

From: Lotus Water

For: Horizon-BASMAA staff

Date: June 29, 2016

Project: BASMAA Urban Greening Bay Area

RE: Charrette Action Items from June 21 Kickoff Meeting

This memo provides information required by the following two action items from the June 21 kickoff meeting for the Urban Greening Bay Area Project:

- Prepare site selection criteria for the Cities of San Mateo and Sunnyvale to consider with cost, performance, and transferability of designs in mind.
- Provide a list of potential Charrette participants for consideration by BASMAA

Criteria to Assist Cities with Site Selection (preliminary)

The following preliminary site selection criteria are provided for consideration. Please note that this is not a list of requirements, but recommendations. Any particular site is unlikely to meet all of these criteria. In general, sites that meet a larger number of these criteria are anticipated to be more suitable than sites that meet a lower number of criteria. However, there may be site-specific mitigating factors, and sites that meet a larger number of the criteria may not be most suitable if, for example, hazardous conditions exist at the site.

- Physical Configuration:
 - Standard Block/Intersection, street width, sidewalk width, and block length
 - Four-way intersections with the most common dimensions and parking lanes
 - Significant distance between curb radius and nearest driveway/access
 - No potential conflicts with ADA parking spaces and/or loading zones
- Drainage Infrastructure: End of block catch basins
- Utilities: No known major utility conflicts within the parking lane zones near the intersection corners
- Topography/Elevation: Suitable drainage management areas/intersections at low points, low to moderate slope and typical street crowns
- Soils: Infiltrative or sandy soils (Type A or B to eliminate the need for underdrains and additional infrastructure); no known presence of contaminated soils; groundwater below 10'; no shallow bedrock
- Land Use:
 - Lower density (with cost in-mind)
 - Lower number of parcels per block in higher density areas
 - Non-Mass Transit Streets

- Non-major arterial streets with heavy-truck traffic
- Capital Project Coordination: Known street, pedestrian, or bicycle project scheduled in same location in an early design phase
- Miscellaneous: highly visible, adjacent, or nearby, to existing feature that requires landscape maintenance, no potential security risks (such as a known drug-use area)

Draft Charrette Participants

The number of participants should be between 18 and 27 to keep the groups manageable and costs reasonable. Ideally an even distribution of disciplines would be included in each group. For example: If we had three sites, with three different groups, then we would want to have an engineer in each one, a landscape architect in each one, and so on.

Types of Participants and suggested candidates:

- Engineer or water quality professional from San Mateo and Sunnyvale
- Capital budget-minded representative from San Mateo and Sunnyvale
- Civil Engineers with direct streetscape and green infrastructure experience (built work)
- Landscape architects with Bay Area green infrastructure experience and knowledge of native plant species (Kevin Robert Perry)
- Construction Management/Inspectors from Bay Area Municipalities (Michael Adamow, SFPUC, GI Construction Management Specialist)
- Contractors who have recently won a bid or constructed a green infrastructure project on Peninsula
- Pedestrian and/or Bicycle planner with Peninsula experience (Horizon staff has worked with and would recommend John Ciccarelli, who has done work for San Mateo County Health System)