

September 13, 2022

Helen Gannon
Associate Planner
City of Pacifica
Planning Department
Engineering Division of Public Works
540 Crespi Dr.
Pacifica, CA 94044-3422



RE: Determination of Incomplete Application – File No. 2022-007 for replacement/construction of a new two-story administrative office building and other site improvements on an approximately 0.8-acre (35,223 square foot) developed parcel located at 2400 Francisco Blvd. (APN 016-322-230).

Dear Helen,

We received the City of Pacifica’s Determination of Incompleteness #2 dated July 15, 2022 for 2400 Francisco Blvd. Noll and Tam Architects has prepared responses, indicated in **bold** text, to the Planning Department comments in the review letter.

Planning Department – Items Related to Application Completeness

1. Please prepare a traffic analysis that provides an estimate of additional vehicular trips generated by the proposed project. Prepare estimate in accordance with the current edition of the Institute of Transportation Engineers (ITE) “Trip Generation Manual” including all uses proposed at the site, including but not limited to regular NCCWD office and operational uses, customer service visits, recycled water filling by residents, etc.
 - a. This comment remains from the previous letter. The traffic analysis submitted on June 16, 2022, omitted all uses on site other than the office use. To staff’s knowledge, the site is also used for maintenance and auto repair. In reviewing the land uses provided in the ITE Manual, staff believes that “Utilities (LU 170)” could be applicable to the outdoor yard areas where various functions are performed, and “Automobile Care Center (LU 942)” could be applicable to the two maintenance bays included in the project. Please revise the submitted analysis to include any/all other land uses in operation on site.

[NT Response]: Please see attached trip generation study from W-Trans dated September 12, 2022. Our team has reviewed the categories provided within the 11th Edition of the ITE Trip Generation Manual and determined that site uses will be split between the “Government Office Building” (administrative staff and public areas) and

“Utility” (operations staff areas/storage/building services) land uses. “Automobile Car Center” is not an appropriate use as vehicle maintenance on site is limited in scope and dedicated to District vehicles. The square footages are limited to enclosed spaces as uses outside the building are considered supportive. They do not generate their own trips.

As reflected in the W-Trans report, this project is intended to provide District staff a safe and healthy work environment in order to support the District’s mission of providing a reliable, clean and safe water supply to the City of Pacifica. The number of staff, number of visitors, and type of onsite operations will remain the same.

2. The submitted noise study was reviewed and staff has the following comments:

- a. PDF pg. 6 of the study states that the higher value of the ambient noise levels will be used for calculations throughout the report. However, the lower of the ambient levels should be used to result in a conservative analysis of change from the project. Please revise.

[NT/SFMI Response]: Report has been updated to use the lower of the ambient level. See the bottom of page 7. While a minor increase to the calculated noise, the difference in outcome is indistinguishable to the human ear.

- b. Please confirm the exact proposed scope of work on the top of PDF pg. 10. The description does not include the replacement of the compressor; however, the report discusses the replacement of the air compressor on the bottom of PDF pg. 10. The description should also clarify where the generator is being relocated. The Planning Drawing Set illustrates that the existing and proposed generator is in the same location. However, the study states that the generator will be located 20 feet closer to the property line. Please revise accordingly.

[NT/SFMI Response]: Scope updated on page 10 (now top of page 15, proposed site alternations). The generator is being replaced and the location is changing based on the footprint of the new administration building.

- c. PDF pg. 11 discusses new HVAC components and states that the equipment and its noise levels have been analyzed. Please provide this information and the analysis required to demonstrate that the new equipment will not have a significant noise impact. Additionally, any rooftop enclosures that may be proposed to minimize noise levels will need to be reviewed as part of the building architecture review.

[NT/SFMI Response]: See pages 16 and 17 for HVAC noise effect on neighboring properties. The maximum noise level is below the lowest measured ambient level. No noise-attenuating enclosure is required. A visual screen has been provided.

d. Provide additional information about the noise impact of the utility vehicles. As demonstrated on Figure 4 of the study, the maintenance vehicles account for spikes up to 80 dBA and up to 90 dBA in Figure 5.

i. Please elaborate on why the spikes caused by NCCWD maintenance vehicles should not be considered significant for purposes of the noise analysis.

[NT/SFMI Response]: Of the documented site noise referenced in Figure 5, the only noises unique to the site use are the backup alarms which are required by CAL/OSHA. Please see extended analysis on pages 10, 11 and 14. They are a requirement of the existing function of the site.

e. Pursuant to the Noise Exposure Standards (Page 9-8) of the Pacifica General Plan¹, sound attenuation must be provided for associated office, retail, and other noise-sensitive indoor spaces sufficient to reduce exterior noise to an interior maximum of 50 DB CNEL. Please confirm that this standard is being met.

[NT/SFMI Response]: In compliance with CAL Green, we have designed the building envelope to meet these requirements. See page 19 for further analysis.

Planning Department – Items Related to Application Completeness

1. The site plan on sheet PL.A2.01 seems to indicate that portions of the outdoor landscaping are outside property lines. An encroachment permit and maintenance agreement will be required with the City of Pacifica's Engineering Division for the proposed landscaping (and irrigation, drainage, etc.) outside property boundaries.

[NT Response]: NCCWD will apply for an encroachment permit and develop a maintenance agreement with the City for the existing planter outside of the property boundaries.

2. Pursuant to Section 9-4.2818(f)(8) of the Pacifica Municipal Code, public utility and public service uses require one parking space for each employee on a maximum shift, plus parking spaces equal in number to 10% of the capacity in persons of any conference and meeting room. Although you provided information on maximum number of employees on site at any given time, the totals for conference/meeting room capacity were not provided. Even without adding these areas, it seems that the site would not meet off-street parking requirements and would require approval of a Parking Exception with the City. However, please provide the requested information and clearly demonstrate how many total parking spaces are required vs. how many are being provided pursuant to the PMC so the extent of any potential parking exception request can be determined. Note also that the City Council has implemented a Sharp Park Specific Plan area parking in-lieu fee that could be a component of the parking strategy for the project.

[NT Response]: Calculations have been updated based up on the referenced Pacifica Municipal Code. The required twenty parking spaces have been provided for District employee parking within the corporation yard. See PL.A2.01. In order to maintain safe and secure operations within the corporation yard, the ten public parking spaces cannot be provided on-site.

3. Please include the existing, or any proposed, antennas on the elevation sheets.

[NT Response]: See 3/PL.A3.11 for height of existing antenna. No new antennas are proposed.

Engineering Division of Public Works

1. Diagonal parking shall be eliminated along Francisco Boulevard. The proposed diagonal parking area will create a hazardous condition with respect to traffic along Francisco Boulevard. This item was not addressed from the previous letter of incompleteness.

[NT/BKF Response]: The inclusion of diagonal parking area along Francisco Boulevard is pending based on further discussions between the City and the District. When District staff met with staff from the City of Pacifica Engineering Department on 5/5/2022, City staff requested a parking study to support the request for diagonal parking along Francisco Blvd. NCCWD is working with W-Trans to provide the parking study as requested by the City that will evaluate potential transportation impacts associated with installation of diagonal parking along Francisco Boulevard. This study should be ready in the next week and will be sent to the City upon completion.

Department of Public Works Plan Check

Comments (Stormwater):

1) DMA 4 (which is untreated) and portions of the existing pavement to the west are directed into the DMA 2 bio-swale. The bio-swale is not sized to handle this runoff. The bio-swale should be increased in size to handle these areas, or the runoff should be bypassed around the swale in a closed pipe.

[NT/BKF Response]: DMA 2 and proposed site utilities have been revised to exclude runoff from existing pavement to drain into the bio-swale south of the new shop. Also, additional in-lieu area has been added to accommodate untreated site improvements, see sheet C5.00.

2) The same applies to the DMA 5 sidewalk runoff, which drains onto DMA 6.

Note that if DMA's 4 and 5 are actually treated, the alternate treatment areas could be reduced.

[NT/BKF Response]: The size of the flow-through planter at DMA 6 has been increased to

accommodate runoff from the sidewalk improvements, see sheet C5.0

3) Provide a concrete valley gutter to channel runoff along the Francisco Boulevard frontage (following the old curb and gutter alignment where diagonal parking is being installed).

[NT/BKF Response]: A concrete valley gutter to channel runoff along Francisco Boulevard Frontage has been added, see sheet C2.00.

Recommended Conditions of Approval

1) Plumb the proposed wash rack for vehicles to sanitary sewer.

[NT Response]: Sanitary Sewer connection noted on C4.01

2) Install a cover for the fuel area

[NT Response]: No proposed change to existing fuel area. Existing to remain.

County of San Mateo Environmental Health

1. The following items were not addressed from the previous letter of incompleteness:

a. Please clarify if there are going to be any changes that affect the SPCC (Spill Prevention Control and Countermeasures) plan. This would entail any changes to tanks or containers above 55 gallons in capacity that contain petroleum and would include moving them.

[NT Response]: No changes to the existing condition.

b. Confirm if there are going to be any new tanks (above ground or underground) added to the site. **[NT Response]: No new tanks.**

c. Please clarify whether there will be any other changes to previous operations regarding hazardous materials or waste. **[NT Response]: No changes.**

Attached for review are the revised plans. Should you have any questions, comments or need further clarification regarding the responses to the comments in this letter, please contact me at (510) 542-2220.

Sincerely,



Amy B. Watson

Architect, Senior Associate