

MEETING OF NOVEMBER 8, 2012

AGENDA ITEM NO. 5C



Application I.D.: PA2012-0044

Application Type: Conditional Use Permit and Design Review

Location: 1412 El Camino Real

Applicant: Andre Ou

APN's: 040-313-010

Zoning: C-3 (Highway Commercial)

General Plan Designation: (CH) Commercial Highway

Environmental Determination: Categorically Exempt, Section 15301

PROJECT DESCRIPTION

The applicant requests approval of a Conditional Use Permit to allow dog training classes (including dog agility, therapy and obedience and puppy training). The proposed business will also include a retail shop selling canine merchandise and will host community events (such as educational seminars, fundraisers, and responsible dog ownership events).

RECOMMENDATION

Staff recommends the Planning Commission approve the Conditional Use Permit application subject to the conditions of approval contained on the attached resolution¹.

ZONING/GENERAL PLAN DESIGNATION

The subject site is located within the C-3 (Highway Commercial) zoning district. The use would operate and is regulated under section 5.2.2 (e)² and 5.4.2 (j)³ of the Belmont Zoning Ordinance. Although the proposed use is not an exact fit in either categories (nor does it propose training for a variety of animals), it is similar in nature and has components of each, hence use permit review and approval is required.

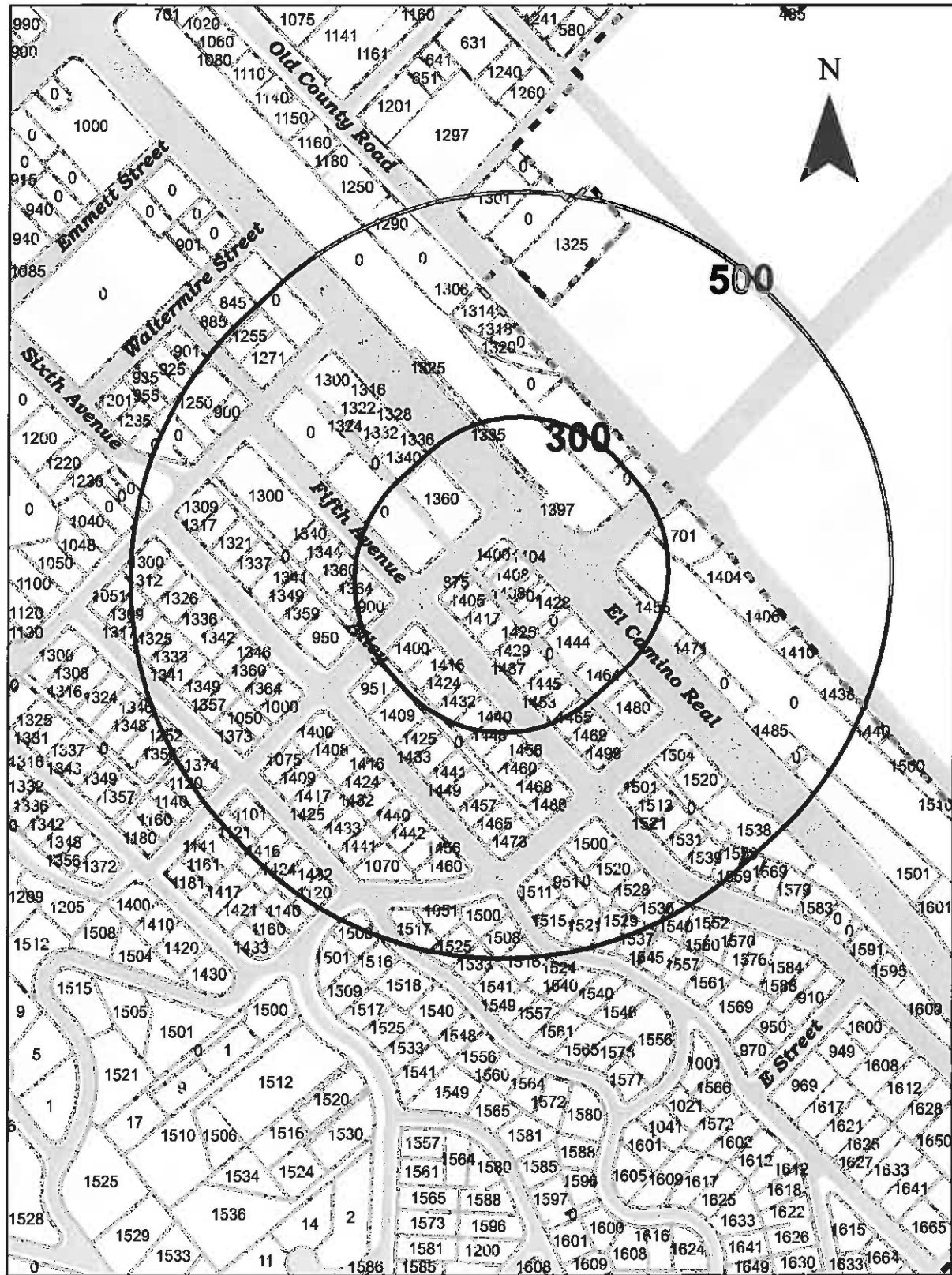
¹ Please note: This recommendation is made in advance of public testimony or Commission discussion of the project. At the public hearing, these two factors, in conjunction with the staff analysis, will be considered by the Commission in rendering a decision on the project.

² BZO 5.2.2 (e) *Pet stores*

³ BZO 5.4.2 (j) *Animal Clinic*

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300/500-Foot Radius Map



0 125 250 500 Feet
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PRIOR ACTIONS

The site encompasses Lots 18 & 19 block 2 of Bay View Heights, which was recorded in 1926; the commercial building was built in 1946. There have been no other planning actions for this property.

SITE CONDITIONS

The 4,500 square foot rectangular property is located along El Camino Real. The surrounding uses are:

North - Commercial retail/office uses
South – Commercial retail/office uses
East – Commercial retail uses
West – Residential uses

The site is served by El Camino Real (main arterial and Civic Lane (designated as a “nonthrough” street essentially only providing secondary access to abutting properties on El Camino Real and Fifth Avenue). The subject commercial property is developed with a 3,948 square-foot multi-tenant commercial building.

PROJECT ANALYSIS

The applicant is proposing a business (Zoom Room) that will include a retail shop selling dog merchandise and offering dog training classes. The proposed business will include a gym facility for teaching small groups and providing private lessons for dogs and their owners. Classes will include puppy training, dog obedience training, therapy dog training, agility, and other enrichment classes.

The proposed business would operate from 10 a.m. to 8 p.m., Monday-Friday and 9 a.m. to 6 p.m., Saturday-Sunday. The business will start with approximately three classes per day at 50 minutes per class. Employees will include one trainer and one staff person. Training classes will include a maximum of eight students (typically five to six). Group classes will include a maximum of eight (8) dogs per class. A maximum of ten people would be in the shop, while averaging seven to eight people, for approximately three hours each day. Based on sufficient business growth, the applicant/owner proposes to increase the number of classes to a maximum of five classes per day Monday-Friday and seven classes per day Saturday-Sunday (50 minutes per class).

The proposed business will also offer private lessons. The business would limit the number for private lessons to a maximum of two (2) dogs per session. During store hours when classes are not in session, the gym will be used as a private rental space for owners and dogs to exercise and practice agility. The business would limit the number for private gym rentals to a maximum of three (3) dogs per session.

As a part of the business, the applicant will use the facility to host community events such as educational seminars, fundraisers, and responsible dog ownership events. These events are limited to two hours, four events per month.

Safety

To ensure a safe and controlled environment, all dogs will be prescreened with proof of vaccination prior to participating in group classes. The business will require all dogs to be leashed and attended by their handlers at all times.

Cleanup

According to the applicant, dog waste is limited to the occasional accident because the number of dogs in the facility at any given time is minimal since their stay is less than an hour. The applicant proposes to install a cleanup station for their facility/business. The cleanup station will be equipped with potty turfs, pick-up bags, disinfectant sprays, paper towels, and a lidded garbage bin. Employees will instruct clients about the stations so everyone understands their responsibility. The gym floor will be maintained during the day and cleaned every night by staff.

Noise

The applicant proposes interior improvements that will include sound proofing the common tenant wall. According to the applicant, sound proofing will include installation of an absorbent rubber floor, and wall installation that will include ½” sound-deadening panels along with a gypsum wallboard. Sound-deadening board is a specially made fiberboard product designed for use in wall systems where sound control between rooms is desired. These ½” thick, 4’x8’ panels work on the principle of combining dissimilar materials so that each accomplishes a different acoustical objective.

Exterior Building Modifications

There will be no significant changes to the exterior of the building/tenant space. The applicant proposes to repaint the exterior of the tenant space (neutral colors) and incorporate signage at a later date. Any new signage associated with the project will require Administrative Design Review and be required to meet the Belmont Sign Code.

PROJECT DATA

Criteria	Existing	Proposed	Required/ Max. Allowed
Lot Size(s)	4,500 sq. ft.	No Change	NA
Slope	Less than 5%	No Change	NA
FAR	0.877	No Change	1.5
Square Footage	3,948 square feet commercial space	No Change	NA
Parking*	None	7 spaces	0 spaces required

*See parking analysis section later in this report.

ZONING CONFORMANCE & DISCUSSION

The Belmont Zoning Ordinance (BZO) section 5.2.1(a) allows by right the retail use (selling dog merchandise) that is to replace the previously vacant tenant space (formally a drycleaner). BZO sections 5.2.2 (e) and 5.4.2 (j) establishes the proposed conditionally permitted uses in the C-3 District and is subject to the Conditional Use Permit review process.

Noise

Section 15-102 of the Noise Ordinance establishes maximum noise levels for non-residential properties. The maximum permitted noise level during nighttime hours (dusk to 8:00 AM) is 55 dBA, and the maximum noise level permitted during daytime hours (8:00 AM to dusk) is 65 dBA. The proposed business will be required to operate in compliance with the Noise Ordinance.

Parking

The subject commercial building is considered legal non-conforming with regard to parking. Based on City and County records, the subject commercial building was originally constructed in 1946 as a store and prior to any record requiring on-site parking. The existing building was originally built without parking and thus "Grandfathered" in terms of required parking.

Section 8.1.2 of the BZO provides as follows:

When the intensity of use of any building, structure or premises shall be increased through the addition of dwelling units, gross floor area, seating capacity or other units of measurement specified herein for required parking or loading facilities, parking and loading facilities as required herein shall be provided for such increase in intensity of use.

The proposed use will not generally increase the parking demand for the project site over the previous use (retail/dry cleaning business). The subject site includes an additional parcel which has seven (7) parking spaces available for its use and, which will continue to be available for the project. No additional parking is required for the project. The project meets the BZO section 8.1.2 as identified above.

Section 8.2.6 (a) (*Location of Required Parking Facilities*) provides as follows:

The location of off-street parking and garage spaces in relation to the use served shall be as follows: All distances specified shall be walking distances between such parking spaces and a main entrance to the use served.

Spaces accessory to uses other than dwellings in Residential Districts may be located on a site adjacent to, or directly across a street or alley from the site occupied by the use served; but in no case at a distance in excess of 300 feet from such use.

The subject commercial property and the adjacent parking lot are under one ownership. The applicant has entered into a lease agreement stating that the subject tenant space will continue to

have the parking spaces available for tenant use. The project meets the BZO Section 8.2.6 (a) as identified above.

NEIGHBORHOOD OUTREACH STRATEGY

The applicant performed neighborhood outreach as detailed in the Neighborhood Outreach Strategy attached to this report. The applicant reported mailing notices to all property owners (September 2012) within 300 feet of the site informing residents of the project and requesting questions or comments via e-mail or phone. Staff has not received any responses to the public notice as of the writing of this report (Attachment IV). The applicant appears to have achieved the outreach strategy objectives.

ENVIRONMENTAL CLEARANCE (CEQA)

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act as it qualifies under Section 15301:

“Minor alteration of existing public or private structures...involving negligible or no expansion of an existing use.”

The proposed project meets the above requirements for CEQA exemption.

CONDITIONAL USE PERMIT

In order to grant a Conditional Use Permit, the Planning Commission must make the following findings pursuant to Section 11.5.1 (a-d) of the City of Belmont Zoning:

a) The location of the proposed use is compatible to other land uses in the general neighborhood area and does not place an undue burden on existing transportation, utilities and service facilities in the vicinity.

The proposal (dog training classes) will be ancillary and complementary to the proposed retail use (selling dog merchandise). No new floor area would be added. Utilities already service this commercial space. There is sufficient parking available to serve the proposed uses. This finding is affirmed.

b) The site is of sufficient size to accommodate the proposed use together with all yards, open spaces, walls and fences, parking and loading facilities, landscaping and such other provisions required by this ordinance.

The existing multi-tenant commercial building conforms to height and setback requirements of the Zoning Ordinance. The proposed uses (retail and dog training classes) comply with all applicable Building, Fire and Zoning Ordinance requirements. The proposed use is appropriate for the Highway Commercial (C-3) location. The proposed use will not increase the parking demand for the project site. The subject tenant space has seven (7) parking spaces available within an adjacent parcel for its use, which will continue to be available for the project. No

additional parking is required for the project. The subject site is sufficient in size to accommodate the proposed uses. This finding is affirmed.

c) The site will be served by streets of a capacity sufficient to carry the traffic generated by the proposed use.

The subject site is currently served by El Camino Real (a main arterial). The road is of sufficient capacity to serve this project site. The hours of peak demand for the proposed business is not expected to be in conflict with commute traffic along El Camino Real and thus no significant traffic interruption is anticipated from the project. This finding is affirmed.

d) The proposed use, if it complies with all conditions upon which approval is made contingent, will not adversely affect other property in the vicinity or the general welfare of the City.

All City departments have reviewed the proposal and provided conditions of approval that should ensure that the proposed uses will not adversely affect neighboring properties or the general welfare of the City. These conditions, together with standard conditions of approval requiring compliance with the City's Noise Ordinance, are anticipated to ensure that no significant noise impacts occur to adjacent and/or surrounding residential properties. With incorporation of and adherence to the above stated conditions of approval. This finding is affirmed.

CONCLUSION AND RECOMMENDATION

Based on the foregoing analysis, staff recommends approval of the Conditional Use Permit application with the conditions of approval as specified in Attachment III.

ACTION ALTERNATIVES

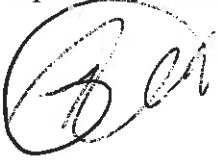
1. Continue the project and direct staff to work with the applicant to modify the request.
2. Deny the Conditional Use Permit. The Commission will identify specific facts to support a denial, and a resolution would be returned to the Commission for final action.

ATTACHMENTS

- I. 500 Foot Radius Map (page 2 of this report)
- II. Resolution approving the Conditional Use Permit
- III. Conditions of Project Approval
- IV. Neighborhood Outreach Strategy
- V. Project Plans/Materials (Commission only)

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Respectfully submitted,



Rob D. Gill
Associate Planner



Carlos deMelo
Community Development Director

CC: Applicant/Owner

RESOLUTION NO. 2012-

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BELMONT
APPROVING A CONDITIONAL USE PERMIT TO ALLOW
DOG TRAINING CLASSES (IN ASSOCIATION WITH A RETAIL USE)
AT 1412 EL CAMINO REAL (PA2012-0044)

WHEREAS, Andre Ou, applicant/owner requests a Conditional Use Permit to allow dog training classes (in association with a retail use) at 1412 El Camino Real; and,

WHEREAS, a public hearing was duly noticed, held, and closed on November 8, 2012; and,

WHEREAS, the Planning Commission hereby adopts the staff report dated November 8, 2012, and the facts contained therein as its own findings of facts; and,

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission approves the Conditional Use Permit to allow dog training classes to operate under section 5.2.2 (e) and 5.4.2 (j) of the Belmont Zoning Ordinance at the subject property, subject to the conditions in Exhibit "A", upon finding that:

Environmental Review

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act as it qualifies under Section 15301.

"Minor alteration of existing public or private structures...involving negligible or no expansion of an existing use."

Conditional Use Permit

The Commission may grant the Conditional Use Permit subject to the following findings of BZO Section 11:

- a) *The location of the proposed use is compatible to other land uses in the general neighborhood area and does not place an undue burden on existing transportation, utilities and service facilities in the vicinity.*

The proposal (dog training classes) will be ancillary and complementary to the proposed retail use (selling dog merchandise). No new floor area would be added. Utilities already service this commercial space. There is sufficient parking available to serve the proposed uses. This finding is affirmed.

- b) The site is of sufficient size to accommodate the proposed use together with all yards, open spaces, walls and fences, parking and loading facilities, landscaping and such other provisions required by this ordinance.*

The existing multi-tenant commercial building conforms to height and setback requirements of the Zoning Ordinance. The proposed uses (retail and dog training classes) comply with all applicable Building, Fire and Zoning Ordinance requirements. The proposed use is appropriate for the Highway Commercial (C-3) location. The proposed use will not increase the parking demand for the project site. The subject tenant space has seven (7) parking spaces available within an adjacent parcel for its use, which will continue to be available for the project. No additional parking is required for the project. The subject site is sufficient in size to accommodate the proposed uses. This finding is affirmed.

- c) The site will be served by streets of a capacity sufficient to carry the traffic generated by the proposed use.*

The subject site is currently served by El Camino Real (a main arterial). The road is of sufficient capacity to serve this project site. The hours of peak demand for the proposed business is not expected to be in conflict with commute traffic along El Camino Real and thus no significant traffic interruption is anticipated from the project. This finding is affirmed.

- d) The proposed use, if it complies with all conditions upon which approval is made contingent, will not adversely affect other property in the vicinity or the general welfare of the City.*

All City departments have reviewed the proposal and provided conditions of approval that should ensure that the proposed uses will not adversely affect neighboring properties or the general welfare of the City. These conditions, together with standard conditions of approval requiring compliance with the City's Noise Ordinance, are anticipated to ensure that no significant noise impacts occur to adjacent and/or surrounding residential properties. With incorporation of and adherence to the above stated conditions of approval. This finding is affirmed.

* * * * *

Passed and adopted at a regular meeting of the Planning Commission of the City of Belmont held on November 8, 2012 by the following vote:

AYES,
COMMISSIONERS: _____
NOES,
COMMISSIONERS: _____
ABSENT,
COMMISSIONERS: _____
ABSTAIN,
COMMISSIONERS: _____
RECUSED,
COMMISSIONERS: _____

Carlos de Melo
Planning Commission Secretary

EXHIBIT "A"

CONDITIONS OF PROJECT APPROVAL
CONDITIONAL USE PERMIT AND DESIGN REVIEW
1412 EL CAMINO REAL (APPL. NO.2012-0044)

I. COMPLY WITH THE FOLLOWING CONDITIONS OF THE COMMUNITY DEVELOPMENT DEPARTMENT:

- A. The following conditions shall be shown on plans submitted for a building permit and/or site development permit or otherwise met prior to issuance of the first building permit (i.e., foundation permit) and shall be completed and/or installed prior to occupancy and remain in place at all times that the use occupies the premises except as otherwise specified in the conditions:

Planning Division

1. Plans submitted for building permits and all construction shall conform to the plans on file in the Planning Division for Appl. No. 2012-0044, date stamped 09/29/12. The Director of Community Development may approve minor modifications to the plans.
2. All construction and related activities which require a City building permit shall be allowed only during the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday, and 10:00 a.m. to 5:00 p.m. on Saturdays. No construction activity or related activities shall be allowed outside of the aforementioned hours or on Sundays and the following holidays: New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day and Christmas Day. All gasoline powered construction equipment shall be equipped with an operating muffler or baffling system as originally provided by the manufacturer, and no modification to these systems is permitted.
3. Prior to issuance of building permits, the property owner shall file with the Director of Community Development, on forms provided by the City, an acknowledgment that he/she has read, understands and agrees to these conditions of approval.
4. In accordance with the Belmont Zoning Ordinance, the Conditional Use Permit granted by this approval shall expire one (1) year from the date of approval if the approved use has not begun operation. Any request for extension of the expiration date shall be made in accordance with the applicable provisions of the Belmont Zoning Ordinance.
5. In the event that this approval is challenged by a third party, the property owner and all assignees will be responsible for defending against this challenge, and agrees to accept responsibility for defense at the request of the City. The property owner and all assignees agree to defend, indemnify and hold harmless the City of Belmont and all officials, staff, consultants and agents from any costs, claims or liabilities arising from the approval, including without limitation, any award of attorneys fees that might result from the third party challenge.

6. The business shall operate under the following Conditions:
 - The proposed business shall operate from 10 a.m. to 8 p.m., Monday-Friday and 9 a.m. to 6 p.m., Saturday-Sunday. The business shall be allowed to hold a maximum of five classes per day Monday-Friday and seven classes per day on Saturday-Sunday.
 - Community events shall be limited to four events a month, two hours per event session, with a maximum of ten (10) dogs at such event. All events shall be held inside of the tenant space/facility. The business owner/manager shall contact the City (planning staff) seven (7) days prior to any community event informing staff of the day and time of the event.
 - All promotional banners associated with business/events shall be subject to Section 23.09.05 (*Special Promotional Banners*) of the Belmont Sign Code.
7. Hours of operation and phone numbers shall be posted outside the building for questions and complaints.
8. The owner/management shall continually monitor the outdoor areas surrounding the business site for any dog waste and shall dispose of any waste properly.
9. All proposed signage for the subject tenant space shall be subject to Administrative Design Review and Belmont Sign Code compliance.
10. Any proposed outdoor lighting shall be designed to eliminate any light spilling onto the adjacent residential properties.
11. The business shall operate in compliance with the standards established in Section 15-102(c) of the Belmont Noise Ordinance (Maximum 65 dBA for daytime hours [8:00 AM to dusk], Maximum 55 dBA for nighttime hours [dusk to 8:00 AM]).
12. Management/employees shall continually monitor outdoor areas for noise, and shall discourage loitering within the parking area and outside the business.
13. This Conditional Use Permit shall be deemed null and void upon a finding by the Planning Commission that the property for which such exception has been granted is in violation of any applicable provisions of this Ordinance, or that there has been failure to comply with any condition or conditions imposed in the granting of a Conditional Use Permit, as per Section 11.9 of the Belmont Zoning Ordinance.

Building Division

1. Prior to any construction, the applicant or a designated representative shall obtain all of the required building permits for the project. The applicant will be required to provide a construction and demolition-recycling plan as a condition of the building permit. The Building Department will inspect for compliance with this plan. The conditions of approval for this permit also require the applicant to perform all work in conformance with the NPDES requirements.
2. All activities shall be subject to the requirements of the Belmont Noise Ordinance (maximum 65 dBA for daytime hours, Maximum 55 dBA for nighttime hours).
3. This project is subject to the School Facilities Fee. Proof of payment must be presented to the City of Belmont before the permit will be issued. Contact the Sequoia Union School District directly for further information (Sequoia Union School District, Maintenance & Operation, 480 James, Ave., Redwood City, CA 94062. 650.369.1411 ext. 2290 or 2203 www.seq.org).
4. The contractor/property owner shall post hours of operation and phone numbers for noise complaints.
5. The contractor/property owner shall provide space on the subject property for recycling containers.
6. The contractor shall provide a list of construction and demolition recycling service providers.
7. The applicant/owner shall require all contractors and subcontractors to make a good faith effort to contact a construction and demolition provider.
8. The project manager shall notify contractors and subcontractors of the City's expectation of maximizing diversion of solid waste.
9. The applicant/owner shall be responsible in investigating opportunities for salvaging materials for reuse.
10. The applicant shall specify on the plan that the 2006 IBC, 2006 UPC, 2006 UMC and 2005 NEC as amended by the State of California and all applicable City of Belmont ordinances will be employed during this project.

II. COMPLY WITH THE FOLLOWING CONDITIONS OF THE BELMONT FIRE DEPARTMENT:

1. Fire Extinguishers shall be installed in accordance with Belmont Fire Department regulations.

III. COMPLY WITH THE FOLLOWING CONDITIONS OF THE POLICE DEPARTMENT:

1. All activities shall be subject to the Belmont Noise Ordinance.
2. No debris boxes or storage materials shall be stored on the street.

IV. COMPLY WITH THE FOLLOWING CONDITIONS OF THE PUBLIC WORKS DEPARTMENT:

- A. The following conditions shall be shown on plans submitted for a building permit and/or site development permit or otherwise met prior to issuance of the first building permit (i.e., foundation permit) and shall be completed and/or installed prior to occupancy and remain in place at all times that the use occupies the premises except as otherwise specified in the conditions.

1. Runoff from trash enclosures, recycling areas, and/or food compactor enclosures, or similar facilities shall not discharge to the storm drain system. Trash enclosure areas shall be designed to avoid run-on to the trash enclosure area. If any drains are installed in or beneath dumpsters, compactors, and tallow bin areas serving food service facilities, the drains shall be connected to a grease removal device and/or treatment devices prior to discharging to the sanitary sewer.
2. The property owner/association shall implement a trash management and litter control program including emptying trash receptacles in common areas, noting trash disposal violations by business, and notifying violators.

- B. The following conditions shall be met prior to the issuance of the first building permit (i.e., foundation permit) and/or site development permits except as otherwise specified in the conditions.

1. The property owner/applicant shall apply for and obtain temporary encroachment permits from the Department of Public Works for work in the City public right-of-way, easements or property in which the City holds an interest, including driveway, sidewalk, sewer connections, sewer clean-outs, curb drains, storm drain connections, placement of a debris box.

2. The owner/applicant shall perform a video inspection of the sewer lateral from the building to the sewer main, submit the inspection to the Department of Public Works for review and make any necessary repairs to the lateral. Sanitary sewer shall include a back flow prevention device.
3. Runoff from trash enclosures and recycling areas or similar facilities shall not discharge to the storm drain system. Trash enclosure areas shall be designed to avoid run-on to the trash enclosure area.
4. Applicant shall provide receptacles for recycling. Containers shall segregate glass, plastic and aluminum containers and paper. Property manager shall ensure these materials are recycled, such as by adding them to the regular recycle stream for on-site pick up by Recology or by returning them for redemption.
5. Failure to comply with any permit condition may result in a “Stop Work” order or other penalty.

Certification of Approved Final Conditions:

Rob D. Gill, Associate Planner

Date



NEIGHBORHOOD OUTREACH STRATEGY

Belmont Permit Center APPLICANT'S GUIDE AND FORM

1. INTRODUCTION

The City of Belmont is committed to an open process of development review, and requires that applicants take a proactive approach to neighborhood outreach. Therefore, every development request which is decided by the Planning Commission or City Council in a public hearing must include a Neighborhood Outreach Strategy, submitted with the application. The strategy must include your proposal for contacting your neighbors, informing them of your proposed project and receiving their feedback in advance of the City's review. This form is provided to assist you in preparing your Neighborhood Outreach Strategy

II. OUTREACH STRATEGY

In order to provide an effective Neighborhood Outreach Strategy, you must address these issues:

- A. Contacting Your Neighbors – Since you will be providing the City with labels for all property owners and tenants within 300 feet of your property, it is strongly suggested that you notify these same people of your neighborhood outreach efforts. You can mail your own notices to them, post bulletins, make telephone calls or go door-to-door, if you wish. (Please note that these options do not give you the right to trespass or conduct any other activities which are contrary to the law.)*
- B. Informing Your Neighbors of the Project – This can be accomplished a variety of ways, but is most easily accomplished by a scheduled meeting or open house on the property. At the meeting, you are encouraged to have your project plans available, as well as your architect, engineer or other consultants as necessary to explain and answer questions about the project. The more convenient the meeting date, time and arrangements, the more success you will have in establishing a positive atmosphere for the dialogue. You may choose other means for informing your neighbors, such as mailing a project information packet.*
- C. Receiving Neighbor Feedback – If you host a neighborhood meeting, you will be able to receive immediate feedback on your proposal. You are urged to take notes on the comments you receive, as well as who attends. If you mail information, some means of communication must be established to allow neighbors to contact you and leave their comments.*
- D. A Schedule for Action – Your strategy must also include a schedule for achieving the above tasks prior to the first public hearing conducted by the City. While the City acknowledges that schedules may change, you must identify the approximate timing of the three steps described above.*

III. YOUR NEIGHBORHOOD OUTREACH STRATEGY

Please submit a written description of your Neighborhood Outreach Strategy on the attached sheet, addressing the four points described above. You are required to implement the Strategy prior to the public hearing on your project. You may be asked by the Planning Commission or City Council about the results of your efforts. Failure to implement the strategy prior to the public hearing on your application may result in the hearing being continued to a later date.

I will contact my neighbors by:

Sending a project information packet in the mail (please see attached document: "Zoom Room Belmont: Project Information Packet"). I will provide them with my contact information (e-mail and phone number) and give them two weeks to respond.

2. I will inform my neighbors of the project by:

September 5th, 2012

3. I will gather feedback from my neighbors by:

September 19th, 2012

4. Here is the schedule for my outreach strategy:

- A. Contact: September 5th, 2012
- B. Informing September 5th, 2012
- C. Feedback September 19th, 2012

5. As property owner, I, Janet M. Fregosi (print property owner's name), hereby acknowledge that I will make every reasonable effort to obtain neighbor comments on my project prior to presenting my request to the Planning Commission or City Council in public hearing. I understand that the purpose of the Neighborhood Outreach Strategy is to foster a positive and constructive dialogue regarding my project and its possible effects on surrounding homeowners and tenants.

Written Authorization Provided
Property Owner's Signature (see tab: owner authorization)

08-29-2012
Date

ZOOM ROOM BELMONT at 1412 EL CAMINO REAL

By Andrea Ou

Business Overview:

The Zoom Room is a national franchise founded in 2007 in Los Angeles, California. The Zoom Room is an environmentally friendly retail shop for canine merchandise that also offers small group and private training classes for dogs and their owners. When classes are not in session, the training space can be rented out for exercise at a maximum of three dogs at once. On occasion, the shop is used for hosting community events such as educational seminars, fundraisers, and responsible dog ownership events.

Business Location:

1412 El Camino Real, Belmont, CA 94002
(intersection of El Camino Real and Harbor Boulevard)

Hours of Operation:

Monday through Friday: 10am to 8pm
Saturday and Sunday: 9am to 6pm

Parking:

There are 7 dedicated parking spaces, including one ADA parking, and 2 street parking right in front of the store.

Compatibility with General Neighborhood Area:

Zoom Room is very compatible to other land uses in the general neighborhood area of 1412 El Camino Real. It is run as a regular retail shop and hold approximately three classes a day at 50 minutes per class.

With one trainer, one sales staff, and a maximum of eight students (typically five to six), the maximum number of people in the shop would be ten, while averaging at seven to eight, for approximately three hours each day. The consequent traffic and congestion generated by Zoom Room will be minimal and won't be a burden for facilities in the vicinity.

Zoom Room will not create any undue encumbrance on the public transportation system serving Belmont. Since Caltrain and SamTrans only allow service animals on board (the Zoom Room trains therapy dogs, not service dogs), this business will not increase the number of dogs on local public transportation.

Safety:

To ensure a safe and controlled environment for everyone, all dogs are pre screened with proof of current vaccinations prior to participating in the classes. We require all dogs to be leashed and attended by their owners/handlers at all times—unattended dogs are not allowed.

Cleanliness:

Dog waste is limited to the occasional accident because the number of dogs in the store at any given time is minimal and their stay is less than an hour. A cleanup station equipped with a potty turf, pick-up bags, a lidded bin, paper towels, and disinfecting solution is provided and specific instruction is given to customers so everyone understands their responsibility. The shop is maintained during the day and cleaned every night by staff. Accordingly, the HVAC and sewage needs are consistent with most other retail business. Zoom Room provides a very clean and odor free environment for their clients and no related issues have been noted with the existing franchisees.

Noise Control:

In conjunction with the installation of the absorbent rubber floor, the ½" sound-deadening panels along the gypsum wallboard will soundproof the shared wall with the adjacent nail salon. Sound-deadening board is a specially made fiberboard product designed for use in wall systems where sound control between rooms is desired. These ½" thick, 4'x8' panels work on the principle of combining dissimilar materials so that each accomplishes a different acoustical objective.

This technique was used in the Zoom Room headquarter in Hollywood, California, to soundproof a wall shared with an acupuncturist and chiropractor (both of whom require a very quiet, relaxed environment). Since the installation in August 2010, there have been no complaints about distracting noise.

What Zoom Room is *NOT*:

- A doggy day care. Owners are required to be with their dogs.
- A dog walking service. Training classes are conducted inside the facility.
- A boarding facility. No dogs are kept overnight.
- A dog groomer. No grooming services or facilities are provided.
- A breeding facility or a place where live animals are sold.
- A veterinarian. Although dog safety is of primary importance in our facility and our trainers are certified in canine CPR and first aid, no medical services are provided.

Current Zoom Room's in operation:

As of September 2012, there are 12 operating units across the United States (CA, FL, TX, AZ, NC, CO, and WI). An additional 19 units are committed, including: San Francisco, Berkeley, San Jose, and Walnut Creek to name a few in the Bay Area.

List of Conditional Uses:

1. Hours

Monday through Friday: 10am to 8pm

Saturday: 9am to 6pm
Sunday: 9am to 6pm

2. Number of Group Classes

Weekdays: max. 5 classes per day

Weekends: max. 7 classes per day

Max. per week: 24 classes

3. Duration of Classes

50 minutes

4. Number of Dogs per Group Class

8 dogs max.

5. Number of Dogs per Private Gym Rental

3 dogs max.

6. Number of Dogs per Private Lesson

2 dogs max.

7. Number of Events

4 events max. per month

8. Event Types

Fundraisers, educational seminars, and responsible dog ownership events.

9. Number of Dogs per Event

10 dogs max.

10. Duration of Events

2 hours

11. Each dog is attended by at least one handler at all times.