

## Memorandum: Contract Amendment No. 4

|          |  |
|----------|--|
| Date:    | 11/7/22  |
| Project: | City of Arcata Long-Range Planning Services for the Strategic Infill Redevelopment Program |
| Topic:   | Gateway Area Form-Based Code Enhanced Content & Outreach                                   |

**OVERVIEW**

This memo outlines the scope and fee for Amendment No. 4 to Planwest Partner’s current contract with the City of Arcata to provide “City of Arcata Long-Range Planning Services for the Strategic Infill Redevelopment Program.” This scope and fee apply to Planwest and subconsultant Ben Noble for Gateway Area form-based code enhanced outreach and content, and project management as summarized below and attached.

**SCOPE:**

Form-Based Code Enhanced Outreach Summary

Ben Noble developed the attached detailed scope and cost for additional services related to Gateway Area form-based code including:

1. Code Development Meeting Series
  - Each meeting series will include a virtual workshop, an on-line survey, and a Planning Commission work session. The following topics will be covered in each series:
    - **Series 1:** District boundaries, building design, open space
    - **Series 2:** Parking, streetscape, historic resources
    - **Series 3:** Allowed uses, community benefits, permits
2. Draft Code Review Meetings
3. Enhanced Code Graphics
4. Testing Opportunity Sites
5. Plan Area Massing Diagram

Project Management

This Amendment includes additional hours (50 hours) for the Planwest Project Manager to participate in form-based code outreach, coordinate with the City and subconsultants, and direct, review and edit works products.

**Compensation:**

|                                   |                      |
|-----------------------------------|----------------------|
| Form-based Code Enhanced Outreach | \$ 110,874.00        |
| Project Management                | \$ 7,000.00          |
| <b>TOTAL</b>                      | <b>\$ 117,874.00</b> |

**ATTACHMENT**

Gateway Area Form-Based Code Enhanced Outreach detailed Scope and Budget

## memorandum

To: Vanessa Blodgett, Planwest Partners  
From: Ben Noble  
Subject: Gateway Code Enhanced Outreach

Below is a proposed scope and budget to facilitate additional meetings and prepare enhanced content for the Gateway Code project. The architecture and urban design firm Urban Field Studio will assist me with this work.

### SCOPE

#### 1. Code Development Meeting Series

I will plan and facilitate three meeting series to help inform the preparation of the Gateway Code. Each meeting series will include a virtual workshop, an on-line survey, and a Planning Commission work session.

The following topics will be covered in each series:

- **Series 1:** District boundaries, building design, open space
- **Series 2:** Parking, streetscape, historic resources
- **Series 3:** Allowed uses, community benefits, permits

The Planning Commission will also discuss building height and massing at its first work session to consider public input received at the August 16, 2022 workshop.

##### a. Virtual Workshop

The virtual workshop for each series will be similar to the building height and massing Zoom workshop in August. Workshops will be held via Zoom and will use Slido to receive public input. We will share workshop materials with the public in advance of the workshop.

##### b. On-line Survey

After the virtual workshop, the community may provide additional input on the workshop materials through an on-line survey.

##### c. Planning Commission Work Session

After the virtual workshop and on-line survey, the Planning Commission will hold a work session to consider public input and provide input and direction to staff. I will facilitate these in-person meetings. In advance of each work session, I will prepare a memorandum that summarizes public input and presents staff recommendations. Work sessions will be held on Saturdays and will last approximately four hours. Work session format will be collaborative with a focus on constructive dialogue and problem solving.

## **2. Draft Code Review Meetings**

I will help prepare for and attend via Zoom three Planning Commission meetings to review the draft Gateway Code.

## **3. Enhanced Code Graphics**

Working with Urban Field Study, I will prepare the following graphics (or an equivalent number/work effort) for the code:

- **District Standards** (set of four diagrams for each of four districts (16 total))
- **Building Frontage** (8 diagrams)
- **Street Sections** (6 diagrams)
- **Streetscape** (4 diagrams)
- **Public Open Space** (6 thumbnail diagrams, 2 enhance diagrams)
- **Other Miscellaneous Graphics** (20 diagrams)

Example graphics showing the anticipated level of detail are shown in Attachment 1.

## **4. Testing Opportunity Sites**

I will work with Urban Field Study to test the proposed code standards on four opportunity sites, one in each district. Testing will confirm that the proposed standards can feasibly accommodate the desire type and intensity of development. Example testing outputs are shown in Attachment 2.

## **5. Plan Area Massing Diagram**

I will work with Urban Field Studio to prepare a massing diagram of the plan area (in Rhino), showing potential new development allowed by the proposed code. Example massing diagrams are shown in Attachment 3.

## **BUDGET**

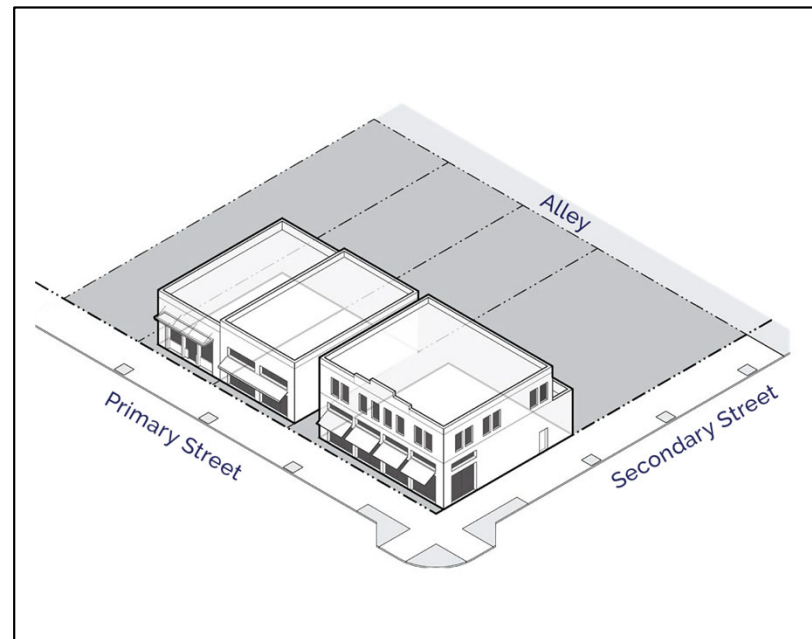
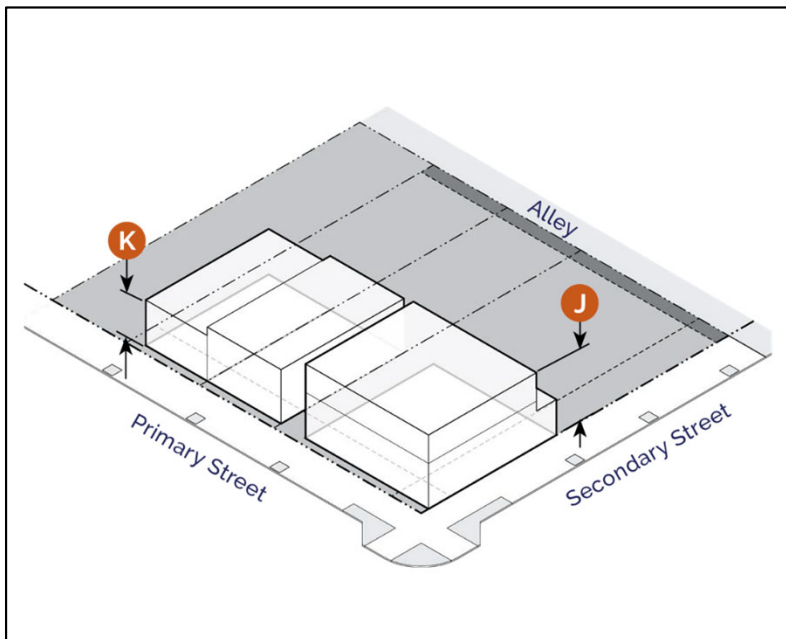
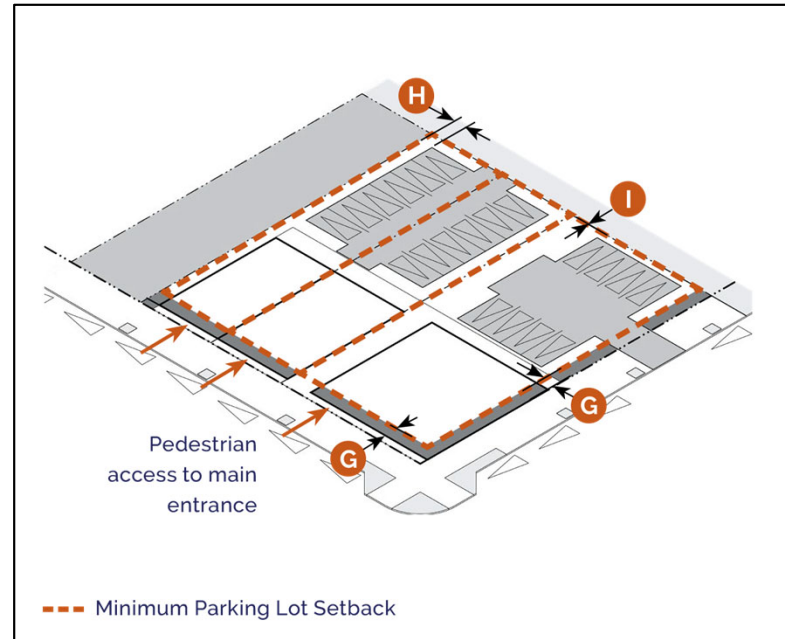
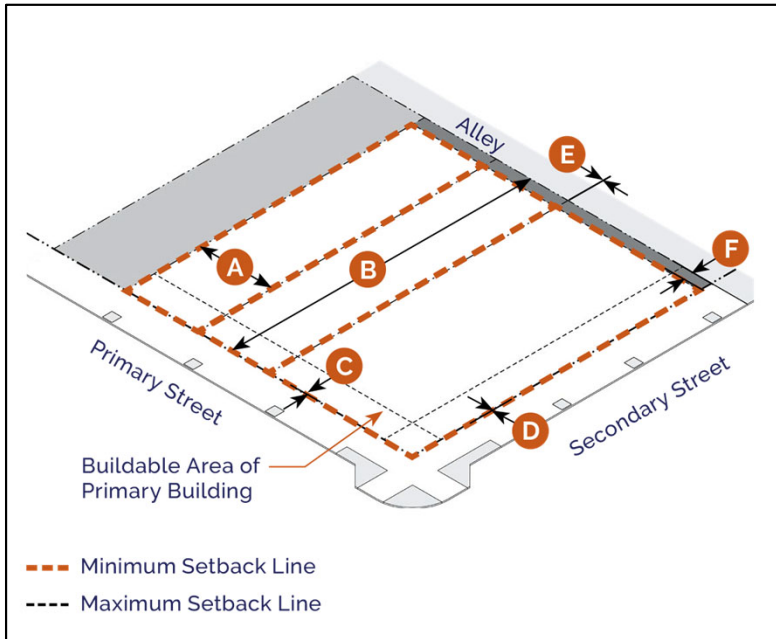
Below is a cost estimate to complete the scope of work described above.

| <b>Task</b>                              | <b>Noble</b>    | <b>UFS</b>      | <b>Total</b>     |
|--|-----------------|-----------------|------------------|
| 1. Code Development Meeting Series       |                 |                 |                  |
| a. Virtual Workshops (3)                 | \$12,000        | \$4,000         | \$16,000         |
| b. On-Line Surveys (3)                   | \$4,000         | \$0             | \$4,000          |
| c. Planning Commission Work Sessions (3) | \$17,600        | \$4,000         | \$21,600         |
| 2. Draft Code Review Meetings (3)        | \$7,200         | \$0             | \$7,200          |
| 3. Enhanced Code Graphics                | \$4,800         | \$20,000        | \$24,800         |
| 4. Testing Opportunity Sites (4 sites)   | \$1,600         | \$12,000        | \$13,600         |
| 5. Plan Area Massing Diagram             | \$2,560         | \$6,000         | \$8,560          |
|  |                 |                 |                  |
|  |                 |                 |                  |
| <b>LABOR COSTS</b>                       | <b>\$49,760</b> | <b>\$46,000</b> | <b>\$95,760</b>  |
| Travel Expenses                          |                 |                 | \$750            |
| Contingency (15%)                        |                 |                 | \$14,364         |
|  |                 |                 |                  |
| <b>GRAND TOTAL</b>                       |                 |                 | <b>\$110,874</b> |

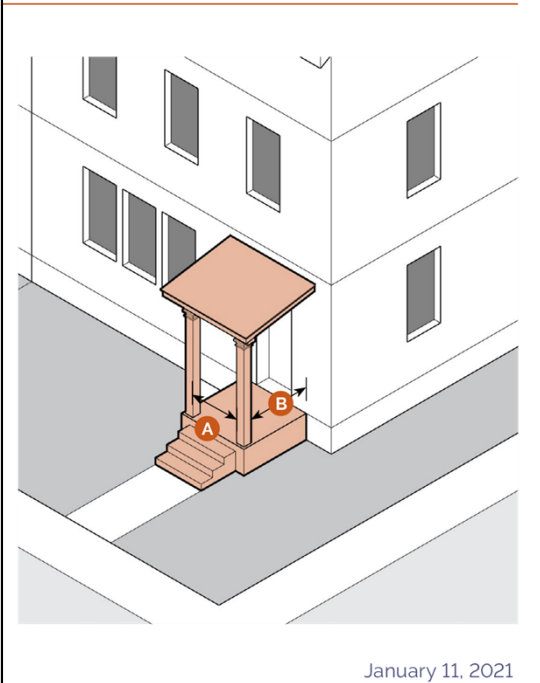
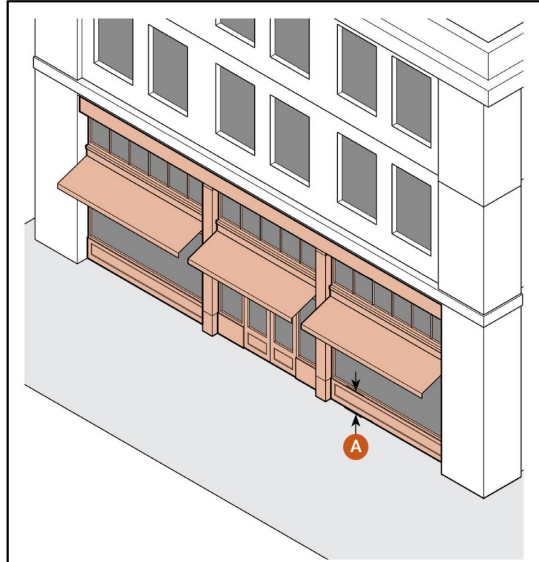
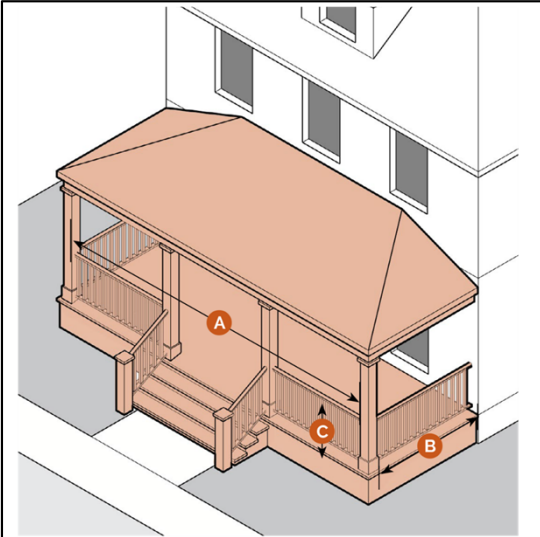
**Attachments:**

- 1. Example Enhanced Code Graphics
- 2. Example Opportunity Site Testing
- 3. Example Plan Area Massing Diagrams

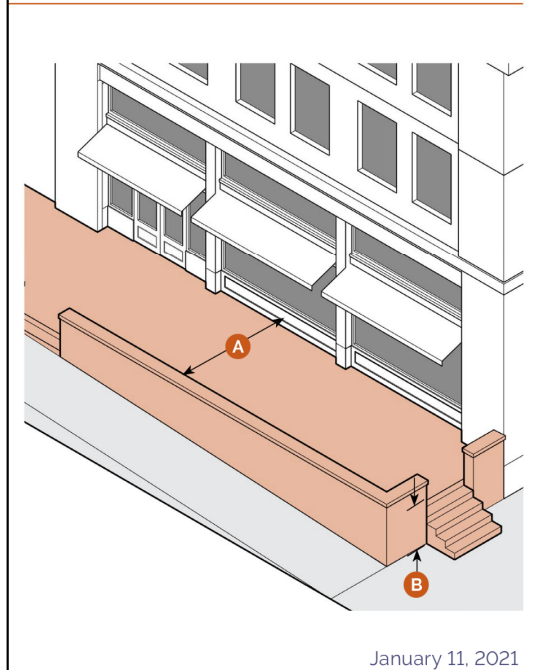
# Example District Standards Graphics



# Example Building Frontage Graphics

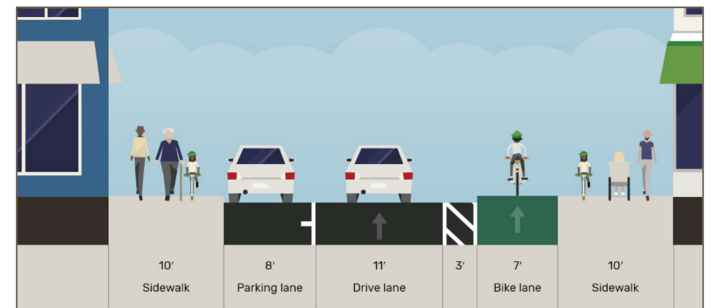
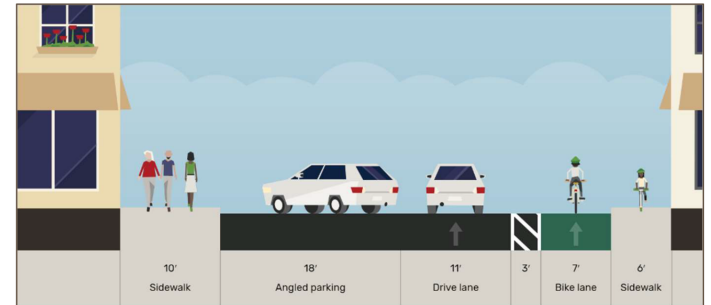
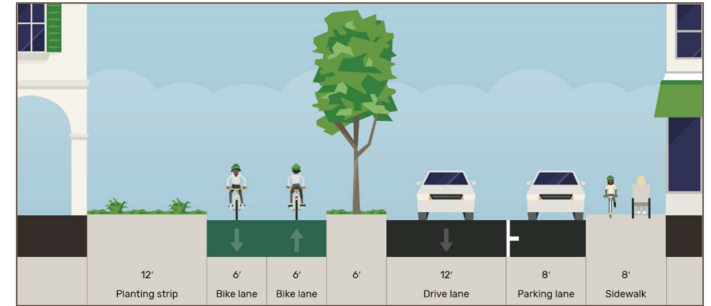
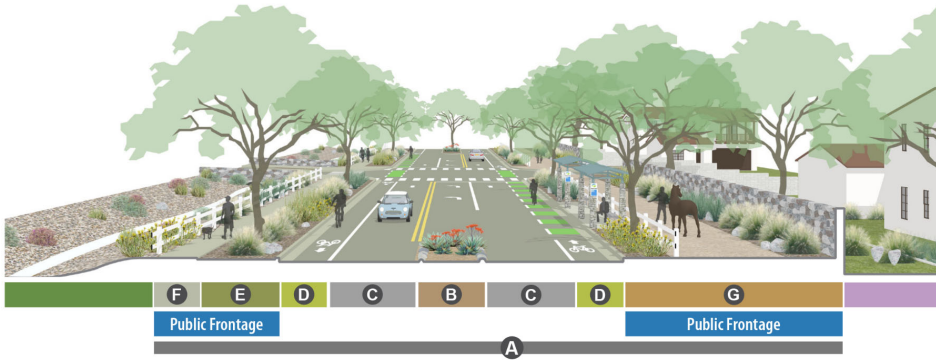
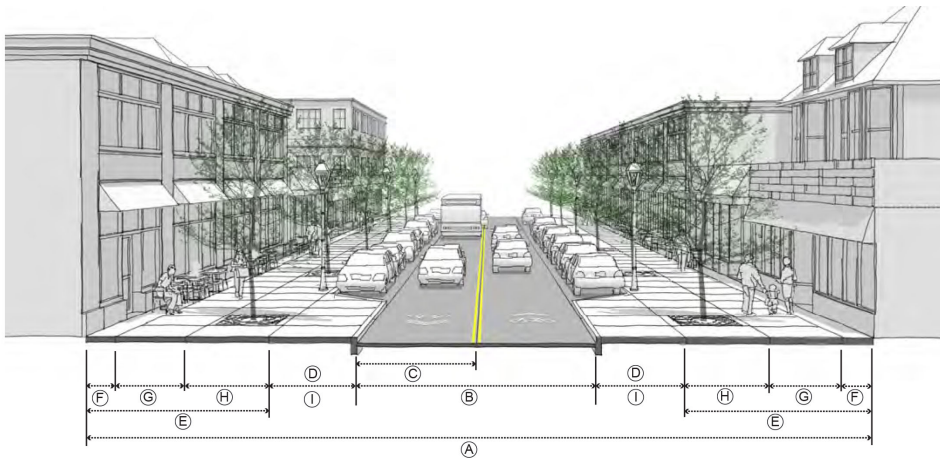


January 11, 2021

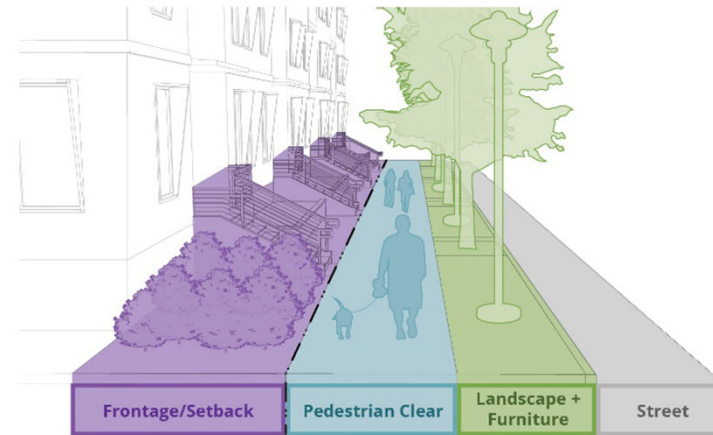
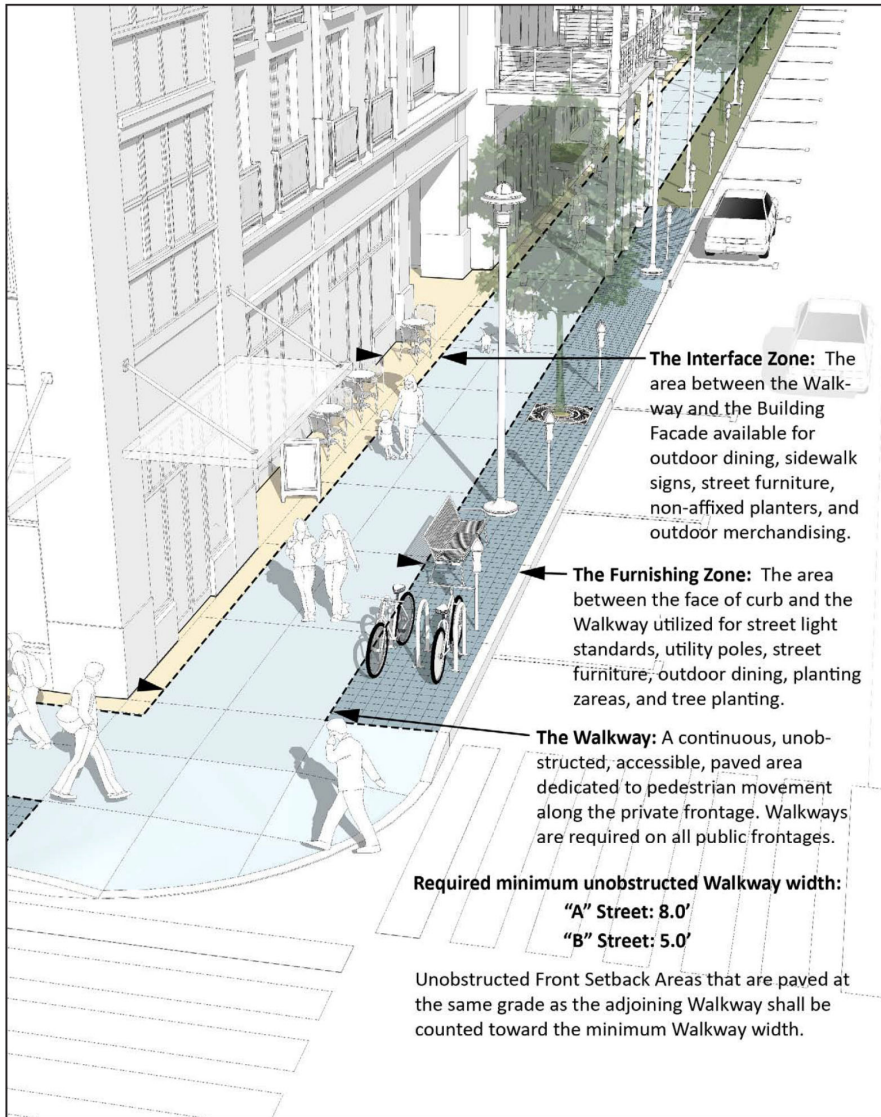


January 11, 2021

# Example Street Section Graphics



# Example Streetscape Graphics



*Residential Frontage*



# Example Public Open Space Graphics

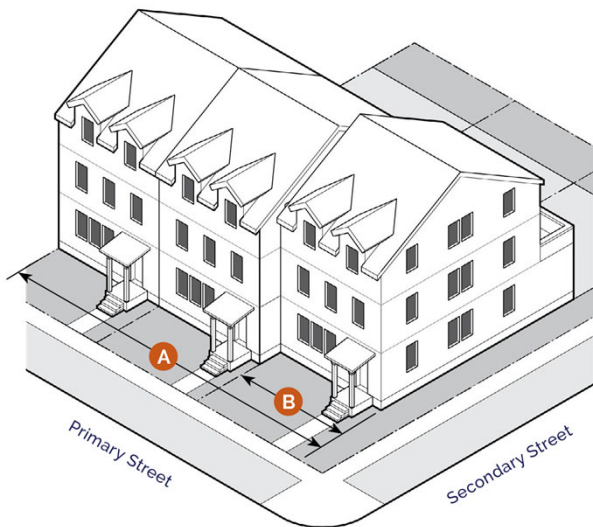
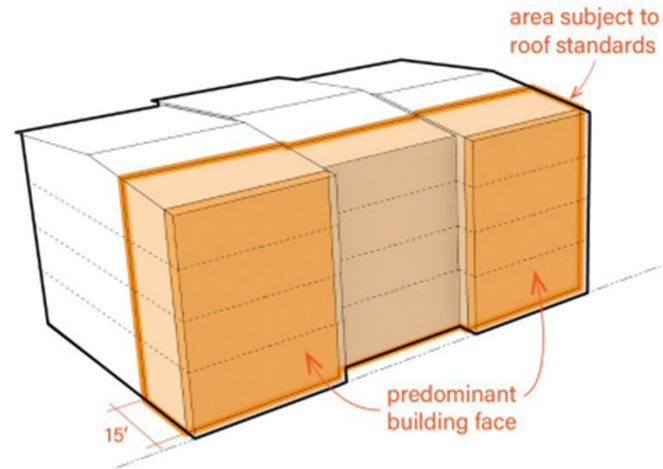
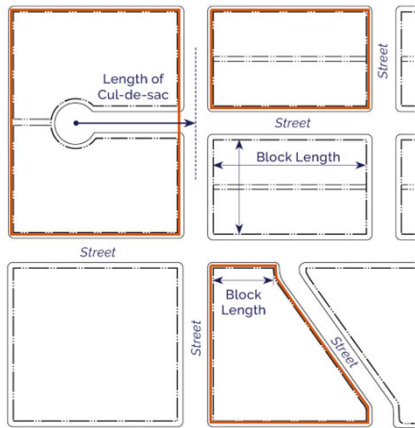


Conceptual town square



| CIVIC/<br>OPEN<br>SPACE TYPE         | DIAGRAM   |
|--------------------------------------|---|
| Regional<br>Park/Natural<br>Preserve |    |
| Sport<br>Complex                     |    |
| Community<br>Park                    |    |
| Greenway                             |  |

# Example Miscellaneous Graphics



## 680 University Ave (RM-20) Existing Standards

### 4 Townhomes

17 units per acre

*Residential density max: 20 du/ac*

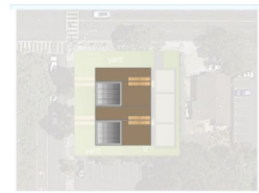
*Residential density min: 11 du/ac*

Average Unit: 1,136 sf

FAR of Test: 1.0

*FAR Max: 1.0 for 3-7 units  
(18.13.045(a)(i)) because of State  
Law otherwise 0.50*

Parking: 8 spaces



Level 4 - roof top deck



Level 3 - bedrooms



Level 2 - kitchen / living

## 3700 El Camino Real (CN) Existing Standards Test

### 22 Apartments

60 units per acre / 1.47 FAR as tested

*No max residential density defined*

Average Unit: 664 sf

*No max average unit size defined*

Retail: 3,000 sf (1500 sf exempt from parking?)

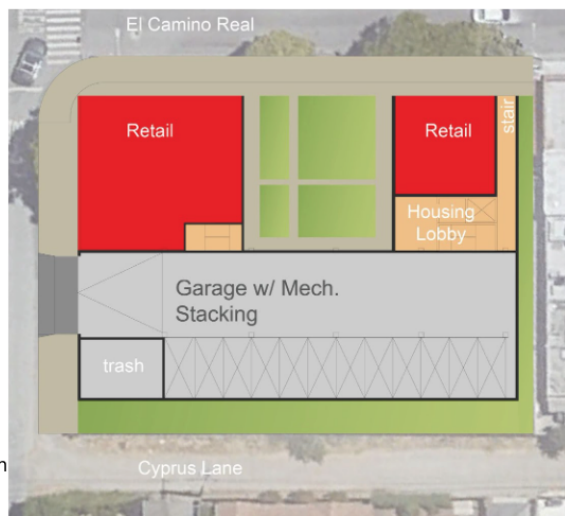
*Retail to be retained: 2,900 sf*

FAR of Test: 1.28 Residential, .19 Commercial

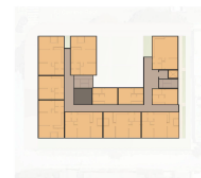
*FAR Max: 1.5 Overall, 0.4 Commercial, 0.15  
Minimum Ground Floor Commercial*

Res. Parking: 1 space for studio and 1 bedroom units / 2 spaces for 2 bedroom units = 34 spaces mechanically parked

Retail Parking: 6 spaces - valet parked in mechanical (or off-site)



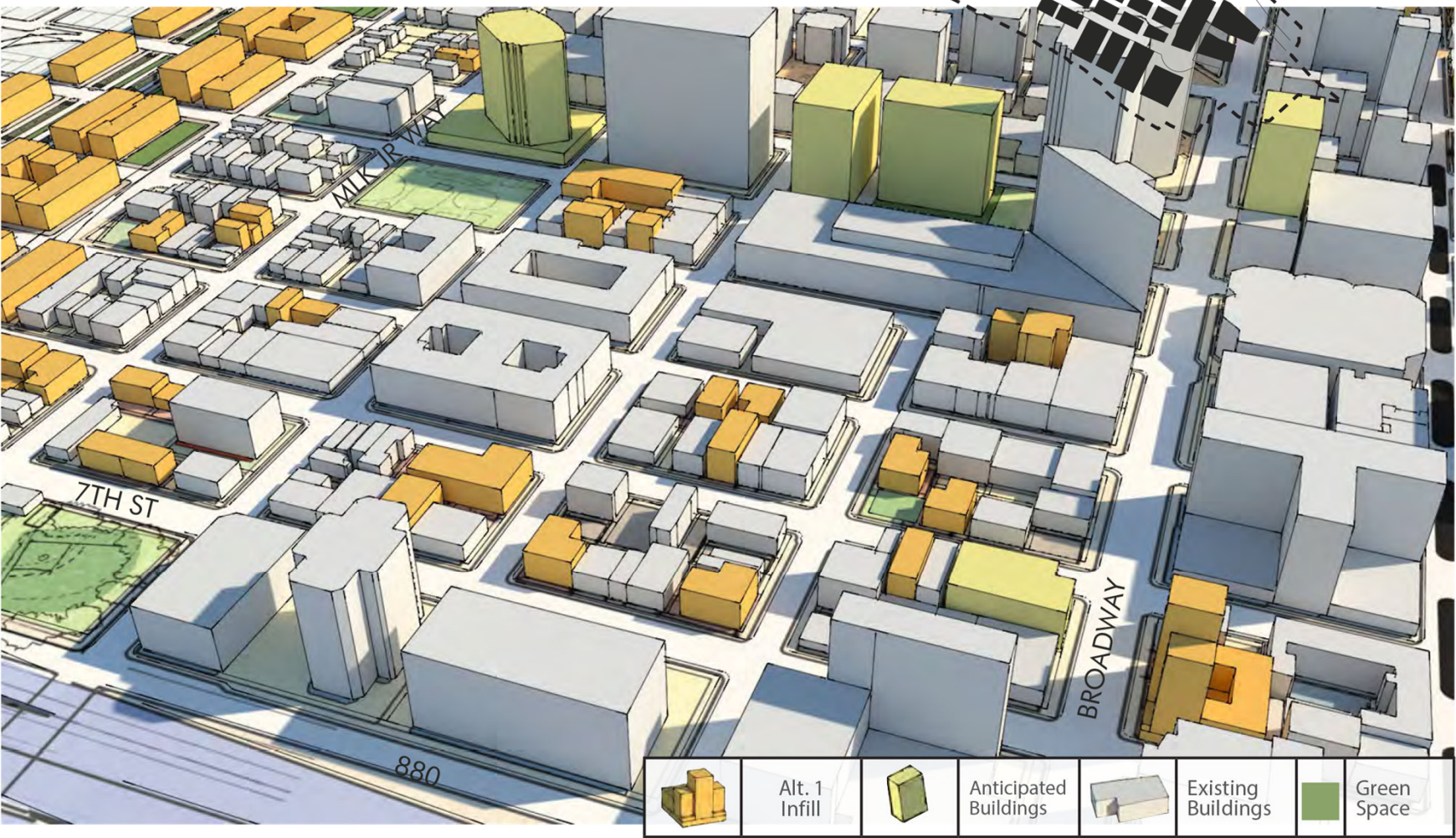
Grade Level Plan



Third Level Plan



Second Level Plan



OLD OAKLAND: PLAN ALTERNATIVE #1

|  |                    |
|--|--------------------|
| TOTAL NEW UNITS                                | 467 UNITS          |
| TOTAL NEW COMMERCIAL, RETAIL OR SERVICES SPACE | 33,323 SQUARE FEET |
| TOTAL NEW OFFICE SPACE                         | 64,052 SQUARE FEET |
| TOTAL NEW PARKING AREA                         | --                 |



**Existing Condition**

Existing Development Within Urban Village Boundary

|                  |            |
|------------------|------------|
| Commercial Space | 353,800 sf |
| Dwelling Units   | 300        |



**Concept 1**

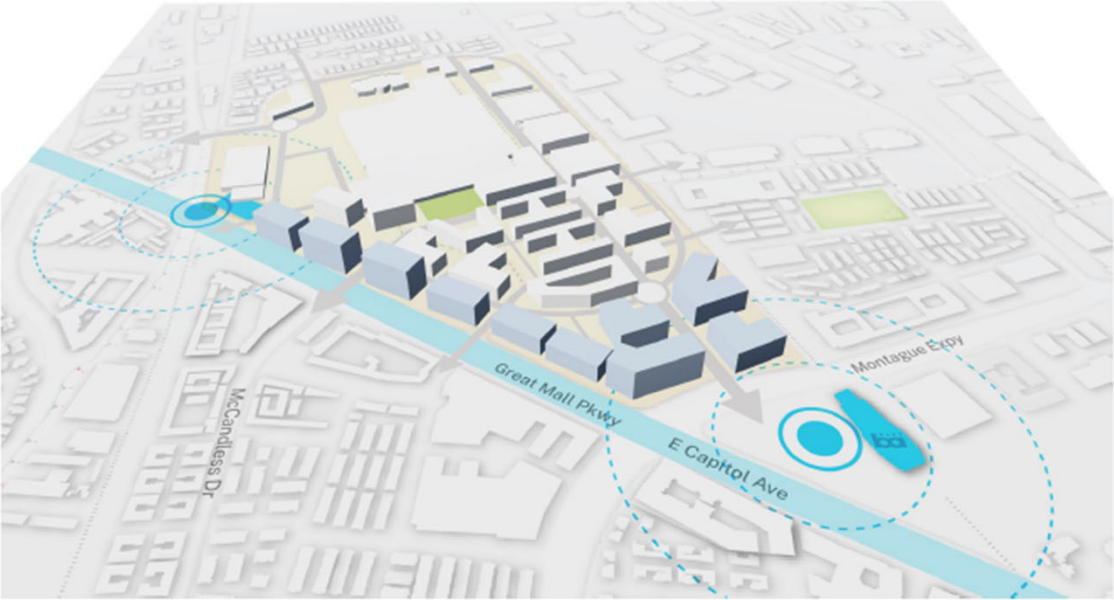
Sites with < 0.65 FAR redevelop (~55% of non-County frontage sites)

|                       | Retail sf      | Office sf      | Jobs*      | Dwelling Units |
|-----------------------|----------------|----------------|------------|----------------|
| Frontage Sites        | 135,000        | 0              | 270        | 490            |
| Business Center Block | 6,000          | 171,000        | 570        | 10             |
| County Site           | 42,000         | 0              | 80         | 350            |
| <b>Total</b>          | <b>183,000</b> | <b>171,000</b> | <b>920</b> | <b>850</b>     |

\*1/500 sf retail jobs and 1/300 sf office jobs

(B) Infill Prototypes

**Infill Development Concepts**



Milpitas Metro Specific Plan: Using Rhino or SketchUp to provide context for building height by land use.