

Reservoir Community Partners, LLC

Balboa Reservoir Masterplan

Outline of Community Engagement during Master Plan Phase

October 27, 2017 - DRAFT

Introduction for Master Plan Workshop #1

This meeting initiates the next phase of the Balboa Reservoir planning process. The Balboa community has put over two years of effort into developing guiding principles for the site and in working with the City to select a development team. As the selected development team, our role is to come alongside this established community process and work closely with you to develop a physical master plan for the site.

Over the next 12 months, Reservoir Community Partners will collaborate with the community in a series of workshops, neighborhood meetings and open houses. This community design process will involve two phases. The first phase is to develop a “concept level” master plan. Beginning tonight and working through February 2018. Reservoir Community Partners will lead four master plan workshops with the CAC to review specific aspects of our initially proposed development master plan, to engage in comprehensive discussions about how the initial proposal addresses the Balboa Reservoir Principles and Parameters, and to receive input and guidance from the CAC and members of the community that will improve our proposal. During this period Reservoir Partners will host additional opportunities for community input including a walking tour of the site and a weekend open-house located near the site. In addition, Reservoir Community Partners will attend neighborhood organization s’ meetings and events and engage in small group discussions with interested community members.

The outcome of this first phase of community input will be a preliminary or “concept level” master plan that establishes the basic arrangement of open spaces, location of roads, general scale of buildings and will further define the maximum number of housing units, parking spaces, and community facilities to be built on the site. This concept level plan will be submitted to the Planning Department in February 2018 to begin the environmental review of the project. This step is known as the Environmental Evaluation (EE) application. The environmental review process includes a number of technical studies of the impacts, including on traffic transportation, wind, and local services, and various environmental and cultural resources. It is important to begin these studies as soon as feasible so that the results of these technical studies can guide the further development of the master plan. We do not anticipate that any of the environmental impacts will make the project infeasible, but these studies will include important recommendations regarding how impacts can be mitigated and we will work to incorporate those mitigations into the master plan.

The concept level master plan will also allow the Planning Department to begin a formal review of the design to ensure that it conforms to city standards. This step is known as the Preliminary Project Assessment (PPA). Getting both of these City reviews started in the first quarter of 2018 will ensure that

Comment [JS1]: Overall this document has been very helpful internally and with Lisa. For public materials, I'd recommend the main hand out be the powerpoint and/or a simpler representation of what's in it. Something we can discuss tomorrow.

Comment [EL2]: Agree with Jeremy!

Comment [EL3]: Suggest spending some time explaining that the maximums are not the final numbers—we just want to be conservative in evaluating—and mitigating environmental impacts. If people don't understand and believe this, it is going to be difficult to get them comfortable with a Feb 2018 conclusion of the conceptual master planning process.

Comment [EL4]: Very important to stress

the development team and the community have the critical information and input available as they continue to work on the master plan.

Following the submittal of the EE and the PPA, Reservoir Community Partners will begin the second phase of community input on master planning which will focus on the development and refinement of the public open space, circulation and mobility, building massing, design guidelines and the sustainability elements. During this phase the development team will attend **at least 3-4 additional** CAC meetings to provide updates on the master plan and to receive **additional input** from the CAC and the community. During this period the development team will share feedback from the environmental review process and from the Preliminary Project assessment. The outcome of this second phase of master planning will be the final Master Plan which will include the schematic design of the open space and circulation, and a comprehensive set of development standards and design guidelines that will guide the design of each individual parcel within the site, including the height, scale and character of buildings. — This final master plan will be submitted to the Planning Department for review. The Planning Department will then submit their staff report and recommendations to the Planning Commission, [SFPUC Commission and Board of Supervisors](#) who will hold public hearings and vote on the approval of the project. [Typical to master plans of this size, individual buildings entail City review at a higher level of detail and proceed only after project-level approval from City agencies in accordance with the Master Plan.](#)

This community has already invested a lot of time and effort into this **process**. As we join this effort, our goal is to get the next steps of this process in the right order so that we get to really good outcome in an efficient and comprehensive manner. We welcome your thoughts on our proposed process.

Expand on how we are working to build collaboration City College?

Comment [EL5]: May sound like too few to some people so suggest not giving a specific number

Comment [EL6]: Describe what the community will continue to be able to weigh in on. If they don't feel like phase 2 will be meaningful, we're more likely to get pushback around the four-month phase 1

Comment [EL7]: Reassure people that this second phase will be long—at least a year (i.e. while the EIR is underway).

Comment [EL8]: Consider talking specifically acknowledging the development principles/parameters and your adherence to them. I think that's an important part of the rationale for getting to PPA/EEA relatively quickly.

Comment [JS9]: We can help provide some background materials.

Comment [EL10]: Yes!

Masterplan Workshop #1 – Overview / Open Space

CAC Meeting -Monday, November 13, 2017

City College MUB, Room 140

Introductions and CAC Business – 10 minutes

CAC Election of Chair and Vice Chair – 10 minutes

Presentation A – 5-10 minutes

Community engagement process (clear graphics, one slide for each step)

- We want to start this next phase by sharing in more detail our thoughts about the community engagement process
- Steps completed to date, including parameters/principles and selection of team
- Master plan will be developed in two phases
- Environmental Review Process
- Design review process
- Final review and approvals

Comment [JS11]: 10 minutes will give a little buffer, but that doesn't mean you have to fill it

Comment [EL12]: Will this include a schedule/list of the CAC meeting and outreach plan going forward? If so, strongly suggest showing the whole process (not just the first phase)

Presentation B – 10 minute presentation followed by 20 minutes of input from CAC and Community

Key elements of the Master Plan

- Large public open space at the heart of the community
- Vehicle circulation at the perimeter of the site to create large and safe pedestrian /bike area
- Taller buildings along Phelan, tapering down to lower buildings adjacent to Westwood Park
- Affordability for a full range of San Francisco households, plus ownership options
- Parking solutions that work for residents and for City College faculty & students – no adverse impacts
- Integrated approach to sustainable design

Comment [JS13]: Hoping we can pin down what the questions/trade-offs/ decisions we are seeking input on. From there, we can discuss format.

Comment [JS14]: I imagine the presenter will verbally address this, but per Lisa's comment: explaining why topics are sequenced this way, how people can comment now and outside of CAC, and team will follow up for "second bite of the apple"

Comment [EL15]: Be prepared for discussion/debate about the backyard-to-backyard townhomes. May be good to briefly talk about the rationale/justification, and the tradeoffs (more green space next to Westwood Park means less open space in more publicly accessible locations)

Presentation B – 15 minute presentation followed by 20 minutes of feedback from CAC and Community

Public Open Space

- Location of open space to serve maximum number of residents and neighbors
- View, wind mitigation and solar access
- Opportunities to use topography to create variety of open spaces
- Programming of open space, balance of active and passive spaces.

Comment [EL16]: Maybe reiterate that you'll be digging in on parking and circulation next time, so that this point doesn't become a distraction on 11/13

Comment [JS17]: Same as comment above

Pause for CAC clarification questions

- Relationship of open space to vehicle circulation
- Pedestrian and Bike circulation within open space
- Location of childcare and other community amenities in relation to open space and circulation

General Comments and next steps-5 minutes

Walking tour of Reservoir Site

Tentative Date: Saturday, December 2, 2017 10:00-12:00

Phils Coffee

Orientation and overview of project for attendees not familiar with project

Review proposed walking route

Walk perimeter of site to discuss existing site conditions and options for future development

- Views from the site and into the site
- Wind and solar access
- Current walking routes and uses of the site, dog walking, parking, motorcycle training
- Relationship to Plymouth Avenue Neighbors and Riordan High School
- Relationship to City College, transit center and Ocean Avenue
- Scale and approximate location of open space (delineated on parking lot with orange cones?)

Masterplan Workshop #2 – Circulation & Mobility

CAC Meeting -Monday, December 11, 2017

City College MUB, Room 140

Introductions and CAC Business – 10 minutes

Presentation A – 10 minutes followed by 20 minutes of input from CAC and Community

Updates based on input from Workshop #1

- Review input from Workshop # 1 and from Walking Tour
- Updated design concepts for location and arrangement of open space
- Updated concepts on programming of open space

Presentation B – 15 minute presentation followed by 30 minutes of input from CAC and Community

Circulation & Parking

- Primary vehicle access points at Lee and Phelan
- Slow streets, on-site vehicle circulation
- Access for service and emergency vehicles
- Parking strategies for City College students and staff – avoid adverse impacts
- Parking strategies for Residents

Pause for CAC clarification questions

- Pedestrian network, including access to transit plaza
- Bike network
- Additional TOD measures including car share, passenger loading zones, transit passes,
- Offsite improvements – how can contribute to improving access to BART
- Ocean/Phelan intersection – work with the City to address this major challenge

General Comments and next steps-5 minutes

Masterplan Workshop #3 – Housing

CAC Meeting -Monday, January 15, 2018

City College MUB, Room 140

Introductions and CAC Business – 15 minutes

Comment [EL18]: Consider rebranding this as Housing Design. I'm afraid it is going to be difficult to get people to focus on the physical elements of the housing (they're generally most interested in AMI levels, special populations that the housing serves) so it would be good to set expectations for this meeting as clearly as possible.

Presentation A – 10 minutes followed by 20 minutes of input from CAC and Community

Updates based on input from Workshops 1 & 2

- Preferred direction for open space
- Updates to circulation & mobility plan
- Updates on parking plan

Presentation B– 15 minute presentation followed by 30 minutes of input from CAC and Community

Housing Programming

- For-sale Townhomes adjacent to Plymouth Avenue neighbors
- Taller scale buildings at Phelan Avenue
- Distribution of market rate vs affordable buildings
- Homeownership opportunities

Pause for CAC clarification questions

- Stepped massing and active roof scape
- Solar access and wind mitigation
- Preliminary ideas regarding character of Architecture

Community Open House **Tentative Date:** Saturday & Sunday, January 20-21, 2018

Reservoir Community Partners will host an open house from 10AM – 5-PM on Saturday and Sunday. Design materials and working documents will be pinned up around the room with ample space for community members to make comments. The development & design team will provide mini-presentations of current master plan concepts at 11 AM and at 3:00 PM on each day. Community members are welcome to drop in any time during the open house hours and share comments and questions with members of the design and development team.

Masterplan Workshop #4 – Review of Concept Plan

CAC Meeting -Monday, February 12, 2018

Planning Department?

Introductions and CAC Business – 10 minutes

Presentation A – 15 min followed by 30 min. feedback from CAC and Community

Overall Concept Plan

- Overview of input from Workshops 1 -3, walking tour, Open House and meetings with community groups
- Review concept level master plan integrating open space, circulation, building massing and community spaces
- Project program, number of units, open space, parking spaces and community facilities
- Distribution of housing types and levels of affordability

Presentation B – 10 minutes followed by 10 min. feedback from CAC and Community

Comment [EL19]: As a complement to this, Ken is suggesting “office hours” where a member or two of the development team is regularly available to chat. Could be someone camped out at Philz with a binder of materials for a few hours every few weeks. Would the dev team be open to this?

Comment [EL20]: Let’s discuss. Sends the right message but not the easiest to get to. 1 South Van Ness may also be an option.

Sustainability

- Eco-District model
- Potential collaboration with City College, Riordan High school & surrounding neighborhoods
- Potential district systems for water and/or power
- Storm water management and potential grey water system
- Standards for individual buildings: LEED, GreenPoint rated.
- Resident engagement; community gardens, etc.
- On-going management of sustainable systems

Presentation C – 5 minutes followed by 10 min. feedback from CAC and Community

Next steps

- Submit Environmental Evaluation application and initiate environmental review
- Submit Preliminary Project Assessment application
- Begin next phase of community design to develop and refine master plan

FINAL MASTER PLAN PHASE

During the second phase of the master planning process the development team will attend **3-4** additional CAC meetings to present the master plan as it is developed in more detail. This phase will include emphasis on the programming and design of public open spaces, the design and massing of buildings, and the details of the circulation and mobility **plan**.

Workshop outline to be developed in more detail

Logistics for CAC meetings

- Meeting agendas will be posted **in advance** on CAC website, **but not the presentations**
- Pdfs of **materials presentations and minutes** will be posted on CAC website following the meeting
- Development team to bring a limited number of hard copies of presentations to the meeting for those who do not have web access.
- **City will take notes and will create a meeting record in summary form**
The City will also make a video recording of meeting and post on the website
Simultaneous translation will be provided at meetings?
Overview **agendas of upcoming community meetings of meetings and outreach calendar** intended to be distributed in the community **in Chinese, Spanish, Tagalog should be translated – Chinese/Mandarin and Spanish?**

Comment [JS21]: Can we add the smaller neighborhood meetings in this list?

Comment [EL22]: Clarify how long this phase will last. The CAC will continue to exist up through project entitlements, and we should expect to brief them periodically even after the master plan is complete

Comment [JS23]: It's important that opportunities for input feel balanced before and after EE submittal... let's discuss potential meeting topics, design details and a rough schedule

Comment [JS24]: For now I think these practices are good, but no need to include itemize this in your presentation

Comment [EL25]: Legally must be at least 72 hours