



SAINT MATTHEW
CATHOLIC SCHOOL
Faith • Knowledge • Community



May 30, 2012

Mr. Stephen Scott
City of San Mateo
Planning Department
San Mateo, CA

Dear Stephen -

I am writing as a follow-up to the August 18, 2011 Planning Commission meeting on Saint Matthew's proposed Master Plan with Use Limitations and Traffic & Parking Management Plan, a School Gymnasium and an additional 108 parking spaces for a total of 306 parking spaces. The following is a list of all items requested by the Planning Commission at the Study Session and the corresponding response.

1. Professional parking management – Peninsula Parking is under contract to provide professional parking services, including four parking attendants, for Sunday masses until the currently proposed improvements have been completed.
2. Ability to store 356 vehicles on site – The second Sheet C6, within the plan set entitled, Saint Matthew's 356-Plus Parking Plan, shows the ability to park 356 vehicles on site with the assistance of parking attendants.
3. A contract (Item 6a) for the 40 spaces in the bank parking lot across El Camino from Saint Matthew's.
4. Solve the Notre Dame back-up issue by identifying a permanent new play areas – A new permanent play area has not been identified, but Saint Matthew's will programmatically not have outdoor activities, including physical education, on the existing play area after 2:30 PM. This will allow for cars to line up on-site and not on Notre Dame.
5. Immediate implementation of the Traffic & Parking Management Plan – All non-physical improvement items have been implemented. A detailed review of each of the items is attached with the Traffic & Parking Management Plan, Monitoring Program. (Item 5c)
6. Long-term enforcement of Parking Management Plan – You advised me that you would address this in the Conditions of Approval or within the Special Use Permit.
7. Back-out onto Notre Dame – This has been addressed by City staff.
8. ADA space locations (200-foot requirement) – Please see attached letter prepared by Case Abst Architects, dated October 12, 2011.

9. Site lighting – Please see attached letter prepared by Case Abst Architects, dated October 12, 2011.
10. Bathroom stalls – Please see attached letter prepared by Case Abst Architects, dated October 12, 2011.
11. Site access alternatives - Please see attached letter prepared by Case Abst Architects, dated October 12, 2011.
12. What are the specific changes to the auditorium – This is detailed within the proposed Master Plan.
13. Correct Tree Evaluation Schedule – Item 6c
14. Gymnasium design height issue – 32 feet per the City of San Mateo’s Municipal Code.

Please call me at (415) 272-6897 should you have any questions or comments. Thank you.

Sincerely,

Brian Swartz

Project Manager

October 12, 2012

Brian,

Below are the responds to the 6 items requested by San Mateo Planning as per your e-mail on September 12, 2011:

1. *Confirm and document that all ADA spaces meet the 200 foot requirement and that enough ADA spaces are being provided.*

Response:

Refer to drawings A1.0, C-7, and C-8 (enclosed)

The above mentioned drawings show one additional ADA parking spaces directly across from the north entry into the proposed gym. This parking space is in addition to the ones already shown on the civil site plan. This additional ADA space was added to be well within the 200 foot distance. The ADA space previously shown measure a feet few over the 200 foot distance. All spaces do not meet the 200 foot dimension. (Note: The civil engineer and architect can not find in the codes where a maximum 200 foot distance is mentioned.)

See drawing C-7 for the calculations for the number of required number of ADA parking spaces. (Parking Notes - #4)

2. *Prepare exhibit showing that the lighting plan leaves no unsafe/dark areas.*

Response:

See enclosed electrical drawing E-1 showing the location of the light fixture locations, light levels (in footcandles) and photometrics. Also see enclosed City of San Mateo code regarding the Exterior Security Lighting (section 23.54.060 b, c & d).

3. *Provide samples of the downcast lighting to be used.*

Response:

See enclosed catalog "cut sheets" for the exterior parking area fixtures and the proposed gym exterior fixtures (wall mounted).

4. *Resubmit, per City requirements, the original 32 foot design minus the meeting rooms.*

Response:

See enclosed complete drawing re-submittal s of the 32 foot height design (drawings A0.0 thru A4.1, C-1 thru C-8, L1.0 & L2.0, and E-1; a total of 23 drawings)

5. *Prepare exhibit showing how students, staff and others will flow to and from the auditorium and gymnasium.*

Response:

See enclosed site plan (drawing C-7, modified) showing path of travel (in red) from parking areas to the new gym.



6. *Confirm and document that the required amount of bathroom stalls are being provided in all men's and lady's bathrooms*

Response:

See enclosed drawing A2.1 (Plumbing Fixture Count) for calculations and fixtures provided.

We feel the above responses adequately address the items requested by the San Mateo Planning Department.

If there are any questions please do not hesitate to get in touch.

Ron