



Item No. 14 Town of Atherton

CITY COUNCIL STAFF REPORT – REGULAR AGENDA

TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER

FROM: MICHAEL KASHIWAGI
COMMUNITY SERVICES DIRECTOR

DATE: JANUARY 15, 2014

SUBJECT: MENLO-ATHERTON LITTLE LEAGUE IMPROVEMENTS AT
HOLBROOK-PALMER PARK

RECOMMENDATION

1. Review and approve business points with Menlo-Atherton Little League (M-ALL) which addresses requirements, conditions and constraints regarding the construction, use and responsibilities for improvements to the Little League facility and surrounding areas at Holbrook-Palmer Park.
2. Direct the City Attorney to prepare a Facility Agreement based upon business points approved by City Council.
3. Authorize the City Manager to execute the Facility Agreement between the Town of Atherton and M-ALL.

BACKGROUND

In August 2012, City Council approved placing Measure M on the November 6, 2012 election ballot asking qualified electors of the Town of Atherton to decide if M-ALL should be permitted to:

“improve the baseball field and surrounding areas at Holbrook-Palmer Park, including seating for spectators, an improved playing area for children, and new restrooms for all park users, using private funds only”

The resulting vote was 75.1% in favor and 24.9% opposed. Attachment A includes information provided to voters including the ballot language, arguments against and in favor of Measure M, rebuttals to the support and opposition to Measure M, and the Impartial Analysis prepared by the Atherton City Attorney.

As presented in the September 4, 2013 staff report, staff believes passage of Measure M established parameters and approved construction of the following improvements at Holbrook-Palmer Park:

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- Permanent covered seating for 200 spectators and covered dugouts
- Permanent 210 foot perimeter fencing and foul poles along both baselines
- Permanent electronic scoreboard
- Re-surfacing of the existing field
- Removable outfield fencing
- New restroom facilities

DISCUSSION

At the September 4th meeting, City Council reviewed and provided direction regarding the scope of improvements to the little league field and surrounding areas at Holbrook-Palmer Park. The primary discussion focused on specific improvements proposed by M-ALL, recommendations by Planning Commission and staff interpretation of Measure M ballot results as outlined in the September 4th Staff Report Attachment F, Review of Planning Commission Recommendations. This information is provided in Attachment B of this report.

After review, City Council provided the following direction:

- **Item 1: Seating Structure**
Staff is to meet with the Little League to determine flexibility of overall length of seating structure.
- **Item 2: Dugouts**
City Council approved permanent covered dugouts.
- **Item 3: Permanent Foul Line Fencing**
City Council and M-ALL agreed that permanent foul line fencing will extend from the backstop/seating structure to just beyond the bullpen area. A removable fence will be provided from the end of the permanent fence to the foul poles.
- **Item 5: Permanent Foul Poles**
M-ALL is to take an exhaustive look at potential options and feasibility to utilize removable foul poles.
- **Item 6: Permanent Electronic Scoreboard**
M-ALL agreed to the placement of the scoreboard in right field. M-ALL is to take an exhaustive look at potential options and feasibility to utilize a removable electronic scoreboard.
- **Item 7: Maintenance of Facilities**
Staff is to review how Menlo Park Burgess maintains their little league field.

Follow-up Meetings With M-ALL

Subsequent to the September 4th Council meeting, staff met with M-ALL representatives to discuss and finalize the scope of project improvements as directed by City Council. Based upon our discussions, the position of M-ALL is as follows:

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Seating Structure: M-ALL cannot support the reduction of the seating area size. This position is based upon their belief that reducing the size of the seating area would negatively impact spectator comfort and also result in the loss of necessary storage space.

Foul Poles: As requested by the City Council, M-ALL performed additional research on the availability and feasibility of removable foul poles. The identified product is a one-piece pole 20 feet in length. The portion above ground will be 15 feet in height.

M-ALL is willing to support the use of removable foul poles; however, they request the placement of a permanent flag pole/foul pole in right field. Staff will work through the details of design, embedment and anchoring details, and storage requirements for the temporary foul pole during the plan review and final design process.

The Town of Atherton will be responsible for the installation and removal of the temporary foul pole at the beginning and end of each season. Necessary staffing and equipment required to perform this function will be determined after final product selection and design details are determined. However, it is not anticipated this task will require specialized equipment and can be efficiently and safely performed with a 2- person crew. Final anchoring and embedment details will also be designed to facilitate installation and removal operations which will not damage adjacent park improvements.

Electronic Scoreboard: As requested by the City Council, M-ALL performed additional research on the availability and feasibility of a removable scoreboard. M-ALL cannot support use of a removable electronic scoreboard since they were not able to identify a product which meets the quality and visibility standards desired by the little league.

M-ALL proposes to locate the scoreboard along the left field line at the end of the permanent fencing just beyond the bullpen area.

Maintenance of Facilities: Per City Council discussion and direction to review the maintenance relationship between M-ALL and the City of Menlo Park at Burgess Field, Town staff recommends the following:

- The Town of Atherton will have primary maintenance responsibilities for the ball field and facilities. These responsibilities will include:
 - Weekly mowing and edging of the turf areas.
 - Repair and replacement of the sprinkler/irrigation system.
 - Collection and removal of waste from trash receptacles.
 - Removal and installation of the removable left field foul pole at the beginning and end of each season.
 - Removal and installation of all non-permanent fencing.
 - Maintain new permanent seating areas, including removal of debris left behind after games.
 - Graffiti abatement.
 - Necessary repair and replacement of new facilities.
- M-ALL will be allowed to supplement services provided by the Town including:
 - Importing and placement of infield materials to enhance the playing surface, pitching mound, and batter's box areas.
 - Enhancing field appurtenances including, but not limited to, base pegs, pitching

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mound, home plate, etc.

- Supplemental mowing.
- Supplemental care of playing areas and surfaces.

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- Marking of baselines and foul lines using paint on turf areas and chalk on base paths and batter's box.

M-ALL FACILITY BUSINESS POINTS

The primary business points to be addressed by the Facility Agreement include the following:

Construction of New Ball Field Improvements

- Provides M-ALL with the ability to renovate and improve the existing ball field facilities including:
 - New covered spectator seating structure
 - New backstop and dugouts
 - New permanent perimeter fencing extending along both base lines from the backstop/seating structure to just beyond the bullpen areas
 - Removable perimeter fencing from the bullpen areas to the removable left field foul pole and permanent right field flag pole/foul pole
 - Permanent flag pole/foul pole in right field and removable foul pole in left field
 - New electronic scoreboard
 - Grading, drainage and irrigation improvements to existing field area
 - Modification to existing path and walkways
- M-ALL will be responsible for preparation of all construction plans and specifications.
- M-ALL will be responsible for construction and will select and secure all contractors and sub-contractors.
- All improvement plans shall be reviewed and approved by the Town of Atherton prior to the start of construction.
- After completion and acceptance by the Town, all improvements shall become property of the Town of Atherton.
- M-ALL will be required to go through the normal building permit process and shall pay all fees associated with the issuance of the building permit including plan review and inspection.
- M-ALL shall pay all staff costs including planning, design review, inspection, legal, and staff administration associated with the design and construction of project improvements.
- Design and construction of project improvements shall comply with all Town of Atherton standards, building code requirements and relevant State and Federal requirements.
- Removal and replacement of all trees shall be per the requirements and under the direction of the Town of Atherton.

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- M-ALL shall provide new trash and recycle receptacles as required by the Town of Atherton. The Town will be responsible for trash removal and disposal.

Maintenance, Repair and Replacement of New Facilities

- M-ALL shall be responsible for funding the repair and replacement of the baseball facility improvements including the seating area, restroom, storage space, dugouts, playing field, foul poles, electronic scoreboard, and fences (permanent and removable).
- The Town of Atherton will have primary maintenance responsibilities for the ball field and facilities.
- M-ALL will be allowed to supplement Town maintenance activities to enhance the playing conditions similar to the maintenance relationship M-ALL has with the City of Menlo Park at Burgess Field.
- M-ALL will continue to pay the Town of Atherton an annual use fee for the term of the Lease Agreement. Use fees will be reviewed and determined by the Town annually and will be addressed in a separate Use Fee Agreement.

Additional Items

- The term of the Facility Agreement will include an initial 10-year term with two 5-year options for a total potential term of 20 years.
- M-ALL will contribute funds in the amount of \$27,500 to the Town of Atherton to be used for repair and refurbishment of the tennis courts. Funds shall be paid prior to final approval and acceptance of project improvements by the Town of Atherton.
- M-ALL will contribute funds to the Town of Atherton for park beautification improvements determined by the Town. The amount to be contributed will be 5% of the final construction costs up to a maximum of \$50,000. Funds shall be paid prior to final approval and acceptance of project improvements by the Town of Atherton.

FINANCIAL CONSIDERATIONS

Per the requirements of Measure M, costs associated with the construction of improvements proposed by M-ALL shall be paid using private funds only. A separate Use Fee Agreement will be prepared for Council review and approval to address appropriate annual fees to be paid by M-ALL to the Town which will address the annual exclusive use and additional maintenance and operations costs associated with the new ball field improvements.

RECOMMENDATION

The City Council is required to comply with the clear provisions of Measure M. Where there is ambiguity or areas outside of the provisions of Measure M, the Council is free to recommend or approve alternative solutions. Staff's recommendation is a project consistent with Measure M, inclusive of subsequent concessions by M-ALL for amendment. Any alternative solutions agreed upon or applied that differ from the clear provisions of Measure M must be applied using the reasonable person standard.

1. Review and approve business points with Menlo-Atherton Little League (M-ALL) which addresses requirements, conditions and constraints regarding the construction, use and responsibilities for improvements to the Little League facility and surrounding areas at

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Holbrook-Palmer Park.

2. Direct the City Attorney to prepare a Facility Agreement based upon business points approved by City Council.
3. Authorize the City Manager to execute the Facility Agreement between the Town of Atherton and M-ALL.

Prepared By:

Approved:

Michael Kashiwagi, P.E.
Community Services Director

George Rodericks
City Manager

ATTACHMENTS:

Attachment A – Measure M Ballot Information

Attachment B – Review of Planning Commission Recommendation

Attachment A
Measure M Ballot Information

Town of Atherton

Compiled by the Town of Atherton City Clerk Ms. Theresa DellaSanta

Measure M

“Should the Town permit the Menlo-Atherton Little League to improve the baseball field and surrounding areas at Holbrook-Palmer Park, including covered seating for spectators, an improved playing area for children, and new restrooms for all park users, using private funds only?”

Impartial Analysis of Measure M

The Town of Atherton has received a proposal from the Menlo-Atherton Little League to construct certain improvements to the existing Little League baseball diamond in Holbrook-Palmer Park. It proposes a number of improvements to the field and surrounding facilities, ranging from leveling the field, erecting temporary removable outfield fences, and construction of a small electric scoreboard and permanent foul line poles. Of perhaps greater significance is a desire to install covered seating grandstands and new restrooms that will result in permanent improvements to the area. The cost of such improvements will be paid for by the Menlo-Atherton Little League using only private funds. There will be no taxpayer’s funds used to complete the proposed improvements.

The Menlo-Atherton Little League proposal has not been through the normal Atherton planning process at this time. The City Council has determined that it wants citizen input with respect to the significant permanent impacts of the application. The measure therefore asks voters to decide whether permanent structures associated with the Little League baseball diamond area of Holbrook-Palmer Park should be allowed to be constructed after appropriate planning review; specifically whether or not to allow construction of covered spectator seating, an improved playing field, and new restroom facilities in this area of the Park.

If approved by the voters, the grandstand and restroom permanent facilities will be allowed in Holbrook-Palmer Park; however, if rejected by the voters, this measure will prohibit such permanent improvements in the Park. Voter approval of the measure will not automatically grant the Little League improvement proposal which will still have to go through the normal Town land use review process.

/s/ **William B. Connors**, City Attorney

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Town of Atherton

Compiled by the Town of Atherton City Clerk Ms. Theresa DellaSanta
Arguments in support of or in opposition to the proposed laws are the opinions of the authors.

Argument in Favor of Measure M	Rebuttal to Argument in Favor of Measure M
<p>Atherton has been offered a wonderful gift which will cost nothing. There is no downside – only tremendous upside for the community.</p> <p>Over the years, the baseball/softball field and surrounding area at Holbrook-Palmer Park have become dilapidated and less safe. To solve this problem, the Menlo-Atherton Little League has submitted a plan to enhance, beautify and make safer an area of the park which is regularly used by hundreds (if not thousands) of Athertonians each year. The plan will be funded entirely by private donations from people who believe deeply that we deserve a beautiful, safe park for everyone to enjoy.</p> <p>This generous gift includes various enhancements to the existing baseball/softball field, complete with:</p> <ul style="list-style-type: none">• covered stands and dugouts designed to blend perfectly with existing park structures;• new fencing to keep spectators and other park users out of harm’s way; and• a re-surfaced field to make it safer for baseball, softball, soccer, and lacrosse, for which all or part of the field is used. <p>As part of the plan, the Little League has offered to resurface the park’s tennis courts as well. This is a much needed improvement which the Town has not provided funding.</p> <p>This proposal is not limited to the baseball/softball field and tennis courts. Indeed, it benefits all who enjoy the park. Many citizens are well aware that the park is in dire need of new restrooms. The plan includes new restrooms near the tennis courts which will be open for all park users. In addition, the Little League has offered to plant trees in surrounding areas to further beautify the landscape.</p> <p>In this time of economic uncertainty, we have to rely on generous citizens to fill gaps left by tight government budgets. Please accept this gift to the Town. Vote YES on Measure M.</p> <p>/s/ Robert B Hellman, Jr August 15, 2012 Atherton resident & former board member & coach M-A Little League</p> <p>/s/ Robert Oyster August 15, 2012 Atherton resident & member of Park & Recreation Commission</p> <p>/s/ Gina Ryan August 15, 2012 Atherton resident & Board Member & Finance Chairperson, M-A Little League</p> <p>/s/ David Wright August 15, 2012 Atherton resident & former Chairman of Atherton Park & Recreation Commission</p> <p>/s/ Steve Bouret August 15, 2012 Atherton resident & former Board Member & coach, MA Little League</p>	<p>A new baseball field for our Park is a good idea but the presented design is too large and will intrude on the park and its surroundings. Unfortunately, the Town Council’s decision to require a vote on the design has now presented an “up or down” decision without room for negotiation. In light of what might happen at the park (moving the library), it is difficult to tell what the effect of both buildings would be to the overall appearance and function of the Park. Additional parking for the library patrons as well as the spectators who are supposed to fill the 200 seats at the baseball stadium would seemingly overwhelm available parking and would require further paving of meadow and grass areas.</p> <p>It would seem prudent to determine whether or not the library is going into the park prior to deciding on whether to build a new ball field of the size and scope as presented in this design. A no vote on Measure M would allow us to build a baseball field that would better suit the surroundings – not something that might overwhelm the Park and its environment. We urge a NO vote on Measure M.</p> <p>Frank Merrill, Atherton resident & member, Park & Recreation Commission</p> <p>Rachel Croft, Atherton resident and member, Atherton Tree Committee</p> <p>/s/ Frank Merrill August 20, 2012</p> <p>/s/ Rachel M. Croft August 20, 2012</p>

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Argument Against Measure M

Building a baseball stadium with 200 covered seats in the middle of Atherton's only park is a bad idea. These precious open spaces and peaceful settings are a priceless asset to this Town and need to be preserved for all users of the Park. The Park has been very protective of its open spaces and does not need a massive, permanent baseball-only field which would reduce the enjoyment of others and by design would restrict uses for other sports.

In the Town Council majority's haste to bring this project forward for a vote, there is now no place for negotiation as to what should be included in the new design. We are forced to make an "up or down" decision regarding this project. Why is there covered seating for 200 spectators? Where would cars for 200 spectators park, especially if the Library is also built in the Park? Is this baseball park intended for other uses? Will night games with lights be next? Covered grandstands won't make the excitement of baseball any more valuable for the young players. The proposed field will not be used for an increased number of players. In fact, by Little League's own records, only about one third of the 520 registered players are Atherton residents. A 210 foot perimeter fence cyclone fence down both baselines is not removable and will affect the visible appearance of the meadow. The same can be said for a lighted scoreboard with advertising and messages.

Little League is welcomed in the park. It is certainly important to encourage young athletes to increase physical activity and participate in team sports. However, a stadium of this magnitude is out of place at Holbrook-Palmer. Please vote NO in hopes that eventually we can create a baseball field that "fits" our Park.

/s/ **Frank Merrill** August 15, 2012

/s/ **Rachel Croft** August 15, 2012

Rebuttal to Argument Against Measure M

The statement in opposition to Measure M is inaccurate in material respects. The plan does not involve a "stadium." Rather, it is to enhance the existing field and surrounding area to provide a safer and more pleasant experience for all park users. Nor is the field intended for "baseball only." All open space will remain intact and there will be no impact on other users or activities.

The design, which is and will remain available for public viewing, is understated. The architecture is consistent and blends well with other park structures. The covered seating is not "massive." While code dictates 18" per occupant, the design is not intended to accommodate 200 people. The anticipated use is for 100 people seated comfortably using 36", which is just enough to accommodate family and friends of players at a typical game. There will be no increased traffic.

Contrary to the opposition's statements: The outfield fence is removable. The Little League has committed to remove the fence at the end of every season and during the season as needed. There will be no advertising. There will be no lights for night games.

We encourage all voters to review the plans; they are not what the opposition wants you to believe. Atherton deserves an improvement of the dilapidated field at Holbrook Palmer Park. This is a wonderful gift with no cost to taxpayers. It may never be offered again.

Please vote YES on Measure M – for our children and families.

/s/ **David Wright** August 23, 2012

/s/ **Bob Hellman** August 23, 2012

/s/ **Bob Oyster** August 23, 2012

Attachment B
Review of Planning Commission Recommendations

The Planning Commission provides the City Council with the following recommendations for the Little League proposed improvements to the baseball field at Holbrook Palmer Park, based on the review and discussion of the item at the May 22, 2013, June 26, 2013 and July 24, 2013 Planning Commission meetings.

Measure M was approved by the voters as follows: “Should the Town permit the Menlo-Atherton Little League to improve the baseball field and surrounding areas at Holbrook-Palmer Park, including covered seating for spectators, an improved playing area for children, and new restrooms for all park users, using private funds only?”

Staff comments are based upon staff interpretation of the approval of Measure M as passed by Atherton voters in November 2012. Staff interpretation is based upon information and descriptions presented with the Ballot Measure which includes the Ballot Measure Language, Arguments in Favor of and Against Measure M, and the Impartial Analysis of Measure M provided by the City Attorney.

	APPLICATION	PLANNING COMMISSION RECOMMENDATION	CONSISTENCY	M-ALL FEEDBACK TO PLANNING COMMISSION RECOMMENDATION	ISSUES FOR COUNCIL DIRECTION
1	The seating structure is proposed to be approximately 1,120 square feet in area, with a roof height of 15’ with a 2’ tall decorative cupola. The structure is designed with horizontal wood siding, decorative lattice and handrails and composition shingle roof.	Seating Structure <ul style="list-style-type: none"> Minimize the visual impacts of the structure and significantly reduce the size of the structure (60-100 people, using 24” wide seat as a standard) All the roof to be permanent as proposed with a modified design to minimize the visual impact 	A permanent seating structure as proposed by M-ALL is consistent with the ballot measure.	<p>The planned seating capacity was clearly indicated on the ballot. For example, in the Rebuttal to the argument against Measure M, we stated that “the anticipated use is for 100 people seated comfortably using 36”. The people approved the size. We cannot change it by making it bigger or smaller than was promised.</p> <p>The roof is a simple hip & shed form, already designed to minimize visual impact. The cupola and decorative lattice were designed to complement existing historic buildings in the park.</p>	Affirm the seating structure as proposed is consistent with the ballot measure.
2	The covered dugouts are proposed with a simple hip roof with four posts at a roof height of 9’.	Dugouts <ul style="list-style-type: none"> Allow the dugouts with a roof cover that is removed at the end of the season 	The dugout as proposed by M-ALL is consistent with the ballot measure.	For safety, seismic and practicality reasons, the dugout roof cannot be removable. Like the seating area, the dugout roofs are designed to blend with existing park structures.	Affirm the dugouts as proposed are consistent with the ballot measure.

	APPLICATION	PLANNING COMMISSION RECOMMENDATION	CONSISTENCY	M-ALL FEEDBACK TO PLANNING COMMISSION RECOMMENDATION	ISSUES FOR COUNCIL DIRECTION
3	Construct new fences to extend from the backstop to the foul poles. The fences will be black painted or vinyl coated chain link at a height of approximately 4'	Fencing <ul style="list-style-type: none"> Allow a non-removable fence similar to footprint as it exists today along the infield, anything beyond that shall be removable at the end of the season or upon the request of the Town. 	Permanent fencing extending from the back stop to permanent foul poles is consistent with the ballot measure	The foul line fencing is consistent with Measure M and we feel that it should be included to avoid any issues with the voters. M-ALL is proposing a blended fence of black acrylic coated chain link fence which will be far more visually transparent. The complexities of removable foul line fencing are many and present the Town with far too many challenges. Also, if the fencing were to be removed annually there would be a larger storage requirement in the seating structure to accommodate the fence sections.	Affirm the new permanent fencing extending along both foul lines to permanent foul poles is consistent with the ballot measure.
4	Install a new removable outfield fence at a height of 4'. The fence would be removed at the end of the season and upon the request of the Town.	Outfield Fence <ul style="list-style-type: none"> Allow the outfield fence to be 4' high and removable at the end of the season or upon request of the Town. 		We agree with this recommendation. Indeed, it has been part of the plans all along.	No issue

	APPLICATION	PLANNING COMMISSION RECOMMENDATION	CONSISTENCY	M-ALL FEEDBACK TO PLANNING COMMISSION RECOMMENDATION	ISSUES FOR COUNCIL DIRECTION
5	Install two new 15' tall foul poles at the right and left field corners	<p>Foul Poles</p> <ul style="list-style-type: none"> The foul poles shall be removed at the end of the season or upon request of the Town. 	Permanent foul poles is consistent with the ballot measure	<p>Permanent foul poles were mentioned in the impartial analysis of Measure M and thus approved by the voters. The voters read and understood this. We are very concerned that if we start chipping away pieces of what the voters approved, we will run the risk of litigation.</p> <p>And even if it is appropriate to change what the voters approved, which it is not, there is no practical solution that we are aware of. The only safe, removable foul poles we found are 22' or 30' high. That means they would have to be at least 7' higher than contemplated (15'). I don't think the Planning Commission wants that. Contrary to conventional wisdom, bigger is not always better.</p>	Affirm the permanent foul poles are consistent with the ballot measure .
6	Install a new permanent electronic scoreboard (3' tall by 8' wide) near the left field foul pole in a location that can be viewed from the seating area. The scoreboard will be mounted on a pole with 10' clearance under the scoreboard, resulting in an overall height of 13' above grade.	<p>Scoreboard</p> <ul style="list-style-type: none"> No permanent scoreboard shall be located along either foul line As an option, the scoreboard could be designed as part of the main seating structure or a portable scoreboard that would be stored at the end of each game. 	A permanent electronic scoreboard is consistent with the ballot measure	<p>"Construction of an electric scoreboard" was noted in the impartial analysis of Measure M. The scoreboard is designed to be permanent. In our design drawings (on the Measure M website and shown at the public forum), the scoreboard was clearly shown to be located in the left field corner. It should be in the left field corner for 2 reasons: (1) it would have less glare and thus would be more easily seen from the seating area; and (2) it would not be easily seen from Watkins Ave. We are proposing to paint the back of the scoreboard green and mask it with small trees.</p>	Affirm construction of a permanent electronic scoreboard is consistent with the ballot measure.

	APPLICATION	PLANNING COMMISSION RECOMMENDATION	CONSISTENCY	M-ALL FEEDBACK TO PLANNING COMMISSION RECOMMENDATION	ISSUES FOR COUNCIL DIRECTION
7	Construct a new backstop with a hooded top to decrease foul balls. The backstop is proposed to be black vinyl coated chain link fence at a maximum height of 20'	Backstop <ul style="list-style-type: none"> The backstop with foul ball screen along the top as proposed with black vinyl coated chain link fence is acceptable as permanent 		We agree with this recommendation. It is consistent with the design.	No issue
8	Construct spot repairs to the existing field with new soil and grass as needed (no changes to the field location or layout)	Field Improvement <ul style="list-style-type: none"> The entire field should be improved for a quality playing surface (some places may need more work than others) 		We agree with this recommendation. We will make the decision how to best level the field for safe play to benefit all sports and park activities.	No issue. The extent and scope of field improvements will be reviewed and approved by City Council with approval of final construction plans and specifications.
9	The plans show extension of the path from the parking lot to the paved area surrounding the seating area for accessibility and maintenance vehicle access	Path <ul style="list-style-type: none"> The path from the parking lot to the field shall be no greater than 8' in width, made of asphalt material as recommended by Public Works. Any potential drainage and safety issues created by the change in grade between home plate and the tennis courts should be examined and addressed. 		We are fine with the town staff recommendation to have the path at 8' wide to accommodate maintenance vehicles as currently done. The path material is currently asphalt and we are fine with that to remain the same.	No issue – Modifications and construction of new pathways will be reviewed and approved by City Council with approval of final construction plans and specifications

	APPLICATION	PLANNING COMMISSION RECOMMENDATION	CONSISTENCY	M-ALL FEEDBACK TO PLANNING COMMISSION RECOMMENDATION	ISSUES FOR COUNCIL DIRECTION
10	The plans submitted were at the conceptual planning level and did not include the level of detail for sprinklers.	Sprinkler Lines and Controls <ul style="list-style-type: none"> • Some of but not all sprinkler lines may have to be replaced to be a part of an effective irrigation system. Controls should be housed in a secure place with the entire system installed to the satisfaction of Public Works 		We agree with this recommendation and will address it with Town staff.	No issue – Modifications and additions to the existing sprinkler system will be reviewed and approved by City Council with approval of final construction plans and specifications
11	The plans submitted were at the conceptual planning level and did not include the level of detail for lighting. No field lights are proposed.	Lighting <ul style="list-style-type: none"> • Shall be minimal down lit security lights at the rear of the structure • Shall be minimal down lit security lighting within the seating area • No field lights • The electrical conduits shall minimally impact trees 		We agree with this recommendation. We will adhere to code requirements and recommendations made by the Police Department relative to lighting, and will address the remaining issues with Town staff.	No issue – Lighting will be reviewed and approved by City Council with approval of final construction plans and specifications

Other items:

	APPLICATION	PLANNING COMMISSION RECOMMENDATION	CONSISTENCY	M-ALL FEEDBACK TO PLANNING COMMISSION RECOMMENDATION	ISSUES FOR COUNCIL DIRECTION
	<p>MA Little League proposed to maintain the field and improvements</p>	<p>Maintenance</p> <ul style="list-style-type: none"> • The Planning Commission understands that the Town wishes to do the maintenance in return for a fee to be paid by Little League. This was the procedure more than two years ago when Little League first made its proposal and the field was in disgraceful condition. If this is the case, the Park and Recreation Commission must vigorously oversee the work to ensure long term quality. • Little League in their May letter to the Planning Commission stated at the bottom of page 3 that they will be responsible for the maintenance and upkeep of facilities including the seating area, restrooms, storage space, dugouts, fences, and baseball playing field. The Planning Commission is curious about the change. If the Town is to be the maintainer and use Town equipment, why is there a need for tractor storage under the seating? 		<p>Will address with Town staff. The “tractor” is a seated lawnmower. We will be assisting with mowing to ensure the safety of our players and other park users.</p>	<p>No issue – Staff will seek City Council direction regarding maintenance responsibilities. Maintenance responsibilities will be addressed in the Facility Agreement which must be approved by City Council.</p>

	APPLICATION	PLANNING COMMISSION RECOMMENDATION	CONSISTENCY	M-ALL FEEDBACK TO PLANNING COMMISSION RECOMMENDATION	ISSUES FOR COUNCIL DIRECTION
	MA Little League proposed the same time of use as specified in the existing Use Agreement	Time of Use <ul style="list-style-type: none"> • Specific times to be specified in the use agreement • Exclusive use during times as noted in use agreement 		This will be addressed as part of the Conditional Use Permit and will be consistent with current use.	No issue – MA-LL proposes the same times as outlined in the existing Use Agreement
	A snack bar was not included in the proposal	Snack Bar <ul style="list-style-type: none"> • No snack bar shall be allowed 		We will not have a snack bar at the field	No issue
	MA Little League does not propose signage or advertisement	Signage/Advertisements <ul style="list-style-type: none"> • No signage, advertisements or sponsorship displays shall be allowed 		We have no plans for advertisements or commercial signs.	No issue
	No amplified sound is proposed	Amplified sound <ul style="list-style-type: none"> • No amplified sound shall be allowed 	This item was not included in the ballot measure	We have no plans for any permanent amplified sound system.	No issue