

**TO:** PARKS AND RECREATION COMMISSION  
**FROM:** KRISTEN O'KANE, COMMUNITY SERVICES DEPARTMENT  
**DATE:** MAY 28, 2019  
**SUBJECT:** CUBBERLEY MASTER PLAN UPDATE AND NEXT STEPS

### **Recommendation**

Staff will provide an update on the Cubberley master planning effort. No action is required.

### **Background**

The Cubberley Community Center is located on a 35-acre site in south Palo Alto that was home to Cubberley High School until 1979. Of the 35 acres, the Palo Alto Unified School District (PAUSD) owns 27 acres and the City of Palo Alto owns 8 acres. The City leases PAUSD's 27 acres and operates the community center on the combined 35-acre site. The lease has since been amended multiple times and the current amendment will expire in December 2019. The lease amendment includes a condition that the City and PAUSD will jointly develop a master plan for the entire site by December 31, 2019.

Cubberley currently provides space for City staff, long-term non-profit tenants, and hourly rentals. Cubberley provides an opportunity for organizations to offer programs and services to the community in an affordable space. The collective of these organizations results in a vibrant multi-generational, multi-cultural community center that supports health and wellness, education, and the visual and performing arts.

On March 9, 2016, the Palo Alto City Manager and PAUSD Superintendent signed a Cubberley Futures Compact to demonstrate the commitment between the City and the School District to collaboratively plan for the future of the 35-acre Cubberley site. City and PAUSD staff began working together on a scope of work and request for proposals for professional services to assist with the master planning effort and community engagement.

A professional services agreement with Concordia, LLC was approved by City Council on June 18, 2018 to assist with engaging the community to develop a vision and master plan for the 35-acre site. The City and PAUSD are sharing equally in the cost of the master planning effort. On December 17, 2018 City Council approved the addition of the adjacent PAUSD properties, Greendell School and 525 San Antonio Road, to the project area and scope of the master plan, increasing the project area by 7.7 acres. The PAUSD Board of Education subsequently approved the addition of the two parcels.

The June 18 and December 17, 2018 City Council Staff Reports can be found at:

<https://cityofpaloalto.org/civicax/filebank/documents/65435>

<https://www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=63453.06&BlobID=68173>

## **Discussion**

### *Summary of Process*

The Cubberley community co-design process began with two community meetings at the Cubberley Pavilion on September 27, 2018 and November 1, 2018. At these meetings, and with assistance from a team of volunteer community “fellows”, participants engaged in activities that would help define additional or expanded programs to complement the existing uses at Cubberley and allow for a future school at the site. At the first meeting, participants nominated over 200 unique ideas to enhance or improve the existing programs and services at Cubberley. For meeting two, these ideas were organized into common groups and themes and participants were asked to rank them and describe their vision in more detail. The highest ranked ideas included:

- Adult education
- Theater/performing arts space
- Green space
- Makerspace/workshop
- Senior/multi-generational programs
- Health and wellness center
- Café
- Flexible rental space
- Pool
- Performing arts center

Participants were generally in favor of sharing space between the community center and future school where possible. The recommendations for shared space include a theater, gymnasiums, arts classrooms and gallery space, a community kitchen, makerspace, and a large flexible event space. Participants also engaged in activities designed to understand the community’s preferences and tolerances toward building height, parking, and amount of green space, using existing zoning limitations as a guide. Participants expressed a tolerance for 2-3 story buildings and preferred underground parking to maximize the site for green space.

The third community meeting on January 24, 2019 used a draft massing (building shape, form and size) and program organization model to begin conversations around site circulation, program layout, and aesthetics. The model was developed from the community input received during the first two meetings and was intended to plan and organize the array of recommended educational and community uses that exist and were recommended. The model also provided an opportunity to analyze site circulation and potential phasing.

After the first three community meetings, a series of study sessions were held to check in on progress and share input received from the community thus far. A study session was held with City Council on February 11, 2019. Presentations were also made to the Parks and Recreation Commission (PRC) and the Planning and Transportation Commission (PTC). The PAUSD Board of Education held a study session on February 12. The February 11, 2019 Council Study Session report can be found here: <https://www.cityofpaloalto.org/civicax/filebank/documents/68770>

The fourth and final community co-design meeting was held on May 9 and presented elements of a draft Master Plan, developed from input received from community, City Council, Board of Education, PRC and PTC. Major changes made between meeting three and meeting four were a result of community feedback and include:

- Removed vehicle access into Cubberley from San Antonio
- Moved two-story buildings away from neighbors
- Reduced parking structure from 35' to 9' tall
- Move the swimming pool away from neighbors
- Design bike paths to be two-way

During the February 11 Council study session and the PTC discussion, some feedback was received to include an alternative that showed housing on the City's eight-acre parcel. Working with Concordia, three additional scenarios with varying levels of housing were developed and all were presented to the community at the May community meeting. The number of housing units in each scenario is summarized below and shown in Attachment A (page 6).

	Number of units on PAUSD land	Number of units on City land	Total housing units
Housing Option 1	32	0	32
Housing Option 2	64	0	64
Housing Option 3	64	48	112
Housing Option 4	64	100	164

In addition to housing, the 179 meeting participants viewed specific elements of the draft master plan and were asked to comment on each element. Meeting results will be presented at the PRC meeting. The visuals used at the community meeting are included in Attachment A. The specific elements are:

1. Summary of process
2. Site organization
3. Site circulation
4. Look and feel
5. Phasing
6. Housing
7. Sustainability Targets and Strategies

All project information, including meeting presentation and materials, meeting summaries and deliverables are available on the project website:

[www.pausd.org/cubberleycodesign](http://www.pausd.org/cubberleycodesign).

**Next Steps**

June 10, 2019 – City Council update and action

June City/School Committee meeting – Discuss upcoming Joint Study Session

Summer 2019 – Consultant begins business plan development

Fall – City Council and Board of Education Joint Study Session

December 2019 – Staff to recommend City Council adoption of Master Plan and CEQA

Attachment:

A: Draft Master Plan Elements