of the pump house.

LT: Hotel would also be concerned about noise from the pump house.

CA: Is there a risk related to sea level rise in considering undergrounding the pump house?

DM: At the library site, the site is 26 feet above sea level; and is not at risk of sea level rise for 100+ years.

DL likes the corner of Montecito & Palmetto for pedestrian access. For vehicle access, could the library share space of the driveway with the hotel?

DM: Mentions a shared public paseo in Monterey with a public plaza that demonstrates a nice integration of public access, drop off, etc. Looking at community space, for example a public plaza, design should consider shelter from prevailing winds carrying salt and sea spray. DM also discussed view corridors, a look at the site in terms of views from various perspectives. Most sites have 4 elevations; this site has 5 elevations. The pier and the buildings on this site are very visible, so the design must make sure that all elevations are attractive. The visibility of the site is fabulous and very prominent, all scales need to be attractive, especially with a hotel next to it. Architects will collaborate with the hotel developers. Site charrettes will for done for the hotel development and library.

DM: Looking at the site for flood condition, the Coastal Hazards Study 2016 projected potentials for sea level rise to 2050 – 2100. The study showed that if waves did overtop the sea wall, the library site will still be safe from flooding without any improvements to the seawall. DM indicated that Walnut Creek Library is in a flood zone, and they elevated the building for further protection from flooding. For this site, architects can look at the finished

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floor elevation and bring the base of the library as high as they can, ~ 1 ft. or more, to still be accessible but allow for additional protection from flooding.

CA: Year 2100 is not far away in terms of life of a public building; there is a significant concern from the community regarding flooding and sea level rise.

DM: Will plan to mitigate the risk of flooding in the design.

KE: Undergrounding of the parking lot is a concern with respect to flooding potential.

DM: There are different strategies that can be used. Architects can design the parking for the potential of water intrusion. If it is going to come, then let's design for it. In Walnut Creek, for example, the underground parking was ramped up before it went down.

LT: Think of the design of the water equalization basin.

DM: Walnut Creek garage has a double basin with pumps in between.

CE asked if this is similar to the garage at the Lighthouse Hotel.

DM heard from the community concerns about investing in the library. DM noted that the return on investment (ROI) on libraries is well-documented. As a rule of thumb, ROI is greater than \$4. ROI may vary by region. In Chicago, the ROI for libraries is even more at \$20. A San Francisco study showed an ROI over \$5 for libraries.

JF: Santa Clara recently did a study on ROI for libraries.

DM: Libraries are often used for community revitalization. 2,000 people per day may typically visit a library. A library of the size proposed would attract about 2,000 – 2,500 people per day. DM referenced a video in which a school board member discusses the positive impact on the community of the new library that Group 4 designed and was just opened in Dayton, OH. DM will email the video clip.

DM clarified that the ROI is based on the operational investment put into a new library; for each dollar spent, the ROI indicates the value given back to the community in terms of books users don't need to buy, services provided, etc.

LT: So, this would mean that for each \$1M spent in operating the library would provide \$4M benefit to the community?

JF: Will present the library annual report to the Council meeting on October 24.

DM asked for Committee input on what opportunities should not be missed in the site design for the library.

DL: There is a big variable in the hotel developer and the design of the hotel site. DL would like for the hotel and library design to work together to create a synergy and make the best use of space. Other variables include the plans for additional retail with the hotel. He likes the E-W orientation.



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RT likes that the site is very accessible. The orientation is important with the hotel being adjacent. Parking is also important. Daly City thinks that Pacifica is so far out of the way, but she can see people saying, "Let's head over the hill and hang out," when the new library is open.

DM: Tourists also use the library.

CA is concerned about the hazardous intersection of pedestrian and vehicle access. She noted that the community has placed flags out for pedestrians for street crossing at the end of Palmetto. She likes a major entrance at Pacific Ave, but has concerns about safety.

DL echoes the concerns about pedestrian safety. He mentioned that there are improvements planned in Phase 1 of the Palmetto Streetscape design for the intersection at the end of Palmetto Ave that CA mentioned as having installed the pedestrian flags. There are concerns with how to slow down vehicles at that intersection; Samtrans buses fly through the intersection.

CA has concerns about an E-W orientation of the layout with the entrance on Montecito with regard to weather / temperature / wind. Would it be too cold? Make sure it is protected. Today there is not much business along Montecito where main entrance would be. The library could draw foot traffic to businesses and North Palmetto.

ER: One challenge – With the success of the library, businesses may change, and have a more visitor-serving mix. One challenge is whether to design for what is there now versus 5 – 10 years down the road. Regarding the pump house that CE mentioned, he is concerned about staff saying that it is too expensive to move. He asks if moving the pump house has been revisited recently.

CE mentioned that he is retired from EBMUD in Oakland, and almost all pump stations were underground in that jurisdiction. He favors a N-S orientation for the library layout, as the majority of traffic is along Palmetto. A big window storefront is a selling point.

KL echoed that a welcoming entrance is key. Store frontage is critical. She heard concerns about odor from the pump station, but the sound is a real concern, especially constant sound. KL suggests looking into any sound issues.

BE suggested that if the library was oriented N-S, then the pump station would be a bit further away to mitigate any noise issues.

DM: Current building technology can do a lot to mitigate noise. For example, the wave noise that we can hear now.

KE likes the N-S orientation with storefront on Palmetto, an area where people can congregate near other businesses. Views inside the library looking out could provide a nice ocean view, but will need to consider orientation in conjunction with the hotel. She mentioned the need to address sea level rise issues to give people comfort with the site and the technology used to address flooding issues. Elevating the building is important.

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DM mentioned they had a request for a whale watching roof.

MON suggested that the library orientation could help encourage Beach Blvd commercialization and would be a good flow. He mentioned that Recology says they want to move, but is trying to find another location that would accept them.

VP likes the sustainable technology, daylight harvesting mentioned. She has a friend that is doing sustainable engineering at the Half Moon Bay Library.

DM mentioned that the same mechanical engineer (Integral Design) is being used on this project.

JF agreed with CA on the safety concerns with respect to pedestrians and traffic. As more cars are introduced, there is a greater concern for pedestrian safety. JF feels a good sense of the interior spaces for the library design, but not yet for external spaces. She is concerned with AS stating that trees can't survive on Palmetto. The Sanchez branch library has a community garden, and a presentation that focused on the garden. She noted that 25 lbs. of fresh produce was donated to the Pacifica Resource Center each year. She is asking if we will be able to preserve the garden.

CB likes the daylight harvesting idea that would come with a E-W orientation, and feels light harvesting is very important. Prevailing winds are a real concern with the E-W orientation.

RS echoed ER's comments on the evolution of the area being an interesting aspect to watch, and is excited to see the revitalization of the community.

Ellen Ron (public audience) mentioned questions about maintenance from the outreach she was doing with respect to Measure N (the library bond measure). She suggests simplifying maintenance systems in the building design so that the systems do not require expertise in operating.

LT: The City brought in an urban design firm to help integrate the library and hotel design. The hotel developer selected proposed a hotel along the southern side with meeting rooms, restaurant and public spaces on the western side of the site. The restaurant is less likely to block the view of the ocean. LT mentioned that Recology knows that they will need to move. In the Palmetto Streetscape design, bulb-outs and bike lanes will cause the road to seem narrower, and will result in slowing drivers down. Also, keep in mind that the Sharp Park Library property will be sold and will eventually be developed into something else.

## **7. PROJECT NEXT STEPS**

CA reminded the Committee that SC sent out the agenda for the special meeting for the tour of Mitchell Park Library on Saturday, October 15. CA, CE, KL, BE, KE and VP indicated that they plan to attend.

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DM: For the tour, the group will meet outside the entrance at Ada's Café. The tour is scheduled for 2 hours. CA: The tour will be 50 minutes, with time afterwards for discussion. Carpooling is an option, and can be arranged individually.

**8. COMMITTEE AND STAFF COMMUNICATIONS**

RS: The City will recruit to fill the vacancy left by Trish Sholl, for a community member to represent families with children.

MEETING ADJOURNED.

Respectfully submitted,

Sarah Coffey  
Executive Assistant

APPROVED:

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Cindy Abbott  
Library Advisory Committee Chair