ROLL CALL

APPROVAL OF MINUTES

- Meeting Minutes of September 10, 2018; Tabler, Whitaker, Slonaker
- Meeting Minutes of March 11, 2019; Tabler, Whitaker, Slonaker, Gooyer, Maldonado

PUBLIC COMMENT PERIOD

*The Public may present testimony on matters not listed on the agenda.*

NEW BUSINESS

1. **303 Baldwin** *(Previously Trag’s Market)*
   - Study Session: Applicant presentation and Committee discussion.

OLD BUSINESS

2. **Review of Art in Public Places Ordinance**
   - Discussion: Review of current ordinance as part of AiPP policy review.

COMMUNICATIONS AND ANNOUNCEMENTS

- **Gateway Install Status**
  - Tentatively scheduled for late June 2019

ADJOURNMENT – Next regular meeting scheduled for July 8, 2019

In compliance with the Americans with Disabilities Act, those with disabilities requiring special accommodations to participate in this meeting may contact the City Clerk’s Office at (650) 522-7040 or polds@cityofsanmateo.org. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.
The meeting convened at 4:01 p.m. in Conference Room C at San Mateo City Hall and was called to order by Chair Tabler.

Roll Call
Those present were Committee Members Stephen Tabler, Dianne Whitaker, Ginger Slonaker. Staff, Senior Management Analyst Heather Stewart. Committee Member Robert Gooyer and Councilmember Eric Rodriguez excused.

Approval of Minutes
• Approved Meeting Minutes of July 9, 2018 – (Whitaker/Slonaker, 3-0-1; Maldonado abstain)

Public Comment Period
None

New Business
1. Windy Hill – 405 E. 4th Avenue
Project consultant Lisa Ring presented the revised proposal, responding to CAC comments from 7/9/18. After discussion, CAC voted to approve project. (Whitaker/Maldonado, 3-1; Slonaker, no)

2. Westlake Urban – 520 El Camino Real
William Chang and Kelly Chang from Westlake Urban and architect Eddit Piatt from RMW were there to present their preliminary idea and request ideas and feedback from the CAC for their project. Primary feedback to include in the project proposal for approval:
• Design base of sculpture to enhance safety & disinvite climbing
• Help make the podium/planter feel ‘softer’, provide landscaping under the art
• Lighting at night, possible rotating, not specifically individual Olympic colors
• Provide more technical specifics regarding site plan, location/placement, & financials

Communications & Announcements
• Art in Public Places 2018 Report & Plan, renewal of Civic Arts Committee, and reappointment of CAC Members will be presented for Council approval on October 1.

Next regular meeting is scheduled for November 12, 2018 at 4:00pm.

Adjournment: Motion to adjourn at 5:27 p.m. (Whitaker/Maldonado, 4-0)
CITY OF SAN MATEO
CIVIC ARTS COMMITTEE (CAC)
MINUTES OF THE REGULAR MEETING
MARCH 11, 2019

The meeting convened at 3:57 p.m. in Conference Room C at San Mateo City Hall and was called to order by Chair Tabler.

Roll Call
Those present were Committee Members Stephen Tabler, Dianne Whitaker, Robert Gooyer, Ginger Slonaker, Ramiro Maldonado. Staff, Senior Management Analyst Heather Stewart. Councilmember Eric Rodriguez did not attend.

Approval of Minutes
- Approval of Meeting Minutes of November 13, 2018 were approved. (Gooyer/Tabler; 3-0-1 Maldonado abstain)
- Noted that minutes of September 10, 2018 have not yet been approved. Will be on next agenda.

Public Comment Period
None

New Business
1. Central Park South – 9th Avenue: Approval
   Gina Henson and Nicolas Chanine from W.L. Butler, Lisa Ring from LOR Planning, Rachel Rodi from Rachel Rodi Mosaics presented their project proposal for mosaic art, one of tile and one of glass, on two locations within the property. Committee approved unanimously. (Slonaker/Maldonado, 5-0)

2. Hampton Inn – 2940 S. Norfolk: Study Session
   Alison Koo representing property owner family & project provided information regarding the unique project location and the constraint of viable locations for art on the property due to multiple and overlapping easements that restrict the ability to use much of the outside space. Therefore, the interest was determining if the CAC would be willing to allow for indoor art, considering the requirement for 24 hour public access to the lobby and it’s available to the public for viewing. The ordinance language would allow for it if the CAC determined there were no other viable options and the location and art would meet all other criteria.

   There were multiple perspectives from the CAC regarding that willingness; one member indicated he would not accept indoor, one is willing to consider indoor, the other three have varying levels of interest and willingness to approve indoor art. Final decisions are likely to be dependent on efforts to identify & consider different types of art that could fit outdoor, and/or the type of art that would be suggested for indoor.

   Project will assess feedback and plan to return with proposal later this year.
3. **Review of Art in Public Places Ordinance**
CAC began review and comment on possible ordinance change recommendations.

**Communications & Announcements**
- Gateway art installation delayed due to unusually wet weather and ground conditions that are unable to support the heavy equipment needed to install. Will wait for improved weather and dry soils.

**Adjournment:** Motion to adjourn at 5:40 p.m. (Whitaker/Maldonado, 4-0)

**Next regular meeting is scheduled for May 13, 2019 at 4:00pm.**
303 BALDWIN AVENUE

PLANNING COMMISSION HEARING

01.08.2019
303 Baldwin – Architecture
Level 1 Floor Plan

NORTH B STREET

N. ELLSWORTH AVENUE
5 Distinct Storefront Types
Building Materials

MTL-1
ALUMINUM MULLIONS

MTL-4
METAL PANEL SIDING

GL-1 (RANGE)
CLEAR VISION GLASS

MTL-2
METAL PANEL AT ROOFTOP MECHANICAL BULKHEADS

CP-1
CEMENT PLASTER FINISH

TR-1
"LATTE" TERRACOTTA PANEL

MTL-3
BLACKENED STEEL AT PLANTER BOXES

WD-1
WOOD SLAT SOFFIT + RAINSCREEN

BK-1
WARM GRAY BRICK
Comparison

View from Corner of North B Street and Baldwin Avenue - **Comparison**

BEFORE (9/21/17)

AFTER (1/8/19)

- Large Canopy
- Lighter Brick Color
- Glass Reduced
- Parklet/Plaza
View from South B Street Looking West

BEFORE (9/21/17)
View from South B Street Looking West

AFTER (1/8/19)
View from San Mateo Train Station

AFTER (1/8/19)
View from Corner of North B Street and Baldwin Avenue (Storefront Type 1)

AFTER (1/8/19)
Parklet Design: Corner of North B Street and Baldwin Ave
View from North B Street Parklet at Office Lobby Entry (Storefront Type 2)
Precedent: Terracotta Facades in Downtown San Mateo

201 South B Street (Merkel Building)

Entire Facade Clad in Terracotta
Decorative Motif in Terracotta

Base of Columns & Storefront Clad in Terracotta

310 Baldwin Avenue (Immediately across Baldwin Ave from Project Site)

Design Team and Staff on site at 201 South B Street
Terracotta Panels: Ohlone Thatch Concept

Ohlone Thatched Wall Structure

28" x 28" Terracotta Panel Elevation

28" x 28" Terracotta Panel Axonometric

*Approximate
Public Art: Bas Relief Panel at North B Lobby Entry

Representative of Concept and Scale. (Not Proposed Artwork)
Examples of Works from Proposed Artist

Bas Reliefs and Architectural Friezes
Artist: Kathy Dalwood
View at North B Street Commercial Storefronts (Storefront Types 3&4)
View of Ellsworth. Residential Entries (Storefront Type 5)

AFTER (1/8/19)
### 23.60.010 PURPOSE.

- Cultural and artistic resources enhance the quality of life for individuals living in, working in and visiting the City.
- Balanced development of cultural and artistic resources preserves and improves the quality of the urban environment and increases real property values.
- As development and revitalization of the real property within the City continues, the opportunity for creation of cultural and artistic resources is diminished.

### 23.60.020 PROGRAM EXECUTION.

1. Need to correct the title of City Arts to "City Arts of San Mateo, Inc."
2. Councilmember Bonilla recommended looking at the terms and composition of the committee. Limit terms for greater community opportunity; include landscape architect; include a 'member at large' from community; open artist position for community application rather than through City Arts SM.

### Staff Comments

- ok

### CAC Comments & Some initial Council feedback with Plan approval

- No comments, change recommendations in this section.
23.60.040 APPLICABILITY.

All commercial development projects and multi-family projects with a building permit valuation of three million dollars or more shall be subject to the provisions of this chapter, except when the work authorized by the project approval involves less than a substantial reconstruction of an existing building. “Substantial reconstruction” for the purposes of this section means work the estimated building permit valuation of which exceeds 50% of the replacement value of the existing building based upon construction costs at the time of project approval. (Ord. 2005-13, § 1, 2005).

1. All commercial dev & multi-family...good.

2. BP valuation of $3mil. More specificity of permit types to be included in valuation would be helpful to clarify. Staff followed what appeared to be precedent on assignment of obligation. Have not included site prep: demo, grading, etc. Has been applied to focus on Garage/Foundation/Carport and Superstructure...the building up, not tearing down. That does reduce the obligation amounts somewhat significantly depending on size of project. Also some challenge to determine when there are so many different permits issued at multiple times, some after initial BP issuance that increases the value after Notifications have been sent to project of their obligation amount. Which are inclusive of what at what point of the project?

3. Related to #2: Significant admin issues around this. WHEN determined and made specific for the obligation amount. Currently have to wait for permit issuance for confirmed valuation...but that's really way too late in the process for best plans. Permit valuation can also change during construction, does obligation change accordingly? Currently a burden for staff to have to track all projects: a) are permits issued yet? b) which permits? b) how much? d) large phased projects are challenge to track final permit valuation.

4. Permit valuation is a definitive number to measure against, but really, this should start being part of the discussion in the pre-approval phase of the planning application, include as DRB topic. Projects need to determine and include art in the early stages to help effect more diversity in art rather than simply identifying “spot and plop”. Improving with outreach, but still not considered early enough by some projects.

1. Councilmember Bonilla indicated his interest to keep the threshold at $3,000,000.

2. Mr. Bonilla also concurs that obligated projects should work to identify the size & scope of site for art be determined early in the project development, and that any fees to be paid should be paid early.

23.60.050 CERTIFICATES OF OCCUPANCY.

The following requirements must be met prior to the City’s issuance of occupancy permits for projects subject to this chapter.

1. Full compliance with one or more of the following:

   (a) The approved artwork has been placed in a manner satisfactory to the community development director.

   (b) Financial security in an amount equal to the acquisition and installation costs of an approved artwork, in a form approved by the City Attorney, has been posted.

2. Execution and recordation with the San Mateo County recorder by the applicant of covenants, conditions, and restrictions (CC&Rs), in a form approved by the City Attorney, which require the property owner, successor in interest, and assigns to maintain the public art in good condition.

   (a) Satisfaction of the entire program allocation required by Section 23.60.060 for the project. (Ord. 2005-13, § 1, 2005).
### 23.60.060 PROGRAM ALLOCATIONS—IN LIEU FEE PAYMENTS.

(a) The program allocation, as used in this chapter, is the percentage of the building cost which is set aside for the City’s Art in Public Places Program. The program allocation shall be an amount equal to one-half of one percent of the total building valuation, excluding land acquisition and off-site improvement costs. The total building valuation shall be computed using the latest building valuation data as set forth by the International Conference of Building Officials (ICBO) unless, in the opinion of the Building Official, a different valuation measure should be used.

1. “Off-site improvement costs” ... is this soft cost? This is the same basic questions as Applicability...what permits, what work are included?
2. Language about costs should be consistent between the two sections.

(b) In lieu of placement of an approved artwork, the applicant may pay to the Art in Public Places Fund an amount equal to the program allocation set forth in subsection (a) of this section.

(c) Nothing in this section shall prohibit the applicant from placing an approved artwork with acquisition and installation costs in an amount less than the program allocations; provided that the applicant shall also pay to the Art in Public Places Fund an amount equal to the difference between the program allocation and the costs of acquisition and installation of such artwork. (Ord. 2005-13, § 1, 2005).

### 23.60.070 APPLICATION PROCEDURES FOR PLACEMENT OF ARTWORK ON PRIVATE PROPERTY.

An application for placement of artwork on private property shall be submitted to the community development department and shall include:

1. Preliminary sketches, photographs, or other documentation of sufficient descriptive clarity to indicate the nature of the proposed artwork;
2. An appraisal or other evidence of the value of the proposed artwork, including acquisition and installation costs;
3. Preliminary plans containing such detailed information as may be required by the community development department to adequately evaluate the location of the artwork in relation to the proposed development, and its compatibility with the proposed development, including compatibility with the character of adjacent conforming developed parcels and existing neighborhood if necessary to evaluate the proposal; and
4. A narrative statement to be submitted to the community development department to demonstrate that the artwork will be displayed in an area open and freely available to the general public, or otherwise provide public accessibility in an equivalent manner based on the characteristics of the artwork or its placement on the site. (Ord. 2005-13, § 1, 2005).

1. Okay, but needs to be a bit more specific about 'project budget'...need more detail than just the acquisition & installation costs.
2. This allows for flexibility to have art inside buildings (example: Hampton Inn)
3. Allows decision of "public accessibility" to CAC.
Title 23 BUILDINGS AND CONSTRUCTION
Chapter 23.60 ART IN PUBLIC PLACES

23.60.080 APPROVAL FOR PLACEMENT OF ARTWORK ON PRIVATE PROPERTY.

(a) Completed applications shall be submitted to the community development department for review of the artwork.

(b) The community development department shall present the completed application to the Civic Arts Committee. The Civic Arts Committee shall review the application for installation of the artwork considering its proposed location, the aesthetic quality and harmony with the proposed project, and the public accessibility to the artwork, including any recommended conditions of approval.

(c) The Civic Arts Committee shall approve a request to install artwork on private property, if it finds:

(1) The aesthetic quality of the artwork merits approval;

(2) The location of the proposed artwork is compatible and in harmony with the proposed development project and with the character of adjacent developed parcels;

(3) There is sufficient public accessibility to the artwork.

(d) The decision of the Civic Arts Committee is subject to a fifteen-day review period by the City Council, and then becomes final. During this fifteen-day review period any person may appeal a Civic Arts Committee decision to the City Council, who shall conduct a hearing thereon. The decision of the City Council shall be final.

23.60.090 OWNERSHIP OF ARTWORK.

(a) All artwork placed on the site of an applicant’s project shall remain the property of the owner of the site; the obligation to provide all maintenance necessary to preserve the artwork in good condition shall remain with the owner of the site. If the artwork is not maintained in good condition, the occupancy permit for the project may be revoked by the City Council upon due notice and an opportunity to be heard.

(b) Maintenance of artwork, as used in this chapter, shall include without limitation, preservation of the artwork in good condition to the satisfaction of the City, protection of the artwork against physical defacement, mutilation or alteration, and securing and maintaining fire and extended coverage insurance and vandalism coverage in an amount to be determined by the City Attorney. Prior to placement of an approved artwork, applicant and owner of the site shall execute and record a covenant in a form approved by the City for maintenance of the artwork. Failure to maintain the artwork as provided in this chapter is declared to be a public nuisance.

(c) In addition to all other remedies provided by law, in the event the owner fails to maintain the artwork, upon reasonable notice, the City may perform all necessary repairs, maintenance or secure insurance, and the costs therefore shall become a lien against the real property. (Ord. 2005-13, § 1, 2005).
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### 23.60.100 ARTWORK ON PUBLIC PROPERTY.

(a) Each year the Civic Arts Committee shall prepare and submit to the City Council an annual plan for the Art in Public Places Program. The annual plan shall include a discussion of the amount of money in the Art in Public Places Fund ("the Fund"), plans for the expenditure of money from the Fund during the year, a description of efforts to raise funds from other sources to be deposited into the Fund, and any other matters the Civic Arts Committee deems appropriate to include in the plan.

1. Annual reports have not been consistent...need to improve. Content? 1) notification sent, 2) projects approved, 3) projects completed, 4) balance of fund, 5) public art related, i.e. GW install.
2. Revenue to fund is easy, expenditures may be none for multiple years...zero is a valid number.
3. **KEY QUESTION**: Goes back to committee versus commission, based on description of committee, finding additional funding does not seem to be a proper activity of the CAC nor the staff to the AiPP program. This language doesn't indicate that it is funding for specific projects as needed, it's described as "efforts to raise funds from other sources"...that's not appropriate to the program as a whole. If the CAC were to become an art commission, there may be a very different and appropriate charge for grants, etc. What is the real expectation with this language?

(b) Before money from the Fund is expended to purchase and install artwork on public property, the Civic Arts Committee shall consider the proposed expenditure and make a recommendation on the proposal to the City Council. In addition, at any time the Civic Arts Committee may make a recommendation to the City Council to purchase a particular artwork to be displayed on public property. Any recommendations made under this provision shall include the type of artwork considered, an analysis of the constraints applicable to placement of the artwork on a site, the need for and practicality of the maintenance of the artwork, and the costs of acquisition and installation of the artwork.

1. Awkward: --- before...expended to purchase...shall consider & make recommend to Council. --- "in addition"...CAC can make a recommendation of a particular artwork. Aren't these pretty much the same thing? Doesn't make sense, seems redundant.
2. The recommendation considerations are good.

### 23.60.110 REMOVAL OR ALTERATION OF ARTWORK.

(a) Public art installed on or integrated into a construction project pursuant to the provisions of this chapter shall not be removed or altered without the approval of the City Council. If such public art is knowingly removed or altered without prior approval from the public art department, the occupancy permit for the project may be revoked by the City Council upon due notice and an opportunity to be heard. The City may in addition pursue any other available civil or criminal remedies or penalties.

1. This should basically be the same as lack of maintenance, language should be similar to this...including "civil or criminal remedies or penalties."
2. CDD has been identified as the operating department, therefore, "public art department" should be changed to be consistent.

(b) If any artwork provided on a development project pursuant to the provisions of this chapter is knowingly removed by the property owner without the approval of the community development department, the property owner shall contribute funds equal to the development project’s original public art requirement to the City’s Art in Public Places Fund, or replace the removed artwork with one which is of comparable value and approved of by the Civic Arts Committee. If this requirement is not met, the occupancy permit for the project may be revoked.

1. Responsibility is property owner, lessees are not authorized to change art, must be implemented by owner only. Hines-Medalia-Snowflake
2. Again...inconsistent consequences.
## 23.60.120 RETURN OF FEES.

(a) Fees paid to the Art in Public Places Fund which are not committed within ten years from the date of payment may be returned to the then current owner of the development project, with all interest actually earned thereon, if a written request for return is filed with the City Clerk during the tenth year after payment, and refund of fees is approved by the City Council. The request for return shall be verified, and include the date of payment, the amount paid and method of payment, the location of the development for which the fee was paid, and a statement that the applicant is the payor of the fees or the current owner of the development project.

1. 10 years is a long time, if there are substantial funds not being spent, but is there a legal requisite? State law? It's in-lieu, not impact, so AB1600 not applicable. Other?
2. Clarifying that "committed" does not mean expended? So, committed could mean that the City is gathering funds to go to a large project?
3. Somewhat cumbersome to request funds, developer needs to track the expenditures of the program...all highly unlikely.

(b) The City Council shall determine if return of the then uncommitted portion of the fees and interest is appropriate and, if so, the method of refund. No refund shall be appropriate if the City Council determines any one of the following applies:

1. The fee is needed for the Art in Public Places Program;
2. Moneys were not posted as fees, but were satisfied by letter of credit, bond or other instrument taken to secure payment at a future date;
3. Administrative costs of refunding uncommitted fees pursuant to this chapter exceeds the amount to be refunded; provided, notice of public hearing on this issue has been published and posted on the site of the development project in not less than three places. (Ord. 2005-13, § 1, 2005).

## 23.60.130 ANNUAL REVIEW.

Each year upon receipt of the annual plan referenced in section 23.60.100(a), the City Council will conduct an annual review of the Art in Public Places Program. (Ord. 2005-13, § 1, 2005).

1. As noted, there's the annual plan. This refers to an annual review. The annual plan already is reporting out activities done as well as planned...what is this separate review needed for? This program is...so far...not really significant enough to have to do both.
2. the plan is given, the council looks at it...do we really need two different sections for this?

## 23.60.140 SEVERABILITY.

Each section and provision of this chapter shall be considered severable and the invalidity of any section or provision of this chapter shall not affect the validity or enforceability of any other section or provision. (Ord. 2005-13, § 1, 2005).

standard language