



City of Del Mar Staff Report



TO: Honorable Mayor and City Council Members

FROM: Kathleen A. Garcia, Planning and Community Development Director
Via Scott W. Huth, City Manager

DATE: November 2, 2015

SUBJECT: City Hall/Town Hall Project Design Direction

REQUESTED ACTION/RECOMMENDATION:

Staff requests that the City Council receive the report from the City Hall/Town Hall/Civic Plaza project architects as well as public testimony and direct staff and the architectural team on future direction for the design and entitlements.

DISCUSSION/ANALYSIS:

On September 28, 2015, the City and the architectural team (Miller Hull Partnership and consultants) conducted a public workshop with the community to gather input on the design of the City Hall/Town Hall and Civic Plaza to date, in particular the architectural expression and the landscape character. Comments and responses from this workshop are described in Attachment A. At its follow-on meeting of October 5, 2015, the City Council summarized the comments received from the community workshop and directed the architects to return with further refinements to the design of the buildings and plaza. In particular, the direction was to consider the Town Hall to be the “jewel” and the City Hall to be a background building.

The architects, at the November 2, 2015 meeting, will present their revised design based on this direction. If the City Council concurs with the revised design as provided by the architects, the project will continue with its entitlement process, including a Citizen’s Participation Program (CPP) meeting scheduled for November 19, 2015 and the Design Review Board (DRB) hearing, scheduled for December 16, 2015. Staff is recommending, if the City Council directs, that an update be provided to the DRB at its November 18, 2015 meeting. This will help inform the DRB of the recent design evolution based on input from the public workshop and City Council direction, as well as allow DRB members additional opportunities to comment prior to the December hearing.

City Council Action:

The project's program was adopted by City Council Resolution 2015-11 (Attachment B) prior to the start of design and is summarized in Table A. During the course of design, the City Council directed the architects to accommodate larger Town Hall gatherings (up to 250 people, increased from 100 - 150 people) and a catering kitchen. This was accomplished by enclosing a breezeway to accommodate expanded seating for the larger audiences, expanding the public restrooms, expanding the storage to accommodate additional chairs and tables, and providing a catering kitchen. These changes added approximately 1,600 square feet (SF) to the project, with associated cost increases. While the storage remained in Town Hall, the expanded restrooms and catering kitchen were added to the City Hall building. During further design refinement, the architects were able to gain efficiencies in circulation, shared conference rooms, and office space layout to reduce the impact of the expanded program.

Three expansion areas for future development are also maintained: Site A ($\pm 4,500$ SF) at the corner of Camino del Mar and 11th Street; Site B ($\pm 2,700$ SF) south of the proposed City Hall along 10th Street; and Site C, ($\pm 4,500$ SF) in the southwest corner of the project site along 10th Street as was presented in the project's Concept Plan.

Table A.

Program	Reso 2015-11		Current 11-02-15		Notes
<i>all square feet (SF) are approximate and subject to change $\pm 10\%$</i>					
Town Hall with TV Studio	3,200	SF	3,100	SF	
Breezeway			910	SF	Breezeway used as flex space for larger events.
City Hall Administration Offices	9,250	SF	8,560	SF	currently includes a ± 300 SF Catering Kitchen and ± 440 SF of public restrooms
Total Building Area:	<u>12,450</u>	SF	<u>12,570</u>	SF	
Parking	160 stalls		160 stalls		
Plaza	15,000	SF	21,500	SF	currently includes additional Town Hall Terrace and Overlook
<i>all square feet (SF) are approximate and subject to change $\pm 10\%$</i>					

Staff is requesting that the City Council, as the client for the design, either (1) direct the architects to move forward with the entitlement process with the current design as presented, or (2) direct the architects to modify the current design in order to proceed with entitlements, and provide the DRB with an additional review at their November meeting.

FISCAL IMPACT:

The City Hall project efforts to date are funded in the adopted FY 2015 - 2016 and 2016 – 2017 Operating and Capital Budget.

ENVIRONMENTAL IMPACT:

An Environmental Impact Report (EIR) for the project is currently under preparation, pursuant to the regulations of the California Environmental Quality Act (CEQA).

PRIOR CITY COUNCIL REVIEW:

On April 6, 2015, the City Council initiated the Design phase of work for the City Hall project.

ATTACHMENTS:

Attachment A – Design Workshop (September 28, 2015) comments and responses
Attachment B – Resolution 2015-11

CPP Response to Community Comments Community Workshop/CPP Meeting on City Hall/Town Hall September 28, 2015

Responses prepared October 13, 2015
Similar comments are grouped together

To view the September 28th meeting its entirety please visit:
<http://delmar.12milesout.com/>

ARCHITECTURAL CONCERNS RAISED	CPP RESPONSES
<p>1. Character: The updated sketches of the buildings are still too contemporary and too boxy. Buildings need to reflect the community and not the original design presented. Suggests looking at the Old Globe. The craftsmanship should be more like the library. Is looking for something that signals it is our town hall, something that isn't pretentious and shows that it is a small town.</p> <p>2. Height Limit: Concern of the 14 foot height limit from Camino del Mar and the impact on roof. Can the Union Bank Building be squeezed into 14 feet height limit? Questions if the roof (all or part) can exceed the height limit? Fine with adding roof articulation, but shouldn't bust the 14 feet because bad message. Does it actually have to be the maximum of 14 feet?</p> <p>3. Roofs: Consider a 3 and 12 pitch. Do not like the flat roof. Some participants liked the eaves, others did not. Does not prefer a flat roof but likes the idea of trying to capture the breeze. Concern that gabled roof could block more views than flat and won't meet 14 feet height limit. Roof is important because people seeing it from the top. Need the same roof treatment for the whole building, but can you break it up? Use a low pitched roof to save the view. Didn't like the roof that was the same as her elementary school; there is a happy medium; someone on DRB said "break some of the rules if you have to, but make it</p>	<p>1. Character: The architects are further exploring elements of the building that reflect the varied character of the community. City Council has asked them to look more carefully at residential scale and neighborhood compatibility, with the Town Hall being the "jewel" and City Hall as a background, simple building.</p> <p>2. Height Limit: The intent is to maintain the 14 foot height limit from Camino del Mar and the 26 foot height limit overall. The 26 foot height limit is part of our Local Coastal Program and would require an amendment through the California Coastal Commission to change. The 14 foot limit is a requirement of the Zoning Code.</p> <p>3. Roofs: The architects are further exploring roof forms, particularly for the Town Hall to explore pitched, hipped or gabled roofs or some combination. At the City Hall, they are exploring a low pitched shed roof to limit view blockage. They are also looking at ways to articulate the roof plane for visual interest and to break up the mass.</p>

<p>inspirational” Agrees that you can see the roofs of L’Auberge when you are looking from the Plaza and has different heights; doesn’t like all flat roofs.</p> <p>4. Style: Is in agreement with the proposed contemporary building style but would like to see more of a beautiful façade. Look to 1991 Plan for City Hall by Robert AM Stern for inspiration, that plan is more traditional.</p> <p>5. Façade: Can “arches” (trusses) done with wood extend outside? Barcelona civic buildings are simple square buildings but with arches over windows for emphasis. Likes the idea of the wall at Town Hall; is contemporary and cool looking and likes it.</p> <p>6. Materials: Likes the use of stone such as at the Powerhouse and use of the shingles at the Library. Needs a hard surface where the building meets the ground, such as a wainscot. Consider a rammed earth wall. Would go with stucco every time. Likes the open glass. Powerhouse uses stone and asking if it doesn’t work here.</p> <p>7. Elements of the Building: Fan of big wood pivot door. Will there be a trellis?</p> <p>8. Lighting: Wants plenty of lighting, but softer and not intrusive</p> <p>9. Fireplace: Didn’t like the fireplace or the smell of the wood burning. Don’t need people gathering for the fireplace.</p> <p>10. Sun/Shade: What is included to provide shade? How are the architects thinking of capturing sunlight?</p> <p>11. Trees: Some are needed</p>	<p>4. Style: There are many people who would like to see a more traditional style, others desire a modern or contemporary style. At the October 5, 2015 City Council meeting, Council direction was to explore a contemporary interpretation of traditional elements on the Town Hall.</p> <p>5. Facades: In conjunction with the roof design, the architects are exploring simple façade treatments that are looking to express the character of the interior.</p> <p>6. Materials: Materials such as stone may be beyond the budget limitations of the building. The architects are exploring materials on the façade that provide a stronger base where the façade meets with the ground.</p> <p>7. Elements of the Building: The wood pivot doors are under consideration as is a trellis.</p> <p>8. Lighting: The lighting will be designed to be low level and not promote glare.</p> <p>9. Fireplace: A wood burning fireplace would not be included. The architects are exploring a gas fireplace. Gathering areas would be located away from adjacent residents.</p> <p>10. Sun/Shade: Shade elements, such as trellis, small trees, and umbrellas are under consideration. Natural light into the buildings is a design consideration.</p> <p>11. Trees: Trees are being considered where they will not block views but provide shade.</p>
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<p>12. Acoustics: Powerhouse and DM Community Connections have high walls that affect acoustic.</p> <p>13. View Decks: Can the roof be utilized for view decks?</p> <p>14. Western wall: Build it first so it can double as a noise barrier during construction. Build it with concrete block.</p> <p>15. City Hall: Are there certain dimensions for a City Hall?</p> <p>16. Town Hall: The design of the iconic corner at 10th and Camino del Mar needs to be progressed.</p> <p>17. Surface Parking: Can surface parking in the lower lot be set back from the street so there is no parking under the eucalyptus tree and set back approximately 34 feet?</p> <p>18. Visuals: Would be helpful to see sketches from CDM street-level view</p>	<p>12. Acoustics: Town Hall will be considered for its acoustical properties.</p> <p>13. View Decks: The lower roof, such as the TV Studio can be considered for a view deck.</p> <p>14. Western Wall: The contractor is not yet hired to build the building but it will be suggested to build the permanent wall first. A solid noise barrier is required by the Draft EIR.</p> <p>15. The City Council set a target of approximately 9,200 SF for the City Hall. A typical office building is usually less than 60 feet deep in order to allow natural light to penetrate.</p> <p>16. Town Hall: The iconic corner view is being refined.</p> <p>17. Surface Parking: Surface parking is not currently under the eucalyptus tree slated to be maintained. There is potential that additional stalls could be removed, but that would reduce the amount of parking provided.</p> <p>18. Visuals: The architects are exploring additional visual representations.</p>
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LANDSCAPE ARCHITECTURAL CONCERNS RAISED	CPP RESPONSES
<p>1. Plaza Features: Consider temporary planters to increase flexibility of space (in middle of plaza); consider fixed planting at edges; consider an Interactive/Recycled Water Feature; consider an Outdoor Fireplace (however, there is concern with nighttime activity and associated noise); plan for a coffee cart.</p>	<p>1. Plaza Features: Moveable or temporary planters and furnishings are being considered, with fixed planters around edges. A coffee/vendor cart may be considered. Fountains are not recommended during current drought regulations. An outdoor fire pit (not wood burning) is being considered if located where it will not have a noise impact.</p>

<p>2. Other Uses/Features: Suggestions include Outdoor Screen (i.e. “Movie Night”); Intimate Conversation Nooks (Seating) – permanent or temporary; Truck/Loading access for Farmers Market; Dining Areas for Farmers Market; Driveway apron – access to plaza for trucks; Parking on west side of Camino del Mar, that could double as loading for Farmers Market; concern with rodents – plaza surfaces should be cleanable.</p> <p>3. Planting/Trees: Planting should be drought tolerant, and/or native plants in a “naturalized” or earthy arrangement. Monterey cypresses are good. Consider one big Torrey Pine on S/E corner, smaller Torrey Pines, or Canary Island Pines. Doesn’t want large Torrey Pines. Use landscape to screen parking lot from 10th Street.</p> <p>4. Surface/Materials: Does not want Decomposed Granite (D.G.); staining from trucks/food products is a concern; use poured in place concrete, consider colored concrete to give interest; consider a mix of materials; there is need for hard surfaces.</p> <p>5. Expansion Areas: Don’t Limit Future Expansion</p>	<p>2. Other Uses/Features: Uses such as “movie night” could be set up in the plaza; conversation nooks are being planned. With regards to the Farmer’s Market, City Council has indicated their desire to consider the “wet” or messy vendors to be located on the surface parking lot (west side) where there is easy truck access and “dry” or clean vendors to be able to be set up on the plaza. The plaza surface will be designed to be able to be cleaned.</p> <p>3. Plantings suggested are drought tolerant and/or native. Planting arrangements are more natural than linear. The plant species are under consideration. Locations for Torrey Pines or other tall trees will take into account view blockage and be placed strategically.</p> <p>4. Surface/Materials: City Council directed that the landscape architects to have major pathways as hard surface coupled with some permeable surfaces (such as DG and planting) for stormwater infiltration.</p> <p>5. Expansion Areas: Expansion areas are included in the plan.</p>
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In addition to the above comments, a workshop session was also conducted on the Draft Environmental Impact Report (EIR). Comments received regarding the Draft EIR are addressed following the close of public comments (October 26, 2015) through the preparation of the Final EIR and per the regulations of the California Environmental Quality Act (CEQA). Therefore they are not included here as part of the CPP.

RESOLUTION NO. 2015 - 11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AFFIRMING THE DEVELOPMENT OF A NEW CITY HALL/TOWN HALL DEVELOPMENT PROGRAM AND DIRECTING STAFF TO PROCEED WITH EFFORTS RELATED TO THE DESIGN AND ENVIRONMENTAL REVIEW OF THE NEW DEL MAR CITY HALL/TOWN HALL LOCATED AT 1050 CAMINO DEL MAR

WHEREAS, the City of Del Mar has, between June 17, 2013 and June 16, 2014, conducted the planning phase for a new City Hall/Town Hall at 1050 Camino del Mar and committed itself to improve the conditions of public buildings for community users and City employees within a three-year timeframe; and

WHEREAS, on June 16, 2014, the City Council reviewed the results of the planning phase and directed staff to initiate the Master Planning Phase of work; and

WHEREAS, on June 16, 2014, the City Council amended the Adopted Operating and Capital Budget for Fiscal Years 2013-2014 and 204-2015 to allocate funds from the Capital Improvement Reserve Fund in an amount not to exceed Four Hundred and Thirty-one Thousand Dollars (\$431,000) for consultant fees and expenses to prepare both the Master Planning Phase and Design Phase efforts; and

WHEREAS, the City Council approved an amount not to exceed One Hundred Thousand Dollars (\$100,000) from that allocation for the Master Planning Phase; and

WHEREAS, between June 16, 2014 and March 2, 2015, the City undertook the Master Planning Phase, including analysis of a variety of options for additional uses, preliminary cost estimates and options for site development; and

WHEREAS, on October 27, 2014, the City conducted a community workshop to review different scenarios for development; and

WHEREAS, the City further solicited the input of registered voters between February 2, 2015 and February 20, 2015 with a Voice Your Choice Poll to determine community preference on three options; and

WHEREAS, on March 2, 2015, the City Council received the results of the poll which garnered 980 responses and determined to move forward with the City Hall, Town Hall, Plaza, public parking for 160 cars and flexible space for 11,000 to 20,000 square feet of area for future development/expansion, with an estimated development cost of between \$12,400,000 and \$16,400,000; and

WHEREAS, on March 2, 2015, the City Council directed staff to initiate the Design Phase (Schematic Design and Design Development) and the Environmental Review process, consisting of review of the proposed project according to the California Environmental Quality Act (CEQA); and

WHEREAS, on March 2, 2015, the City Council amended the Adopted Operating and Capital Budget for Fiscal Years 2013-2014 and 2014-2015 to allocate additional funds from the Capital Improvement Reserve Fund in an amount not to exceed Five Hundred and Forty Six Thousand Dollars (\$546,000) for consultant fees and expenses to prepare the Design Phase of the municipal program, including structured parking for 160 cars and flexible space for future expansion, the Environmental Review of the project and associated tasks.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Del Mar, California, that the Schematic Design, Design Development and Environmental documentation of a new City Hall/Town Hall is hereby affirmed to proceed as a priority.

BE IT FURTHER RESOLVED, that staff is hereby directed to proceed with efforts related to the next steps in designing and environmental review the new Del Mar City Hall and Town Hall subject to the following:

1. Development Program: Proceed with a development program that incorporates the following subject to CEQA review:
 - a. Approximately 9,250 square foot ($\pm 10\%$) City Hall that includes adequate and flexible space for public counters, lobby, conference rooms and public restrooms.
 - b. Town Hall (approximately 3,200 square foot ($\pm 10\%$)) with a minimum of 100 seats, with flexibility to go up to 150 seats with workshop seating that accommodates a variety of uses as a Council Chambers/TV Studio, community meeting rooms, and space for Del Mar TV.
 - c. Approximately 160 parking stalls.
 - d. Approximately a 15,000 square-foot public plaza to be used for various events.
 - e. Area (between 11,000 and 20,000 square feet) for future expansion.

BE IT FURTHER RESOLVED, that staff is hereby directed to initiate the Design Phase, consisting of developing schematic design and design development for the development program.


BE IT FURTHER RESOLVED, that staff is hereby directed to initiate the Environmental Review process, consisting of review of the proposed project according to the California Environmental Quality Act.

BE IT FURTHER RESOLVED, by the City Council of the City of Del Mar, California that an amount not to exceed Five Hundred Forty Six Thousand Dollars (\$546,000) is appropriated for the Design Phase and Environmental Review process.

Resolution No. 2015 - 11


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PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held on the 2nd day of March, 2015.



AL CORTI, Mayor
City of Del Mar

APPROVED AS TO FORM:



Leslie E. Devaney, City Attorney
City of Del Mar

ATTEST AND CERTIFICATION:

STATE OF CALIFORNIA
COUNTY OF SAN DIEGO
CITY OF DEL MAR

I, ANDREW POTTER, Administrative Services Director/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2015-11, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 2nd day of March, 2015, by the following vote:

- AYES: Mayor Corti, Council Members Mosier, Sinnott and Worden
- NOES: None
- ABSENT: Deputy Mayor Parks
- ABSTAIN: None



Andrew Potter, Administrative Services Director/City Clerk
City of Del Mar